Statewide Citizen Review Panel Meeting Agenda
Thursday October 16, 2025
8:30-10:30am
Interim Chair: Monica Ka'auwai
Recorder: _____
Via MS Teams

AGENDA

I. **Welcome and Check-in: Connecting question:**
II. **Meeting Minutes**
   a. September notes
   b. Welcome new member Annie Belle
III. **DHS Reports to CRP |** ~~Florence Calderon~~ Mahalo to Lavina Forvilly-subbing in since Flo is attending a conference out of state.

IV. **CRP Business**
New Business
   a. Annual report: goal is end of July!
   b. Recorder needed: We'll use rotating members.
Old Business Follow-up
   a. By-Laws update- still with AG; waiting for return | finalize in Sept
   b. Recruitment: Jewelyn Kahele

V. **CRP Projects/Possible Projects**
   a. Family First Hawaii –
   b. CWS Retention: Survey Monkey questionnaire hui – need to re-group and re-start work on this
   c. Recruitment and Retention for CRP members.
   d. Chairperson
   e. RCG preparedness kits
   f. Child Death Review
   Next meeting: November, 20, 2025 in Hilo.

Statewide Citizen Review Panel Meeting Agenda
Thursday November 20, 2025
10:00am-3:00pm
Interim Chair: Monica Ka'auwai
Recorder: April Lum
PARENTS Inc., 120 Pauahi Street, Suite 202 Hilo 96720

AGENDA

I. **Welcome and Check-in: Connecting question:**

II. **Meeting Minutes**
   a. October notes

III. **DHS Reports to CRP |** Florence Calderon

IV. **CRP Business**
   New Business
   a. Annual report:
   b. Recorder needed: We'll use rotating members.
   Old Business Follow-up
   a. By-Laws update
   b. Recruitment: Jewelyn Kahele

V. **CRP Projects/Possible Projects**
   a. Family First Hawaii –
   b. CWS Retention: Survey Monkey questionnaire hui – need to re-group and re-start work on this
   c. Recruitment and Retention for CRP members.
   d. Chairperson
   e. RCG preparedness kits
   f. Child Death Review-MMR and DVR-Annie Bell

Next meeting: December 18, 2025 via MS Teams

Statewide Citizen Review Panel Meeting Agenda
Thursday December 18, 2025
8:30-10:30am
Interim Chair: Monica Ka'auwai
Recorder: April Lum

AGENDA

I. **Welcome and Check-in: Connecting question:**

II. **Meeting Minutes**
   a. November notes

III. **DHS Reports to CRP** | Florence Calderon

IV. **CRP Business**

New Business

   a. NCRP info https://www.thinkreg.com/reg/site/8a94a8b498123a6a0198510f69ce2602/ June 1-3 in San Diego

Old Business Follow-up

   a. By-Laws update
   b. Recruitment: Update on Jewelyn Kahele
   c. Annual Report-pending
   d. Recorder: Using rotating members

V. **CRP Projects/Possible Projects**
   a. Family First Hawaii –
   b. CWS Retention: Survey Monkey questionnaire hui – need to re-group and re-start work on this
   c. Recruitment and Retention for CRP members. Kaleo Manipon-CFS O'ahu
   d. Chairperson
   e. RCG preparedness kits 1
   f. Child Death Review

Next meeting: January 15, 2026 via MS Teams

Statewide Citizen Review Panel Meeting Agenda
Thursday January 15, 2026
8:30-10:30am
Interim Chair: Florence Calderon (for Monica)
Recorder: Monica Ka'auwai

AGENDA

I. **Welcome and Check-in: Welcome to new member,** Jewelyn Kahele.
Connecting question: What are you looking forward to in the next 6 months?

II. **Meeting Minutes**
   a. December notes - Approved

III. **DHS Reports to CRP |** Florence Calderon
Budget $10,970.77
- New Fiscal person for DHS - Katherine McDonald
- Legislature opening
- Annual Progress Service Report (APSR) on hold for now since Feds are re-working it.
- Work continues on PIP
- Annie Bell left DOH to work at DHS; started at DHS then shortly left and unknown where she is now; Flo will follow up and reach out to her to see if she wants to still be a part of CRP if her new job does not pose a conflict with DHS.
- Mandated Reporter video in it's final stages of production and should be out and available in February. Available for a year. Owned by vendor. Flo will try to find out more on how much would it cost to sustain the use of it longer than a year, how much would it cost for DHS to own it, and/or would other community partners be interested in hosting it on their website, owning it etc.
- Kari (sp?) from Maui will be interim PIO for DHS for the time being.

IV. **CRP Business**

Old Business Follow-up

   a. By-Laws update-Flo emailed Policies and Procedures 12/18/25 and email sent by April 1/15/26. Read on own and work on it next meeting.

b. Recruitment: Updates on Kaleo Manipon-CFS O'ahu; no response as of yet; Flo shared brochure with Wendy Nahoa(Annie's past supervisor) because she may have someone interested.
c. Annual Report-pending
d. Recorder: Using rotating members
e. NCRP info https://www.thinkreg.com/reg/site/8a94a8b498123a6a0198510f69ce2602/ June 1-3 in San Diego Leah declined due to other travels; April will attend and Jewlyn will be second if funding is available to send two members.

V. CRP Projects/Possible Projects

a. Family First Hawaii – newsletter has updates that Flo will share
b. CWS Retention: Survey Monkey questionnaire hui – need to re-group and re-start work on this; Committee will meet 1/27/26 from 12:30-1:30. Monica will send out an invite via teams.

All other projects/potential projects are put on hold until we establish a more stable Panel membership. We will concentrate on one project at a time until we stabilize membership.

~~c. Recruitment and Retention for CRP members~~
~~d. Chairperson~~
~~e. RCG-preparedness kits 1~~
~~f. Child Death Review~~

Next meeting: February 19, 2026 on O'ahu

Statewide Citizen Review Panel Meeting Agenda
Thursday February 19, 2026
10:00am-3:00pm
Interim Chair: Monica Ka'auwai
Recorder: Joe O'Connell
PACT 1300 Halona Street, Honolulu HI 96817

AGENDA

I. **Welcome and Check-in: Connecting question:**

II. **Meeting Minutes**
   a. January notes

III. **DHS Reports to CRP |** Florence Calderon

IV. **CRP Business**

New Business

a. National CRP brochure

Old Business Follow-up

a. By-Laws or Policies and Procedures update

V. **CRP Projects/Possible Projects**
   a. Family First Hawaii – newsletter
   b. CWS Retention: Survey Monkey questionnaire hui –committee report out
   c. Recruitment and Retention for CRP members
   d. Chairperson
   e. RCG preparedness kits – Monica has a sample to share FYI
   f. Child Death Review-MMR and DVR-Annie Bell – update from Flo

Next meeting: March 19, 2026 via MS Teams

Statewide Citizen Review Panel Meeting Agenda
Thursday March 19, 2026
10:00am-3:00pm
Interim Chair: Monica Ka'auwai
Recorder:

AGENDA

I. **Welcome and Check-in: Connecting question:** Name one person you know you can trust and why.

II. **Meeting Minutes**
   a. February notes?

III. **DHS Reports to CRP** | Florence Calderon

IV. **CRP Business**

New Business

a. National CRP conference-April can't attend

Old Business Follow-up

a. By-Laws or Policies and Procedures update on final

V. **CRP Projects/Possible Projects**
   a. Family First Hawaii – work group interest?
   b. CWS Retention: Survey Monkey questionnaire hui –committee report out
   c. Recruitment and Retention for CRP members
   d. Chairperson

Next meeting: April 16, 2026 via MS Teams

Statewide Citizen Review Panel Meeting Agenda
Thursday May 21, 2026
10:00am-3:00pm
West Hawaii CWS Section, 73-4257 Hulikoa Drive #C, Kailua Kona, Hawaii
Interim Chair: Monica Ka'auwai
Recorder: April Lum

AGENDA

I. **Welcome and Check-in:**
Connecting question: What's one thing you enjoyed in your childhood that you still enjoy today.

II. **Meeting Minutes**
   a. March notes

III. **DHS Reports to CRP** | Florence Calderon

IV. **CRP Business**

New Business

   a. National CRP conference-Florence, Jewelyn, and Monica
   b. Elections-chair; vice chair

Old Business Follow-up

   a. Policies and Procedures update on final

V. **CRP Projects/Possible Projects**
   a. Family First Hawaii – work groups
   b. Recruitment and Retention for CRP members

Next meeting: June 18, 2026 via Teams

Statewide Citizen Review Panel Meeting Agenda
Thursday July 16, 2026
8:30am-10:30am
Interim Chair: Monica Ka'auwai
Recorder: _____

AGENDA

I. **Welcome and Check-in:**
Connecting question: Name one good thing about yourself.

II. **Meeting Minutes**
   a. May notes

III. **DHS Reports to CRP** | Florence Calderon

IV. **CRP Business**

New Business

a. CSEC flyers/posters - Florence

Old Business Follow-up

a. Policies and Procedures update on final
b. Elections

V. **CRP Projects/Possible Projects**
   a. Family First Hawaii – work groups
   b. Recruitment and Retention for CRP members

Next meeting: August 20, 2026 via Teams

Statewide Citizen Review Panel Meeting Agenda
Thursday August 20, 2026
8:30am-10:30am
Interim Chair: Monica Ka'auwai
Recorder: _____

AGENDA

I. **Welcome and Check-in:**
Connecting question:

II. **Meeting Minutes**
   a. July notes

III. **DHS Reports to CRP** | Florence Calderon

IV. **CRP Business**

New Business

   a. CSEC flyers/posters - Florence

Old Business Follow-up

   a. Policies and Procedures update on final
   b. Elections

V. **CRP Projects/Possible Projects**
   a. Family First Hawaii – work groups
   b. Recruitment and Retention for CRP members

Next meeting: September 17, 2026 via Teams

Statewide Citizen Review Panel Meeting Agenda
Thursday September 17, 2026
8:30am-10:30am
Interim Chair: Monica Ka'auwai
Recorder: _____

AGENDA

I. **Welcome and Check-in:**
Connecting question:

II. **Meeting Minutes**
   a. August notes

III. **DHS Reports to CRP |** Florence Calderon

IV. **CRP Business**

New Business

   a. CSEC flyers/posters – Florence
   b. Review new Panel applicant-Sally Rizzo

Old Business Follow-up

   a. Policies and Procedures update on final
   b. Elections

V. **CRP Projects/Possible Projects**
   a. Family First Hawaii – work groups/webinars/workshops-anyone attended?
   b. Recruitment and Retention for CRP members

Next meeting: October 15, 2026 via Teams

CRP Meeting Notes

Date: October 16, 2025

Time: 8:30 AM

Attendees:

- DHS/CWS: APA Lavina Forvilly (standing in for Flo)
- Social Services Division: Elladine Olevao, Temporary Administrator
- CRP Members: Monica Ka‘auwai (Chair), Annie Bell, April Lum, Joseph O’Connell (Note Taker)

DHS/CWS Updates – Lavina Forvilly

- Flo has returned to work full-time as of August.
- Her office is currently preparing for the upcoming legislative session.
- CRP Budget Fiscal year 2026-27: $12,754.
- CRP Membership: Welcome letters were sent to Annie and April.
- Flo is waiting for the annual CRP report from Monica—Monica will complete it as soon as possible.
- Flo still needs the notes from the December meeting.
- RCG Recruiting Contract: No updates; still tied up with DAGs.
- CWS Staffing: Ongoing recruitment efforts continue. There remains a 30–32% statewide vacancy rate, which has been consistent throughout the year.
- Differential pay continues for Kona and East O‘ahu.
- Recruitment and retention incentive funds remain available for new CWS workers (employed 5 years or less).

DHS/CWS Updates – Elladine Olevao

- Social Services Division Administrator Daisy Hartsfield resigned effective October 1, 2025.

- Elladine is temporarily assigned (TA) to cover Daisy's duties through the end of October.
- A ongoing interim appointment for this position will be announced in early November 2025.
- Tonia Mahi is serving as TA CWS Branch Administrator for October, focusing primarily on O'ahu sections.
- Karlan Fields will be TA Assistant CWS Administrator, focusing primarily on neighbor islands, with special attention to strengthening Kona–Hilo collaboration.
- CWS has been somewhat impacted by the federal shutdown but less severely than other divisions.
- DVR and Med-QUEST have experienced greater impacts, particularly among federally funded positions.

Review of September Notes

- Notes were accepted without comment.

Note Taking Moving Forward

- The group agreed to continue with a rotating note-taker format.

CRP Bylaws

- The group will review CRP bylaws.
- DAGs do not need to be involved in this process.
- Monica and Flo will take the lead on reviewing and updating the bylaws.

CRP Membership

- Application received from Jewelyn Kahele.

- Monica will resend Jewelyn's application to CRP members via email for review.
- Monica will coordinate an interview with Jewelyn prior to the November meeting.
- The group plans to vote on Jewelyn's membership at the November CRP meeting in Hilo.
- Recruitment and retention efforts for CRP members are ongoing.
- The current membership stands at five members.
- The goal is to recruit additional members from Kona and Maui and grow the board to 8–10 members.

RCG Preparedness Bags

- The group discussed the need for clear guidelines from Flo regarding how to request donations.
- Supplies should support both "shelter-in-place" and evacuation situations during emergencies or natural disasters.

Child Death Reviews

- Annie agreed to represent CRP at these review meetings and will report back on observed trends or recurring concerns to help inform CRP's annual recommendations.

Next CRP Meeting

- Date: November 20, 2025
- Location: Hilo
- Dana will assist with flight and car arrangements.
- Joe will secure the venue and lunch.

Meeting adjourned at 9:40 AM.

Statewide Citizen Review Panel Meeting Notes
Thursday November 20, 2025
8:30am-10:30am
Interim Chair: Monica Ka'auwai
Recorder: Leah Ho
PACT Hilo Branch Office

Meeting Notes

Present: (In-Person) Monica Kaauwai, Joe O'Connell, Annie Bell, Florence Calderon, Leah Ho, (Virtual) April Lum

I. **Welcome and Check-in: Connecting question:**
II. **Meeting Minutes**
    a. October Meeting notes from Joe.
III. **DHS Reports to CRP | Florence Calderon**
    - DHS is preparing for upcoming Legislative Session
    - Welcome letters were received by new CRP members, April and Annie.
    - CRP Budget Fiscal Year 2026-2027: $12,755. CRP has until end of May 2026 to spend down.
    - Monica will complete Annual Report and submit to Florence to attach to the APSR to the Feds and to add it to the DHS website.
    - Recruitment efforts continue. Recruitment and retention are on the PIP.
    - Daisy Hartsfield has left the Department.
    - Elladine continues to TA as the Division Administrator.
    - Tonia Mahi continues to TA as CWS Branch Administrator.
    - Karlan Fields continues to TA as Assistant CWS Administrator, focusing on neighbor islands.
    - Kristin Matos is the current Hilo SA.
    - With the Government Shutdown, spending has been put on hold to figure out the effects on the DHS/CWS budget.
    - NCRP Conference Scheduled for June 1-3, 2026 in San Diego, Paradise Point. CRP members to attend include CWS Liaison, 1 or 2 panelists.

- In a PIP year, CWS will review with the Feds, forming work groups on the safety assessment. It includes Well Being: 12b, 14, and 15, recruitment and retention, and Family Engagement. Needs Assessment to cover Parent, CWS, Parent, and Children, and Risk Assessment of children.
- Sina Sison filled APA position left vacant by Kintaro Yonekura, which oversees the Recruitment contract
- Elliot Plured is the APA/DRS that oversees the FSS and VCM contracts.
- Assistant Division Administrator is still open. In the interim, Danny Goya is in the position, focusing on the trauma piece for the Department.

IV. CRP Business

New Business

- Annie will be transitioning to DHS, Supervisor for the Sexual Abuse, Kapolei Unit. Florence will check if Annie is able to continue as a panelist with CRP. If there is conflict of interest or any type of overlapping.
- Jewelyn Kahele: Her application to the CRP has been reviewed. Monica and Leah conducted a "Talk Story" session with her. She is recognized nationally for her work with families of the Maui Wildfires. Her thoughts and views were shared with the panel. Vote was unanimous to approve Jewelyn to the CRP.
- Recruitment of CRP Members: Putting feelers out for Kona and Maui. Retention is okay for now.
- Florence is covering the CJA Children's Justice Act. Possible to tap into CJC members to be a part of the CRP.
- It has been suggested to recruit a HI Hopes member to be a CRP panelist, to be the voice of our youth.

Old Business Follow-up

- Hawaii CRP By-laws: Will review if need to update or if will utilize the Federal CRP Operating Procedures. Florence will resend the Operating Procedures and NCRP documents to the panelists. Will consider updating Objectives and Operating Procedures.
- CRP Chairperson: Still looking. Hopefully when new members come on board.
- Per Diem: It was questioned why non-state members were receiving per diem. Per Diem is $20.00 for interisland travel.
- With DHS Approval, reimbursement can be made for parking (Use Cash). Per Diem for travel, may be able to come out of CRP Federal funds.
- NCRP Conference Travel: Funding comes from CRP budget. Give 2 months notice who will be attending NCRP Conference. We will put it on the agenda for February/March 2026 meetings. We will decide at the next in-person meeting to decide who will be attending (2/19/2026).

- CRP Funds are through CAPTA. As of October 2025, Hawaii CRP started with $20,000.00.
- Deb Farrow Advises for NCRP.

V. **CRP Projects/Possible Projects: Survey Monkey, Preparedness Kits, Child Death Review**

- Family First Hawaii: Florence will check with Charlotte for updates. Latest newsletter shared Prevention Piece for families before getting into CWS.
- Work Groups: Consider putting panelists in different work groups to work on CWS programs.
- RCG Preparedness Kits: The panel discussed what vendor to use, items to place in the kits, what will be used to hold the kits. Annie will forward vendor list for materials to put in the kits.
- $5,000 is budgeted for the kits; backpack, printing, and materials. We need to brainstorm of who we can approach for donations. Healthy Mothers Healthy Babies and HCAN have budgets for donating items. Can approach them to assist. Leah will reach out to Nikki-Ann Yee at Ma'i Movement regarding donating Period Products.
- Suggested Materials for Emergency Preparedness Kits: Power Bank, Water Bottle, Flash Light, Hygiene Items. Monica and Annie will work on items to purchase for kits, then send to Florence for review.
- Child Death Review: Top 3 causes of child deaths in Hawaii; Drowning, Suicide, Suffocation (Safe Sleep). Annie will email CDR Stats.
- Looking into Maternal Mortality Review (MMR). CRP can assist in education.
- DOH is working on new Safe Sleep rebranding, Live Action Shoot.
- Water Safety: Drowning Convention Campaign, Wrist Brand Facts, Water Safety Books.
- Annual Report Recommendations: Retention of CWS Staff, Preparedness Kits, Child Death Review, Collaboration with DOH Children with Special Health Needs & CWS for resources (RCG Basics) for high needs keiki. Couple resources for CSHN are Special Parent Information Network (SPIN) and Community Services for Developmental Disabilities (CSDD).
- There is lack of partnership with CASAs. Not collaborative on child's behalf.
- Tabling Area of Concern: Lack of Support/Resources for CSHN. Collaborate with CSHN on education and training for CWS and Resource Caregivers (RCG), resources for RCGs (to be included in Resource Family Basics Handout, CSHN to train RCG's in skills to care for children in care (Autism, Medically Fragile). Release of RCG Recruitment Contract.

Next meeting: December 18, 2025 via Teams, 8:30am – 10:30 am. Virtual.

Statewide Citizen Review Panel Meeting Agenda
Thursday December 19, 2025
10:00am-3:00pm
Interim Chair: Monica Ka'auwai
Recorder: April Lum

Meeting Minutes

I. **Welcome and Check-in: Connecting question:**

II. **Meeting Minutes**
   a. November notes

III. **DHS Reports to CRP |** Florence Calderon

- There is a new staff member in the fiscal office. DHS is working to confirm the remaining balance of the CRP budget, which is based on a $12,000 allocation.

- Due to the holiday season, many staff are currently on leave. CWS is in the interview process following Maria's departure and has conducted multiple interviews. The program is hopeful to fill the secretary position soon.

- CWS staff are working on legislation and preparing for testimony. One bill, sponsored by Representative Martin, focuses on domestic violence (DV). It was proposed during the last legislative session and relates to DV training for CWS staff and the potential placement of an in-house DV provider within CWS. Updates will be provided as the bill progresses.

- Attempts were made to reach Annie Bell; however, because she is now employed by CWS, she is no longer eligible to serve on the Citizen Review Panel. Florence will notify her. DHS staff are not permitted to be members of the CRP.

- DHS is working on the APSR and is in the final stages of the Program Improvement Plan (PIP) focus groups.

- Elladine Olevao continues to TA as Division Administrator, Tonia Mahi is TA Branch Administrator, and Karlan Fields is TA Assistant Branch Administrator.

- Recruitment for the Assistant Division Administrator position is currently on hold. In the interim, Danny Goya will continue to serve in this role.

- CWS is working on the development of "Mandated Supporters," an initiative focused on providing support prior to mandated reporting.

- DHS is updating the CRP application to reflect the new DHS logo.

- Public Information Officer Amanda Stevens will be leaving the department at the end of the month.

IV. CRP Business

New Business

a. NCRP info https://www.thinkreg.com/reg/site/8a94a8b498123a6a0198510f69ce2602/ June 1-3 in San Diego - Travel is approved, Florence and 1 to 2 other CRP members. Early bird registration ends 4/20/26

Old Business Follow-up

a. By-Laws update - looking at using Operating Procedures to use moving forward rather than By-Laws
b. Recruitment: Last meeting voted to approve Jewelyn Kahele as newest CRP member. Florence will send out a welcome letter.
c. Annual Report-pending
d. Recorder: Using rotating members

V. CRP Projects/Possible Projects

a. Family First Hawaii
b. CWS Retention: Survey Monkey questionnaire hui – need to re-group and re-start work on this
c. Recruitment and Retention for CRP members
    - Leah suggest Kaleo Manipon with CFS on Oahu as a potential CRP member
    - Team will continue to explore other potential members from DOH
d. Chairperson
e. RCG preparedness kits
    - Approval was given to move forward with obtaining quotes for ordering bags.
    - Monica will review the initial quote and explore additional options.
    - Three quotes are required prior to placing an order; assistance was requested to help identify additional vendors.

- There are extra water bottles remaining from previous orders. These may be added to the bags or used for the areas where water bottles were originally intended.

f. Child Death Review

Next meeting: January 15, 2026 via MS Teams

Statewide Citizen Review Panel Meeting Agenda
Thursday January 15, 2026
8:30-10:30am
Interim Chair: Florence Calderon (for Monica)
Recorder: Monica Ka'auwai

AGENDA

I. **Welcome and Check-in: Welcome to new member,** Jewelyn Kahele.
Present: April Lum, Jewelyn Kahele, Monica Ka'auwai, Leah Ho, Florence Calderon
Connecting question: What are you looking forward to in the next 6 months?

II. **Meeting Minutes**
   a. December notes - Approved

III. **DHS Reports to CRP |** Florence Calderon
Budget $10,970.77
   - New Fiscal person for DHS - Katherine McDonald
   - Legislature opening
   - Annual Progress Service Report (APSR) on hold for now since Feds are re-working it.
   - Work continues on PIP
   - Annie Bell left DOH to work at DHS; started at DHS then shortly left and unknown where she is now; Flo will follow up and reach out to her to see if she wants to still be a part of CRP if her new job does not pose a conflict with DHS.
   - Mandated Reporter video in it's final stages of production and should be out and available in February. Available for a year. Owned by vendor. Flo will try to find out more on how much would it cost to sustain the use of it longer than a year, how much would it cost for DHS to own it, and/or would other community partners be interested in hosting it on their website, owning it etc.
   - Kari (sp?) from Maui will be interim PIO for DHS for the time being.

IV. **CRP Business**
Old Business Follow-up
   a. By-Laws update-Flo emailed Policies and Procedures 12/18/25 and email sent by April 1/15/26. Read on own and work on it next meeting.

b. Recruitment: Updates on Kaleo Manipon-CFS O'ahu; no response as of yet; Flo shared brochure with Wendy Nahoa(Annie's past supervisor) because she may have someone interested.
c. Annual Report-pending
d. Recorder: Using rotating members
e. NCRP info https://www.thinkreg.com/reg/site/8a94a8b498123a6a0198510f69ce2602/ June 1-3 in San Diego Leah declined due to other travels; April will attend and Jewlyn will be second if funding is available to send two members.

V. CRP Projects/Possible Projects

a. Family First Hawaii – newsletter has updates that Flo will share
b. CWS Retention: Survey Monkey questionnaire hui – need to re-group and re-start work on this; Committee will meet 1/27/26 from 12:30-1:30. Monica will send out an invite via teams.

All other projects/potential projects are put on hold until we establish a more stable Panel membership. We will concentrate on one project at a time until we stabilize membership.

~~c. Recruitment and Retention for CRP members~~
~~d. Chairperson~~
~~e. RCG preparedness kits 1~~
~~f. Child Death Review~~

Next meeting: February 19, 2026 on O'ahu

Statewide Citizen Review Panel Meeting Agenda
Thursday March 19, 2026
8:30 am – 9:30 am
Interim Chair: Monica Ka'auwai
Recorder: Leah Ho

AGENDA

I. **Welcome and Check-in: Present** - Monica Kaauwai, Leah Ho, Jewelyn Kahele
Connecting question: Name one person you know you can trust and why.

II. **Meeting Minutes**

a. February Notes:
- Will defer until meeting when February Notes have been to submitted to Chair.

III. **DHS Reports to CRP** | Florence Calderon
Florence is out sick, but attended today's meeting to give a brief DHS Report
- DHS is still working on the CRP Budget ($20,000)
- The department is requesting 1 CRP member to participate in one of the Work Groups for the PIP.

IV. **CRP Business**

New Business

a. National CRP conference: April can't attend:
- Monica will attend with Jewelyn and Florence. Monica will inform Dana of update.

b. Elections: Chair and Vice Chair positions.
- Recalling February meeting, Leah Ho was nominated for Chair position. Leah has requested time to consider nomination. Decision will be made by 4/6/26.
- Monica has volunteered for the Vice Chair position.

Old Business Follow-up

a. By-Laws or Policies and Procedures update on final:
- Defer to April meeting.

V. CRP Projects/Possible Projects

a. Family First Hawaii – work group interest?
   - April serving on the Family engagement Group in her DOE position.
   - Due to timing, next Work Group is 3/24 & 3/25/2026, CRP members will wait on other future opportunities to participate.

b. CWS Retention: Survey Monkey questionnaire hui –committee report out:
   - Monica will send Flo the questions that the committee reviewed.

c. Recruitment and Retention for CRP members:
   - Tabling to April meeting

d. Chairperson:
   - In progress.

Next Meeting: April 16, 2026 via MS Teams

Statewide Citizen Review Panel Meeting Agenda
Thursday May 21, 2026
10:00am-3:00pm
West Hawaii CWS Section, 73-4257 Hulikoa Drive #C, Kailua Kona, Hawaii
Interim Chair: Monica Ka'auwai
Recorder: April Lum

Meeting Minutes

I. **Welcome and Check-in:**
Connecting question: What's one thing you enjoyed in your childhood that you still enjoy today.

II. **Meeting Minutes**
   a. March notes

III. **DHS Reports to CRP** | Florence Calderon

Leadership and Personnel Updates

- Director Yamane has stepped down from DHS.
- Joe Campos is currently serving as Temporary Assistant Director of DHS.
- Trista Speer will remain Deputy Director.
- Mr. Campos' previous position remains vacant.
- Tonia will retire on June 30, 2026, after 34 years of service.
- Elladine Olevao is also expected to retire on June 30, 2026, after 33 years of service; however, retirement paperwork has not yet been submitted and plans may change.
- Karlen Fields serves as TA Division Director and Kepua Lee serves as TA Assistant Division Director.

Program Updates

- DHS plans to implement the HI TRIVE System in November 2026.
- Hawaii has elected to participate in the federal audit pilot review process and is awaiting final approval.

- The traditional review process includes root cause analysis and development of a corrective action plan.

Child Welfare Services Updates

- Youth continue to sleep in some CWS offices due to a shortage of placement resources.
- Additional homes are needed for children and youth with special needs.
- The Hilo office has not experienced youth sleeping in offices due to strong community partnerships and support.

Resource Caregiver Recruitment

- Harvest Family Life Ministries now holds the recruitment contract for Resource Caregivers (RCGs).
- Individuals interested in becoming RCGs may contact Harvest Family Life Ministries.

CRP Reporting

- Florence requested updates regarding CRP activities to support report preparation.

Emergency Shelter and Youth Support Initiatives

- It was shared that DHS is exploring a contract for an emergency shelter staffed by CWS personnel.
- Discussion also included a possible "go bag" initiative for youth entering care.
- Interest was expressed in revisiting previous discussions regarding emergency bags.

Missing Children Training

- Florence is working with the Missing Children Center of Hawaii to provide training for CWS staff on reporting missing children.
- Discussion included whether Resource Caregivers receive information on procedures when youth run away from placement.
- Florence will work with Harvest Family Life Ministries and Catholic Charities Hawaii to distribute this information to Resource Caregivers.

Staff Development and Training

- Sharon Adric is the new Staff Development Director.
- DHS partnered with Simple Learning to develop an online mandated reporter training platform.
    - Training is self-paced and approximately 1–1.5 hours in length.

- Participants receive a certificate valid for one year.
- The training is available to the public.

- Florence will share the training link with CRP members.

Budget

- Florence will distribute the current CRP budget to members.

IV. CRP Business

New Business

a. National CRP Conference

- Florence Calderon, Jewelyn, and Monica Ka'auwai will attend the National CRP Conference.
- Travel dates are May 31 through June 3, 2026.
- Dana is coordinating advance per diem payments for attendees.

b. Chair and Vice Chair Elections

- Elections for Chair and Vice Chair were discussed.
- Leah was identified as a potential candidate for Chair.
- Leah shared that funding for her position remains uncertain and requested additional time before making a commitment.
- Elections were deferred until June.

c. Membership

- Joe O'Connell shared his intention to continue serving with CRP.

d. Child Death Review (CDR)

- Members discussed whether Hawaii CRP should establish a Child Death Review committee similar to those utilized by other states.
- Due to current membership levels, creating a separate committee may be challenging.
- The Department of Health currently conducts Child Death Reviews; however, Florence is not a participant in that process.
- Reviews are generally closed because of confidentiality requirements.
- Members agreed to revisit the discussion following the National CRP Conference.

e. CRP Structure

- Hawaii previously maintained two Citizen Review Panels, one serving Maui and one serving Oahu.
- Based on population requirements, Hawaii could potentially support two panels.
- Current membership levels would make this difficult.
- Members discussed whether CRP participation in Child Death Review activities could potentially satisfy requirements related to a second panel.

f. Future Agenda Items

- Child Death Review will be added to the July agenda for further discussion.
- Meeting dates and occurrences will also be reviewed.
- The June 18, 2026 meeting was canceled.

Old Business Follow-up

a. Policies and Procedures Update

- The status of the final Policies and Procedures document remains unknown.
- Review was deferred to April; however, no April meeting was held.
- Florence will follow up and provide an update.

V. CRP Projects/Possible Projects

a. Family First Hawaii Work Groups

- Ongoing participation in Family First Hawaii work groups was discussed.

b. Recruitment and Retention of CRP Members

- Florence suggested including information about CRP in the Resource Caregiver newsletter and Family First Hawaii newsletter.
- CRP brochures were distributed at IVAT.
- Members discussed opportunities to increase awareness of CRP at community outreach events.
- Former members Chris Molina and Michelle Jenkins were identified as potential recruitment contacts.
- Esther McDaniel from Harvest Family Life Ministries was also identified as a potential contact.

Action Items

- Florence will:
    - Share the mandated reporter training link.
    - Distribute the current CRP budget.
    - Follow up on the status of the Policies and Procedures document.
- Child Death Review will be added to the July agenda.
- Chair and Vice Chair elections will be revisited at the next meeting.
- Kona members will conduct outreach to Neighborhood Place of Kona.
- Recruitment opportunities through newsletters and community outreach will continue to be explored.

~~Next meeting: June 18, 2026 via Teams~~ –CANCELLED

Statewide Citizen Review Panel Meeting
Thursday July 16, 2026
8:30am-10:30am
Interim Chair: Monica Ka'auwai
Recorder: Monica Ka'auwai

NOTES

I. **Welcome and Check-in:** Present: Jewelyn Kanahele, Monica Ka'auwai, Florence Calderon
Connecting question: Name one good thing about yourself.

II. **Meeting Minutes**
   a. May notes

III. **DHS Reports to CRP** | Florence Calderon TA Branch Ashley Yasuda TA Asst Winnie Nishimiya Indefinite until fulfilled. July 1st new fiscal year; budget renewed but unknown atm; new APA ICPC Michele Dufour; new intern as admin asistant Cleopatra (Cleo); Dir DHS confirmed Joe Campos; Depty Dir Lorilei Aponte; Deputy Dir Trista Speer; Continue to work on PIP-maybe looking at us for Workforce Development; Mandated Reporter training received another year of funding to keep running; Staff Development is moving soon and we have boxes of wellness items that need to be moved/distributed. Flo will look into interdepartmental mail to send to neighbor island units via CRP members.

IV. **CRP Business**

New Business

a. CSEC flyers/posters – Florence Posting signs in the bathrooms at the airports through DOT. Can CRP provide funding for signage? CRP is asking for more specific: how many? How much will it cost? Flo will get back monica with more info and Monica will send out to panel to vote on.

Old Business Follow-up

a. Policies and Procedures update on final: Calling for anyone who has the latest revision of CRP policies and procedures to send to Monica.
b. Elections: needs to be revisited

V. CRP Projects/Possible Projects

a. Family First Hawaii – work groups-none at the moment
b. Recruitment and Retention for CRP members: bring back the open house. Monica will send brochure out to Brad McDaniel at HFL.
c. Flo will create new MS teams link for this year's meetings.

Next meeting: August 20, 2026 via Teams

CRP Meeting notes

Attendance: Monica, Jewelyn, Flo, & Ashley, Joe arrived (Court 9:10)
Absent: April(email notification)
Start time: 8:35am
Date: 8/20/26
No quorum

Ashley Yasuda (TA branch admin) attended her first CRP meeting today.
Updates: Relaunched Kako'o Program: Home visiting program Mon-Friday & weekends
Keiki step down: Facility program 3 separate homes each home holds 6 youth ages 5-18 years old. Harder to place kids, so staff not having to stay in the office. Trauma informed and behavioral response, who are falling through the gaps for higher levels of care. 2 weeks ago just transitioned new youth into program
PIP: Program Improvement Plan, with the Feds where we need to improve as a state.
Still trying to learn more about what the CRP is?

Flo: DHS updates, Follow up with FMO person. Will send approved flyer & Poster. Karlen Fields (works out of Hilo) 2X a week she officially the social services administration APS & CWS. Mandated reporting training got additional funding for 2 years, CJA provided funding for another year. Child death reports for Case by case for 4 days training. Traveling you see notification teleprompter at all airports statewide about human trafficking collaboration with DOT.

Awaiting reimbursement from DHS for June's National conference. Dana is working on it. Jewelyn and Monica have sent all documents that were requested.

Monica- Keiki step down, additional staff available. Neighbor islands can get placement on Oahu. Reunification will always be the goal, Contracted provider. Information on the CSEC flyer & posters? Approved by DOT flyer to be sent to the group. Add CRP info on to flyer. Giving access to RCG for mandated reporting. August 7th Leah sent in her resignation letter. She will be sending brochure to Founder of Harvest Life Brad McDaniel. Flo create notification for meeting

New Business:
CSEC Flyer (Flo to send)
Leah Resignation letter received 8/7/26
Policies & Procedures (Joe to send notes)
Elections
Next Meeting: September 17th via Teams

Jewelyn Kahele, CSAC,BSHS,MSW

Statewide Citizen Review Panel Meeting Agenda
Thursday September 17, 2026
8:30am-10:30am
Interim Chair: Monica Ka'auwai
Recorder: April

Meeting Minutes

I. **Welcome and Check-in:** April Lum, Monica Ka'auwai, Joe O'Connell, Florence Calderon, Ashley Yasuda

Connecting question: What incredibly common thing have you never done?
Monica: Wait on tables, has never been a server
Flo: Does not have TikTok
Jewelyn: Have not ridden the rail on Oahu
Joe: Never went to a day of high school
April: Has never been to the Arizona Memorial
Ashley: Never waited on tables

II. **Meeting Minutes**
- August notes – Adjustments to notes: spelling of Karlan Field's name, no other changes

III. **DHS Reports to CRP** | Florence Calderon
- Dana will be working on reimbursement for those who went to the CRP conference
- Ashley shared a recap from the previous meeting of Keiki step down program was provided which CWS just created. This program is very different from previous programs. 18 bed program, 3 separate physical homes on the property, 5-18 years old, option for children and youth that may be harder to place. Pacific Health Alliance – on call nursing, CPI training, try to tailor how they work with the youth. Has helped to avoid children sleeping in the CWS office.
- Annual report was received and is currently being reviewed.

IV. **CRP Business**

New Business

- CSEC flyers/posters – Florence has sent a sample of what is currently being used. The request is for CRP to assist in producing more flyers to expand locations of flyers. Reported that current CRP budget is $11,988, however this may be incorrect as the new fiscal year has started. Monica made a motion to allot up to $5000 for CSEC public awareness campaign (flyers). Joe seconded the motion. Monica moved to vote, 4 yes 0 no. These efforts are a part of the CSEC taskforce. Flo is responsible for CSEC within in CWS and provides quarterly reports to the taskforce. Data booklet and CSFR also provides data on trafficking.
- Review new Panel applicant-Sally Rizzo: Recommendations were made to move forward with the interview process with the applicant. Dates for a possible interview was identified and Monica will be following up with the applicant.

Old Business Follow-up

a. Policies and Procedures update on final
b. Elections

V. CRP Projects/Possible Projects

a. Family First Hawaii – work groups/webinars/workshops-anyone attended?
b. Recruitment and Retention for CRP members

Next meeting: October 15, 2026 via Teams