

Colorado Children and Youth Information Sharing Collaborative
Meeting Minutes
June 15, 2011 9:00 AM – 11:00 AM
Location JCJAC – Large Training Room

CCYIS Vision:

Children, youth and families experience seamless and collaborative services and supports that are responsive to their interests and needs. This is facilitated by information sharing that safeguards their privacy at both the state and local level.

CCYIS Mission:

To develop strategies for sharing information to optimize services available and delivered to children, youth and families in Colorado.

Attendees

, Director IPS, CDPHE
Jeff McDonald, Director, Jeffco JAC
Norm Kirsch, Manager, CDHS
Meg Williams, Manager, CDPS, DCJ
Anna Lopez, Grant Manager, DCJ
Susan Colling, Juvenile Programs Coordinator, CO Division of Probation Services
Katie Wells, Manager Youth SA Services, CDHS-DBH
Juston Cooper, CYLC Executive Director
Jan Petro, Director CDE
Margie Grimsley, TA Coordinator, FFCMHCC
Sara Boylan, Director, Denver 1451
Kelly Abbott, SB94 0 18th JD
Stacy Belledin, Lakewood PD
Sean McCaw, Data Supervisor, CDHS-CW
G. Edward Wensuc, Director of Research, CDHS-DYC
Peggy Baikie, Program Mgr NP, Denver Health
Angie Wickersham, Director HTOP, Mesa County – on telephone
Stephanie Rondenell, CND
Russell Burton, CND
Joan Masztaler, CND
Sarah Caron, CND

Minutes from May 18, 2011 meeting were reviewed and approve with minor changes

Action Items

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- Susan Colling to verify if Release of Information has to be renewed 1 year after signed. (Related to School Behavioral Report Use Case Process)
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- Katie Wells and Stephanie Rondenell to develop a use case for drug and alcohol incident.

Strategic Plan

- Russell Burton - CND reviewed a comprehensive document of Strategic Planning that will take place over the next several meetings of the CCYIS.
 - Russell Burton discussed the Strategic Plan would be the work of the CCYIS and CND would facilitate the process.
 - Review of “homework” is required to be completed before the next CCYIS meeting.
 - OIT Strategic Plan provides a strong foundation and CCYIS Plan should follow that Plan adding necessary detail specific to CCYIS.
group a copy of the OIT Strategic Plan.

Data Exchange Identification and Prioritization Activity

Stephanie Rondenell continued the discussion of the use case that was used at the April 20, 2011 meeting focusing on the alternative path, Public School Behavioral Incident Report, provide by Linda Kanan and Meg Williams.

- Meg Williams indicated that if representing a State Agency, use your own experience then take the use case to the local teams to have them articulate the details so CCYIS members don't have to do the full use case but rather facilitate getting the details.
- How are probation officers and schools notified? Susan Colling indicated that local departments can do differently and won't standardize. Susan doesn't think there is a standard form; parent and youth verbally inform the Probation officer. Meg Williams asked how the school is informed of youth on probation. Stephanie Rondenell reminded the group that Kelly Schramm brought the letter to the last meeting that Weld County sends out.
- Jeff McDonald said that there is a Commitment Review Committee, which is not part of the JAC that notifies client managers every month when a commitment is completed by any juvenile that is in DYC. The schools also get a list of all juveniles completing their commitments.
- Angie Wickersham said process for Mesa County is there is a commitment review that DYC attends. Schools do not get a list.
- Margie Grimsley suggested where youth and family are involved in the process flow, that families could be asked about the process and what they were given in regards to forms. Stephanie Rondenell commented that families could be asked about the process or that the CCYIS can look at the consent process as a use case.
- Susan Colling stated release of information is valid 1 year from the day it is signed and has to be renewed at 1 year. Sara Boylan stated this is not the understanding in Denver. Susan will verify. Ed Wensuc indicated there is practice and policy. Susan believes the renewal at 1 year is a policy, but will check.
- Once Probation Officer gets the Behavioral Incident report – this is where process ended, what is the next step?
 - Outcomes
 - Probation Officer could file revocation to court –
 - Re-admit back to school or to an alternative school - if youth goes back to school, what information is shared?
 - Expulsion

- Margie Grimsley asked what the policy of schools is when a parent removes a youth from school to keep the child home feeling he was a danger. In some cases, schools started a truancy process even though the parent informed the school that the youth was being home schooled. Outcome maybe the student is disenrolled from school.
- As the members of CCYIS discussed the differences between agencies, Stephanie Rondenell surfaced the fact that other states, Missouri, New York, and Florida have been able to standardize their policies for information sharing. Part of the process of use cases is to point out what can be standardized.
- Norm Kirsch asked Angie Wickersham about the Collaborative Management and if their focus is state-wide or local. Angie expressed concern that the local Collaborative Management Team doesn't fully connect with the state-wide initiatives. Juston Cooper agrees with Angie that technical assistance is important for the local CMP. to develop talking points for the CMP.
- The alternative path use case, Linda Kanan removed the JAC because not all counties have a JAC and using the incident of a weapon is mandatory suspension. Ed Wensuc stated that the type of weapon is important and outlined in the statute.
- The alternative path ends with the youth is assessed. What is missing?
- Angie Wickersham indicated that in Mesa County the SB94 case workers go to assess the youth where detained either at the detention facility or at the local police station. Ed Wensuc added that SB94 case workers/screeners handle assessment when there is not a JAC. Screens happen to determine high risk.
 - These screens are:
 - JDS – SAG
 - CJRA – prescreen
- From the flow chart used by CND, SRO has to fill out the police report to SB94 screening. It is mandatory that law enforcement contact parents by phone. The type of weapon determines where youth is taken.
- Discussion came up if rather than a weapon, the incident is drugs and alcohol. Meg Williams reminded the group that the focus is the flow of information, regardless of the incident.
- Katie Wells and Stephanie Rondenell will meet to develop a use case for drug and alcohol incident.

Agency Updates

- Sean McCaw will send that is supporting some states with building applications in a Facebook structure.
- updated on the DC National Network of Children Cabinet and Council information sharing. Florida has two inter agencies coordinating council with multiple SLAs. Human Services is lined up behind NIEM.
- Colorado State OIT supports NIEM.
- updated that the Federal government wants to know what the barriers are for the states. If there

Next Collaborative Meeting
July 20, 2011 – 9:00 AM – 11:00 AM
Location: JCJAC