

**Families and Community United Advisory Board Meeting Minutes**  
**May 31, 2012**  
**3:30 PM – 4:30 PM**

**Families and Community United Mission**

FCU advocates, educates, supports and empowers individuals involved with family service systems, to be resources for themselves and their communities

**Minutes**

**Attendance:** Denise Hoffman (Facilitator), Sarina Bishop, Tracy Folks, Cindy Gore & Catherine Collins-McDaniels (Minutes)

**On the Phone:** Margery Chachkin, Kim Hengst & Erin Troup

❖ **Welcome and Introductions**

- Welcome to our new members, Sarina Bishop (Dauphin County worker) and Margery Chachkin (Adoptive parent from Philadelphia)

❖ **Overview of Agenda**

❖ **Review Action Plan**

- See handout.
- Question was asked: “Can anyone recruit for Families and Community United (FCU) Advisory Board”? Yes, all members can recruit. An application for the FCU Advisory Board can be filled out from the FCU Website.

*Action Step for Denise: Need to send out member packets to Margery Chachkin and Sarina Bishop.*

❖ **Outreach/Membership**

- FCU County Survey Results
  - This survey was distributed at the FGDM Conference to collect information about how the county is engaging family and youth within their county. There were 280 attendees with representation from 38 counties. We had 93 surveys completed, 43 represented County Children and Youth agencies, 17 represented other agencies (Juvenile Probation Office, foster care, family centers, service providers, etc.) and 33 did not designate what agency they were affiliated with.
  - Areas of Needed Improvement:
    - Consulting with youth, parents and/or caregivers when creating policies and procedures.

- Agencies using formal processes for obtaining feedback from the families and youth (focus group, etc.).
- Roadmap to Youth and Family Engagement Training
  - Part 1 – For Professionals: Engaging youth and families and having youth and families participate on boards and committees.
  - Part 2 – For Parents, family members and youth: How to actively participate on boards and committees.
  - Part 3 – Transfer of Learning (TOL): Bring the professionals, families and youth all together.
  - *Next Steps*
    - a. *It was suggested that we connect with Independent Living Coordinators to schedule the Roadmap to Youth and Family Engagement Training with youth who are currently participating in the Life Skills classes.*

*Action Step for Denise: To follow up with all of the Practice Improvement Specialists at the Pennsylvania Child Welfare Resource Center to confer with the counties on how to provide assistance with family engagement.*

*Action Step for Denise: Reach out for possible trainings of the 'Roadmap to Youth and Family Engagement Training' for parents (foster, resource and bio).*

*Action Step for Denise: Notify providers of the Roadmap training and offer the training to them. All members of FCU can be trained with a "Training On Content" to do this training themselves.*

- Module 4 Video – The Smith Family Safety Assessment
  - During the meeting we showed a video clip of "The Smith Family". The video clip is used when training new caseworkers on safety assessment. In the video clip, it showed a Children and Youth Services caseworker interviewing Ms. Smith who was the mother of two children.
  - **FCU Advisory Board Members were asked to provide feedback on how the clip made them feel, what impressions did they get from watching this and what could be done to improve the video clip.**

*Action Step for FCU Advisory Board Members: Members who attended this meeting in person or by WebEx should email feedback to Denise concerning 'The Smith Family' video clip.*

## ❖ Website Updates

- New Family Story added – Christa’s Story
- Counter added to website for tracking purposes
- Parent Handbooks added as Resources
  - Allegheny County
  - Westmoreland County

*Action Step for Denise: Denise will reach out to other counties who identified themselves as having a parent handbook and ask for permission to add their parent handbook to the FCU Website as a resource.*

- FCU link was added to the Youth Advisory Board Website

## ❖ Events / Open discussion

- Chester County – Dad’s Brunch, June 16, 2012
- Agents of Transformation Training – Chester County, June 20 – 22 & June 25 – 27, 2012
- Parent Support Group – Chester County, May 29, 2012 and June 26, 2012
- Front Porch Project – York County, June 22 & July 12, 2012 (must attend both days)
- SWAN Summer Statewide, July 17 – 18, 2012
- SWAN Annual Permanency Conference, July 18 – 20, 2012
- SWAN Fall Quarterly Conferences – Starts October 4, 2012

**Date of Next Meeting: July 26, 3:30 – 4:30 PM**