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| Polk County Decategorization- FY21 Progress Report  **Participating County: Polk**  **Submitted by Teresa K.D. Burke**  **Polk County Decategorization Coordinator (**[**tburke@dhs.state.ia.us**](mailto:tburke@dhs.state.ia.us)**, 515.725.2725)**  **October 2021** |
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| **Key Activities and Progress**   1. Teresa Burke, Polk County Decat Coordinator, completed the following trainings and served on the following Committees:    1. Polk County HIPAA Trainings    2. DHS Security Training    3. Contract trainings: CONT 140, Contract Terms and Conditions    4. Conferences: Conferences scheduled were cancelled due to Covid    5. Committee and project work:       1. Central Iowa ACEs Steering Committee       2. Criminal and Juvenile Justice Planning Juvenile Re-entry Task Force, planning and activities addressing issues, gaps and barriers related to youth re-entering the community after group care, as well as transitioning to adulthood       3. DHS Child Welfare Partners Committee       4. DHS Polk Equity Team       5. Trauma Informed Supervision Project 2. Cassie Kilgore continued as the Project and CPPC Coordinator. She completed the following trainings:    1. Polk County HIPAA Trainings    2. DHS Security Training    3. Contract trainings: CONT 210, RFP Development    4. Committee and project work:       1. Managed monthly CARES (formerly Providers’ Advisory) and quarterly Shared Decision Making Steering Committee meetings       2. Refugee Alliance of Central Iowa (RACI) and sub-groups       3. DHS Polk Equity Team       4. Early Childhood Alliance       5. Black Doula Project       6. Managed Community Event Request small grants 3. Veronica Russell continued as the Administrative & Resource Specialist. Veronica completed the following trainings:    1. Polk County HIPAA Trainings    2. DHS Security Training    3. Contract trainings:    4. Committee and project work:       1. Collaboration for Self Sufficiency       2. OpportUNITY Transportation Workgroup 4. Diamond Denney continued as the Restorative Justice & Cultural Equity Coordinator. Diamond completed the following trainings and conferences:    1. Polk County HIPAA Trainings    2. DHS Security Training    3. Committee and project work:       1. IDI Assessment administration       2. African American Case Consultation Teams for DHS and JCS       3. Polk DHS Equity Team       4. DHS Statewide Cultural Equity Alliance       5. Managed Student Mentoring project       6. Facilitated support group for workers of color at DHS       7. Implicit Bias workgroup at JCS       8. Criminal and Juvenile Justice Planning DMC Committee 5. Polk Decat operated with the following structure:    1. The Decat Executive Committee served as the Governance Board, making all decisions on contract funding.    2. The Decat Shared Decision Making Steering Committee provided transparency to the Governance Board decisions, provided guidance on funding, assistance with RFP scoring, feedback on administration, and community representation on the Decat   Executive Committee (see meeting information in the next section.   * 1. The Decat & CPPC Connection And Resource Exchange (CARE) meeting continued into FY21 and was an opportunity for community providers and members to network, learn about and discuss local resources, initiatives, barriers, needs, etc.  1. Monthly GAX continued to be reviewed and monitored by the Decat Coordinator and Project/CPPC Coordinator as contractors still needed reminding of back-up materials required to document expenditures reported. Every submission was reviewed for accuracy and applicability to the contract/grant requirements and budgets. Due to Covid, we continued to receive more GAX submissions electronically where before they were all submitted as paper copies. Working remotely became routine and GAX reconciliation turnaround improved. 2. The Polk CAREs meeting continued, focusing on a variety of areas relevant to our community service providers and interested community members and bringing in resources to provide information on programming and services. This monthly meeting has been taking place for over 10 years and continues to be well attended. Typically, this meeting is held at River Place the third Wednesday of each month. Because of Covid 19 restrictions, it is currently being held virtually. 3. The RJCE Coordinator, Diamond Denney, continued to provide oversight of the African American Case Consultation Team processes for both DHS and JCS. She also manages the DMACC Student Mentoring project as well as all equity projects under the Decat purview.   **Key Activities, Outcomes and Expenditures**  **Restorative Justice & Cultural Equity Coordination, including Minority Youth & Family Initiatives**   1. The African American Case Consultation Team (AACCT), which originated based on feedback from DHS Courageous Conversations, continued into FY21 and was supported by MYFI funds. Several of the DHS AACCT members have volunteered their services since inception, approximately 5 ½ years ago. Diamond Denney has done an excellent job ensuring that AACCT voices are heard within DHS and JCS regarding approaches to working with African American clients. 2. Another effort under Polk MYFI was the continuation of the Student Mentoring program, aimed at providing community supports for students of Social Work attending Des Moines Area Community College (DMACC) to achieve their Associates Degree in Social Work and to assist them through their Bachelor of Social Work Degree. Diamond also worked extensively with Grandview to institute the mentoring program there, with realization of the services in FY22. 3. Details on activities supported are listed below. |

**Restorative Justice & Cultural Equity Coordination Special Projects, including Minority Youth & Family Initiatives (submitted by Diamond Denney)**

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| **Agency** | **Program Name** | **Program Descriptions and Outcomes** |
| **Polk County Decategorization** | **Minority Youth and Family Initiative (MYFI)** | The Minority Youth and Family Initiative (MYFI) program is geared toward addressing disproportionality of African Americans in the Child Welfare System. The strategic plan of MYFI is to engage minority youth and family through education and outreach efforts. According to this strategic plan, the focus is centered on community education and outreach.  **Education Rationale:** Educating service providers on the specific needs of African American children and families will foster greater understanding and engagement of American Americans ultimately leading to better outcomes.  **Outreach Rationale:**  Connecting MYFI programs and priorities to those groups most at-risk for system involvement requires a variety of public engagement strategies. Educating service providers on the specific needs of African American children and families will foster greater understanding and engagement of American Americans ultimately leading to better outcomes.  The current focus goals of MYFI are:  **Goal 1.** Community Education: To increase knowledge of and access to programs and priorities that address disproportionality through targeted outreach efforts.  **Goal 2**. Create and maintain partnerships and practices as an inclusive community to better identify and address the strengths and needs of African American Youth and Families.  There have been community events, collaborations with agencies in Polk County, trainings, presentations, and program implementation that have all contributed to the goals and outcomes of MYFI. See Appendix A.1 for the list of the aforementioned.  **Appendix A.1**   * MYFI Student Incentive Program * DHS African American Case Consultation Team (AACCT) * JCS African American Case Consultation Team (AACCT) * Cultural Equity Alliance Statewide Committee (CEASC) * Polk Equity Team (formally known as Polk BSC) * DHS Worker of Color Support (WOC) Group * Pre-Arrest Diversion * Polk DMC Sub-committee * Hip Hope, Inc. Young Men of Color Conference * Hip Hope Inc. & Wilkie House Video Series * Art Force IA – Artwork for DHS * Intercultural Development Inventory (IDI) Assessment Training * Investing In My Future (IIMF) * Black Doula Collaboration Project * Voices To Be Heard * Black Mecca Art Event * King Elementary Graduation Ceremony |
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| **Polk County Decategorization** | **MYFI Student Incentive Program** | The MYFI Student Incentive Program is a program that started in the Fall of 2016 and originated from the Minority Youth and Family Initiative. The MYFI Student Incentive Program involves collaboration between the Department of Human Services (DHS), Des Moines Area Community College (DMACC), the University of Iowa and Polk County Decategorization. This program developed in response from conducting Courageous Conversations in the black community. The outcome revealed that DHS staff was not reflective of the clients they served, culturally or linguistically. Therefore, this collaboration focuses on students of color that are enrolled in the Des Moines Area Community College, Human Services program.  The Student Incentive Program was created to motivate students to get involved in academic and community activities that will create a successful school pathway and to help students earn additional funds to help with immediate financial burdens. Funds are earned through an incentive point system. For each incentive activity the student completes, they earn points and at the end of each semester, the points are converted into dollars. Currently, each point equals $3, and students can earn up to 465 points a semester, equaling a total of $1,251.  Not only do students get the benefit of earning financial incentives, but also, they are linked to another peer, for peer-to-peer mentoring. During every support group, the students have an opportunity to link with their peers. The support group meeting usually involves a training or informational component.  The incentive activities are items essential for the success of college students. Many of these activities are basic requirements that students should be practicing to successfully graduate college. Some of these incentive activities include:   * Attend support group meetings * Meet with academic advisor, TRIO or transferring school * Observe an African American Case Consultation Team * Meet with financial aid advisor * Maintain 2.60 GPA * Miss two or less classes, per class a semester * Complete a graduation plan * Apply for scholarships * Interview one professional in the field by the end of the semester * Meet with peer face to face   However, earning points are dependent upon the students. Luckily, most students want to earn money at the end of the semester, so they are more motivated to complete incentive activities. The minimum that is expected of students is that they meet with their respective mentors on a regular basis. The mentorship component is the cornerstone of this program as the guidance and assistance with educational planning are keys to helping students develop good habits and be successful.  At the end of the semester, students can decide how they want to receive their funds. Students receive funds on various gift cards of their choice i.e. (Walmart, Hy-Vee, and Kum & Go gas cards) Students can also choose to receive payments toward their school tuition, rent, utilities, auto loans and auto repairs.  Although the goal of the MYFI Student Incentive program is for students to go on to obtain a higher education to hopefully work at DHS someday, not all participating students choose that pathway. However, many of them end up working in other Human Service jobs, which is critical to creating more equitable and culturally appropriate work staff in our community.  Due to COVID19, most meetings were virtual in FY21.  **Outcomes:**   * In the Fall of 2020, 8 students participated with $6,631 incentives paid out collectively to those students * 3 students graduated and are going to attend Grandview’s Social Work program. * There was not a Spring Cohort, due to limited capacity. However, MYFI paid for a student to take a grant-writing course at DMACC. The student successfully completed that course and published a book titled “Red Flags.” The book informs readers of warning signs of domestic violence. * **MYFI Student Incentive expenditures for FY21 were: $6,631** * The MYFI Student Incentive Program will start collaborating with Grandview University and move its programming there in the next fiscal year |
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| **Iowa Department of Human Services/Juvenile Court Services** | **African American Case Review Team (AACCT) for DHS and JCS** | The DHS African American Case Consultation Team (AACCT), is a team comprised of African American professionals with expertise in various areas related to children and family services, such as mental health, substance abuse, education, child protection, etc., who consult with social workers on the effectiveness of the strategies in place and provide recommendations as needed to aide in safety, permanency and stability of system involved children in a culturally responsive and respectful manner. Social workers and their supervisors bring specific cases (that only consist of African American families) to a team for additional guidance and support for a case.  Using expertise gained from the development of the AACCT for DHS, an AACCT team for JCS has been initiated. This project utilizes a team of African American professionals from the community that will look at current interventions and strategies recommended to African American families involved in the juvenile court system. The focus of the team is like that of the DHS AACCT, although more related to the safe resolution of community protective issues. The goal is to find alternative solutions to help African American youth from being pulled deeper into the juvenile court system and help with the reduction of disproportionality in Polk County. This team consists of members of the Polk County community that have an expertise in the following areas: substance abuse, mental health, law enforcement, domestic violence, physical/sexual abuse, education, language, legal, fatherhood initiatives, and faith-based services.  **Outcomes:**   * DHS AACCT: 15 cases were consulted in FY21. The DHS AACCT met virtually during COVID. They also applied for a Casey Grant to help with revamping the committee. * JCS AACCT: 0 cases were consulted in FY21. No cases were consulted during COVID. * **AACCT expenditures for FY21 were $325.96** |
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| **Iowa Department of Human Services and other partners** | Cultural Equity Alliance Steering Committee (CEASC) | As a member of this committee, we have collaborated with various partners in efforts to help with the reduction of disproportionality in Polk County. The primary purpose of the committee is to develop recommendations for implementing systemic changes focused on reducing minority and ethnic disproportionality and disparity in the child welfare system. This statewide collaborative includes the following representatives: IDHS (leadership and field staff), providers, courts, Parent Partners, foster care alumni, immigrant and refugee services, domestic violence agencies, juvenile justice, race and ethnic diversity advocates and other child welfare partners.  One of the early tasks for this committee was to develop a set of guiding principles for the agency’s work with children, youth, and families. Upon CEASC recommendations, the Iowa Department of Human Services has officially adopted fifteen Guiding Principles for Cultural Equity (GPCE) as a framework for moving the work forward. The GPCE are based on the Office of Minority Health standards for cultural and linguistic competence. The current task of this committee is to plan the annual BSC Learning Session and to create subcommittees geared at addressing the 15 guiding principles for the state.  **Outcomes:**   * This committee created 15 guiding principles DHS adopted * This committee split into 4 different sub-groups to address the 15 guiding principles * The RJCE Coordinator is on Team A and the focus is on making the DHS training curriculum more equitable. We reviewed the DHS SWS020 training curriculum and created recommendations for the DHS training committee. The training committee reviewed the recommendations and used it in their framework for addressing equity. * The annual, virtual Learning Session was a success and many of the participants wanted to replicate many of Polk County’s Equity Efforts, especially related to revamping DHS’s hiring protocol. |
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| **Iowa Department of Human Services** | **Polk Equity Team** | The mission of the Polk Equity team is: “All Polk County African American/Black children and youth who experience out-of-home placement maintain or establish a sense of belonging to family and community and achieve permanency through reunification, guardianship and adoption by relatives.  **Outcomes:**   * **Revamped SW II & III Job Postings** * Added the NASW Code of Ethics * Job Overview * Iowa DHS mission * Updated DHS Logo * Clarified Minimum Qualification Requirements * **Made changes to the Resume Scoring Tool** * Deleted first “blue section” that contained case plan development, communication, documentation, organization/prioritization, critical thinking and teamwork/consultation” * **Created SW II & III Case Scenarios** * Have supervisors score scenario questions on a 1-5 scale * Collect supervisors average score for scenario * Give participants a copy of the scenario * Collect participants responses |
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| **Iowa Department of Human Services** | **Worker of Color (WOC) Support Group** | A support group for Workers of Color (WOC) was created to help with the retention of workers at DHS. This group met monthly at Freedom Blend coffee, for an hour and a half, to address work concerns and have discussions on how to work through conflict.  Although this WOC group is new, this support group is aimed at strengthening skills for advancement into leadership at DHS. Diversifying DHS leadership is a huge goal of this group.  **Outcomes:**  The WOC Support Group met virtually for the majority of FY21. Once the Polk County building opened, the group has been meeting in person.  MYFI expenditures totaled **$572.58** for “Black Lives Matter” T-shirts, at the request of the WOC Support Group. |
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| **Polk County Juvenile Court Services** | **Pre-Arrest Diversion** | Pre-Arrest Diversion (PAD) is a collaboration between the Des Moines Police Department (DMPS), Juvenile Court Services (JCS) and Polk Decat. The goal of this initiative is to reduce the number youth, especially youth of color, from entering the Juvenile Justice System.  **Outcomes:**  DMPD agreed to revamp their Second Chance Program, using an evidence-based tool for the Iowa Toolkit for Pre-Arrest Diversion. Polk Decat will be hiring a Pre-Arrest Case Manager position to handle this new Pre-Arrest Diversion Contract.  During COVID, DMPD’s Second Chance program did not have a way to continue their programming, due to buildings being shut down. Polk Decat & JCS helped coordinate “Court Solutions Online”, an online course that youth can take to meet Second Chance requirements. Despite COVID, youth were still being served.   * MYFI paid for **$568.65** worth of Court Solution Online courses for youth in the Second Chance Program. |
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| **Polk County Juvenile Court Services** | **DMC Sub-committee** | Polk Juvenile Court Services (JCS) Disproportionate Minority Contact (DMC) sub-committee is aimed at looking at the local DMC data and creating initiatives to reduce disparities that exist within the Juvenile Justice System.  Polk DMC sub-committee’s focus in FY21 was pre-arrest diversion. The committee could make the most impact targeting the low-risk, first time offenses for black children.  **Outcomes:**   * Collecting data from CJJP on the Pre-Arrest Diversion (PAD) Second Chance Program. * Aligning DMC efforts with work already being done * Holding DMPD accountable when they send a first-time offending youth to JCS. JCS sends the referral back to DMPD and has them put the youth in their Second Chance Program |
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| **Hip-Hope Inc.** | **Young Men of Color Conference** | Hip-Hope's 5th Annual “A Greater Des Moines Conference for Young Men of Color” Youth empowerment conference designed to mobilize educators, mentors, organizations and caregivers that service Young Men Of Color throughout the state of Iowa. The conference was different this year because it was both virtual and in-person. Over 150+ middle and high school students attended.  **Outcomes**   * Hip Hope was able to reach kids at Juvenile Court Services and the Polk County Juvenile Detention Center, by allowing them to attend virtually. * Hip-Hope was awarded **$1,250** MYFI funds for this project |
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| **Hip-Hope Inc. & Wilkie House** | **Youth Video Series** | Discussion and interviews on the current state of events that the youth are seeing/experiencing with respect to Black Lives Matter (BLM), police violence, media portrayal, and their own experiences.  Hip Hope was awarded MYFI & CPPC funds totaling $2,500 for this project.  **Outcome**:  Statement from the Wilkie House: “Opening of discussion based on Youth Voice. There was a lot going on around our middle school aged youth and we wanted them to know that they have a voice and that voice matters. Through this idea, we opened a collaboration with Hip Hope that brought this conversation to the forefront. Mr. Gene worked with his Middle School Group to discuss the different topics that the youth felt were most important to them, BLM Movement, violence, Covid-19, diversity, equity, and mental-health. For some of the youth they just kept hearing these words on social media and didn’t really comprehend what they were. Once the youth began discussing them, they made it a daily topic to talk about what they were seeing/feeling about them. When the cameras arrived, 6 youth ended up getting in front of them and overcoming their nervousness of being on camera. For these conversations, we made sure that the youth had different ways of expressing themselves through art, music, poetry, and of course their favorite, eating special food. Beyond the day with Hip Hope, the Willkie House continued these conversations and included some 5th graders to participate. This project opened the doors to our youth knowing that they have a voice and that voice matters. This is still something we talk about and work through over 1 year later!” |
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| **Art Force IA** | **Artwork** | MYFI and DHS collaborated with Art Force IA and their youth created diverse artwork to hang at DHS Riverplace. The artwork was beautiful and hung around the DHS Riverplace office. The purpose behind hanging local, youth-made artwork was to help create a more welcoming environment at DHS and to creatively represent children and families.  ArtForceIowa was awarded **$4,500** in MYFI funds for this project |
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| **Iowa Department of Human Services (DHS)** | **Intercultural Development Inventory (IDI) Assessments** | The Intercultural Development Inventory® (IDI®) assesses intercultural competence—the capability to shift cultural perspective and appropriately adapt behavior to cultural differences and commonalities (Hammer, M.R., 2009).  **Outcomes:**  MYFI paid for Janelle Larson and Tommy Ross to get trained on how to administer the IDI assessment, with the goal of having DHS social workers take the IDI assessment   * Total Expense will show up in FY22 report |
| **Polk County Juvenile Court Services (JCS)** | **IDI Assessment** | **Outcomes:**   * MYFI paid for 5 JCS Supervisors to take the IDI assessment training. * Total expense: **$9,000** |
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| **Investing In My Future (IIMF)** | **Senior Recognition & Virtual HBCU Tour** | Senior Recognition Description  Statement from IIMF: For 2021, this event was held virtually via Zoom, which featured an MC, keynote speaker, and recorded messages from our past graduates, sponsors, and volunteers. IIMF's Board of Directors and volunteers gathered for an evening with students, parents, family members, and community leaders to celebrate our students who graduated from High School this year.  IIMF was awarded **$1,500** for this project.  **Outcomes:**   * We recognized all the students that participated in our program at least once, gave Senior Send-off backpacks to 22 students. Of these 22 students, 12 received exclusive packs that included a tablet to recognize their extensive participation with IIMF's workshops and attending our State and HBCU tours. * We also awarded scholarships totaling $7,500. Students were required to complete scholarship applications, which were reviewed and awarded by our Scholarship Committee. * Virtual HBCU Tour - Students participated in an all-day virtual HBCU Tour to visit HBCU's in Texas. During this event, we provided prizes and gift bags to participating students that included items from each HBCU discussed. Additional prizes were awarded to students who participated and asked questions during each HBCU's presentation. |
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| **Bethany Christian Services** | **Bethany Black Doula Collaboration Program** | The Bethany Black Doula Collaboration Program was created in 2020 to address stressors and racial disparities for Black pregnant persons and their partners in pregnancy, birth, and postpartum periods. This hybrid program makes available to black birthing people and their support network, pregnancy-specific education, support, and advocacy through the collaborative services of a doula and a social worker.  This project was awarded **$1,800** in MYFI funds.  **Outcomes:**  Through this grant, the program was able to conduct pilot services for two pregnant persons and two partners to receive collaborative services from Bethany and the Iowa Black Doula Collective. |
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| **Voices to be Heard** | **Effective Black Parenting** | 12- Week class and graduation. with focus on African American parenting challenges and techniques for parenting children in our community  This project was awarded **$2,500** in MYFI funds.  **Outcomes:**  Statement from Voices to be Heard: “25 participants of all ethnics that parent black children attended consistently with-in the homeless population here at the shelter.” |
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| **AMPLIFY x JayeKaleb** | **Black Art Mecca** | The Black Art Mecca was aimed to support the Black community in multiple ways, by simultaneously giving Black artists the platform to allow their art to reach a wider audience and symbolizing unity within the Black community in Des Moines. We created this event to host a space for all young Black artists within Des Moines to come together as a community to share energy, ideals, and art! We believe it is important for young Black creators to have access to events like this to share space and grow as Black community members! Throughout the event, we had multiple food trucks providing meals for event attenders, a variety of artists and vendors selling and displaying their crafts and performing artists displaying their talents. Each artist, from culinary to performing were all Black. Through the Black Art Mecca, we successfully combined creativity, unity, and a powerful gathering of Black youth.  This project was provided **$500** in MYFI funds.  **Outcomes:**  Statement from Kaleb: “There were a multitude of noteworthy outcomes from the Black Art Mecca. The unity within the community our event allowed the space it created for young black artists, and the spotlight it shined on a variety of black artists and black owned businesses.” |
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| **Help DSM** | **King Elementary Graduation Ceremony** | This was King's 5th grade promotion that ended a difficult Covid-19 year. It also included promotion of community partner summer programs and partnerships. We also had community leadership awards for several organizations that stepped up in a hard 2020.  This event was provided **$500** in MYFI funds.  **Outcomes:**  Namely, students and parent engagement. We brought community partners there to offer summer support and programs, with resources. It was a time for city government (to engage with families in community), corporate partners to meet with parents about resource. Probably the envy of all my DMPS colleagues. The attendance was well over 200 folks, including students. |

**FY21 Special Projects under DCAT5-18-002, Decat & CPPC Coordination (submitted by Cassie Kilgore)**

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| **Organization & Event** | **Description of Event & Level of Support** | **Total Est. Attendance** |
| Willkie House – The World Is Yours program | Discussion and interviews on the current state of events that the youth are seeing/experiencing with respect to BLM, police violence, media portrayal, and their own experiences  **$2,500**  **Outcomes** - Opening of discussion based on Youth Voice. There was a lot going on around our middle school aged youth and we wanted them to know that they have a voice and that voice matters. Through this idea, we opened a collaboration with Hip Hope that brought this conversation to the forefront. Mr. Gene worked with his Middle School Group to discuss the different topics that the youth felt were most important to them, BLM Movement, violence, Covid-19, diversity, equity, and mental-health. For some of the youth they just kept hearing these words on social media and didn’t really comprehend what they were. Once the youth began discussing them, they made it a daily topic to talk about what they were seeing/feeling about them. When the cameras arrived, 6 youth ended up getting in front of them and overcoming their nervousness of being on camera. For these conversations, we made sure that the youth had different ways of expressing themselves through art, music, poetry, and of course their favorite, eating special food. Beyond the day with Hip Hope, the Willkie House continued these conversations and included some 5th graders to participate. This project opened the doors to our youth knowing that they have a voice and that voice matters. This is still something we talk about and work through over 1 year later! | 12 Willkie House youth, 6 fully participated by being on camera |
| Investing In My Future, Inc. - Senior Recognition & Virtual HBCU Tour | Senior Recognition - For 2021, this event was held virtually via Zoom, which featured an MC, keynote speaker, and recorded messages from our past graduates, sponsors, and volunteers. IIMF's Board of Directors and volunteers gathered for an evening with students, parents, family members, and community leaders to celebrate our students who graduated from High School this year. We recognized all the students that participated in our program at least once, gave Senior Send-off backpacks to 22 students. Of these 22 students, 12 received exclusive packs that included a tablet to recognize their extensive participation with IIMF's workshops and attending our State and HBCU tours. We also awarded scholarships totaling $7,500. Students were required to complete scholarship applications, which were reviewed and awarded by our Scholarship Committee. Virtual HBCU Tour - Students participated in an all-day virtual HBCU Tour to visit HBCU's in Texas. During this event, we provided prizes and gift bags to participating students that included items from each HBCU discussed. Additional prizes were awarded to students who participated and asked questions during each HBCU's presentation.  **$1,500**  **Outcomes** - Senior Recognition - Students and parents were involved in the virtual ceremony and we're interactive during our time together. Giving the sendoff packages to our seniors showed them how their investment in spending time preparing for life beyond high school can pay off and how invested the community is in their further education and future. Virtual HBCU - Students who participated had the opportunity to visit with representatives from HBCU's in Texas as a group and ask their own questions, which may not have happened otherwise. | Virtual Senior Recognition - 75 Total | Virtual HBCU - 15 Students |
| Hip-Hope Inc. - The World Is Yours project | Video and discussion on "What Matters", from Hip-Hope and Wilkie House Youth perspectives.  **$2,500**  **Outcomes** - Three discussions with Youth expressing their thoughts and feelings about the BLM Movement, diversity, equality, equity, inclusion, violence, mental health and covid 19. The Youth expressed how these symptoms of hopelessness impacted them, their families, their friends, and their communities. The discussions resulted in all the participants proposing approaches to addressing societal challenges that cause racism, division, unrest and ultimately the death of George Floyd, along with many others. Furthermore, they discussed how they can utilize their strengths, individually and collectively, to contribute to a Hopeful future where predatory systems and isms do not exist. All participants were provided meals at each discussion. Participants also documented some of their insights via video recordings. Some participants were inspired to create podcasts that will invite more peers into the conversation. Hip-Hope plans to support their aspirations. Podcasts are currently pending. | Twelve, 10-20 years old, eight Hip-Hope and four Wilkie House Youth |
| Bethany Christian Services - Bethany Black Doula Collaboration Program | The Bethany Black Doula Collaboration Program was created in 2020 to address stressors and racial disparities for Black pregnant persons and their partners in pregnancy, birth, and postpartum periods. This hybrid program makes available to black birthing people and their support network, pregnancy-specific education, support, and advocacy through the collaborative services of a doula and a social worker.  **$3,600**  **Outcomes** - Through this grant, the program was able to conduct pilot services for two pregnant persons and two partners to receive collaborative services from Bethany and the Iowa Black Doula Collective. | 4 clients |
| Voices to be Heard - Effective Black Parenting | 12-week class and graduation. with focus on African American parenting challenges and techniques for parenting children in our community  **$2,500**  **Outcomes** - 25 participants of all ethnics that parent black Children attended consistently with-in the homeless population here at the shelter. | 25 |
| Hip-Hope Inc. - Greater Des Moines Conference For Young Men Of Color | Yout+E8h empowerment conference designed to mobilize educators, mentors, organizations, and caregivers that service Young Men Of Color throughout the state of Iowa.  **$2,400**  **Outcomes** - Over 150 middle and high school Young Men of all colors registered and attended. We mobilized over 50 community partners, 70 educators, mentors, and caregivers. We utilized 12 volunteers to plan, organize and facilitate the conference. We commissioned multiple Minority Owned Businesses for media support, commemorative apparel, food, and consulting. 100% of registrants completed and submitted S.M.A.R.T. Goals that they developed in their perspective breakout sessions. We collected quantitative and qualitative data. We amassed a contact list of over 300 people who participated in the production of this event. Perhaps the most notable outcome is that we were able to virtually invite and address Youth at the Polk County Detention Center. Other notable outcomes were that $2,000 worth of rewards were presented, and $6,000 worth of rewards were raised to present at the 2021 conference. We have been able to stay in contact with all participants via Hip-Hope e-blasts and newsletters that have offered follow-up, programming, employment, and educational opportunities. Many mentor relationships were established and sustained since the conference. | 300 |
| Iowa State University Extension and Outreach, Polk County - Splash into Reading | Due to COVID-19, we converted our in-person literacy program to a virtual four-week program, Leap into Literacy, where we completed three series in English and Spanish. This program which uses dialogic reading techniques is designed for parents/caregivers of children ages 3-6 years old to encourage literacy development before the children enter Kindergarten. The parent/caregivers joined a weekly Zoom session for 30 minutes and after they attended, they received a book and a reading guide with various tips to engage their children while reading.  **$500**  **Outcomes** - The funds from this grant were utilized to purchase four books per family in English and Spanish. This financial support ensured that we were able to successfully provide books and reading guides to families in Polk County with children ages 3-6 years old to support their literacy development. Our post evaluation data from our most recent series indicated that 86% of participants increased the number of days they read together with their child and 100% of parents point out different letters and letter sounds when reading. | Our Family Life educators implemented the Leap into Literacy series in July and November 2020 and January 2021 in English and Spanish. The program reached 68 participants in English and 21 participants in Spanish for a total of 89 families. Participants self-reported the following demographic information: White, Hispanic, Black, and Asian and 86 identified as female and 3 identified as male. |
| DMPS - DMPS- Lincoln High School | Our goal with honoring the Lincoln High School graduating class of 2024 with yard signs representing that honor, is to bring recognition to our graduating class and to celebrate an important milestone that these students have just achieved in their lives. This will help neighborhoods come together and give an opportunity for new neighbors to meet one another and to form an important meaningful relationship amongst one another, which in return will build stronger communities.  **$500**  **Outcomes** - Every graduating senior was able to place the yard sign in their front yard to display their achievement to their neighbors and community members. This was a much needed pick me up after this last year and a half plus of covid. We received a surplus of positive feedback from parents, students, people at local restaurants, and grocery stores. It was exactly what we needed to rebuild our strong south side community pride. | 477 |
| Capitol View Elementary School - Virtual Family Movie Night | We invited families 3 times throughout the 2020-21 school year to participate in a virtual family movie night. Families were able to log in at home to watch a family movie and participate in virtual engagement activities to feel more connected to school during a largely virtual year.  **$500**  **Outcomes** - Families noted that their students enjoyed the movies and engagement activities. Families continued to feel connected to our school and we were able to maintain outreach that we otherwise would've lost. Families knew we would continue to offer engagement events virtually which kept them engaged with our social media and School CNXT platforms. | We had an average attendance of 85 families at each virtual movie night. The average total attendance was 255 participants. |
| HELPDSM - King Elementary Graduation Ceremony | This was King's 5th grade promotion, that ended a difficult Covid-19 year. It also included promotion of community partner summer programs and partnerships. We also had community leadership awards for several organizations that stepped up in a hard 2020.  **$500**  **Outcomes** - Namely, students and parent engagement. We brought community partners there to offer summer support and programs, with resources. It was a time for city government (to engage with families in community), corporate partners to meet with parents about resource. Probably the envy of all my DMPS colleagues. | The attendance was well over 200 folks, including students. |
| Mind Spring Mental Health Alliance - Creating Positive Connections in Discipline | Does punishment change a child's behavior? Explore the differences between discipline and punishment and discover ways that discipline can be used to create trusting relationships that foster success. This course is designed for professionals who work with children and families and is developed from a culturally conscious and trauma-informed lens.  **$500**  **Outcomes** - This event will offer professionals the opportunity to look at discipline from a cultural perspective that was probably not envisioned from other webinars. The webinar will also give professionals a lens to look at how other cultures review discipline and allow them to reach an audience that has been marginalized in the past. | This course is offered in three classes on-line and will have an estimated attendance of 45-50 attendees. |
| Can Play - Opportunity on Deck Youth Sports and Leadership Programming | Following a short pause of in-person activities at the end of last year due to an increase in COVID-19 cases in Iowa, Can Play had the opportunity to reschedule and hold several basketball and dance programs starting in January and wrapping up in March. The locations that we hosted the programs were Crestview School of Inquiry in Clive, Walnut Creek Campus in West Des Moines, and Brookview Elementary School in West Des Moines. While our programs operated with a variety of new policies and procedures this year due to the COVID-19 pandemic, many of our families shared how excited their children were just to enjoy their favorite activities again. As a result of the excitement, we had better than expected participation across all three locations and parents reported that their children had a blast getting to learn new skills in addition to the importance of being a good teammate and leader!  **$500**  **Outcomes** - Although our focus has traditionally been on the development of youth in elementary school, our Opportunity program has recently seen a lot of success with our youth development and leadership programming for junior high and high school students. The primary indicator of this success is the number of volunteers that are coming back to be a positive role model and coach for the next generation of athletes. It is always so rewarding to see the development in these young men and women, like Coach DJ who is in his second year of being a volunteer basketball coach with us after participating in our programs for years. | We had 182 elementary-aged participants, including 102 basketball players and 80 dancers, during the first three months of 2021 across three central Iowa locations. The demographic breakdown of our participants was 33% White, 32% Asian, 22% Black, 11% Hispanic and 2% American Indian, many of which were from immigrant or refugee families. |
| Community Support Advocates - Resiliency through Art | We had a tent at the Des Moines Art Festival, talking with kids and families about the importance of hope and resilience through art, sharing mental health resources, and providing a free art project throughout the festival.  **$500**  **Outcomes** - We reached over 2000 kids over the festival weekend, assisting them in making a handcrafted necklace. We also connected dozens of youth/families to needed mental health resource and referral information. | We made over 2000 necklaces based on supplies. |
| AMPLIFY x JayeKaleb - Black Art Mecca | The Black Art Mecca was aimed to support the Black community in multiple ways, by simultaneously giving Black artists the platform to allow their art to reach a wider audience and symbolizing unity within the Black community in Des Moines. We created this event to host a space for all young Black artists within Des Moines to come together as a community to share energy, ideals, and art! We believe it is important for young Black creators to have access to events like this to share space and grow as Black community members! Throughout the event, we had multiple food trucks providing meals for event attenders, a variety of artists and vendors selling and displaying their crafts and performing artists showcasing their talents. Each artist, from culinary to performing were all Black. Through the Black Art Mecca, we successfully combined creativity, unity, and a powerful gathering of Black youth.  **$500**  **Outcomes** - There were a multitude of noteworthy outcomes from the Black Art Mecca. The unity within the community our event allowed the space it created for young black artists, and the spotlight it shined on a variety of black artists and black owned businesses. | 600-700 |
| Hiatt Middle School - Virtual Movie Night (Virtual Night Events) | This virtual movie night event gave Hiatt families the opportunity to sign up and view the movie Hidden Figures virtually. We provided movie night snack packs for families to participated. We also had a virtual event for our staff to increase staff engagement and a virtual activity event for students/families.  **$500**  **Outcomes** - Students and families were very grateful for this virtual movie night and the virtual activity. We received great feedback from them and from staff members that participated the virtual event (s). | A total of 80 students/families attended the virtual movie night and 6 families participated in the virtual activity |
| Black Women 4 Healthy Living - Juneteenth Tea | Due to Covid-19 we changed our original plan of having various activities during the month of April with our signature event being a walk. We decided to host a Juneteenth Tea to address the over functioning of Black women and the Super Woman Syndrome. We targeted Black women in Greater Des Moines area. However, this event was open to the public and was offered free of charge. We held the Juneteenth Tea on June 18, 2021, at Corinthian Baptist Church at 12:00pm. We lived streamed it through Facebook live and had 4 to 12 views. These are not counted in the 31 listed as attendees. We provided light refreshments and had Breanne Ward present on Super Woman Syndrome. She addressed over functioning and how it affects our mental health. We did a silent reflection walk to give the ladies some time to process what they heard and make a commitment of self-care in one area of their lives. We sent the ladies off with a Care for Yourself Swag Bag that provided materials from Iowa Public Health and MercyOne on preventative care. KCCI interviewed us and Des Moines Register covered the event.  **$500**  **Outcomes** - The Tea was very uplifting, and women left we uplifted spirits. We received positive verbal feedback from ladies who attended. They absolutely loved this event and found the information relevant and helpful. It has been determined that it will now be annual event. We planned for 50, had 41 people register, and ended up serving 31. We are happy with the outcome because we know that it positively affected them. | 31 |
| USCRI Des Moines - A Decade of Welcome | The anniversary event was successfully held on Thursday, October 8th, 2020, from 6:00-7:00 p.m. CST. The event program included a keynote message delivered by a former refugee, Bashar Abdulrazzaq, speeches from USCRI President and CEO Eskinder Negash and Field Office Director Kerri True-Funk, a live Q&A, and local trivia. A full recording of the event is available on Zoom.  **$1,000**  **Outcomes** - The event raised a total of $26,667.83 for USCRI Des Moines, which will be used to purchase a new moving truck. The agency’s current truck has had maintenance issues this past year and needs to be replaced. The truck’s primary use is for apartment set ups for newly arrived refugee and immigrant families and for donations pick up. | A total of 192 attendees registered for the event. Unfortunately, due to the online format, it was not possible to capture the number of individuals attending. Zoom recorded 52 unique devices during the event. Notable attendees included Polk County Supervisor Robert Brownell, State Representative Marti Anderson, and State Refugee Coordinator Mak Suceska. |
| DMPS - Back to school, virtual package pick up | Students arrived at North High School to pick up materials needed for virtual learning- Pens, pencils, notebooks, etc.  **$500**  **Outcomes** - Students were able to receive materials that they did not have to help with the virtual classroom settings made at their homes | 1,100 |
| Des Moines Public Schools Morris Elementary - Morris Elementary Family Zoo Night | All families, both students and staff are invited to attend the zoo night at the Blank Park Zoo. The zoo is open to only our families and admission is paid for by the school. We did have a scavenger hunt where students had to stop at Stations throughout the zoo and get their card signed. Each station was manned by grade level teachers, so children and families got the opportunity to interact with most of the building staff. A prize bag was given to all children as they left the zoo. The grant paid for much of what was inside the prize bag.  **$500**  **Outcomes** - The zoo kept track of admission and reported that 1115 people we admitted to the zoo that evening. This was the first major "normal" event for many of our families. The interactions between families and staff were positive and engaging. | 1115 |
| Genesis Youth Foundation - Spring Tutoring Program | Genesis hosted Tutoring program for refugee and immigrant students so they can succeed academically.  **$1,000**  **Outcomes** - Many of our students turned their failing grades into As and Bs. About 98 percent of them ended up passing their classes. | 25 students participated |
| Martin Luther King Jr Neighborhood Association - 3 on 3 Basketball and neighborhood social | We, The MLK Jr. Neighborhood Association, host weekly 3 on 3 basketball games and a Neighborhood social. The neighbors come out watch and/or participate in basketball games, four square, jump rope, double Dutch, sidewalk chalk, volleyball, and other yard games as well as just pull up a yard chair and just socialize with one another. We provide a free meal for all. This is a community building activity.  **$500**  **Outcomes** - We use this event to build community. This gives neighbors an opportunity to be in fellowship and to bridge gaps between the multitude of ethnic, cultural, religious, and age groups in our neighborhood. | We have approximately 100 people per week. We started June 10 and will continue until August 19 |
| DMPS - Monroe Elementary School - Virtual family movie night | Monroe Elementary School held a virtual family movie night on October 9, 2020, in celebration of Latino Heritage Culture Month. The movie shown was Dora and the Lost City of Gold.  **$500**  **Outcomes** - Monroe Elementary School is an incredibly diverse school; our student demographic is 34% Black and African, 24% Hispanic/Latino, 24% Asian, and 10% white. Almost half of the school is learning English as a second language. Thus, it was important to provide access to the film in multiple languages. Monroe was able to work with a company (SWANK Movie Licensing USA) which allowed families to select English, Spanish, Asian dialects, and more to watch Dora and the Lost City of Gold. The funds provided by the CPPC also helped Monroe Elementary School obtain a movie license. Monroe was thus able to show virtual movies in December 2020 and April 2021, and a drive-in movie in June 2021. | 52 DMPS families |
|  | **$24,000** | **Over 6,519 impacted** |

**FY21 Trainings**

***In the 2021 Fiscal Year, Polk Decategorization hosted 12 training events on a variety of topics, based on the needs of our community members and service providers. This included an investment of $18,338.25 and rendered a total reach of over 690 participants. A detailed report of those trainings as well as their attendance and noteworthy outcomes can be found below.***

|  |  |  |  |
| --- | --- | --- | --- |
| Training Delivered | Description Goal & Total Investment | # of Participants | Outcome(s) |
| Healing Center Engagement with Dr. Ginwright - Virtual Learning Event with Iowa ACEs 360 | **“**Healing-Centered Engagement, coined by Dr. Shawn Ginwright, describes an asset-based and culturally rooted approach to healing and well-being for young people of color and their adult allies. Participants will learn about the principles of Healing-Centered Engagement and hear examples of how to integrate these principles and practices into work.”  **$3,360** | 412 | This event hosted by Iowa ACEs 360 is reported as the highest attended event they have ever put on. DHS is selecting staff to receive HCE training in FY22. |
| Trauma Information Supervision Trainings for DHS and JCS supervisors – In Person Event with Iowa ACES 360 | This is part of larger, long-term project to address the effects of second-hand and vicarious trauma on case workers and their service delivery by supporting managers with trauma informed supervision techniques and tools.$11,456.25 | 75+ | This training was received well by staff and community attendees. |
| Domestic Violence 101 Virtual Training with Leah Vejzovic | The event offered a brief overview of the definition of domestic violence, how it shows up in Iowa Code and the variety of forms it takes. We will also briefly explore how exposure to domestic violence impacts children$350 | 25+ | All the Domestic Violence trainings were well received. We had multiple requests for a second opportunity to attend. |
| Domestic Violence During the Pandemic virtual training with Leah Vejzovic | The event sought identify how the Covid-19 pandemic has impacted families experiencing domestic violence and additional barriers to safety for survivors during isolation.  **$350** | 25+ | All the Domestic Violence trainings were well received. We had multiple requests for a second opportunity to attend. |
| How to Screen for Domestic Violence virtual training with Leah Vejzovic | The training session explored what signs and indicators to look for and what questions to ask to identify is domestic violence is occurring. Also provided were tips for effective screening and documentation.  **$350** | 25+ | All the Domestic Violence trainings were well received. We had multiple requests for a second opportunity to attend. |
| Motivation Interviewing virtual training from Iowa Mediation Service | The training introduced Motivational Interviewing that allowed participants to explore how they might utilize these skills with the people whom they serve.  **$400** | 20+ | This was well attended and well received by the attendees. |
| Transforming Conflict virtual training from Iowa Mediation Service | Participants learned about the concept of Conflict Transformation including an exploration of the Nature of Conflict, Conflict Management Styles, and Conflict Resolution Skills.$400 | 20+ | This was well attended and well received by the attendees. |
| Hosted DHS 101 training, 3-part series, for the EMBARC community organization and their Parent Navigator class. | DHS staff and CPPC Coordinator provided information on what constitutes abuse or neglect, what happens after a call is place or a case is founded, plus worked to debunk some myths about what DHS can and cannot do. $0 | Approx. 15 | The parent navigators have been equipped with a foundational understanding of DHS and how they can advocate for the families they serve. |
| Domestic Violence 101 Virtual Training with Leah Vejzovic | The event offered a brief overview of the definition of domestic violence, how it shows up in Iowa Code and the variety of forms it takes. We will also briefly explore how exposure to domestic violence impacts children$400 | Approx. 15 | This series of Domestic Violence trainings was received well by the attendees but was not as well attended. |
| Domestic Violence During the Pandemic virtual training with Leah Vejzovic | The event sought identify how the Covid-19 pandemic has impacted families experiencing domestic violence and additional barriers to safety for survivors during isolation.$400 | Approx. 15 | This series of Domestic Violence trainings was received well by the attendees but was not as well attended. |
| How to Screen for Domestic Violence virtual training with Leah Vejzovic | The training session explored what signs and indicators to look for and what questions to ask to identify is domestic violence is occurring. You’ll also learn some tips for effective screening and documentation.$400 | Approx. 15 | This series of Domestic Violence trainings was received well by the attendees but was not as well attended. |
| Youth Mental Health First Aid Training | Polk CPPC partnered with Des Moines Public Schools to host a Youth Mental Health First Aid Training.  **$472** | 28 | This training was attended by community partners from a wide variety of service/organizations as well as parents in Polk County. The event received extremely high feedback on the event survey. |

**Polk ACEs, Trauma and Resiliency Building Community Activities**

The efforts and collaborations were continued related to ACEs, trauma and resiliency building activities. We believe that public/private partnerships are the lynchpin to building and maintaining systems and community change. Below are the activities related to these efforts.

**ACEs Coalition and Mid Iowa Health Foundation**: The Polk Decat Coordinator continued to serve on the ACEs (Adverse Childhood Experiences) 360 Coalition Steering Committee. The Director of ACEs 360 continued to serve as the technical advisor and conduit for grants from Mid Iowa Health Foundation for the Trauma Informed Supervision and Trauma Services in Polk Detention projects.

**Trauma Informed Services in Polk County Detention**: Polk Decategorization continued to support these services under contract DCAT5-18-003 (see details in the Contracts section below. Mid Iowa Health Foundation also continued to support Technical Assistance by Chris Foreman, Duke University, and the National Child Traumatic Stress Network (NCTSN). Although the TA for the project has diminished, Chris continues to assist the Contractor, Lutheran Services in Iowa (LSI) with enhancing and documenting their one-on-one and group procedures and services as well as Detention Staff trainings. Chris has been instrumental with development of the metrics and surveys that document outcomes.

**Trauma Informed Supervision**: Although Covid put the commencement of the on-site intensive trainings for Trauma Informed Supervision for DHS and JCS Supervisors, Chris Foreman continues to provide smaller-group assistance and even one-on-one for those who would like her assistance. In addition, Andrea Denklau was introduced as the new person to facilitate the project so the Decat Coordinator could start to move out of that role and allow for more community involvement.

After much anticipation, planning, and delays due to Covid, the Trauma Informed Supervision kick-off trainings commenced in June 2021. Chris Foreman came to Des Moines to facilitate the training, which was held over a 3-day period to accommodate the schedules of JCS and DHS Leadership and Supervisors. Some community members also participated as well.

**ACEs Learning Circles**: Polk Decategorization was able to support the ACEs Learning Circles again in FY21. These are great community and sector-based trainings where attendees can learn more about the impacts of Adverse Childhood Experiences, the effects of trauma on the developing and adult brain, and effective resiliency building (coping) activities and approaches. The funds supported a special presentation of “Healing Centered Engagement” by Dr. Shawn Ginwright. Details can be found in the “Special Projects” table in this report.

**FY21 CARE Meeting Dates and Speakers**

|  |  |
| --- | --- |
| 8/19/2021 | Boys Town Iowa: Behavior In-home Services and BTI mission and history |
| 9/26/2020 | American Lung Association: Services and programs offered statewide |
| 10/21/2020 | Des Moines Public Schools: Community Coordinator program |
| 11/18/2020 | Four Oaks: Services and Recruitment of foster parents |
| 1/20/2021 | Greater Des Moines Foundation: Mission and Services |
| 4/21/2021 | AmeriGroup: Mission and services; Des Moines Public Schools: Behavioral and Mental Health services |
| 05/19/2021 | Primary Health Care: Services and programmatic offerings; EMBARC: Parent Navigator program and other services |
| 6/16/2021 | AmeriCorps for CPPC: APPC opportunities; Grace Fitness: Free Healthy Start 12-week program |

**FY21 Polk Decat Quarterly Steering Committee Meetings, Discussion & Determinations**

|  |  |
| --- | --- |
| 8/14/2020 | Polk Decat Mission review, community grants updates, FY20 CPPC End of Year Report review, other budget updates |
| 10/09/2020 | Review of CPPC Four Strategies, community grant updates, program budget review |
| 01/08/2021 | Parent Partner Orientation presentation, Discussion around Committee representation, RFP, and evaluation meeting updates |
| 04/09/2021 | Presentation of FY21 community grant impact, updates regarding Sesame Street In Community & Black Doula Collaboration projects |

**Contracts**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Contract Number** | **Contractor Name** | | **Service provided** | **Funds expended** | |
|  |  |  |  |  |  |
|  | | | | | |
| **DCAT5-16-001** | **Woodward Youth Corp** | | **Sex Offender Treatment** | **$209,589.56** | |
| The outpatient sexual offender treatment program began in March 2007. Participants receiving services under this contract have either sexually offended or have displayed significant risk factors warranting outpatient treatment. The program provides treatment for individuals that have shown offending behaviors but have not gone through an inpatient treatment setting and supports individuals that have been discharged from a sexual offending program and require assistance being reintegrated into the community. This programming provides a significant cost savings as opposed to placing sex offender youth in group care. FY21 was the final year for this contract and services were reprocured and a new contract established for FY22.  In FY21, the contract was supported by FY19 State JCS Carry-over funds from the 5/13/19 Chief designation, carried over from FY20, plus FY20 State JCS Carry-over funds from the 6/1/2020 Chief designation. | | | | | |
| **Outcomes** | A total of 32 youth was served under this contract in FY21, of which 15 were new, compared with 99 youth served in FY20, 43 youth served in FY19, 59 youth served in FY18, 37 youth served in FY17, 41 youth served in FY16, and in the prior contract, 54 youth served in FY15, 56 youth served in FY14, and 43 youth served in FY13. Covid significantly impacted referral numbers and no group services could be delivered due to in-person meeting restrictions.  100% of all JCS referrals to this program were accepted by the contractor.  100% of the programming was supervised and provided by either a master’s level therapist who has the appropriate ATSA or IBTSA credentials, with provision of evidence-based outpatient education, treatment, and supervision by qualified staff. Two of the treatment staff reporting to the master’s Level Therapist were not yet credentialed but continued working towards that designation. This was a subject of much discussion since the contract requires all staff working with these youth to have their ATSA or IBTSA accreditation. The two Treatment staff had become lax in taking the required coursework, even though they certainly had enough hours working with this population to get credentialed. Decat demanded that the contractor plan for completing the coursework towards credentialing and a plan was provided.  100% of youth and their families had first contact within 3 working days of the referral.  100% of youth had a new or updated safety plan within 2 weeks of service initiation  All youth were assessed for their risk level and assigned to groups and treated according to their respective risk. All clients received a case plan upon entrance that suited their specific needs within 30 days of program initiation.  Out of all the youth served, no youth was re-arrested for sexual activity.  100% of youth had a case staffing a minimum of every two months.  100% of youth had updated treatment plans within 30 days of a change in goals, objectives, or service activities  All group and individual treatment sessions and psycho-sexual assessments are to be provided in a location that is separate from services provided to other clients not receiving services under this contract. Covid restricted the ability to have group sessions for all FY21.  100% of the time, JCS received monthly reports of youth on Electronic Monitoring. The contractor provided weekly reports to JCS. No youth were required to receive electronic monitoring services in FY21.  100% of all pro-social group activities were supervised and monitored for safety and behavioral progress by the Contractor.  100% of exiting youth had a discharge summary provided to the JCO and youth which also includes plans and supports for transitioning to adulthood and ongoing recommendations for safety planning.  100% of youth (goal is 75%) can identify a positive, regularly involved, and informed adult resource, beyond their immediate family, to support and hold them accountable to positive behavior. | | | | |
|  | | | | | |
| **DCAT5-16-002** | **Woodward Youth Corp.** | | **Re-entry and Transitioning Youth Services** | **$194,998.22** | |
| The re-entry program began on July 6, 2006. The participants in the program have historically been involved in the juvenile justice system and upon discharge from placement, many of them return to their communities without a strong support system in place. The program objective is to keep participants out of the adult system by providing educational, vocational, and social skills needed to transition from childhood to adulthood. Included in this contract is the provision of YTDMs for transition-to-adulthood planning became an integral part of the services for JCS youth ages 16 ½ and older. FY21 was the final year of this contract. JCS determined it was necessary to split out the Youth Transition meetings from the Re-entry services so two procurements took place for these services during FY21 for two new contracts in FY22.  The contract was supported by FY19 State JCS Carry-over funds from the 5/13/19 Chief designation, carried over from FY20, as well as FY20 State JCS Carry-over funds from the 6/1/2020 Chief designation. | | | | | |
| **Outcomes:** | The Contractor served 36 Re-entry youth total during FY21, compared with 22 youth in FY20, 30 youth in FY19, 23 youth during FY18, 90 youth during FY17, 110 youth for FY16, 131 youth in FY15, 133 youth in FY14 and 103 youth in FY13. Since FY17, YTDM information is split out from the other Re-entry youth services. There were 35 first time YTDMS in FY21, 4 follow-up YTDMs all of which were second YTDMs. Compare to FY20 where there were 75 first time YTDMs, and 15 follow-up YTDMs, 3 of which were the third YTDM for a youth. Covid impacted all services as in-person meetings were not able to take place. Also, referrals to the re-entry services were waning due to a lack of confidence in the program by JCOs.  100% of new referrals had phone contact with contractor staff within 10 business days of discharge from placement (goal is 95%) with a majority being contacted within 3 business days of returning home.  100% of youth (goal = 90%) were able to identify a positive adult committed to providing support and guidance.  100% of youth were contacted by Re-entry staff every 30 days, at a minimum.  100% of youth received attempted outreach twice per month after their initial 6 months in the program, with the goal being once every 3 months after the first 6 months. The Re-entry team met weekly to discuss all youth and during that time, staff discuss suggestions for re-engaging youth who have not made contact back in more than 30 days.  Re-entry staff indicated that they did not assist JCS in completion of referrals, associated document fulfillment and meetings held as part of transition placement planning for those youth assigned to either Independent Living or Residential options.  The contractor worked with JCS and the DHS Transition Specialist to ensure 100% of referred youth completed their Casey Life Skills Assessment (CLSA).  Within 6 weeks of the referral, Re-entry worked with 100% of youth to develop a Wraparound Plan on career, education, housing, health and supporting needs and goals.  In all FY21 quarters, the contractor was able to assist at least 95% of youth to obtain certified copies of their birth certificate and social security cards before turning 18.  100% of youth received individualized assistance in obtaining or maintaining medical insurance, enrolling in school, coaching on interview skills and how to present themselves, assistance in moving into safe and secure housing, obtaining car insurance, finding volunteer opportunities, support in navigating the car-buying process, and assistance in transportation to job interviews and looking for employment.  100% of requests by JCOs for information on transition planning guidelines were provided within 5 days of the request (goal = 90%).  100% of requests by JCOs for assistance with transition needs were met within 5 business days (goal=90%), such as providing case planning assistance to JCOs that need help with referrals, transition plans and other case items. The Transition Specialist provided help with writing transition plans for all youth who were scheduled to be approved by the State Transition Review Committee. Assistance was provided with filling out SAL placement paperwork and with referrals to adult services.  The Transition Specialist ensured that requests for assistance with referrals to Independent Living or Residential options were provided within 3 business days, 100% of the time (goal = 90%).  The contractor was unable to schedule 95% of the YTDMs within 30 days of the referral. The Contractor continued to not reach out to obtain “exceptions” by the JCS Chief even though they were all due to difficulty scheduling YTDMs for placement youth so their parents could attend. Barriers reported include difficulty coordinating JCO and parent schedules, increased youth truancy, and, of course, Covid restrictions. Decat met with the contractor on this issue but with almost no avail as they did not seek out exceptions in cases where scheduling in 30 days was an issue outside of their organization.  100% of the YTDM Plan Notes were written and submitted to the youth’s team within 7 calendar days from the YTDM meeting.  Most of Monthly YTDM reports were submitted to the Polk Decat Coordinator by the end of the month following the month of service, but not all were as reported.  Although on paper the measures appear to be met, the consensus among JCOs was that the quality of outreach and engagement with re-entry youth was lacking. Little effort appeared to be made to have conversations with youth on future planning, motivation, self-esteem, and other important aspects impacting re-entry youth. In addition, virtually no family engagement occurred even those services were included in the deliverables. | | | | |
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| **DCAT5-17-052** | **Polk County Health Services** | | **Restorative Justice & Cultural Equity Coordination Services\*** | **$115,968.29** | |
| This Contract provides coordination and program management for Restorative Justice Services for Juvenile Court Services clients in Polk County, including but not limited to: community engagement, victim outreach, training/skill-building, mediation, and other reparative justice acts, *as well as* Cultural Equity Coordination Services for DHS and JCS, including but not limited to building alliances with community and systems leaders to address disparate outcomes for people of color, provide oversight of related training development and implementation for JCS, DHS and the community, and coordination across systems to align trainings, data and communications. FY21 was the final year for this contract/Intergovernmental Agreement. A new contract (IGA) was established for these services for FY22.  This contract was supported by FY21 DHS MYFI funds and FY19 State JCS Carry-over funds carried over from FY20 specific to Restorative Justice and/or Initiatives related to disproportionality of minority contact in Polk County from the 5/13/19 Chief designation. | | | | | |
| **Outcomes:** | Diamond Denney has been the RJCE Coordinator since the beginning of March 2018. Diamond continued to do an excellent job connecting with others from agencies, organizations, municipalities, and the state who were involved in like efforts to find out what they were doing to address equity and to hopefully coordinate our efforts with theirs.  Refer to the above “Restorative Justice and Cultural Equity Coordination Special Projects” for details regarding related activities. | | | | |
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| **DCAT5-17-120** | **Des Moines Independent Community School District** | | **Student Support Services\*** | **$22,689.29** | |
| The purpose of this Contract is to enable the Agency and Juvenile Court Services in Polk County and the Polk Decategorization Governance Board to collaborate with Des Moines Public Schools on the provision of supportive services to youth of color and immigrant/refugee students that encourage youth in academics and academic advancement, community service learning, improving behavior choices, building confidence, and including outreach to parents, in an effort to prevent or mitigate system-involvement.  This contract was supported by FY21 MYFI funds. Although JCS State Carry-over funds were in the contract, they ended up not being used. | | | | | |
| **Outcomes:** | * During a pandemic DMPS still engaged a number of students in Brother2Brother and Sister4Success.   + Sisters4Success had 37 girls that qualified for the Term 4 incentive, which meant they had 80% attendance at school, 100% attendance at chapter meetings, and no Fs.   + Sisters4Success had 12 girls that qualified for all four incentive rewards, meaning they had 100% attendance at chapter meetings and no Fs all year long   + Brother2Brother had 6 students that qualified for all four incentive rewards, meaning they had 100% attendance at chapter meetings and no Fs all year long.   + Brother2Brother had 17 boys that qualified for the incentive, which meant they had 80% attendance at school, 100% attendance at chapter meetings, and no Fs. * DMPS was able to provide pool passes and an IMAX movie to 49 Oakridge students who exhibited good academic performance this school year. * 149 middle school and high school students from B2B and S4S were able to participate in an end-of-the-year celebration by going to Adventureland. These students all qualified based on attending 75% or more of their chapter meetings and being in good standing with their chapter.   The measure, “80% of B2B student shall demonstrate two or more of the following improvements: Positive progress in grades, reduction of Referrals, reduction of Suspensions, reduction of Absenteeism” was not met due to the school structure being affected by Covid. According to the Contractor:   * “All-virtual” learning continues to provide challenges in terms of keeping our students engaged and thriving. * Behavior referral and suspension data will not be applicable until students are in-person. * A new challenge is the continued transition from different modalities. For example, some students in a class are virtual, while some students in that class are in-person – all while the teacher tries to instruct each group effectively. Furthermore, the change in modalities has been challenging for families to adapt and have clarity on exactly how to support their child in school this year.   100% of families of youth identifies as being at risk of Drop Out or System-Involvement were provided with information on appropriate services to meet their needs through the following strategies:   * When going to the DMPS website it asks if a student or family needs support ensuring that we are proactive in helping provide needed services. * When registering their student for B2B and S4S all parents signed off on receiving information about community resources and services. Weekly e-mails are sent. * Our sponsors provide community resources and information weekly and hold monthly meetings with their students to provide support and information.   Parents/caregivers for participating youth DMPS identified as at-risk reported a better understanding of how they can be more involved in their student’s academics as well as services available to them in the community 100% of the time through the following strategies:   * Community support information has been given to each participant. * Academic support resources have been communicated using DMPS website, SchoolCnxt, and Infinite Campus messenger. * Information continues to be shared at monthly All Points Academy, Brother2Brother, and Sister4Success Meetings. * Oakridge provides information weekly on resources available to their children | | | | |
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| **DCAT5-18-001** | **Orchard Place** | | **Early Services Program** | **$86,368.12** | |
| The Contractor provides Early Services Programming (ESP) to young offenders ages 12 and under that deliver wraparound services addressing issues that led to early system involvement and prevent recidivism. The Contractor provides culturally and linguistically appropriate early intervention and prevention (ESP) case management to early offenders referred by Juvenile Court Services. It was determined that children under the age of 12 have the highest risk to re-offend in the future; however, their age and needs did not commensurate with the criteria for formal adjudication by the Juvenile Justice system or the Iowa DHS. This informal status makes them ineligible for some services that could prevent them from re-offending. The ESP Project was initiated to provide individualized casework services and family services for the more intense cases, incorporating a parent-child group component and creating a connection with area schools to help meet the child’s overall needs. The case management includes the involvement of a school liaison since much of the acting out behavior manifests itself at school.  The contract was supported by FY19 State JCS Carry-over funds from the 5/13/19 Chief Designation for Early Services Program. | | | | | |
| **Outcomes:** | Covid significantly impacted the referrals for ESP services in FY21. Only 42 youth were served under this contract with 30 of them being new in FY21. Compare this to 109 youth served in FY20, 105 youth served in FY19, 123 youth served in FY18, 73 young offenders served in FY17, 61 in FY16, 75 in FY15 and 84 in FY14, under the prior contract.  All youth referred to ESP services by JCS were served.  100% of Case Management plans were delivered to the appropriate JCS staff within 30 days of referral.  98% of ESP youth discharged completed their Informal Adjustment Agreements (IAA) successfully (goal=90%).  92% of participating youth did not commit a delinquent act during service delivery (goal=90%)  Contractor staff attended 100% of bi-weekly service team meetings  78% of ESP youth discharged who were experiencing poor grades improved academic performance during their IAA period (goal=80%). The FY21 school year was virtual for most schools, especially Des Moines Public Schools, which impacted performance.  67% of ESP youth discharged who were experiencing poor school attendance improved attendance during their IAA (goal=80%)  89% of ESP youth discharged who were experiencing in-and/or out-of-school suspensions reduced suspensions during their IAA (goal=80%)  96% of monthly case notes and discharge plans were provided to the appropriate JCS staff by the 7th of the month following the month of service (goal=95%)  Although it is not a measure, the contractor tracks ESP youth who commit a delinquent act 2 years post service delivery (discharge), as reported to them by JCS. In FY21, 58% of ESP youth did not re-offend 2 years post service delivery as compared to 55% in FY20, 51% in FY19 and 43% in FY18. | | | | |
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| **DCAT5-18-002** | **Polk County Health Services** | | **Polk Decat & CPPC Coordination\*** |  | |
| Provide coordination and fiscal management services for Polk County Decategorization and CPPC staff, which includes the Decat Coordinator, the Decat Assistant, and the Project/CPPC Coordinator. The contract was supported by funds from the FY19 Decat Allocation, the FY21 CPPC allocation, and FY19 State JCS funds 5/13/19 Chief designation. | | | | | |
| **Outcomes:** | No Quarterly report is required from this program although all deliverables and measures were met. The Decat Coordinator and the Executive Director and Accountant of PCHS work closely to keep the budget and monthly expenditures in line with program and budgetary guidelines. The PCHS Accountant provides monthly statements to the Coordinator. Cassie Kilgore continued to serve as the Project/CPPC Coordinator, assisting in managing the variety and volume of special projects that Polk Decat is involved in as well as the Community Partnerships for Preventing Child Abuse. Veronica Russell continued as the Administrative and Resource Assistance, working on managing the Wraparound Assistance and Resources. For a listing of projects & initiatives supported under this contract, please refer to the FY20 Special Projects under DCAT5-18-002 above. | | | | |
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| **DCAT5-18-003** | **Lutheran Services in Iowa** | | **Trauma Informed Services for Youth in Polk County Detention** | **$100,000.00** | |
| This service is to provide short-term Trauma-Informed programming to youth in Polk County Detention which could result in shorter stays in Detention placement with release back into the community or other suitable placement, that address youth trauma faster and that are appropriate to the trauma experiences of the youth. Youth behavior that results in detention, and their behavior while in and because of detention placement, is frequently related to traumatic experiences. The services needed to be of short duration, including one-on-one interactions, group interactions and other creative interactive interventions that assist youth in becoming calmer, more focused and strengthen coping abilities related to their trauma experiences that impact their interactions and delinquency.  The contract was supported by FY19 State JCS Carry-over funds from the 5/13/19 Chief designation for Trauma Informed Care and Treatment. | | | | | |
| **Outcomes:** | 209 cases were served under this contract in FY21 of which 126 were new, unduplicated youth, compared to 333 cases in FY20.  For 100% of the cases, the Contractor and JCS were cautious to not have youth experience long stays in detention for the sole purpose of continued service delivery, so judges and attorneys were educated on why that would be an inappropriate response for keeping youth in Detention.  89% (186/209) of referred youth received one-on-one Trauma services from the same Contractor staff. (90% goal). Maternity leave of the lead Trauma Specialist impacted the delivery of services from the same staff.  100% of the time, Contractor staff notified Detention staff of youth exhibiting suicidal ideations within 2 hours of the initial reveal by the youth.  100% of suspected trafficking were noted by the Contractor and were reported to Detention & JCS staff within 2 hours of the initial reveal by the youth.  Over 70% of youth receiving Trauma services displayed some degree of improved self-regulation at court proceedings, as reported by JCS staff. Youth voluntarily request Contractor staff to attend court to assist in practicing self-regulation and meditative techniques.  100% of youth had recommended treatment plans detailing needs (if any) to be addressed in future services.  Other items worth noting:  Coping Skills Document: Trauma therapists developed a “coping skills” document for every youth to have in their room. This provides a visual for youth to remind them of the skills they have been taught and creates a shared language surrounding coping skills. This document outlines how to use six evidence-based coping skills for trauma: Deep Breathing, Progressive Relaxation, Five Senses, Safe Place, Container, and Movement/Yoga. Trauma specialists have gone over this document with detention staff so they are aware of the document and understand how the youth will be using it. Youth will receive this document from their trauma specialist and be able to keep it in their room at detention if they wish.  The contractor uses two assessments:   * Complex Trauma Exposure Screen Data (CTES) – measures “what happened to me” * Child PTSD Symptom Scale for DSM-5 (CPSS) – measures “how does what happened to me affect me” * Approximately 45% of CPSS assessed youth scored at or over the threshold for a PTSD diagnosis and approximately 8% of assessed youth scored in the “Very Severe” category. * CTES Data for FY21:  |  |  |  | | --- | --- | --- | |  |  |  | | **Trauma Type, n=133** | **Number** | **%** | | Neglect | 21 | 16% | | Emotional Maltreatment | 29 | 22% | | Displacement | 48 | 36% | | Attachment Disruption | 55 | 41% | | Sexual Abuse/Rape | 14 | 11% | | Physical Abuse | 15 | 11% | | Domestic Violence | 26 | 20% | | Community/Interpersonal Violence | 56 | 42% | | Bullying | 25 | 19% | | Terrorism/War/Political Violence | 9 | 7% | | Other | 17 | 13% | | **Multiple Traumas** |  |  | | Endorsed 3 or more traumas | 60 | 45% | | Endorsed 5 or more traumas | 35 | 26% | | | | | |
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| **DCAT5-18-008** | **Orchard Place** | | **Sanctions Learning Services** | **$25,983.63** | |
| The Community Service Program (CSP) was developed to implement programming seven days a week to provide youth with opportunity to understand accountability for illegal behavior and/or non-compliance with probation. Youth learn how their decisions impact themselves and the larger community and develop the reasoning skills to avoid problems in the future. The program provides Juvenile Court Services accountability options at different intervention levels. The CSP also provides additional supervision for youth during high-risk hours of the day. There are four different components of the program:   1. Independent Community Service 2. Intermediate Sanctions (Monday-Thursday, Saturday) 3. Probation Violators (Friday-Sunday)   Sanctions (Sunday)   1. Delinquency Impact Group (Wednesday)   The contract was supported by FY19 State JCS Carry-over funds from the 5/13/19 Chief designation for Community Sanctions Program. | | | | | |
| **Outcomes:** | This contract was impacted most significantly by Covid due to the community service requiring to be in-person.  Only 47 youth were served in FY21, with 33 of those youth being new to the program. Compare this to 237 youth served in FY20, 402 youth served in FY19, 568 youth served in FY18 (468 new) and, in the previous contract, 370 youth who attended Sanctions programming in FY17, 474 youth in FY16, 616 youth in FY15, 638 youth in FY14. No youth were served in July 2020 and very few in August.  In addition, PACE clients served a total of 686.25 hours of Community Service and classroom hours in FY21 compared to 3234 hours in FY20, 5546.5 hours in FY19, 7039.5 hours in FY18 and, in the previous contract, 6,407 in FY17, 7848 in FY16, 8767 hours in FY15, 8629.5 hours of community service in FY14, 7357.75 hours in FY13, 4868 hours of Community Service hours for the FY12 contract year and 3318 in FY11.  65% (24/37) of participating youth completed their designated sanctions programming or service-learning project (goal=85%). Unsuccessful discharges due mostly to attendance and/or behavior issues.  100% of the time, Orchard Place PACE provided an updated monthly list of available community services sites and contact information for those sites.  The discharge summaries were provided to the referring JCO in writing within 5 working days of the completion of a program successfully only during the first quarter of FY21  100% of the time, the Contractor notified the assigned JCO of attendance or behavior problems within 2 business days of the event (goal=95%).  The contractor provides detailed quarterly reports on time. They report youth attendance as a continued major barrier to success in the CSP program. | | | | |
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| **DCAT5-18-044** | **Des Moines Independent Community School District** | | **Behavioral Health Intervention & Prevention Coordination Services\*** | **$117,000.00** | |
| The purpose of this Contract is to provide coordination services and oversight of the Des Moines Independent Community School District (DMPS) Multi-Tier System of Support for District-Wide behavioral health intervention and prevention initiatives. This collaboration is between DMPS, DHS and JCS in Polk County to identify common students who intersect between the systems, who have exhausted DMPS services to keep them in school, and to provide other wraparound, intensive services to them and their families that are supportive to their needs.  Due to non-communication of DHS and JCS related data and their termination of their contract with Boys Town’s Intensive In-Home Services, this contract was not renewed for FY22. The contract was supported by FY19 JCS State Carry-over dollars from the 5/13/19 Chief Designation. | | | | | |
| **Outcomes:** | No data or information was provided on any of the performance measures.  2020-2021 School year accomplishments   * Supported the school’s system to transition to virtual learning and 100% telehealth mental health services * Social Emotional Leadership Team Lead * Anti-Racist leadership group in Student Services Department * Polk County Children’s Behavioral Health contributor * Integrated Services pilot * Chapter 103 District Leadership Team for Safe Schools legislation * Restorative Practices – Train the Trainer through International Institute for Restorative Practices sponsored by Heartland AEA * Young Child Wellness Council – Project Launch with Department of Public Health * Chapter 103 Leadership Team for training on Restraint, Seclusion and Room Clearing * DMPS Safety Leadership Team   Boys Town Intensive In-Home Program Data:  July 2020 5 cases open, all actively engaged in services. 1 new referral.  August 2020 6 cases open, all actively engaged in services. No new referrals.  Sept 2020 5 cases open, all actively engaged in services. 4 sent for prequalifying, all qualified.  Oct 2020 5 cases open, all actively engaged in services. 20 sent for prequalifying, 5 did not qualify, but of those 4 qualified through a sibling and the remaining one was sent to EIS. 11 referrals sent in the month, 3 were referred over to the EIS program.  Nov 2020 6 cases open, all actively engaged in services. 12 referrals sent for prequalifying, all qualified. 4 referrals sent to BT, 1 was referred over to the EIS program.  Dec 2020 9 cased open, all actively engaged in services. 6 referrals sent for prequalifying, all qualified. 3 referrals sent that did not engage with services.  Yoly (Supervisor) reassigned, and Alex (Consultant) resigned.  Jan 2021 8 current cases plus 3 that have closed in the month of January 2021.  Feb and March 2021 – 8 additional referrals sent.  March 2021 DMPS recommended non-renewal of Boys Town contract due to not having staff for 4 months and service of only 20 families during the first two years of contract. This was a disappointment to the Decat Board as it was the main reason that this contract was supported. | | | | |
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| **DCAT5-18-311** | **DMACC/Evelyn K. Davis Center for Working Families** | | **Youth Employment & Education Engagement** | **$9,768.82** | |
| This contract provides youth involved or at risk of being involved in Juvenile Court Services employment and education skill-building opportunities with on-the-job experience and career exploration activities. The only quarterly report will encompass May-June 2021.  The contract was supported by FY19 State JCS Carry-over funds from the 5/13/19 Chief designation for Supportive Services for Youth Employment and Education Skill Building. This was the final year for this contract and the service was not reprocured for FY22. | | | | | |
| **Outcomes:** | No quarterly report was submitted for this contract. The services with youth would have been provided only during May and June although staff planning would occur through the fiscal year. The Polk Decat Board was not impressed with the lack of response from this contractor, so the service was not reprocured nor another IGA implemented. | | | | |
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| **DCAT5-19-001** | **Central Iowa Juvenile Detention Centers** | | **Fiscal Agent Services\*** | **$153,670.75 (disbursements + fiscal agent fee)** | |
| The Fiscal Agent contract serves as a vehicle to provide various wraparound services to DHS involved families and children as well as clients of Juvenile Court Services. The most common types of assistance include monthly bus passes, bus tokens, Walmart cards (got food, clothing, baby supplies, beds, bedding, etc.) and cards for gasoline. Also covered by these funds are non-court-ordered Psychological Evaluations and counseling sessions, rental assistance, utility assistance and various other forms of transportation.  The contract was supported by the following funds: FY19 DHS State Carry-over funds carried over from FY20 and from the 12/10/19 SAM Designation, FY19 JCS State Carry-over dollars from the 5/13/19 Chief Designation, FY20 PSSF funds from the 5/7/19 SAM designation, FY19 State DCAT funds, and FY21 MYFI funds. | | | | | |
| **Outcomes** | Decat reports the Flex Fund aggregated expenditures approximately monthly to the DHS SAM and SWAs as well as the JCS Supervisors and Chief. Decat Coordination staff manage the allocation and tracking of supports from this contract. Social Workers and JCOs must submit Forms that detail the requested support, approved by their supervisors, to Polk Decat staff, who review the forms for completeness and that all the required information is provided. Requests for checks must be accompanied with a bill, invoice, or receipt. All assistance is recorded in a detailed spreadsheet and the forms are retained to serve as back-up for any inquiries or audits. Assistance is audited monthly to ensure that store cards are used in sequence and so that all cards, bus passes or tokens are accounted for. Requested assistance that is not picked up by the client, SW or JCO for one month or longer is returned to inventory and, in the case of monthly bus passes, returned to DART for credit.  Decat was able to reduce some dependence on Store Cards by more specific ordering and delivery of concrete supports, such as beds (delivered and assembled at the caregiver’s homes), bedding, diapers, formula, car seats, strollers, etc. This was especially critical in FY21 due to face-to-face Covid restrictions.  Decat staff received anywhere from 5 to 50 requests on any given day so being organized and up to date on tracking is imperative. Decat staff are responsible for daily communication with the contractor on checks and charges associated with purchases.  The rate of spending for the first half of FY21 was very low due to continued Covid restrictions. Beds were by far the costliest items, so clients were referred to other sources to obtain beds, such as County General Assistance and local charitable organizations. In addition, the vendor we used for beds could not deliver beds to inside of homes because of the pandemic. Decat staff also made extra efforts to steer SWs to other resources.  The contractor is not required to submit a performance report for fiscal agent services. However, they were very timely in the provision of checks and charge requests, with responses within the same or next business day. | | | | |
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| **DCAT5-19-002** | **Innovative Learning Professionals LLC** | | **Psychological Evaluations** | **$60,679.80** | |
| The purpose of this contract is to provide to the Juvenile Court and Polk County Youth Services useful and timely psychological evaluations of children and adolescents referred by the Court or Juvenile Court Services. On a limited basis, the service is available to the Department of Human Services in consultation with Juvenile Court Services, particularly for children in shelter placement. In addition, as approved by Polk County JCS, the services are available to other children and adolescents served by JCS in the other counties of the 5th Judicial District. Priority is given to youth in detention and those in shelter. Based on the content of the referral information and the referrer's evaluation questions to be answered, the Psychologist or Psychologist Fellow uses various record review, interview and testing methods to produce the Evaluation Report. The report is to contain identifying information, assessment method, including instruments used, a Mental Status Examination with interview results, a multi-axial diagnosis, and recommendations. The diagnosis and recommendations by a licensed Psychologist are helpful in providing the correct services and treatment for youth. The priority given to youth in detention and in shelters can reduce costs by getting the youth the proper treatment timelier and out of a costly, more restrictive environment. The Psychologists are also available to testify in court hearings.  Dr. Beeman and other approved licensed psychologists provided the service, with Dr. Beeman providing the on-site consultation to JCOs.  The contract was supported with FY19 JCS State Carry-over funds from the 5/13/19 Chief designation for psychological evaluation services and $30,000.00 from Polk County for youth in Detention receiving psychological evaluations. | | | | | |
| **Outcomes** | There were 29 psychological assessments requested or referred during FY21, with 30 completed (1 carried over from previous year) with all resulting in treatment recommendations. In FY20, 36 assessments were completed, in FY19, 60 assessments were requested and completed, in FY18, 79 assessments were requested and completed, and in FY17, 71 assessments were requested and 61 completed. In FY16, 91 assessments were requested and 79 completed; 141 requested and 129 completed in FY15, and 109 requested and 92 completed in FY14. The numbers were lower in FY20 partially due to the pandemic as some referrals were not made while there were efforts to figure out how to meet the need while also addressing the needs related to public health and safety  100% (30/30) of assessments resulted in a treatment recommendation.  73% of Detention and Shelter (11/15) cases had evaluations and reports completed within 30 days from the date of referral (goal-90%)  73% of all other cases (11/15) had evaluations and reports completed within 45 days from the date of referral (goal-90%)  100% of requests for consultation services (n=55) from the contractor were provided (goal = 85%).  The most prevalent Symptom Patterns diagnosed in FY21 were:  Behavior Disorders = 30  Trauma history = 19  Anger/Irritability = 21  Depression = 15  ADD/ADHD = 14  Substance Abuse = 12 | | | | |
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| **DCAT5-19-003** | **Iowa Legal Aid** | | **Preventive Law & Guidance** | **$63,319.25** | |
| This contract provides Preventive Law and Guidance Services in Polk County to empower youth aging out of foster care (Transition-aged Youth) and Agency clients (Parents) who are referred by Agency staff with the knowledge, tools, and the confidence to successfully address current issues while also helping them to avoid, or prevent, legal entanglements in the future. The contract was supported by FY19 DHS State Carry-over funds carried over from FY20 and from the 12/10/19 SAM Designation, and FY21 MYFI funds. | | | | | |
| **Outcomes** | There were 714 clients served under this contract in FY21, either through individual assessments, consultations, representation, or small-group presentations, compared to 600 clients served in FY20, 370 clients served in FY19, 456 clients served in FY18, 223 clients served in FY16 and 595 served in FY17.  The contractor was unable to meet the youth legal assessment goal number again in FY21 because referrals from outside sources just did not materialize, even given their outreach efforts and Covid restrictions for face-to-face meetings. This was a discussion topic for the Polk Decat Board in FY21 to determine how the contractor could impact DHS youth who could have legal issues. Although ideas were discussed, they were not implemented in FY21 due to Covid restrictions meeting with youth.  100% of referrals made by the Agency for preventive or mitigating legal services for families were accepted, which is greater than the 85% performance goal. These referrals make up 80% of the work under this contract.  All but 2 referrals by the Agency for Guardianship were accepted. For the 2 cases not accepted, they already had a conflict of interest with other parties receiving services from the contractor. This is a particularly beneficial service to Agency clients as it can result in safe case closure as soon as the guardianship is completed.  The contractor was unable to provide their legal presentations to families identified as experience language and/or cultural barriers to increase their legal knowledge because of Covid restrictions on meetings.  Covid continued to impact civil assistance covered under this contract because many court cases were continued or, for those cases that could be completed virtually, many poorer people did not have access to the ability to have a virtual presence at court. | | | | |
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| **DCAT5-19-036** | **Public Policy Associates, Inc.** | | **JCS Internal Climate Survey** | **$896.00** | |
| This contract was designed to provide services related to creation of an Organizational Climate Survey, including administration of the survey, data collection, and follow-up consultation on methods to incorporate results of the survey to provide a more equitable work environment and approach to working with youth. This was the final year of this contract and services were not reprocured.  The contract was supported with FY19 State JCS Carry-over funds from the 12/6/19 Chief 2nd designation. | | | | | |
| **Outcomes** | FY21 for this contract had only one measure as the service was to provide one final follow-up meeting with JCS Leadership to consult on implementing responses to the survey. The measure met was:   1. Final recommendations discussed with JCS leadership on February 5, 2020, linking tools and guidance for how to communicate with staff regarding recommendations and next steps. | | | | |
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| **DCAT5-20-004** | **Polk County Attorney** | | **Criminal Records Checks** | **$12,000.00** | |
| Provide criminal records checks for child welfare cases, especially when children are removed and placed with relative placements. These records checks are requested by Juvenile Court Judges to be included in case plans and the Polk County Attorney's Juvenile Division conducts the criminal records checks. Due to the high volume and need for this information in Polk County, the Department of Human Services utilizes portion of a legal assistant's time to conduct the criminal records check. This contract was supported with FY19 DHS State Carry-over funds carried over from FY20 and from the 12/10/19 SAM Designation | | | | | |
| **Outcomes** | The contractor provided 704 789 background checks in FY21. This is 85 fewer background checks than were requested in FY20. Most background checks are completed in 24 hours or less, which is less than the 48-hour minimum turnaround timeframe | | | | |
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| **DCAT5-20-005** | **Polk County Attorney** | | **Diversion & Mediation** | **$13,730.00** | |
| Provides Diversion and Mediation Services for children and families in Polk County who are involved with the Juvenile Court or anticipated to become involved with the Juvenile Court to solicit more compliance from the family members and avoid court involvement. This contract was supported with FY19 DHS State Carry-over funds carried over from FY20 and from the 12/10/19 SAM Designation | | | | | |
| **Outcomes** | There were 17 families referred for Formal Mediations with 10 families provided Formal Mediations through the Contractor for FY21. The contractor also bills for Diversion letters and consultation meetings, where the Social Worker and his/her supervisor meet with a County Attorney with the parent(s) to discuss what happens if they are not compliant with DHS requests for information or assessments, and for case consultation time with Social Workers and their Supervisors. A representative from the Polk County Attorney’s office is normally present in the Polk Child Welfare location for diversion meetings or other activities twice per week but only charges for diversion work provided. In FY21, 62 families were referred for Diversion services with 42 families receiving Diversion services. Numbers were reduced in FY21 from FY20 due to restrictions from the Covid pandemic. | | | | |
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| **DCAT5-20-060** | **DMACC/Evelyn K. Davis Center for Working Families** | | **Supportive Services for African American Youth & Families** | **$0.00** | |
| In the last seven years, Iowa’s white population has decreased slightly while our youth of color population has grown, and this is most evident in Polk County. African American youth are much more likely to get referred to Juvenile Court Services than any other demographic. Although most youth are referred to a diversion program, there still need to be more services between Detention and “sending kids home” to situations that parents or caregivers may feel they are unable to deal with, such as their child’s alcohol or substance abuse, or the allure of street or gang activities.  One option for assisting those parenting African American youth is the Strong African America Families (SAAF) program. The goal of SAAF is to build on the strengths of African American families that make their children less likely to get involved in problems, particularly alcohol and substance use that face today’s youth. The curriculum also fosters an open dialog that emphasizes Racial Socialization, which involves teaching youth about the realities of racism while emphasizing the ability to achieve success in the face of these obstacles.  In addition to the SAAF programming, the Contractor provides other youth and family supports including but not limited to career and employment skill-building for youth.  The contract was supported with FY19 State JCS Carry-over funds from the 5/13/19 Chief designation for Supportive Services for African American Youth, although no expenditures were covered. | | | | | |
| **Outcomes** | The contractor found it very difficult to provide SAAF classes during FY21 due to the pandemic. We had agreed to amending the budget to provide tablets and internet capacity for families who wanted to attend. However, they continued to have difficulty recruiting families. It was apparent that they did not put forth the efforts to recruit for SAAF classes as they did for their other parenting classes because they were able to garner attendance for those classes. No classes or supports were provided under this contract for FY21. The Polk Decat Board decided to not support the services on-going due to a lack of effort by the contractor, so the contract was not renewed. | | | | |
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| **DCAT5-21-045** | **Visiting Nurse Services/EveryStep** | | **Refugee Immigrant Guide** | **$45,698.55** | |
| This contract was created to develop and deliver specialized training for Community Guides to assist Refugee and Immigrant families and youth who are system involved or at risk of becoming system involved to connect with appropriate community resources and to successfully navigate and self-advocate in Child Welfare and Juvenile Court processes. A Refugee Immigrant Guide, or RIG, is a person who is versed in the language and culture of a local refugee or immigrant group, who is trusted within that community, who have a knowledge of community resources, who have a knowledge of Department of Human Services and Juvenile Court Services systems, who can assist at-risk youth and families within their language/culture to access resources to keep them from becoming systems-involved, and who can, along with a RIG Advocate, assist youth and families who are system involved to understand steps to successful case closure. The RIG and Advocate involvement with at-risk or systems involved youth and families will be sporadic in nature and most likely a small portion of his/her work within the community or with his/her employer. The contract covers the training of the RIGs as well as that of their Advocates, when necessary; to assist the RIG with interpreting more complicated concepts to the system-involved families that they are serving. Refugee cases required more time and effort that most other cases due to the language, culture and often the literacy barriers.  This contract was supported with FY19 DHS State Carry-over funds carried over from FY20 and from the 12/10/19 SAM Designation, and FY19 State JCS Carry-over funds from the 5/13/19 Chief designation for Refugee Guide Services. | | | | | |
| **Outcomes** | 18 youth and families were supported with RIG services in FY21. This is a decrease from previous years due to Covid restrictions on face-to-face meetings.  100% of those providing RIG services were vetted for competency and experience.  All but one referral had a RIG assigned within 2 days of the referral. The one exception was due to a RIG not being available with the required language skill.  100% of client visits were offered conferencing and de-briefing between the RIG and attending Agency, JCS or provider worker. Restrictions on in-person meetings made this difficult, but the contractor provided those using services a desk aid to assist with the conferencing and de-briefing process.  Trainings were provided by the contractor in accordance with the training contract Attachment II. Trainings were provided to RIGs each quarter of the year.  Monthly staffings were offered to DHS and JCS for their refugee clients, although some months there were not cases referred for staffing. All quarterly Stakeholder meeting requirements were met. | | | | |
|  | | | | | |
| **V2019-01-05** | **Central Iowa Juvenile Detention Centers** | | **Volunteer Coordination Services** |  | |
| Although this is not a Decat contract, Decat funds were included in this DHS Volunteer Coordination Services contract to cover those costs associated with supporting relative or other caregiver placements, finding resources and goods for those placements. With the termination of the former Kinship Supports contract, this filled a part-time niche to assist in continuing to support kinship and fictive kin placements.  This contract was supported with FY19 DHS State Carry-over funds carried over from FY20 and from the 12/10/19 SAM Designation | | | | | |
| **Outcomes** | Not required to be reported to the Polk Decat Board. | | | | |
|  | | | | | |

\*Denotes shared contract between DHS and JCS

**Lessons Learned/Planning Adjustments**

1. FY21 was another demanding year for Polk, with continued emphasis on addressing disproportionality for people of color within both JCS and DHS. Diamond Denney started to increase focus on the IDI (Implicit bias) assessments and provided one-on-one and group feedback on assessment results, which was a huge undertaking. It is apparent, however, that without her facilitating the equity processes, there is little to no internal structure in DHS and JCS to keep some of these activities going to their fullest potential. What we have learned is that we need to collaborate on ways to help build the infrastructure with DHS and JCS to take on some of these tasks, so it becomes part of everyday practice and thinking, including data collection, and reporting outcomes.
2. DHS Leadership in DMSA continued to strongly promote within Polk Child Welfare the importance of using local resources for beds to help reduce Fiscal Agent costs and as a practice to help clients understand and use local resources so they would not become dependent on DHS for supports once their cases were closed. The Covid pandemic impacted also continued to impact the provision of supports, especially during the first half of FY21. Although Decat has always been on top of local resources and have provided information to Social Workers and JCOs, we are unable to force the use of local resources. It was helpful to have leadership on board who was willing to make this a priority and the impact of that was truly evident very quickly.
3. Polk Decat focused on creative ways to make and maintain community connections and networking for collaborations. We used our Shared Decision Making Steering Committee as our CPPC Shared Decision Making team (SDMT) and continued to involve them in the community event funding processes to provide a more equitable way to review small funding requests. We purchased a Survey Monkey subscription and used the Community Event Request voting process as our testing ground. This proved enormously successful in providing a secure, virtual voting process.
4. Decat continued to assist both JCS and DHS in defining what “trauma informed” services and approaches look like. The pandemic, unfortunately, delayed the provision of the first on-site intensive trainings but it was finally provided in June 2021. Monthly trainings took place virtually and separately between DHS and JCS.
5. The Covid pandemic taught us that we could work more efficiently from home, we could learn how to meet virtually, and we could change processes to fit the new work paradigm. The lessons learned from the FY21 contract renewal process was basically to scan everything and make sure to use calendar reminders to track where the documents are at in the execution process.
6. FY21 was challenging year for Polk Decat, as it was for everyone. We learned so much from having to change almost every process we have. We would not want to have a pandemic on a regular basis, but it did help us re-evaluate what was important in life and in our work!

**Community Partnership Reporting / Evaluation Form**

**Name of CPPC Site: Polk Decat/CPPC County(ies): Polk**

**Reporting Period: FY21 Coordinator(s): Cassie Kilgore**

**Contact Information: ckilgor@dhs.state.ia.us**

**Check the Following: Proposed Plan  Year-End**

Community Partnership Reporting is based not only on the 4 strategies of Community Partnerships (Shared Decision Making, Neighborhood and Community Networking, Individualized Course of Action, and Policy and Practice Change) but also on the levels within each strategy. If you find yourself questioning how to complete this report, the CPPC Practice Guide should answer many of your questions both in planning and in capturing successes at year end.

CPPC funding runs on the state fiscal calendar July 1 - June 30. There will be two times reporting is due:

1. In the **SPRING** (May 15) where the **yellow** section will be completed to capture your proposed planning and projected goals for the upcoming fiscal year starting July 1. (Report with projected/future activities) The yellow section will be completed on a new report identifying your future goals.
2. In the **SUMMER** (August 15) where the **green** section will be completed to capture the goals achieved for the fiscal year that ended June 30. (Summary report with completed activities) The green section will be completed on a report that already has the yellow filled out and was submitted May 15 the prior year.

Starting on page 5, the blank columns entitled Ongoing, Proposed, Met need only be marked with an ‘x’, and the narrative should reflect any steps you are taking or have achieved. This is an active document utilized with your Shared Decision Making Team to give them investment/ownership in planning, allow them to share in the monitoring of progress, and recognize and celebrate successes. Whereas this report may appear long and prescriptive, it provides only a framework for growth and activity. This framework and reporting mechanism was developed with the input of many different coordinators from the start of CPPC in 2007. How you choose to grow and what activities you choose to promote growth have much flexibility.

The data from this report is captured in the Community Partnerships Brochures so communities may see how CPPC impacts the state in many ways. This data is also shared with the federal government and highlights the progressive nature of community initiatives in the state of Iowa. Thank you for your time and careful attention to this document.

**Community Partnership Involvement Instructions and Definitions**

Page 3 is to identify during planning and at year-end the composition and roles of individuals who are involved. Below are some helpful hints to assist you. Page 3 should be completed in **planning** and updated at **year end**.

* In the gray columns put the number of professional and the number of community members who are associated with the respective category.
* In the FTDM (ICA), Shared Decision-Making, Neighborhood Networking and Policy and Practice Change columns put a check mark if there are professionals and/or community members participating in these activities.
* Please do not duplicate numbers. Select one primary category for each person. The comment section may be useful to explain when more than one category applies to one person. If a person represents two or more categories, include the person in the number count of the primary role and check mark the gray column for the other categories and explain in the comment section.
* # of Community members involved – This number count is for those who are involved as volunteer community members and are associated with one of the categories listed. Examples: faith-based members can be volunteers if they are not being paid to attend, professional who volunteers but is not serving/participating as a representative in their official/professional capacity, substance abuse sponsor who is not being paid, volunteer advocate for domestic violence.
* # of Neighborhood/Community Members – these are individuals who are neighborhood/community residents or parents and are not associated with any of the other categories.
* FTDM (ICA) - those who are facilitators conducting FTDM defined by Iowa’s Standards.
* Shared Decision Making - those who are involved on the CPPC leadership committee(s).
* Practice Partners - includes social service agencies that do not fall under another category (i.e. in-home workers, early childhood programs, when applicable).
* Economic Supports - includes social service agencies that provide financial and basic-need supports (FaDSS's workers, Income Maintenance, Community Action Agency when applicable).
* Former Clients of DHS-anyone who has been involved in child protection services and is not a Parent Partner.
* Provide a total count and % for both the professional and community members involved.

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Community Partnership Involvement** | | | | | | | | | | | |
| Partner (Categories) | **# of professionals involved\*** | FTDM (ICA)\* | Shared Decision Making \* | Neighborhood Networking \* | Policy and \* Practice Change\*✓ | **# of Comm. members involved\*** | FTDM (ICA) \* | Shared Decision-Making \* | Neighborhood Networking \* | Policy and \* Practice Change | Comments/Member Names |
| DHS | 2 |  |  |  |  |  |  |  |  |  | TW, AG |
| Decat | 2 |  |  |  |  |  |  |  |  |  | TB, DD |
| ECI |  |  |  |  |  |  |  |  |  |  |  |
| Neighborhood/Comm. Members\* |  |  |  |  |  | 1 |  |  |  |  | JB |
| Domestic Violence | 1 |  |  |  |  |  |  |  |  |  | MCZ |
| Substance Abuse |  |  |  |  |  |  |  |  |  |  |  |
| Mental Health | 3 |  |  |  |  |  |  |  |  |  | KR, AW, TJ |
| Faith-based groups | 1 |  |  |  |  | 1 |  |  |  |  | DM, AP |
| Health Care |  |  |  |  |  |  |  |  |  |  |  |
| Education | 1 |  |  |  |  |  |  |  |  |  | AP – A Pastor for DMPD, and Community Coordinator for DMPS. Is both Education and Faith Based representative. |
| Business |  |  |  |  |  |  |  |  |  |  |  |
| Legal System (Court) | 3 |  |  |  |  |  |  |  |  |  | WB, JN, EM |
| Law Enforcement | 1 |  |  |  |  |  |  |  |  |  | SS |
| Government (i.e. City, Co.) |  |  |  |  |  |  |  |  |  |  |  |
| Practice Partners\* | 1 |  |  |  |  |  |  |  |  |  | CJ |
| Economic Supports\* |  |  |  |  |  |  |  |  |  |  |  |
| Prevention Councils |  |  |  |  |  |  |  |  |  |  |  |
| Youth |  |  |  |  |  |  |  |  |  |  |  |
| Former Clients of DHS\* |  |  |  |  |  |  |  |  |  |  |  |
| Parent Partners | 1 |  |  |  |  |  |  |  |  |  | LS |
| Other | 1 |  |  |  |  |  |  |  |  |  | EK |
| Total | 17 |  | | | | 2 |  | | | |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Total % of Professionals involved in the initiative** | 89.5 | **Total % of Community members Involved in the initiative** | 10.5% |

|  |
| --- |
| **Describe your community partnership shared decision-making leadership group and oversight role. Who coordinates? How is it structured? How is it linked to Decat? Are there task teams or subcommittees?**  Polk Decat’s CPPC Shared Decision Making Team is the same thing as the Decat Steering Committee. This allows information and discussion to flow freely among community partners, and allows for open communication and representation between the Decat Steering Committee and the Decat Executive Board. The role of the SDMT or Steering Committee is to help Decat and CPPC determine areas of emphasis and priority among our many projects, to provide oversight to processes such as Community Grants, Workshops, and Trainings, and to leverage partnerships with other community-based organizations with which members have connections. The Steering Committee is convened primarily by the Decat Coordinator, Teresa Burke, but in cooperation with the Decat Project and CPPC Coordinator, Cassie Kilgore. |
| **How often does this group meet?**  The Steering Committee meets on a quarterly basis. However, oversight of certain items (such as funding requests, or grant opportunities like ICAPP) happens in the interim via email and virtual surveys. SDMT members also participate in other monthly Decat/CPPC meetings, such as Neighborhood and Community Networking and Providers’ Advisory meetings. |

The remainder of the report includes the 3 blank columns:

* **No color-labeled ‘Ongoing’** - for things you have accomplished in the past and continue to do
* **Yellow color-labeled ‘Proposed (NEW)’** - for new goals you are working towards
* **Green color-labeled ‘Met’** - the year-end information on success and/or barriers faced

The 4th column allows for narrative on the columns described.

Note: The **Ongoing category** is to be briefly detailed in narrative in the 4th column to explain routine and/or steps taken to meet this goal ongoing. The coordinator must be able to explain Ongoing steps to the SDMT and state/federal entities if audited, and may use the narrative in this report to track current processes, plans, accomplished goals and implementation.

| Shared Decision Making-Level 1 | | | | | |
| --- | --- | --- | --- | --- | --- |
| No. | Description | Ongoing | Proposed (NEW) | Met | Describe current goal in your proposed plan and progress. |
| 1-a | New CPPC Coordinator attends first available CPPC Immersion 101 and 201 within the 1st year |  | x |  | **Ongoing:**  **Proposed Plan:** Cassie Kilgore, CPPC Coordinator, has plans to attend the next available CPPC Immersion 101 and 201 training, and has plans with the CPPC Statewide Coordinator to host an Immersion 101 in October 2020.  **Progress:** These trainings were not available in FY21 due to COVID-19. |
| 1-b | Membership of Shared Decision Making Team must include Department of Human Services (DHS) Representative and Decategorization (Decat) Representative | x |  |  | **Ongoing:** Teresa Burke, Diamond Denney, and Veronica Russell (The Decat Team), as well as, Tracy White and Alaina Gage (DHS) are all part of the SDMT. Decat employees do not participate in voting activities.  **Proposed Plan:**  **Progress:** |
| 1-c | Membership of Shared Decision Making Team must include local community and professional members | x |  |  | **Ongoing:** Polk CPPC’s SDMT includes 21 members of the local and professional community.  **Proposed Plan:**  **Progress:** |
| 1-d | Establish linkages and develop protocol for decision-making with Decat Boards | x |  |  | **Ongoing:** The Polk Decat SDMT is combined with the Decat Steering Committee. The current Steering Committee Chair person, Tamra Jurgemeyer, State Director of Iowa Child Advocacy Centers, sits on the Decat executive Board, and ensures that the Decat Executive Committee (Board) stays abreast of the developments within the SDMT.  **Proposed Plan:**  **Progress:** |
| 1-e | Implement the use of the Shared Decision-Making Survey | x |  |  | **Ongoing:** This survey shall be administered annually to the Steering Committee/SDMT prior to the Q3 Steering Committee Meeting. Share results with the Team at the Q4 meeting annually.  **Proposed Plan:**  **Progress:** |
| 1-f | Develop plan for Ongoing comprehensive understanding of the four strategies for individuals involved in Shared Decision Making process | x | x |  | **Ongoing:** An infographic was created and added to the SDMT, Neighborhood and Community Networking Meetings, and in all communications from the CPPC Coordinator via email.  **Proposed Plan:** On an annually basis, as the SDMT only meets 4 times per year, the CPPC Coordinator with cover the four strategies in detail during one of the team meetings, to begin in FY21. The CPPC Coordinator will, during conversations with SDM  Team members, include ties to each of the four strategy that might apply in any given project or initiative.  **Progress:** The CPPC Coordinator reviewed the four strategies of CPPC in the October 2020 Shared Decision Making Team Meeting. The CPPC Coordinator did refer to the four strategies in conversations during team meetings wherever appropriate. |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 1-g | Establish and develop plan to meet membership recruitment goals for SDM, including diversity | x | x |  | Ongoing: Polk SDM strives to meets CPPC’s recruitment guidelines based on sector representation. Our group also does include members of diverse racial and ethnic backgrounds.  Proposed Plan: The CPPC Coordinator hopes to expand representation to include members of the refugee/immigrant and African American communities, as well as finding representatives in the substance abuse sector and Early Childhood Iowa.  The CPPC Coordinator plans to utilize already established relationships that the Shared Decision Making Team has, and ask for referrals from members who know someone in the community who would could be food fits. Then the SDMT will review these options, and decide together to invite those referred people.  If there are no referrals available, the CPPC Coordinator will seek to make new relationships with agencies and peoples in the community who are underrepresented. She will also leverage relationships and resources from the Agency and JCS.  Progress: The CPPC Coordinator did a lot of planning around expanding the SDMT, to include:   1. Discussions with the Decat Coordinator around SDMT Onboarding processes. 2. Creating a new SDMT Onboarding Process. 3. Bringing the issue of representation to the SDMT meetings and holding discussions with the group. 4. Data research regarding the refugee representation in Polk County, and how that data intersects with System development. Finding the top 2 languages/countries represented in both, with the intention of finding Ethnic and Cultural Based Organization leaders in Polk County, as well as refugee youth or family members, who would be willing to join the team. 5. Reaching out to Refugee resettlement organizations for referrals for refugee representation.   This work will continue into FY22. |
| 1-h | Provide oversight for the planning and implementation of the four CPPC strategies | x |  |  | **Ongoing:** The SDMT has always been and continues to be instrumental in providing input and perspective to the initiatives of Polk CPPC. They also review and cast their votes on each Community Grant Application Polk CPPC receives, which helps ensure how well the CPPC Coordinator and Decat Team provides good stewardship of the CPPC Funds.  **Proposed Plan:**  **Progress:** |
| 1-i | Develop orientation plan for new members | x | x |  | **Ongoing:** The CPPC Coordinator and/or Decat Coordinator typically schedules 1:1 meetings with new Steering Committees Members to provide explanation of Decat, CPPC, Restorative Justice and Cultural Equity efforts, along with Decat/CPPC Structure and Decat Handbook. New Steering Committee Members receive a modified CPPC 101 Manual which contains info in addition to the four strategies, such as: definitions of phrases and titles of things, goals of the Steering Committee and responsibilities of Members, and a membership roster with contact info including where that member works/what sector they represent. New Members should also receive a special welcome and introduction, and at least 1 one-on-one meeting with an incumbent Steering Committee Member within a month of their first meeting.  **Proposed Plan:** The CPPC Coordinator plans to create a standardized, SDMT approved Orientation workbook to handout to new members.  **Progress:** This goal was successfully achieved in FY21 and will benefit efforts to expand representation in FY22. |

| Shared Decision Making-Level 2 | | | | | |
| --- | --- | --- | --- | --- | --- |
| No. | Description | Ongoing | Proposed (NEW) | Met | Describe current goal in your proposed plan and progress. |
| 2-a | **Must meet all of the Level 1 items and also** add additional members and 1 of those members needs to be one of the following: domestic violence, substance abuse, or mental health partner | x | x |  | **Ongoing:** The Shared Decision Making Team includes active members representing domestic violence advocacy (Melissa Cano Zelaya – LUNA,) and mental health (Kenya Rocha – Mosaic Family Counseling, Angela Wacker – Community Support Advocates, Tamra Jurgemeyer – Iowa Chapter of Children’s Advocacy Centers)  **Proposed Plan:**  The CPPC Coordinator will enlist the help of the team to identify suitable candidates in the substance abuse field of work in Polk County to serve on the SDMT.  **Progress:** This work will continue in FY22. |
| 2-b | Implement plan for Ongoing comprehensive understanding of all four strategies |  | x |  | **Ongoing:** Please see also 1-f. This is currently underway.  **Proposed Plan:** 1-f; The CPPC Coordinator will also host CPPC 101 and 201 Immersion trainings in Polk County and invite all SDMT members.  **Progress:** This was not an option during COVID-19, but the Polk CPPC Coordinator had a meeting with the Statewide CPPC Coordinator in Spring 2021. The two coordinators have plans to follow up in early FY22 to revisit the opportunity. |
| 2-c | Implement orientation plan for all new members | x | x |  | **Ongoing:** Please see also 1-i. This is currently available for when new SDMT members are on boarded.  **Proposed Plan:** Utilize current orientation plan with perspective substance abuse, refugee and ECI members that may be on boarded in FY21.  **Progress:**  This work will continue into FY22. |
| 2-d | Conduct Parent Partner orientation for all Shared Decision Making Team members | x | x |  | **Ongoing:** The Parent Partner group has provided this orientation in the past.  **Proposed Plan:** The CPPC Coordinator will attempt to schedule another orientation in Fiscal Year 2021.  **Progress:** This orientation was provided by Parent Partner staff in January 2021. |
| 2-e | Share information and progress of the local Parent Partner program regularly |  |  |  | **Ongoing:** The Parent Partner group was scheduled to provide an update to the SDMT in the previous Fiscal Year, but this event was cancelled by the Parent Partner representative due to changes in their programming.  **Proposed Plan:** The CPPC Coordinator will attempt to reschedule the Parent Partner presentation to the team this Fiscal Year.  **Progress:** This orientation was provided by Parent Partner staff in January 2021. |
| 2-f | A Parent Partner is added to the membership of the SDMT | x |  |  | **Ongoing:** Lori Shultice is and will continue to be involved as a voting member of the SDMT.  **Proposed Plan:**  **Progress:** |
| 2-g | Membership recruitment plans that address diversity according to the demographics of your community | x | x |  | **Ongoing:** Current Steering Committee membership is around 20 people, with many/most of CPPC’s advised sectors being represented.  **Proposed Plan:** The FY20 CPPC Plan identified that: The recent Census data on Polk County Iowa suggests that our Steering Committee is under-representing men, Latino people, veterans, and foreign-born people. Our Steering Committee is over-representing women, white people, and people with a bachelor’s degree or higher. With this in mind, the CPPC Coordinator will ask the SDMT to identify opportunities to expand the team’s diversity, and work to find more representation.  **Progress:** Work to expand team representation is fully underway and will continue into FY22. |
| 2-h | Review and report on diversity and disparity in the community and within the local Child Welfare system | x |  |  | **Ongoing:** Diamond Denney is the Restorative Justice and Culture Equity Coordinator in Polk County and is on the SDMT. She reports regularly to the team on her initiatives. The CPPC Coordinator attends and is an active member of the team meetings she convenes for DHS equity initiatives, and works to stay abreast of the work that she does as well.  **Proposed Plan:**  **Progress:** |
| 2-i | Host a CPPC Immersion 101 event in CPPC area at least once every three years | x | x |  | **Ongoing:** CPPC 101 hosted October 2018.  **Proposed Plan:** The CPPC Coordinator plans to host another CPPC Immersion 101 event in October 2020.  **Progress:** This was not an option during COVID-19, but the Polk CPPC Coordinator had a meeting with the Statewide CPPC Coordinator in Spring 2021. The 2 have plans to follow up in early FY22 to revisit the opportunity. |
| 2-j | Identify and meet goal for adding additional community members (this number can be reviewed and re-established each year) | x | **x** |  | **Ongoing:** Current Steering Committee membership is around 20 people, with many/most of CPPC’s advised sectors being represented.  **Proposed Plan:** Please see also 2-g.  **Progress:** Please see also 2-g. |

| Shared Decision Making-Level 3 | | | | | |
| --- | --- | --- | --- | --- | --- |
| No. | Description | Ongoing | Proposed (NEW) | Met | Describe current goal in your proposed plan and progress. |
| 3-a | **Must meet all Level 1 and 2 items** and also have two of the following members: domestic violence, substance abuse and mental health partners | x | x |  | **Ongoing:** Please see also 2-a.  **Proposed Plan:** Please see also 2-a.  **Progress:** Please see also 2-a. |
| 3-b | Have a broad representative of at least five (5) of the following members: Faith-Based Groups, Health Care, Education, Business, Legal System (courts), Law Enforcement, Government (County or City), Economic Supports, Practice Partners and Prevention Councils (See CPPC reporting and evaluation form for definition) | x |  |  | **Ongoing:** Faith-based, Education, Law Enforcement, Legal/Judicial System, and Practice Partner sectors are all represented by members of the Steering Committee.  **Proposed Plan:**  **Progress:** |
| 3-c | SDM develop avenue for youth voice (youth in foster care or foster care alumni) |  | x |  | **Ongoing:**  **Proposed Plan:** The CPPC Coordinator will work with the SDMT to identify a youth or alumni voice that can participate in the SDMT activities.  **Progress:** Work to expand team representation is fully underway and will continue into FY22. |
| 3-d | Develop linkages and partnerships with other groups into SDMT | x |  |  | **Ongoing:** Most of the SDMT members are involved to varying degrees in other CPPC and Decat groups, like the Neighborhood and Community Networking (NCN), Provider’s Advisory, and Cultural Equity related meetings.  **Proposed Plan:**  **Progress:** |
| 3-e | SDM membership diversity is representative of the local population | x | x |  | **Ongoing:** See also 2-g and 2- j.  **Proposed Plan:**  **Progress:** |
| 3-f | Role of the SDM group expands to include identifying, and developing a plan to meet unmet needs within the community | x | x |  | **Ongoing:** This is a continual, natural process that occurs in our Shared Decision Making Team meetings. The CPPC and Decat coordinator both consistently work to gain SDMT insight, guidance, and knowledge as we work to implement plans that address needs in the community  **Proposed Plan:** The current CPPC Coordinator looks forward to identifying ways to be more intentional and calculated in the upcoming Fiscal Year. She aims to use the relevant Polk County data and the collective input of the SDMT, including Decat team members, to identify well defined goals to meet community needs.  **Progress:** Efforts to meet the needs of the Polk County community in FY21 by the CPPC Coordinator are summarized here:   1. Based on historical, state-wide data that outlines a severe disparity in maternal mortality and birth trauma in black pregnant persons, the CPPC Coordinator partnered with Bethany Christian Services of Des Moines to pilot their Black Doula Collaborative program that empowers young, black pregnant people with black doulas from the Iowa Black Doula Collective and the Small Beginnings program with Bethany. Polk CPPC is excited to report the findings of this pilot to the SDMT in early FY22. (See also in NCN Activities chart on pg. 24) 2. In response to the overwhelming responses from community partners and their clients regarding the stress of parents and children/students during the pandemic, Polk Decat and CPPC partnered with Iowa Alliance for Healthy Kids and Sesame Street in Communities to bring social emotional learning tools and resources, both virtual and printed, to community partners, DHS social workers, Juvenile Court Officers. (See also in NCN Activities chart on pg. 24) 3. Also in response to pre-pandemic and pandemic data surrounding mental health, the CPPC Coordinator hosted a free Youth Mental Health First Aid Class in FY21. (See also in NCN Activities chart on pg. 24) 4. The CPPC Coordinator also hosted COVID Recovery Iowa to present to Polk CPPC Community Partners. (See also in NCN Activities chart on pg. 24) 5. Resource referral continues to be a high need for community partners. We know that service providers empowered with referral sources and partnerships with other service providers serve the children and families in our county better. In response, the CPPC Coordinator created a weekly Newsletter template where she shares trainings, local events and giveaways, employment opportunities, grant opportunities, and other resources with a list of over 500 community partners and individuals. 6. Also in FY21, the CPPC Coordinator responded to the feedback from Refugee resettlement leaders in Polk County who relayed the widespread misunderstandings among refugee community members about DHS and JCS involvement and what constitutes abuse in Iowa/United States, among other system specific questions. In an effort to prevent unnecessary involvement and confusion, the coordinator arranged for multiple DHS 101 trainings to be distributed to Parent Navigator classes of ECBOs who work with refugee families. She also worked with EMBARC and DHS to create DHS 101 videos to be disseminated on social media. She also worked with Bureau of Refugee Services and DHS to continue these efforts and translate these into more languages. This work will continue in FY22.   Other plans to meet the needs of the Polk Community will begin in FY22. |
| 3-g | Develop and implement a plan to host a Race: Power of an Illusion in CPPC area (and/or related training opportunity, such as Understanding Implicit Racial Bias training or utilization of the Courageous Conversations Toolkit) | x |  |  | **Ongoing:** Diamond Denney, Polk Decat’s Cultural Equity Coordinator, has hosted this training in Fiscal Year 2020, and has plans to offer it again, on a potentially reoccurring basis. The CPPC Coordinator will work to partner with her wherever possible on future offerings of these courses.  **Proposed Plan:**  **Progress:** |
| 3-h | Shared decision making survey scores used as a tool to guide quality improvement of strategy implementation |  | x |  | **Ongoing:**  **Proposed Plan:** After the survey is administered to the SDMT in Spring of FY20, the CPPC Coordinator will develop a plan to discuss results and identify opportunities with the SDMT.  **Progress:** |
| 3-i | SDM goals for community members are met (see CPPC Community Involvement and Instructions for definition, page 2) |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |

| Shared Decision Making-Level 4 | | | | | |
| --- | --- | --- | --- | --- | --- |
| No. | Description | Ongoing | Proposed (NEW) | Met | Describe current goal in your proposed plan and progress. |
| 4-a | **Must meet all Level 1, 2 and 3 items and also** have all three of the following members: domestic violence, substance abuse and mental health partners |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |
| 4-b | Have ongoing implementation of new member orientation |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |
| 4-c | SDM recruitment goal for Community Members must have been exceeded by 10% |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |
| 4-d | Have 100% of the representation identified in the list in Level 3 |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |
| 4-e | Community representatives take a leadership SDM role as defined by the site |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |
| 4-f | Role of SDM group expands to include advocacy for CPPC’s goals with funders and policy-makers (legislators, governor, boards of supervisors, city council members, mayor, etc.) |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |
| 4-g | SDM group implements plan and successfully addresses unmet needs within the community |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |
| 4-h | Coordinator and/or member of SDM contributes to state and/or regional events/activities. (I.e. serve on planning committees, assisting with logistics, presenting, etc.) |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |

**At the writing of this proposed report, select the level\* for Shared Decision Making that best fits your site: 3**

**Based on your completed activities, select the level\* for Shared Decision Making that best fits your site**: **3**

**\*For more detailed information on the levels, please see the CPPC Practice Guide**

|  |
| --- |
| Please have each committee member on the leadership/steering committee fill out the Shared Decision Making form, compile the average response for each question, and report the average response below. |
| ***\*Instructions:***  Baseline= 1st year at the beginning of year on proposed plan  (Yellow). Previous Year= Previous year on progress report  (Green). Current Year:= Current year on progress report (Green) |
| **Shared Decision Making Survey 1=disagree, 2=mildly disagree, 3=neutral, 4=mildly agree, 5= agree** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Category** | **Description** | **Baseline Year\* 2008** | **Previous Year\***  **2020** | **Current Year\***  **2021** |
| 1. Common Vision: | Members have a shared common vision. | 5 | 4.58 | 4.23 |
| 2. Understanding and Agreement Goals: | Members understand and agree on goals and proposed outcomes/objectives. | 4 | 4.67 | 4.46 |
| 3. Clear Roles and Responsibilities: | Roles and responsibilities of members are clear. | 3 | 4.45 | 4.53 |
| 4. Shared Decision Making: | All members have a voice and are engaged in the decision making process. | 5 | 4.58 | 5.00 |
| 5. Conflict Management: | We are able to successfully manage conflict. | 4 | 4.67 | 4.46 |
| 6. Shared Leadership: | Leadership is effective and shared when appropriate. | 4 | 4.82 | 4.77 |
| 7. Well Developed Work Plans: | Work Plans are well developed and followed. | 3 | 4.42 | 4.77 |
| 8. Relationships/Trust: | Members trust each other. | 5 | 4.67 | 4.39 |
| 9. Internal Communication: | Members communicate well with each other. | 4 | 4.33 | 4.54 |
| 10. External Communication: | Our external communication is open and timely within the broader community and partners. | 4 | 4.58 | 4.46 |
| 11. Evaluation: | We have built evaluation performance into our activities. | 3 | 4.31 | 4.67 |
| 12. Understanding of CPPC: | Members have a clear understanding of the Community Partnerships Four Strategies. | 4 | 4.46 | 4.67 |
| **Average Response Score:** | This is an average score for all of the responses, the number should be between 1-5 | **4** | **4.55** | **4.58** |

| Community/Neighborhood Networking-Level 1 | | | | | |
| --- | --- | --- | --- | --- | --- |
| No. | Description | Ongoing | Proposed (NEW) | Met | Describe current goal in your proposed plan and progress. |
| 1-a | Develop Neighborhood/Community Networking plan that includes goals for engagement strategies and planned activities that identifies potential network members to whom strategies will be directed | x | x |  | **Ongoing: T**he NCN Team was reconvened in January 2020 after several months of not meeting, due to the transition between CPPC Coordinators. For this reason, the current Coordinator asked the team to redefine the goals of this team. The team identified that they would like to focus on   1. Providing space, time and platforms for resource referrals and community partner networking, to include, in person literature sharing and introductions, email sharing, and the CPPC Website. 2. Identifying and scheduling training opportunities for providers in the community who provide services to children and families. 3. Staying abreast of state and federal legislation changes that affect children and families and identifying ways NCN team members can participate in advocacy. 4. Building a Policy and Practice Change sub group. 5. Consistently seeking to broaden the group and the community’s understanding of CPPC Four Strategies and how they apply to the goals of this team.   **Proposed Plan:** This team has not yet built a Police and Practice Change Sub-group, but intends to do so in FY21. This team will use data collected from multiple sources, such as the Department of Human Services, the Iowa Children Counts Network, and other Community Needs Assessments, to identify potential opportunities.  **Progress:** In FY21, the CPPC coordinator, in cooperation with the Decat Coordinator, decided that the coordinator’s support of the Equity Team would streamline Polk CPPC’s policy and practice change efforts. |
| 1-b | Engage the community and build awareness about Community Partnerships for the Protection of Children’s four strategies through community forums, events and activities | x | x |  | **Ongoing:** The current efforts to engage the community and build awareness about the four strategies includes:   1. The CPPC Coordinator participating in and updating community partners and board members in all Decat and CPPC meetings, such as: Decat Board Meeting, Decat Provider’s Advisory, SDMT Team Meetings, NCN Meetings, and Equity Team meetings. This process also happens when the CPPC Coordinator attends meetings in the community. 2. The CPPC Coordinator meets one-on-one with representatives of approximately 4 to 8 Community Agencies in the area per month that provide services to. In those meetings the goals are for the CPPC Coordinator to understand the agencies’ mission and resources, and to further educate the agency on CPPC strategies, groups and goals, and to identify opportunities for partnership between the agency and Polk CPPC. 3. Wherever possible, the CPPC Coordinator will attend marketing events, where booths or other opportunities to build awareness of CPPC Strategies and efforts in Polk County. 4. All communications from the CPPC Coordinator via email, all Meeting documents (agenda, minutes, sign in sheets), and all Community Grant Forms include an info graphic that highlights the CPPC Four strategies, the CPPC logo, and the CPPC Mission Statement.   **Proposed Plan:** The coordinator would like to add these efforts to build awareness in FY21:   * Dedicate a small portion of each NCN Team meeting to include review of the 4 strategies. * Schedule a CPPC Immersion 101 and 201 in Polk County for Community Partners. * Attend monthly Decat Board meetings to update them on CPPC efforts in Polk County, and how those efforts related to the four strategies.   **Progress** In FY21, the NCN meetings were merged with the Polk Decat Provider’s Advisory meeting. The format of that meeting now heavily leans towards networking and resource referrals. The meeting has 2 provider presentations per month. 1 of those presenters with be the CPPC Coordinator every year. Also, the CPPC Coordinator speaks about the 4 strategies in her introductions in that meeting every month.  Plans to host CPPC Immersion classes continue in to FY22.  The CPPC Coordinator has attended nearly all Decat board meetings and made regular updates regarding CPPC activities and how they related to the four strategies whenever possible. |
| 1-c | Develop (select and educate) a cadre of spokespersons who are able to deliver CPPC information, such as the “CPPC 101” information | x | x |  | **Ongoing**: There are already many members of the SDMT and the NCN Team who are seasoned participants of CPPC efforts and have been serving on these teams for multiple years. As such, these participants serve as spokespersons for CPPC in Polk County.  **Proposed Plan:** As the Coordinator and the NCN and SDMTs work to identify new members (see SMDT 2-a, 2-g, 3-2), we will work to onboard them, as identified in 2-c, which will strengthen our cohort of spokespersons.  **Progress:** This work continues into FY22. |
| 1-d | Establish performance and outcome measures and evaluate these to ensure the goals (from the planning stage) are obtained | x | x |  | **Ongoing:** Currently, a standard 3-question event and training survey is administered at the end of all events that CPPC puts on in Polk County. Those results are compiled, summarized and shared with the SDMT for review. The Coordinator and the team utilizes these surveys to identify potential improvements and changes that can be made to future events.  **Proposed Plan:** As mentioned in the FY20 plan, the Coordinator will seek to improve the 3-question survey, so that it allows for more useful, tangible data and suggestions. The NCN Team and The SDMT will assist in adapting and approve the new survey.  The coordinator plans to also share these results with the NCN team in the future, as one of their goals is to identify events and trainings that CPPC can/should put on. The CPPC Coordinator plans to also:   1. Review goals with the NCN team, as listed above, and have these goals drafted into one document and officially approved by the NCN Team. 2. At the end of FY21, survey the NCN team for their satisfaction and comments on how these goals were or were not attained by the team and the coordinator. 3. The results of these surveys will be compiled, summarized and reviewed by the coordinator and presented to the team. At the time of presentation, the coordinator will work with the team to identify adjustments and opportunities. 4. All updates regarding these surveys will also be shared with the SDMT and The Decat Board, for continued efforts in transparency, shared decision making, and awareness building.   **Progress:** The three question event survey was revamped in FY21, and now consists of several relevant questions and can be disseminated virtually to accommodate for the changes in many of our event venues.  The survey was used for the few events that were held in FY21. The results of each survey were collected by the CPPC Coordinator and disseminated to the Decat team, the SDMT, and the related trainer or presenter.  The information shared on the surveys have been used to identify new trainings opportunities that meet the needs of our community and partners.  Additionally, the CPPC coordinator administered a survey of the SDMT and their thoughts and suggestions regarding necessary trainings and events that would benefit service providers of our county. The results were compiled and shared with the team and will be used to inform choices regarding trainings in FY22. |

| Community/Neighborhood Networking-Level 2 | | | | | |
| --- | --- | --- | --- | --- | --- |
| No. | Description | Ongoing | Proposed (NEW) | Met | Describe current goal in your proposed plan and progress. |
| 2-a | Continue to promote community awareness/engagement listed in level 1 |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |
| 2-b | Develop Neighborhood/Community Networking Plan that includes goals for linkages, collaborations, strategies and planned activities |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |
| 2-c | Develop/promote a plan to increase linkages between informal and professional supports and resources |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |
| 2-d | Develop a plan to increase collaboration among economic supports, domestic violence, mental health, substance abuse and other child welfare professional partners |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |
| 2-e | Involve Parent Partners in collaborative programs in the community |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |

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| 2-f | Involve Foster Parents in collaborative programs in the community |  |  |  | Ongoing:  Proposed Plan:  Progress: |

| Community/Neighborhood Networking-Level 3 | | | | | |
| --- | --- | --- | --- | --- | --- |
| No. | Description | Ongoing | Proposed (NEW) | Met | Describe current goal in your proposed plan and progress. |
| 3-a | Continue with Neighborhood/Community Networking levels 1 and 2 |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |
| 3-b | At least one of the following is established (mark the X and detail narrative next to the appropriate category listed below) |  |  |  |  |
|  | * **Organize** groups/networks of community members and/or parents with prior CPS involvement and/or foster care youth - these groups focus on leadership and providing informal supports |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |
|  | * **Implement** plan to increase collaboration among economic supports, domestic violence, mental health, substance abuse and other child welfare professional partners |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |
|  | * The development of **hubbing** resources and activities that enhance the accessibility of services and supports |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |
|  | * Increase awareness and develop plans to address **diversity** and disparity locally |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |
| Community/Neighborhood Networking-Level 4 | | | | | |
| No. | Description | Ongoing | Proposed (NEW) | Met | Describe current goal in your proposed plan and progress. |
| 4-a | **Must meet all Levels 1, 2 and 3 items and also** the implementation of at least 2 or more level 3 type programs |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |
| 4-b | The use of informal supports is standard practice for families involved with DHS (including involvement with family team meetings) |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |
| 4-c | Implementation of all programs and activities consistently address Diversity and Disparity issues |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Level #** | **Network Activity** | **Description**  goal and what was invested | **# of Participants** | **Outcome(s)** |
| 1 | Healing Center Engagement with Dr. Ginwright - Virtual Learning Event with Iowa ACEs 360 | **“** Healing-Centered Engagement, coined by Dr. Shawn Ginwright, describes an asset-based and culturally rooted approach to healing and well-being for young people of color and their adult allies. Participants will learn about the principles of Healing-Centered Engagement and hear examples of how to integrate these principles and practices into work.” $3,360 | 412 | This event hosted by Iowa ACEs 360 is reported as the highest attend event they have ever put on. |
| 1 | Trauma Information Supervision Trainings for DHS and JCS supervisors – In Person Event with Iowa ACES 360 | This is part of larger, long term project to address the effects of second-hand and vicarious trauma on case workers and their service delivery by supporting managers with trauma informed supervision techniques and tools. $11,456.25 | 75+ | This training was received well by staff and community attendees. |
| 1 | Domestic Violence 101 Virtual Training with Leah Vejzovic | The event offered a brief overview of the definition of domestic violence, how it shows up in Iowa Code and the variety of forms it takes. We will also briefly explore how exposure to domestic violence impacts children $350 | 25+ | All of the Domestic Violence trainings were well received. We had multiple requests for a second opportunity to attend. |
| 1 | Domestic Violence During the Pandemic virtual training with Leah Vejzovic | The event sought identify how the Covid-19 pandemic has impacted families experiencing domestic violence and additional barriers to safety for survivors during isolation. $350 | 25+ | All of the Domestic Violence trainings were well received. We had multiple requests for a second opportunity to attend. |
| 1 | How to Screen for Domestic Violence virtual training with Leah Vejzovic | The training session explored what signs and indicators to look for and what questions to ask to identify is domestic violence is occurring. You’ll also learn some tips for effective screening and documentation. $350 | 25+ | All of the Domestic Violence trainings were well received. We had multiple requests for a second opportunity to attend. |
| 1 | Motivation Interviewing virtual training from Iowa Mediation Service | The training provided an Introduction to Motivational Interviewing that allowed participants to explore how they might utilize these skills with the people whom they serve. $400 | 20+ | This was well attended and well received by the attendees. |
| 1 | Transforming Conflict virtual training from Iowa Mediation Service | Participants will learned about the concept of Conflict Transformation including an exploration of the Nature of Conflict, Conflict Management Styles, and Conflict Resolution Skills. $400 | 20+ | This was well attended and well received by the attendees. |
| 1 | Presentation to AmeriCorps for Partnerships for Protecting Children – New Member Orientation | A presentation on Community Engagement (NCN strategies) for new CPPC AmeriCorps Members $0 | Approx. 15 | The Polk CPPC coordinator was able to impart some ideas for community engagement, and made some local connections with new CPPC allied members. |
| 1 | Presentation on CPPC and Four Strategies to Bethany Christian Services local team | Presented to a local BCS team on Polk CPPC, the four strategies, our programs and how to engage with us. $0 | 20+ | This marked the beginning of a partnership between BCS and CPPC/Decat. The BCS team and Polk Decat/CPPC successfully piloted a Black Doula Collaborative project that has served several at risk moms to date, and has now received a larger grant for building a sustainable program. |
| 1 | Presentation to local event hosted by Hip Hope, Inc. the “Parents Rally Cry” virtual event | Presented Polk CPPC’s resource referral and “hubbing” efforts and ways to connect for resources and referrals for parents and youth. $0 | 60+ | The presentation was well received. I took several calls and emails the weeks following and connected families with solutions. |
| 1 | Hosted DHS 101 training, 3 part series, for the EMBARC community organization and their Parent Navigator class. | DHS staff and CPPC Coordinator provided information on what constitutes abuse or neglect, what happens after a call is place or a case is founded, and worked to debunk some myths about what DHS can and cannot do. $0 | Approx. 15 | The parent navigators have been equipped with a foundational understanding of DHS and how they can advocate for the families they serve. |
| 1 | Domestic Violence 101 Virtual Training with Leah Vejzovic | The event offered a brief overview of the definition of domestic violence, how it shows up in Iowa Code and the variety of forms it takes. We will also briefly explore how exposure to domestic violence impacts children $400 | Approx. 15 | This series of Domestic Violence trainings was received well by the attendees, but was not as well attended. |
| 1 | Domestic Violence During the Pandemic virtual training with Leah Vejzovic | The event sought identify how the Covid-19 pandemic has impacted families experiencing domestic violence and additional barriers to safety for survivors during isolation. $400 | Approx. 15 | This series of Domestic Violence trainings was received well by the attendees, but was not as well attended. |
| 1 | How to Screen for Domestic Violence virtual training with Leah Vejzovic | The training session explored what signs and indicators to look for and what questions to ask to identify is domestic violence is occurring. You’ll also learn some tips for effective screening and documentation. $400 | Approx. 15 | This series of Domestic Violence trainings was received well by the attendees, but was not as well attended. |
| 1 | Black Maternal Health presentation by Jazzmine Olive, Iowa Black Doula Collective | Jazzmine presented to the group about the history behind black maternal health in the united states and the disparities in deaths and associated deaths between black persons and their white counter parts. She also led a discussion around practice change and advocacy. $560 | Approx. 19 | The presentation was well received. Most attendees requested future expansion on the subject. |
| 1 | COVID Recovery Iowa presentation to Community Partners | COVID Recovery Iowa representatives hosted an information session to expand understanding around the free resources that the initiative provides to Iowans. $0 | 15+ | The presentation was informative and provided many attendees with actionable items and potential referrals. |
| 1 | Polk CPPC Community Grant Program | The Polk Decat and CPPC Grant Program awarded 29 Grants to a variety of organizations in Polk County, issuing a total of $25,000 to programs that serve families and children. | 1000+ | The total impact of these grants are hard to measure due to the variance in events, programs, and organization. Overall, this grant program is an important part of how we support the preventative work that service providers, big and small, are imparting hope and change on the families they serve. |
| 1 | DHS 101 Video creation and disbursement | Polk CPPC Coordinator, DHS Leadership, BRS leadership and EMBARC staff worked together to create a 3 part DHS video series, in 6 Burmese languages and posted them on social media and EMBARC’s website, etc. $0 | ? | This impact is widespread. In FY21 the CPPC Coordinator, DHS, and BRS leadership worked to identify an opportunity to widen the scope of this project to include more languages and mass dissemination. |
| 1 | Sesame Street In Communities Project | Polk Decat and CPPC Partnered with Iowa Health Kids Alliance and Sesame Street in Communities and supported the disbursement of thousands of printed materials, work books, magnets, etc.  The CPPC Coordinator joined the Iowa Healthy Kids Alliance and Planning committee for this initiative and helped implement much of the work that was done to disburse this SSIC content on multiple platforms.  $9,025 | 40,000+ | 14,648 Comfy-Cozy Nest books were distributed to 55 central Iowa organizations and 15,800 books distributed through Reach Out and Read health care clinics in central Iowa.  1,203 providers were trained on SSIC topics through 50 trainings. Providers could be statewide.  1,720 kids were reached with lesson plan kits and 1,650 families were reached with activity bags in Polk County in June 2021.  54 organizations in Polk County have received training and/or materials; 115 organizations have received training and/or materials statewide: 63 in early care and education, 53 in child welfare, 25 in family support, 23 in health care, 15 in mental health  Ad placements geo-targeted in Iowa featuring SSIC messages created for Iowa generated 1.3 million impressions  Over fiscal year, 12,604 users on SSIC.org in the central Iowa area. 17,547 users statewide, an 85% increase. |
| 1 | World Refugee Day | The CPPC Coordinator participated in the planning and celebration of the Annual World Refugee Day. This year included a Storyteller event that hosted 5 refugee Polk County residents who were able to share their story. The event also included multiple in person and virtual events over the course of 20 days. $0 | 1000+ | The events of this celebration were all well attended and the reports of participation were positive. The Storyteller video shave hundreds of impressions online. |
| 1 | Youth Mental Health First Aid Training | Polk CPPC partnered with Des Moines Public Schools to host a Youth Mental Health First Aid Training. $472 | 28 | This training was attended by community partners from a wide variety of service/organizations as well as parents in Polk County. The event received extremely high feedback on the event survey. |
|  | **Total # of Activities: 21** |  | **Total # of Participants:**  **42,809+** |  |

**At the writing of this proposed report, select the level\* for Community/Neighborhood Networking that best fits your site: 1**

**Based on your completed activities, select the level\* for Community/Neighborhood Networking that best fits your site**: **1**

**For more detailed information on the levels, please see the CPPC Practice Guide**

| Individualized Course of Action CBFTDM/CBYTDM-Level 1 | | | | | |
| --- | --- | --- | --- | --- | --- |
| No. | Description | Ongoing | Proposed (NEW) | Met | Describe current goal in your proposed plan and progress. |
| 1-a | Educate SDM and community about strength-based engagement/assessment skills and the Family Team Decision Making (FTDM) and Youth Transition Decision Making (YTDM) processes within the child welfare system |  | x |  | **Ongoing:**  **Proposed Plan:** The current CPPC Coordinator has little to no concrete/comprehensive understanding of FTM or YTDM processes or procedures. In FY21, she will remedy this deficit by:   * Attending at least one training that covers FTDM and YTDM procedures in FY21. * Reach out to Nicole Button, or another appropriate party within the Agency, to shadow both types of meetings. Both of which would be followed by one-one-one sessions to cover questions.   Additionally, the Coordinator will always distribute training opportunities and information about these meetings to the extensive Polk CPPC Email Distribution list.  The Coordinator will also house information regarding these meetings on the Polk Decat website.  The Coordinator has also identified opportunities in the community to use the Parent Café and other Parent Engagement tools, and with help from the SDMT, has identified two Des Moines schools that Polk CPPC will focus on for these efforts, which are King Elementary and Monroe Elementary. Also, Polk CPPC worked with Reverend Ben Bell and Boys Town Iowa to apply for the 2021 ICAPP Grant. If awarded the grant, Rev. Bell will be conducting “Common Sense Parenting” classes, an evidence-based curriculum developed by Boys Town Iowa, at King Elementary starting in July of 2020.  **Progress:** Based on statewide changes to the ICA strategy and the structure of Family Team Meetings, the Decat Coordinator and CPPC Coordination have decided that the upcoming goals will be to introduce Parent Cafes and Al’s Pals programming in Polk County. |
| 1-b | Promoting the understanding, the use, and the importance of informal supports in the FTDM and YTDM processes |  | x |  | **Ongoing:**  **Proposed Plan:** The Coordinator will continue to follow the plan identified in 1-a.  **Progress:** |
| 1-c | Promoting FTDM and YTDM trainings, and coaching and mentoring if needed |  | x |  | **Ongoing:**  **Proposed Plan:** The Coordinator will continue to follow the plan identified in 1-a.  **Progress:** |
| 1-d | Understand how FTDMs and YTDMs are available and accessed for families involved in the child welfare system |  | x |  | **Ongoing:**  **Proposed Plan:** See also 1-a  **Progress:** |
| 1-e | Explore and understand FTDM and YTDM Iowa standards and how they are implemented |  | x |  | **Ongoing:**  **Proposed Plan:** See also 1-a.  **Progress:** |
| 1-f | Promote collaboration between FTDM and YTDM facilitators from different organizations and agencies |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |

| Individualized Course of Action CBFTDM/CBYTDM-Level 2 | | | | | |
| --- | --- | --- | --- | --- | --- |
| No. | Description | Ongoing | Proposed (NEW) | Met | Describe current goal in your proposed plan and progress. |
| 2-a | **Must meet all Level 1 items** |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |
| 2-b | Develop plan to implement Community Based Family Team Meetings (CBFTDM) and Community Based Youth Transition Decision Making (CBYTDM)  Plans need to include:   * **Assessing** the need for state-approved facilitators * **Recruitment** of state-approved facilitators * **Maintain** or have access to a list of state approved facilitators * **Educating** Community about CBFTDM and CBYTDM * **Marketing** Strategies * **Building** relationships with potential referral resources * **Funding** resources and sustainability * **Tracking**, evaluation and Quality Assurance |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |

| Individualized Course of Action CBFTDM/CBYTDM-Level 3 | | | | | |
| --- | --- | --- | --- | --- | --- |
| No. | Description | Ongoing | Proposed (NEW) | Met | Describe current goal in your proposed plan and progress. |
| 3-a | **Must meet all Level 1 and 2 items** |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |
| 3-b | Implement plan for CBFTDM-Community-Based Family Team Decision Making |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |
|  | Number of CBFTDM held |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |

| Individualized Course of Action CBFTDM/CBYTDM-Level 4 | | | | | |
| --- | --- | --- | --- | --- | --- |
| No. | Description | Ongoing | Proposed (NEW) | Met | Describe current goal in your proposed plan and progress. |
| 4-a | **Must meet all Level 1, 2, and 3 items** |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |
| 4-b | Implement plan for CBYTDM-Community-Based Youth Transition Decision Making |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |
|  | Number of CBYTDM held |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |

**At the writing of this proposed report, select the level\* for Individualized Course of Action that best fits your site: 1**

**Based on your completed activities, select the level\* for Individualized Course of Action that best fits your site**: 1

**\*For more detailed information on the levels, please see the CPPC Practice Guide**

| Policy and Practice Change-Level 1 | | | | | |
| --- | --- | --- | --- | --- | --- |
| No. | Description | Ongoing | Proposed (NEW) | Met | Describe current goal in your proposed plan and progress. |
| 1-a | **Identify need(s)** for policy and practice change:  discussion about policy and practices with various agencies |  | x |  | **Ongoing:** Currently, there are no CPPC specific efforts to address Policy and Practice Change in Polk county. However, the NCN Team has identified this opportunity as an area of focus for its meetings. See also NCN 1-a.  Additionally, the Coordinator sits on current Equity Team, a team that works to address disparity and disproportionality in the Child Welfare System, and the Collaboration for Strategic Improvement Team, which addresses the same issues in the Juvenile Court System, and Polk County.  **Proposed Plan:** The CPPC and Decat Coordinators both plan to work with the NCN Team, in cooperation with the Cultural Equity Coordinator, and with oversight provided by the SDMT, to identify the following:   1. Find data that identifies barriers in the local prevention of child abuse and involvement with the system. Examples of viable data sources are Early Childhood Iowa’s Strategic Plan, Iowa Kids Counts, and United Way of Central Iowa, The Annual Decat Plan, and DHS Child Welfare System data. 2. Identify key stakeholders in the prevention of child abuse – organizations and agencies who are invested in protecting and supporting children in Polk County and who frequently interface with children and families. The agencies so far identified are the Des Moines Public Schools Systems (to include: Community Coordinators, SUCCESS Staff, DMPS contractors like Boys Town Iowa, Teachers, etc.) and the Des Moines Police Department. 3. Identify opportunities based on the data collected and information gained form the stakeholders identified. 4. Use the PDSA (Plan, Study, Do, Act) model to test proposed changes.   **Progress:** In response to the effects of COVID, in FY21 the CPPC NCN Team was combined with the Decat Provider’s advisory. Much of the impact that community partners reported this team offering as support and enhancement of their work was resource referral and community networking. The meeting is now called the Connections and Resource Exchange (CAREs) Meeting.  The CPPC Coordinator still sits on the Polk Equity Team which has been working to address hiring practices at DHS among many other equity related systemic changes. The team also received a Casey’s Foundation grant and has been working hard to continue the African American Case Consultant Team’s impact.  This year, in response to community feedback, the CPPC Coordinator went to the Shared Decision Making Team to have a honest conversation around why applications from Ethnic and Cultural Based Organizations to our Grant Program are often times denied by the team. The group determined that we had to address a few things:   1. Form: Is the form in Basic English. Is it straight forward, well organized and concise? Is it too complex? 2. Addressing our standards for assessing applications. Are we being cognizant of the low dollar range that these grants are for? Are we addressing biases that arise? What else is impacting how we vote? 3. How can we support ECBOs with grant writing education?   The CPPC Coordinator used this information and the input from a small group of ECBO and Refugee serving leaders, and recreated the community grant form based on the feedback from both the committee and community representatives.  The CPPC Coordinator has also connected with the Refugee Alliance of Central Iowa, and will be working with the director to connect intentionally with ECBO leaders in the community.  The CPPC Coordinator is also working to partner with ISU and RACI to offer grant writing classes to ECBO leaders in the next 1 to 2 fiscal years.  Other Policy and Practice groups that the CPPC Coordinator participates in are:   1. Every Step Community Action Network – previously concentrating on safe sleep education. Presently focusing on black maternal health. 2. Early Childhood Iowa: Equity Team – focusing on ECI’s organizational equity efforts. 3. Head Start Policy Committee: focusing on early access and recruitment and service provision for Head start programs in Polk County. 4. RACI Workgroups: Health Committee, Community Advocacy Committee, Criminal Committee. |
| 1-b | Identify youth and/or parents who have been involved in the child welfare system and ask for their input about what works and what does not, from their perspective |  | x |  | **Ongoing:**  **Proposed Plan:** The Coordinator will work to engage with children and parents who have been involved with the Child Welfare system by leveraging pre-established relationships with Parent Partners who either current serve on the SDMT and NCN Teams, or who are current employees at Child Welfare. These potential partners will be also be asked to participate in the Policy and Practice Change Initiatives.  **Progress:** This work will continue into FY21. |

| Policy and Practice Change-Level 2 | | | | | |
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| No. | Description | Ongoing | Proposed (NEW) | Met | Describe current goal in your proposed plan and progress. |
| 2-a | **Must meet all Level 1 items** |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |
| 2-b | **Develop a plan** to address identified needs:   * **Gather** data about policy and practice changes-needs/gaps in services * **Document** information gathered (using sources such as APSR, surveys, focus groups) to prioritize practices and/or procedures needing to be changed or improved * **Ensure** that frontline staff from child protection system and partner agencies are included in development and implementation of practice change planning * Within the planning process **identify** cultural disproportionality and disparity issues related it policy and practice change |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |

| Policy and Practice Change-Level 3 | | | | | |
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| No. | Description | Ongoing | Proposed (NEW) | Met | Describe current goal in your proposed plan and progress. |
| 3-a | **Must meet all Level 1 and 2 items** |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |
| 3-b | **Implement plan** for changes and re-evaluate using Plan Do Study Act (PDSA) or similar process   * Develop communication strategies for implementing the change * Develop and implement monitoring to ensure change is successful * Develop specific methods for ensuring quality changes are maintained |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |

| Policy and Practice Change-Level 4 | | | | | |
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| No. | Description | Ongoing | Proposed (NEW) | Met | Describe current goal in your proposed plan and progress. |
| 4-a | **Must meet all Level 1, 2, and 3 items** and add the implementation of 2 or more policy and practice changes |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |
| 4-b | Community agencies routinely involve SDM in developing and reviewing policies and practices |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |
| 4-c | Agencies involved in CPPC routinely survey consumers and partners about their programs and make changes in response to feedback including diversity and disparity issues |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |
| 4-d | SDM group solicits ongoing feedback from families and community members and makes changes in response to feedback |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |
| 4-e | Ensure that all neighborhood network members and DHS-contracted agencies require specific “best practice” standards for delivering human services |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |
| 4-f | Ensure that the SDM group, agency administrators and service recipients evaluate service delivery on a regular basis |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress:** |
| 4-g | Implement recommendations of various state and federal reviews |  |  |  | **Ongoing:**  **Proposed Plan:**  **Progress**: |

**At the writing of this proposed report, select the level\* for Policy and Practice Change that best fits your site:**  1

Based on your completed activities, select the level\* for Policy and Practice Change that best fits your site**: 1**

**\*For more detailed information on the levels, please see the CPPC Practice Guide**

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