



CJP Advisory Council Meeting

Meeting Date/Time: Thursday, August 27, 2015, 10:00 am – 11:15 am

In attendance were: Honorable William U. Hill, Lily Sharpe, Eydie Trautwein, Carol Tullio, Honorable Michael Golden (on phone), Anne Reiniger (on phone), Teri Smith (on phone), Dan Wilde (on phone), Jill Kucera (on phone), Dona Playton (on phone), Michelle Heinen (on phone), Deb Hibbard (on phone), Stacey Obrecht

The agenda discussions were as follows:

Agenda Item: <i>Leader</i>	Discussion Synopsis	Decisions Reached/ Action Items
Call to Order <i>Justice Hill</i>	<ul style="list-style-type: none">Review of Minutes from June 26, 2015. Motion to approve (Carol Tullio), seconded (Jill Kucera).Review of Order Reappointing Members to the CJP Advisory Council; the order primarily extended member terms. Kari Bumgardner replaced Laura Steele as the Uinta County District Court Clerk representative on the Council. Chief Justice Burke signed the order on August 14, 2015.Judge Fenn has resigned from the Council. He has new commitments, will replace Justice Kautz on the Board of Judicial Policy and Administration and will move into the position of president for the District Court Judges' Conference. CJP is currently recruiting for another district court judge to fill his position.	<ul style="list-style-type: none">Minutes approved – all in favor, none opposed.
Grant Activity Update <i>Eydie Trautwein</i>	<ul style="list-style-type: none">Strategic Plan update due in AugustRe-assessment Report due in December – Eydie has been asked to be on the national CJP committee to review the new 2015 report template; will be nice to have advanced notice of changes. The Council will review and approve the re-assessment report at the December 17, 2015 meeting.	
Training Committee	<ul style="list-style-type: none">Blog Talk Radio Trainings – Resume in October, Aaron Hockman and Christina McCabe will present on the two recent Supreme Court cases released in May (<i>In the Interest</i>	<ul style="list-style-type: none">Decision to move forward with 2016 conference

MINUTES

Agenda Item: <i>Leader</i>	Discussion Synopsis	Decisions Reached/ Action Items
Eydie Trautwein	<p><i>of CDR and In the Interest of GC).</i></p> <ul style="list-style-type: none">• 2015 Conference Evaluation – discussed the evaluation results; very positive comments, conference was very organized, helpful staff, and length was mostly “just right.”• 2016 Conference Discussion – Federal partners are focused on targeted regional trainings rather than statewide conferences, but because Wyoming is sparsely populated our annual conference is equivalent to a larger state’s regional training. In discussions with Eydie Trautwein, Gloria Montgomery has given verbal support for Wyoming to move forward with a 2016 conference. The Council discussed the pros and cons of the statewide conference. DFS and GAL Division are supportive of another annual statewide conference, but also want to continue targeted local trainings – we should do both. Council’s overall opinion (after discussion) was to move forward with a 2016 conference and also conduct local trainings. At the 2015 conference various pre-conferences were held and there were comments in the evaluations about the prosecutors wanting their own pre-conference. The Wyoming Prosecutors Association is on board with a pre-conference (Steve Weichman will take the lead in coordination with Bryan Skoric (president of the prosecutor’s association)); conference planning meetings will resume in September.• Publications Update – Still working on MDT Handbook, Legal Resources Manual, WyUser Manual for Juvenile Court, and Prosecutors Handbook; the rest of the CJP publications are all updated.• Re-Stocking/Re-Ordering CJP publications – ordering has been streamlined and CJP is working with Kinkos to schedule bulk mailings (as an example, CJP is automatically shipping 100 copies of the Parents Handbook to 4 DFS offices on a quarterly basis).	<ul style="list-style-type: none">• Same pre-conferences as last year, with addition of Prosecutor pre-conference (Steve Weichman will lead this effort and give CJP updates)
CQI/Data Committee Eydie Trautwein /Dan Wilde	<ul style="list-style-type: none">• The Council reviewed “timeliness” trend data for first half of FFY15 – wanted to look at this data more than just annually, so it was pulled for the first 6 months of FFY15. Our state numbers are trending up a bit and we aren’t sure why, currently looking into individual judicial districts to see which districts have times that are increasing. The statewide baseline for “time to permanent placement” is 288 days, when this number was pulled for the first half of	

MINUTES

Agenda Item:
Leader

Discussion Synopsis

Decisions Reached/
Action Items

2015 the time had increased to 309 days. The Council reviewed this same data by exit type. Generally, the times are steady for adoptions but times for guardianships and reunifications are increasing; the committee and Council will need to think about why and what interventions should be implemented in 2016.

- CQI/Data Committee activities – the committee will meet in October to conduct case file audits to generate required federal grant data, will also look at quality indicators for number of judges per case (one judge/one family) and number of continuances. The committee may choose to look at additional things, such as time to disposition in abuse and neglect cases.
- GAL Division (internal) CQI Activities – Dan Wilde with the GAL Division provided an update. The GAL Division wanted to move towards a similar review process (like CJP) and as part of their CQI process “timeliness measures” were reviewed (including many of the same CJP CQI measures). As part of this process, the GAL Division pulled a random sample of cases (every 5th case) to get a more accurate representation of what was happening in the field (some GAL contractors have very few cases). Approximately 239 court cases (including pleadings and orders) were reviewed. The results raised some concerning issues, specifically adjudicatory hearings and permanency hearings were not held timely in over 40% of the cases reviewed and sometimes no permanency hearings were held or held on time. It also appears some courts are using “older” forms/templates and incorrect hearing names are being selected or the correct boxes were not checked to indicate, for example, whether or not a permanency hearing was actually held. The case file audit results were shared with the GALs. When sharing the results, the GAL Division ensured the GALs understood the audit was not a performance review of them as many of the items reviewed are “systems” issues. The GALs provided feedback in response to the data and one issue that surfaced is that GALs aren’t solely in power to effectuate change and there is some reluctance to take an “adversarial” approach to making sure hearings occurred on time (GALs didn’t want to upset strong local teams). There needs to be significant work done to deal with these issues in the juvenile court system, we have a long way to go. The good news is that

MINUTES

Agenda Item: <i>Leader</i>	Discussion Synopsis	Decisions Reached/ Action Items
	<p>CJP is collaborating with the GAL Division on CQI efforts and finding the same types of issues; it is positive that we are validating initial CJP data with in-depth GAL Division case file reviews. Since the release of the data, the GAL Division (in collaboration with CJP) have worked with GAL Division supervisors to put together a strategic plan around identified issues.</p> <ul style="list-style-type: none">• The same timeliness information that was shared with the GALs was also shared with the Attorney General’s Office (5 attorneys); the same information will be shared with the judges and prosecutors in September; will also be shared with DFS in October.• GAL Division Database Update – CJP gave \$25,000 to the GAL Division to build reporting capabilities into the GAL database; ETS has built a very specific reporting module for the data; not able to walk through the database yet, but it is complete and works really well. For example, when a child is entered into the system, the system will find any relatives or family members already in the system (access is dependent on role); it will also allow GALs and the GAL Division to run a report on current cases with timely or untimely adjudicatory hearings and permanency hearings. ETS is currently working on building a platform to support the data system (software and hardware). ETS is working on this now and will start testing externally soon; the system has not yet been released to the field (for individual GALs to review), but has been tested by the Cheyenne GAL Division office.	
<p>Parent Legal Representation <i>Anne Reiniger/ Justice Golden/ Eydie Trautwein</i></p>	<ul style="list-style-type: none">• ABA Parent Attorney Conference – Anne Reiniger provided an update. 4 parent attorneys in Wyoming (from Worland, Cheyenne, Cody, and Jackson) attended the conference; it was the biggest conference ever and demonstrated a maturing practice. Colorado is starting a statewide program; we are in the minority for requiring training, but are leading for offering training; found some good speakers for the June CJC 2016; talked about the CFSR updates requiring states to focus on improving parent representation.• Practice Guidelines – plan to update these, committee met last week and talked about the two new Supreme Court cases and how this affects the guidelines, formed a sub-committee with Tom Keegan leading to make	

MINUTES

Agenda Item: <i>Leader</i>	Discussion Synopsis	Decisions Reached/ Action Items
	<p>recommendations to amend the guidelines.</p> <ul style="list-style-type: none"> • Dan Wilde commented that he had an opportunity to visit with Retired Judge Lowenbach from Colorado at the NACC conference in Monterey, CA. Dan mentioned he was surprised by the pay rates released by the Colorado Supreme Court for the new position of Director for the Office of Respondent Parents' Council. Judge Lowenbach shared that the juvenile court partners in Colorado had worked diligently with the legislature and the Supreme Court to inform them of the equality of the juvenile court bar and their critical work in the lives of children and their families. The legislature and the Colorado Supreme Court supported their efforts and Judge Lowenbach indicated the pay rate for the Director is the same as for district court judges, as is the Director of the GAL program, which is an indication of the high value placed on the juvenile court bar in Colorado. Colorado provides a significant amount of support to their juvenile court system and Wyoming could look to Colorado as an example. • Parent Attorney Training and Skills Based Training Manual – CJP is contracting with Lisa Finkey (she is an attorney from Gillette) to help develop a skills based training manual and training for parents attorneys; 3 hour training minimum; conduct 3 regional trainings for parents attorneys around the state; can also help with parent attorney pre-conference at conference. CJP is in the process of executing her contract. 	
<p>Education Committee <i>Eydie Trautwein</i></p>	<ul style="list-style-type: none"> • This has been on hold for awhile, but in the process of reviving the committee. • Meeting set for September with Dicky Shanor and Joanne Numoto to start working on issues related to educational stability for abuse and neglected children in the juvenile court system. • In spite of this committee being on hold, CJP did release the Educators Handbook and is providing training on this handbook to Cheyenne schools. 	
<p>Miscellaneous <i>Eydie Trautwein</i></p>	<ul style="list-style-type: none"> • Scholarship Update – CJP is at the end of the 2015 scholarship award phase. Year-end recap: provided 15 scholarships: 5 GALs, 1 judge, 4 parent attorneys, 2 prosecutors, 1 DCI for DC CJP meeting and 2 others were provided scholarships; allocated \$20,000 and spent \$18,332 	

MINUTES

Agenda Item: <i>Leader</i>	Discussion Synopsis	Decisions Reached/ Action Items
	<p>for the year.</p> <ul style="list-style-type: none"> • Eydie Trautwein will be providing several CJP presentations in September and October. • Judicial Assistants Conference Presentation – September 8th in Rawlins, an hour on the agenda to talk about the scheduling of abuse and neglect cases. • State Bar Convention Judges’ Breakfast – September 9th in Jackson, an hour with Judge James previewing the new pattern jury instructions, Eydie Trautwein to talk about overview of mock IV-E audits and court order requirements for IV-E funds, Judge Cranfill and Judge Fenn to talk about one of the new cases, Judge Rumpke and Judge Day on other case, Eydie on CQI data. • Eydie Trautwein will also attend the prosecutors meeting on September 23 in Laramie (during WACO Conference) – the presentation will be similar to the agenda for the judges. 	
<p>CJP Strategic Plan <i>Eydie Trautwein</i></p>	<ul style="list-style-type: none"> • Eydie Trautwein provided a review of the strategic plan and the 2015 strategic plan update. Each outcome (#1 through #7) was reviewed and updates were shared. • Much has been accomplished, highlights from this year’s update include: Wyoming added a goal around sex trafficking; CQI continues to go very well (CJP has been implementing and testing multiple interventions supported by data); CJP has been extremely involved in DFS mock IV-E and CFSR reviews and GAL Division CQI activities; and the 2015 Children’s Justice Conference was very successful and we are planning a 2016 conference (in collaboration with DFS and the GAL Division). • See handout – yellow indicates the update for 2015. Motion to approve (Carol Tullio), seconded (Dona Playton). 	<ul style="list-style-type: none"> • Under Outcome 5 on page 24 –remove language around the education committee “being on hold.” • Added sentence on page 6 related to sex trafficking, “several judges attending the National Summit on Human Trafficking and the State Courts.” • Added sentence on page 33 related to CME provider trainings, “develop court related trainings for providers.” • Strategic Plan approved – all in favor, none opposed.
<p>2015 Meetings</p>	<ul style="list-style-type: none"> • Thursday, December 17, 2015 (10 to noon) 	<ul style="list-style-type: none"> • Next meeting is

MINUTES

Agenda Item: <i>Leader</i>	Discussion Synopsis	Decisions Reached/ Action Items
<i>Eydie Trautwein</i>	<ul style="list-style-type: none">• Friday March 25, 2016 (10 to noon)• Friday, June 24, 2016 (10 to noon)• Thursday, August 25, 2016 (10 to noon)• Thursday, December 15, 2016 (10 to noon)	Thursday, December 17, 2015 (10 to noon)
Adjournment	<ul style="list-style-type: none">• Meeting adjourned by Justice Hill at 11:15 am.	