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Family Development and Self-Sufficiency (FaDSS) Council

Meeting Minutes

May 18th, 2022

11:00 A.M.

Meeting Held via Zoom

Council Members Present	Council Members Absent
Patricia (PJ) West – Department of Public Health - Chairperson	Monica Garner – Department of Education
Stephanie Stebens -Citizen Representative – Vice Chairperson	Eudora Beckley- Citizen Representative
Dr. Michael Fleming – University of Northern IA	Angela Madison, Department of Health and Human Services
Billie Marchik – University of Iowa	
Bill Brand – Department of Human Rights	
Zebulon Beilke-McCallum – Domestic Violence Representative	
Nicole Berensmann-Maddox – Citizen Representative	
Dr. Kere Belding - Iowa State University	
Jeremy Ritchie – Iowa Workforce Development	
Ex-Officio Members Present	Ex-Officio Members Absent
Senator Claire Celsi	Senator Sandy Salmon
	Representative Anne Osmundson
FaDSS Council Staff Present	FaDSS Council Staff Absent
Page Humphrey - Department of Human Rights	Angela Madison – Department of Health and Human Services
Elizabeth Patten – Department of Human Rights	
Melanie Ruffalo – Department of Human Rights	
Others Present	
Mindy Williamson – WCCA	Barbara Grant- Operation Threshold
Mindy Clayton - MICA	Doug Stodgel- Polk County
Joy Szewczyk - CASEI	Nichole Griese - NEICAC
Wendy Mueller - WCCA	Jessi Bergin - Siouxland
Marissa Trevino- Four Oaks	Christy Anthofer – New Opp
Amber Mercil – Four Oaks	Alisa Schlieff - UDMO
Amy Kallaher – Four Oaks	Jodi Trimble-Dirks Polk County

Introductions – PJ West, Chairperson

PJ West, Chairperson, called the meeting to order at 11:01 a.m. Quorum was established.

Approval of Agenda – PJ West, Chairperson

Zebulon Beilke-McCallum moved that the agenda be approved. Bill Brand seconded the motion. All council members voted aye. The agenda was approved.

Approval of March 23rd, 2023 Council Minutes – PJ West, Chairperson

Bill Brand moved that the March 23rd, 2023 minutes be approved. Kere Hughes-Belding seconded the motion. All council members voted aye. The minutes of March 23rd, 2023 were approved.

Council Representative's Update – All Council Members

Bill Brand shared that legislation has passed and reorganization will be effective July 1st, 2023. DHR will now be a part of HHS and DCAA will be part of the Community Access Division.

Dr. Michael Fleming, UNI -on going reorganization at the University. New school of Health and Human sciences. Nursing program opening in fall. New online major in Human Services. New masters in interdisciplinary studies where students create their focus. Dr Fleming's department will now be called Family, Aging and Counseling. Dr. Fleming asked that the name be changed in the Iowa Code.

Kere Hughes-Belding, ISU - Joining Family Community Services program.

FY24 Council Meeting Dates – PJ West, Chairperson

Proposed meeting dates were sent to council members via email for FY24. Proposed dates are:

September 21st, 2023

November 16th, 2023

March 28th, 2024

May 16th, 2024

June, if needed

Approval of Proposed Meeting Dates

Dr. Michael Fleming moved that the dates be approved as provided. Stephanie Stebens seconded the motion. All council members voted aye. The provided dates were approved.

FY24 FaDSS Funding, Capacity, and Changes to Service Areas – Page Humphrey

Service Areas- Proposing that Sac and Calhoun Counties be moved from Mid-Sioux Opportunity to New Opportunities. This proposed change would not impact either's funding or capacity.

Approval of Change in Service Areas

Zebulon Beilke-McCallum moved that the areas be changed. Stephanie Stebens seconded the motion. All council members voted aye. The service area change was approved.

Funding and Capacity- Proposing status quo funding for all grantees while proposing a change in capacity for some grantees. Caseload size policy of 18-21 would not be changed but identified grantees would be able to keep their caseloads closer to 18 or 19. Funding formula does not equate perfectly to staffing and needs of grantees.

DCAA conducted calls with impacted grantees. This proposal would allow grantees to focus more on quality service delivered through more training and skill development for Specialists. Overall this would mean a Statewide decrease of 77 slots.

Zebulon Beilke-McCallum wanted to know how many slots have been decreased over the last five years and requested that information be provided to Council members following the meeting. Zebulon feels

that flat funding from the legislature has consequences on the most vulnerable. Bill Brand states that being able to show the outcomes can advocate for more funding.

PJ West asked how often Specialists see families. Page said that Service Intensity for the first three months of enrollment is set at a minimum of two home visits and one significant contact, but more visits/contacts may be provided depending on the family's need. During the third month of enrollment, the service intensity is reviewed and any changes begin the fourth month. Changes are made after discussion with the family and the program supervisor. Service intensity is reviewed at least every 6 months.

Approval of Funding and Capacity

Dr. Kere Hughes-Belding moved that the proposed capacity be approved. Dr. Michael Fleming seconded the motion. Zebulon Beilke-McCallum opposed. Majority of council members voted aye. The proposed capacity was approved.

FaDSS Family Success Video

There were technical difficulties playing the video so it was sent to Council members following the meeting. It is also posted on the FaDSS website. Marissa Tervino was the specialist that worked with the family and explained how the family is now working at their own business and going back to school.

IFDA Update – Mindy Clayton, IFDA Co-Chair

FaDSS retreat is scheduled for September 18th – 19th. There is going to be training around Family Forward skill building. Self-care training is also going to be provided at the retreat.

Staff Updates – Page Humphrey

Capacity Chart

Highlighted cells show Grantees that have dropped below 95% of their assigned capacity. When a grantee experiences staff turnover, they implement their vacancy plan and this often leads to the initiation of a waiting list or a drop below assigned capacity in order to ensure quality, continuity of services to families.

FaDSS Continuous Quality Improvement Plan

Motivation-Driven leadership tools - parallel process throughout program, staff set goals for professional development. Zeb Beilke-McCallum - very excited about the new process; it is a good move for FaDSS.

Program Policy Updates

Waiting List Policy- provides general parameters for grantees to follow as they operate waiting lists for services. Still allows flexibility at the local level.

Priority of Service Policy- Identifies one priority criteria (families receiving FIP cash assistance and/or participating in PROMISE JOBS.

Third-Party Funds Policy- modified to better align with PEA policy.

Other Program Updates

A FaDSS Program Manual is being developed. Plan to share at the Sept council meeting.

Iowa FaDSS Case Management System enhancements - We will have Specialists test out the changes to work out programs before going live.

Self-Sufficiency Matrix Updates: DCAA is identifying a workgroup of grantees to update language to the matrix questions. Will not be changing the integrity of the tool.

FaDSS Specific training: DCAA will be pulling together the training committee to advise on training for new staff. What do we need to do in person, on line and through grantees? Looking to have the first new staff training in October.

Admin Report- Bill Brand

Bill Brands last FaDSS Council meeting before retiring in June. Bill shared his thanks to the council, DCAA staff, Specialist, Coordinators and FaDSS families. Thanks were given to Bill for his service on the Council.

Other Business- no other business.

Adjournment – Dr. Michael Fleming motioned for the meeting to adjourn and Stephanie Stebens seconded the motion. All Council members voted aye. The meeting adjourned at 12:13 p.m.