

## RFA Project Status Report

8/28/13

### Stakeholder Meeting, 8/21/13

The stakeholder meeting held on 8/21/13 was very well attended. A total of 42 people signed in, however it is believed many people did not. Unfortunately, a physical head count was not done.

- 6 attendees signed up for RFA Renewals Subcommittee.
- 5 signed up for the Forms and Packets Subcommittee.
- 8 signed up for the Complaint Investigations Subcommittee.
- 16 signed up for the Home Approval/Home Study Subcommittee.

### DSS - CWS Website 8/21/13

The CWS website now has a page devoted to the RFA Project. It has general info about RFA, the schedule for subcommittee meetings, a copy of the RFA PowerPoint, calendar of events, links to the CDSS RFA webpage, minutes from the Stakeholder meeting and placeholders for links to the informational brochures once they are completed. The website will be updated as new information occurs.

### Subcommittee Meetings

Complaints Investigations: This subcommittee met once on 8/22/13 and is finished with their work. For the most part, we are already meeting the RFA Directives' requirement. Processes were identified that will need to be modified slightly – complaints against homes cannot be investigated by the social worker that originally approved the home. Questions and comments resulting from the meeting have been forwarded to the State 8/28/13.

Forms: This subcommittee has met twice and has one more meeting scheduled for 8/29/13. Questions and comments resulting from the meeting have been forwarded to the State 8/28/13.

Renewals: This subcommittee will be meeting on Friday 8/30/13 from 9 to 10, Room 356.

Approvals: This subcommittee will be meeting Friday 8/30/13 from 10 to 11.30, Room 356.

Weekly PRS/PM Meetings (ongoing)

We are meeting weekly to coordinate efforts, assign tasks, review progress and plan out future activities. The following still need to be considered

- what P&Ps will need updating.
- how RFA process will potentially impact Foster Care ERSs
- how existing databases can be modified to fit the new process
- provide staff training prior to 10/1/13
- hold second Stakeholders meeting prior to 10/1/13

Respectfully submitted,

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