

# Department of Children, Youth and Families (DCYF) Oversight Board

## Board Meeting Record

Thursday, March 28, 2019 5:30 pm – 8:30 pm, John A. Cherberg Building, ABC Conference Rooms, Olympia, WA

**Meeting began at 5:37 pm**

**Roll call started at 5:38 pm**

**Member Attendance:** Annie Blackledge, Annie Lee, Bobbe Bridge, Charles Loeffler, Judge Frank Cuthbertson, Lois Martin, Ruth Kagi, Representative Tana Senn, Senator Jeannie Darneille, Senator Steve O’Ban, Shrounda Selivanoff, Sydney Forrester.

**Additional Guests:** Stacia Hollar (ATG), Crista Johnson (Executive Director)

Due to complications with the conference call line, Wendy Thomas and Jess Lewis attempted to participate remotely were unable to do so. This was communicated to those Board members during the meeting by the Co-Chairs and Executive Director.

**Introduction and Review of Draft DYCF Oversight Board 6 Month Work Plan | Action: Review led by Crista Johnson**

The Executive Director introduced a six month work plan for the Board with associated tentative timelines. The Board provided comment and suggestions for timeline adjustments.

**Discussion of setting regular Board meetings for CY2019 | Action: Review led by Crista Johnson**

The Board requested the use of a doodle poll for setting regular meeting dates and times. Next Step: Board staff will follow up with a doodle poll to Board members to set regular schedule and publish the schedule when it is finalized. Board meetings will be hosted across the state at different times throughout the year.

**Dinner Break | Action: Break from set agenda began at 5:58 pm**  
**Return to Meeting Agenda | Action: Resume meeting agenda at 6:23 pm**

**Hiring of DCYF Oversight Board Administrative Coordinator | Action: Presentation of selected candidate by Crista Johnson**

Nickolaus Colgan was selected as the DCYF Oversight Board Administrative Coordinator. He will begin in this role on April 16, 2019.

**Review of Draft Board Bylaws | Action: Co-chair Ruth Kagi led Board through draft Bylaws**

Board members provided suggested edits to existing draft of Board Bylaws. Next Step: Executive Director will update draft based on Board member comments and work with Stacia Hollar (ATG) for additional edits. The Board’s Bylaws Subcommittee will reconvene prior to next Board meeting to review latest draft and make any additional changes. Final draft Bylaws will be presented to the Board at the next meeting for approval.

**Discussion of Stakeholder Engagement Process | Action: Co-chair Representative Senn led discussion with Board members**

Board members began an initial discussion regarding stakeholder engagement and included conversations about: who are stakeholders; different methodologies for conducting stakeholder engagement; timelines for Board stakeholder engagement; and perceived expectations and results of stakeholder engagement.

Next Step: This discussion was requested to be continued due to time constraints and will be added to the May Board Retreat Agenda.

**May Board Retreat Planning | Action: Co-chairs Representative Senn and Ruth Kagi led discussion with Board members**

Rep. Senn reflected on topics that arose throughout the Board meeting to highlight potential agenda items for the Board's May Retreat. Potential items may include, but are not limited to: bonding activities for the Board; developing Board values and a code of conduct; setting the Board's priorities and refining a shared understanding of the Board's role; developing a shared understanding of concepts and topics such as "diversity, equity and inclusion" among others; reviewing existing DCYF performance measures; review a DCYF organizational chart and potentially invite presenters to share about the Department.

Next Step: Board staff will conduct a doodle poll to check on Board availability and select a location for the Retreat. The Co-chairs and Board Staff will develop the agenda.

**Adjourned at 7:53 pm on Thurs, March 28, 2019**