

### **Children's Services Review Panel (CAC) Minutes**

September 22<sup>nd</sup>, 2025; 4:30 – 6:30 PM

<https://zoom.us/j/98236935012?pwd=1aQdPvVuw8V310V5V3vYcJs7BcCem.1>

Members Present: Ankit Sood, Tonya Long, Beth Salzl, Kat Ruth-Leigh, Molly Evans, Casey Acord

Ramsey County Staff: David Herrera, Casey DeLima, Hanna Schmitt

MN Dept. of Children, Youth, and Families: Laura Gapske, Amanda Lager

Guests:

#### **Reminder of Agreements:**

If you would like a copy of agreements, please reach out to Laura Gapske.

#### **New Actions:**

- Approval of June Meeting Minutes
  - Did not have time.

**DCYF Presentation; Screening Webinar by Amanda Lager;** Presentation will be shared with minutes email  
Minnesota is a state supervised system: State provides the laws and the counties implement them  
Total of 87 counties and 11 tribes. Meaning, lots of different ways we see things implemented. Reasons may include demographics, funding differences, staff levels, etc.

Reporting: reports come from mandated, voluntary, and anonymous reporters. By law counties need to take reports 24/7.

MN Child Welfare Academy, an online platform the state and counties use to train staff, has specific Mandated Reporter trainings. They are self-guided and can be taken by anyone who is a mandated reporter.

- There is an opportunity for our members to take them if they would like to know more.

Intake: When the report is made, the intake worker is the one who receives this report. After, the screening team will decide if needs to be “screened in” or “screened out”, this is based on the MN State screening guidelines. Screening needs to be done within 24 hours of intake. All reports are cross referenced with law enforcement. In Ramsey County, they are done simultaneously.

Screening can also be done with a multi-disciplinary team or with an extended intake. This means that there is an extra level of information seeking from the intake workers to double check information.

#### **Allegations, Child Maltreatment:**

- Indicates alleged maltreatment.
- They are selected in accordance of intake, screening, and response path.
- Whenever a case is screened in, it needs to be connected to an allegation that meets definition of maltreatment, according to the law (PowerPoint has details for each allegation)
- Whenever an involuntary termination of parental rights happens, this triggers further investigations every time said parent has another child.
- Labor trafficking has a few more specific characteristics; in presentation inner circle is trafficking, outer circle is exploitation
- If there is a reason to believe a pregnant parent is using drugs, there will be a child welfare intake.

#### Screened out reasons:

- If the screen out reason is due to not within jurisdiction, it will be screened out and screened out to the proper jurisdiction.

#### 4 paths for screened in:

- Family assessment: thorough investigation that looks at the situation and allegation. Needs to be done within 5 days.
- Family Investigation: Used whenever more egregious allegations are made. Sexual abuse, for example. These need to be done within 24 hours.
- Facility investigation: Can be for any allegations against facilities that take care of individuals.
- Noncaregiver Giver Trafficking Assessment

#### Questions:

- When a report is screened out, is it a hard stop? Or does it go somewhere else?
  - o Always sent out to voluntary services , like Parent Support Outreach Program (PSOP), or Mothers First. Mothers First is for pregnant mothers who have a history of substance use.
  - o If we don't have enough information about the family or report, it would stop there.
- Can you share the differences between Family Assessment and Family Investigation, from the workers perspective?
  - o There are certain allegations that automatically trigger investigation (sexual assault, serious bodily harm, egregious abuse). A staff can always change tracks as they look into the situation and allegations.
  - o DCYF do have screening reviewers and they review intakes that counties are doing. If, for whatever reason, there are some discrepancies, DCYF will reach out to the county and hold conversation with the county around the decision.
  - o For investigations, it is about fact findings. And, the worker must think that with a certainty of "51% or more" that this happened.
- What types of evidences can be used to support the findings the workers find?
  - o
- What counts as a "facility"? A child can be harmed at any place by anyone, who has jurisdiction over cases?
  - o Child foster home, child care, legally non-licensed child care. If there is a report that falls under a different agencies jurisdiction, the report is sent to that agency and they follow up.

#### **RC Screening and TST Presentation**

##### Screening and CPS:

- County to county, implementation of the law changes.
- Screening supervisor reviews all screenouts to ensure they are all ok.
- When a case is screened in, they will move through various paths depending on the family needs.
  - o At Ramsey County, we are prioritizing family unification, avoiding disproportionality, and family safety planning. This is prior to [MAAFPA](#) and will continue this way.

#### What can we do? How can CSRP/CRP help?

- RC really wants to honor co-decision making with community
- Aiding Social Services Dept. (SSD) in creating mandated reported training and resources

#### Ideas, Options, Thoughts:

- Any initial thoughts or ideas on how CRP can be involved
  - o Education to community and partners
    - Reporting out of fear; assuming poverty is neglect.
  - o Screening questions that intakers do.
  - o Community members being part of the screening decision making.
    - Particularly elders from disproportionately represented communities.
  - o Viewing a roleplay, or mock screening and intake report
- What do we need to know to be involved? And when do we need to know this by?
  - o Looking at data, can we identify which entities, systems need support

#### Comments. Thoughts:

- Before we decide on what project we will take on, we need to decide what we are prioritizing as a group.
- We have various options for what a project with a screening focus looks like.
- Where, and how, do community members receive help when they need it instead of simply reaching out to child protection, where harm can be made.

#### Retreat Discussion

Beth, Kat, Rebecca Wilcox (Gapske's supervisor), and Jill Esch joined us for the breakout sessions. We discussed the following:

#### Training: What training, information do we need to fulfill our role?

- Staff from DCYF and RC giving us information around projects, programs, and other information.
- Information and data specific to Ramsey County.
  - o David sent out the Transforming Systems Together recommendations, and a web link to an explanation of RC's Child Welfare and Child Protection
  - o The Minnesota Child Welfare Training Academy has trainings that are available to us, if we want to look at them.
    - [mnchildwelfaretraining.com/training/](http://mnchildwelfaretraining.com/training/)
- Screening guidelines was discussed and shared by David via email. This does not need to be memorized or known, but it can serve as a guide to know what staff learn and use for screening.
- Understanding emergency respond at the ECC and how it relates to child welfare.

#### Recruitment, Membership:

- Discussions on creating and having an onboarding for new members
- Strategic direction on how to better recruit members who represent Ramsey County community, but also those who are most impacted by child welfare services
- We have 8 open spots. We need to think on what our strategy is to better recruit.
- Think of spaces that we can be present in to spread the word about the panel and recruit.
- Discuss members capacity, along with strengths to ensure our time and strength are used to the best capacity and efficiency

#### Funds, Budget:

- Think about making a panel budget to ensure we are planning
- As we think about funds available, how do we balance stipends, which are mandatory to offer, and other projects.

## **Project Discussion**

### **Updates, Comments:**

1. We need to create a reoccurring agenda item for Recruitment.
2. By the next meeting (October), we need to decide the direction that we are taking for a project.
  - a. Given what was shared tonight, how do we pick to a project together?
3. Kat is open to meeting another time before the next meeting, if people are opened to it.