

**Safe Babies Design Team  
State Level Workgroup  
June 30, 2020**

*Minutes*

1. **Welcome.** Present at the meeting were Amelia Watson, Cindy Bricker, Darneshia Bell, Gina WasseMiller, Heather Cantemessa, Janie Huddleston, Jill Gresham, Karen Dinan, Kelly Warner-King, Laurie Thomas, Morgan Silverman, Michelle Williams, Steven Grilli, and Tonia McClanahan.
2. **Brief Review: RFP vs. State Plan.** Morgan provided a brief comparison between the Request for Applications and the implementation plan. The RFA, due July 24, outlines implementation planning over the course of the one year. The implementation plan, due July 31, is more comprehensive and outlines a statewide implementation plan over the next 3-5 years. The RFA deliverable has funding attached to it, while the implementation plan deliverable does not.
3. **Review State Logic Models.** Kelly Warner-King reviewed the State Logic Model and opened the discussion for feedback. The workgroup suggested to clearly define the child welfare system, so that it is understood that DCYF is not the only party involved. Language changes were suggested to reduce adversarial tones. CCYJ proposed to incorporate all feedback discussed and send out an updated model for a second round of review.
4. **State Map.** Morgan reviewed the State Map with the workgroup, which served to illustrate the flow of interaction between the State Advisory Board, State Team, Data and Evaluation Advisory Team, Active Community Team, and Local Court Teams. Roles and individuals involved in each group are identified in the State Plan Document. Members gave feedback and edits to the State Plan Map; CCYJ will incorporate the changes and provide the group an updated version.
5. **Letters of Commitment.** The RFA requires letters of commitment from a State Leadership Team, and per each site, a local judge and child welfare leadership. CCYJ asked the group if they would be interested in signing a letter of commitment, or if they knew of others who would like to be involved.
  1. One member asked about the time commitment for state teams. This varies between states; however, Washington's state team can be designed to fit its unique needs. CCYJ proposed to better define the length of time commitment and share out to the group.
6. **Next steps.** Michelle reviewed next steps with the workgroup. CCYJ will update the Logic Model and State Map and send them to the workgroup for an additional round



of review. If there is more feedback from these documents, please send them to Michelle or the CCYJ team. Throughout the month of July, CCYJ will be building out the RFA and implementation plan, so the workgroup can expect to see requests and further developments from the team via email. CCYJ will update the Design Team of all developments at the upcoming Design Team Meeting on July 9 at 10:00 - 11:30 a.m.

**Safe Babies Design Team  
Legislative Workgroup Meeting  
June 30, 2020**

*Minutes*

1. **Welcome.** Present at the meeting were Rachel Sottile, Justice Bobbe Bridge (ret.), Laurie Lippold, Lisa Mansfield, Michelle Williams, Morgan Silverman.
2. **Legislative Strategy: Review Possible Strategy and Gather Feedback.** This meeting served to provide a very brief update on legislative strategies for the workgroup. Rachel Sottile discussed a potential legislative strategy that calls for a standardization of the Safe Babies Court Team™ approach to ensure equity in practice, evaluation, and consistency throughout Washington state. Although this possible strategy would not ask for funding in the short-term, it could pave the way for 2023 and years beyond for longer term funding at the state level. The workgroup asked what strategies could be proposed that do not involve a funding ask; this will be further explored as the legislation plan is rolled out. Rachel suggested to wait to hear on developments from other workgroups before beginning a legislative plan.
3. **Discuss Florida Legislation.** The workgroup reviewed Florida's recent legislation regarding baby courts, [CS/CS/HB 1105](#). The workgroup discussed critical components of the statute, including the standardization of consistent judicial education on topics such as parent-child attachment, placement stability, and the impact of trauma on child development; and the language use of “may” throughout the statute. In considering the 2021 legislative strategy for Washington, the workgroup can consider using either “may” or “shall” in the language.



**Safe Babies Design Team  
Local Implementation Workgroup  
July 1, 2020**

*Minutes*

1. **Welcome.** Present at the meeting were Gina WasseMiller, Heather Cantemessa, Julie Hoffman, Katie Biron, Kelly Warner-King, Laurie Lippold, Laurie Thomas, Michelle Williams, Morgan Silverman, and Tonia McClanahan.
2. **Brief Review: RFP vs. State Plan.** Morgan provided a brief comparison between the Request for Applications and the implementation plan. The RFA, due July 24, outlines an statewide SBCT plan over the course of the one year. The implementation plan, due July 31, is more comprehensive and outlines a statewide SBCT implementation strategy over the next 3-5 years. The RFA deliverable has funding attached to it, while the implementation plan deliverable does not.
3. **Review Local Logic Model.** The majority of this meeting served to review the local level logic model. Kelly Warner-King facilitated review for this logic model and opened the discussion for feedback. Language changes were suggested to reduce unintended adversarial tones. Other suggestions included language changes around parents and caregivers, judicial and DCYF leadership, reunification, placement, and permanency, and more refined outcomes. CCYJ proposed to incorporate all feedback discussed and send out an updated model for the workgroup to review.
4. **Next Steps.** Morgan informed the group that CCYJ has begun the process of engaging communities about the RFA and SBCT implementation. The group will be informed with updates and additional requests regarding the communities as they occur. CCYJ will update the Local Logic Model and send them to the workgroup for additional review. If there is more feedback from these documents, please send them to Michelle or the CCYJ team. Throughout the month of July, CCYJ will be building out the RFA and implementation plan, so the workgroup can expect to see requests and further developments from the team via email. CCYJ will update the Design Team of all developments at the upcoming Design Team Meeting on July 9 at 10:00 - 11:30 a.m.

**Safe Babies Design Team  
Messaging Workgroup Meeting  
July 1, 2020**

***Minutes***

1. **Welcome.** Present at the meeting were Darneshia Bell, Janie Huddleston, Jennifer Whitaker, Julie Hoffman, Katie Biron, Kelly Warner-King, Lisa Mansfield, Michelle Williams, Mike Canfield, Morgan Silverman, Nina Evers, and Shrounda Selivanoff.
2. **Brief Review: RFA vs. State Plan.** Michelle provided a brief comparison between the Request for Applications and the implementation plan. The RFA, due July 24, outlines implementation planning over the course of the one year. The implementation plan, due July 31, is more comprehensive and outlines a statewide implementation plan over the next 3-5 years. The RFA deliverable has funding attached to it, while the implementation plan deliverable does not. The RFA also requires a common vision statement at the state level, and to work with the 3 local sites to develop a vision that aligns with that of the state's.
3. **Review Mission, Vision, Values.** Michelle reviewed the Washington state-level SBCT mission and vision statements for feedback and suggested language changes. Prior to this meeting, members participated in an initial round of review of the statements. In this review, members gave the following key recommendations:
  - The language needs to be strength-based, and intentional about centering race equity and address barriers experienced by families of color
  - Biased language must be avoidedThese helped frame the meeting's conversation. The remainder of the meeting was dedicated to rewriting the mission statement and identifying key themes necessary to include, such as centering parents, systems change, relationships, equity, partnerships, and collaboration. Members also discussed the need for the mission statement to be shortened and concise, yet encompass the key themes identified.
4. **Next steps.** As the statements were not finalized by the end of the meeting, the workgroup agreed that CCYJ would create two options of both the mission and vision statements based on what was discussed, and share with the workgroup. Workgroup members will then choose which statement better resonates, or can create a statement that they find better encompasses the SBCT work. The mission, vision, and values statements will be shared at the Design Team Meeting on July 9, 2020.



**Safe Babies Design Team  
Data and Evaluation Workgroup  
July 1, 2020**

***Workgroup Update and Recommendations***

Taking the guidance and direction from the first workgroup meeting on May 7, information was gathered from those in the workgroup who work closely with data. ZERO TO THREE's database elements were reviewed, and conversations took place around Pierce County's experience with Best for Babies. From this, it is recommended by the workgroup that:

- The ZERO TO THREE data collection and reporting is a good option for evaluating SBCT program implementation and outcomes in Washington
- A workgroup or advisory group connected to the Safe Babies Statewide Team could provide oversight and consultation to the community and state level evaluation efforts

Additionally, the current funding available from the [ITCP RFA](#) requires that the ZERO TO THREE database is utilized. It can be noted that the database options can be revisited in a few years to determine if needs have changed. A separate spreadsheet can also be created to track other data, if it is necessary.

**Safe Babies Design Team  
Funding Workgroup Meeting  
July 7, 2020**

***Minutes***

1. **Welcome.** Present at this meeting were Janie Huddleston, Justice Bobbe Bridge (ret.), Kelly Warner-King, Michelle Williams, Morgan Silverman, Tonia McClanahan, and Torey Silloway.
2. **Supports and Technical Assistance.** Because of the newly released [HRSA grant](#), the workgroup shifted its focus from identifying available funding for SBCT sites to the support and technical assistance provided by ZERO TO THREE. ZERO TO THREE discussed technical assistance opportunities that address funding and sustainability, which Washington can further explore if selected in the HRSA grant. This support includes fund mapping, in which ZERO TO THREE works with SBCT sites to identify potential funding sources. This support would take approximately three to five months. ZERO TO THREE also discussed a sustainability planning process, which consists of a series of facilitated meetings to help SBCT sites create a robust pathway to sustainability. This support is more intensive than the fund mapping, and is expected to take six to nine months. These are supports that can be considered for the future, and the workgroup recommended that the State Team be involved in this process and collect relevant data to help prepare for the potential TA opportunities. ZERO TO THREE also noted that not all sites interested may be selected for these supports, and must demonstrate site and/or state readiness. In addition to the funding and sustainability support, extensive training is provided.

***Upcoming dates***

- July 9: Design Team Meeting III
- July 24: ITCP RFA Due
- July 31: Implementation Plan Due
- August 17: Notification of Successful Applicants