

Initial Draft- OPEP 10/15/07

***State and County Reports Workgroup:
Proposed Framework for Ongoing Coordination and Collaboration***

Workgroup Purpose:

To provide a regularly scheduled forum for interested participants to carry out the following goals:

- Discuss, define and prioritize reporting needs;
- Identify under-utilized reports and determine need for continued maintenance;
- Share locally-developed reports and discuss ideas for using report data, and;
- Offer training and technical assistance regarding the effective use of report data.

Workgroup Participation:

The workgroup will include state staff from the Office of Program Evaluation and Planning (OPEP), the Bureau of Information and Technology Services (BITS), the Office of Policy Initiatives and Budget (OPIB) Area Administration, the Bureau of Milwaukee Child Welfare (BMCW) and county representatives from each of the five regions.

Workgroup Process:

The workgroup will determine a meeting schedule and select a meeting venue and location that best meets the needs and goals of the workgroup, e.g. webcasts, teleconference, in-person sessions, etc. For each of the scheduled meetings, the report topic areas, e.g. Access, Initial Assessment, Ongoing Services, Placement, Provider, Fiscal, etc., will be established and will serve as the focus of a given meeting, e.g. Access and Initial Assessment, Ongoing Services, or Placement, etc.

For each of the topic areas identified, the workgroup will review related reports currently available and/or developed locally, identify and prioritize unmet report needs (new reports or enhancements to existing reports), and determine which standard or ad hoc reports are no longer functional or needed. The workgroup will also discuss strategies for effectively using report data and identify report or data related training or technical assistance needs.

Based on the report-topic cycles, the priorities identified by the workgroup, and available resources, workgroup members will be responsible for assisting in the report design and testing process.

Workgroup Report Topic Cycles:

Cycle 1 Report Topic Areas:

- Access
- Initial Assessment

Cycle 2 Report Topic Areas:

- Safety Assessment and Planning
- Ongoing Services Contacts and Casework
- Permanency Planning and Adoption and Safe Families

Cycle 3 Report Topic Areas:

- Out-of-Home Care/Placement
- Placement Providers
- Fiscal