

## DCF 56 Advisory Council Meeting - NOTES

11/15/2023 12:00 – 2:00 p.m.

DCF Staff			
Name	Present	Name	Present
Wendy Henderson		Elaine Pridgen	
Emily Erickson	x	Jennifer Sailer	x
Dana Johnson	x	Britny Smuk	
Shelby McCulley		Kristie Buwalda	x
Shannon Braden		Jay Warner	x
Jamie Genrich	x	Chuck Stephens	x
Jonathan Wilcoxon	x		

Steering Committee Members (not required to be in attendance for this meeting)				
Member	Present	Nominating Organization	Agency Employed	Area of Expertise
Lisa Broll		Wisconsin County Human Services Association (WCHSA)	Walworth County Department of Human Services	Ongoing Child Welfare and Foster Care
Emily Coddington		Wisconsin Association of Family and Child Agencies (WAFCA)	Wisconsin Association of Family and Child Agencies (WAFCA)	Child Welfare
Jill Collins		Division of Milwaukee Child Protective Services (DMCPS)	Division of Milwaukee Child Protective Services (DMCPS)	Ongoing Child Welfare and Foster Care
Deanna Collins		Forest County Potawatomi Tribe	Forest County Potawatomi Tribe	Ongoing Child Welfare and Foster Care
Brent Ruehlow		WCHSA	Jefferson County Department of Health and Human Services	Ongoing Child Welfare and Foster Care
Mechele Shipman		WAFCA	ANU Family Services	Private Child Placing Agency

<b>Advisory Council Members</b>				
<b>Member</b>	<b>Present</b>	<b>Nominating Organization</b>	<b>Agency Employed</b>	<b>Area of Expertise</b>
<b>Kristen Agentin</b>	x	Public Adoptions	Children's Wisconsin	Foster Care and Adoptions
<b>Patty Baker</b>	x	Wisconsin Child Welfare Professional Development System (WCWPDS)	Wisconsin Child Welfare Professional Development System (WCWPDS)	Child Welfare Training
<b>Cassandra Eggert</b>	x	WCHSA	Outagamie County Human Services Department	Ongoing Child Welfare and Foster Care
<b>Laura Goba</b>	x	WAFCA	Children's Wisconsin	Private Child Placing Agency
<b>Katlyn Graebner</b>	x	WCHSA	Green County Health and Human Services	Ongoing Child Welfare and Foster Care
<b>Kate Gravel</b>		WCHSA	Dane County Health and Human Services	Ongoing Child Welfare and Foster Care
<b>Laura Halonen-Schultz</b>		DMCPS	Wellpoint	Congregate Care Facilities and Services
<b>Allison Higgins</b>	x	WAFCA	Foundations for Healthy Transitional Living	Private Child Placing Agency
<b>Julie Kay</b>		Forest County Potawatomi Tribe	Forest County Potawatomi Tribe	Ongoing Child Welfare and Foster Care
<b>Andrea Leaman</b>		DMCPS	Children's Wisconsin	Ongoing Child Welfare and Foster Care
<b>Michelle Jones Lim</b>	x	WCHSA	Waukesha County Health and Human Services	Ongoing Child Welfare and Foster Care
<b>Tracy Schumacher</b>		WCHSA	Forest County Human Services	Ongoing Child Welfare and Foster Care
<b>Brittany Shellenberger</b>	x	WCHSA	Winnebago County Health and Human Services	Ongoing Child Welfare and Foster Care
<b>Julie Zidek</b>	x	Public Adoptions	Lutheran Social Services	Foster Care and Adoptions

## **AGENDA**

(12:00-12:05) I. Call to Order, Welcome, and Introductions

(12:05-12:30) II. Review of Previous Recommendations

(12:30-1:55) III. DCF 56 Sections 5, 6, 7, 8, 9, 13

(1:10-1:15) Break

(2:00) IV. Adjourn

## MEETING NOTES

### I. **Call to Order, Welcome, and Introductions (Dana)**

- a. Jamie Socolick from Catholic Charities of La Crosse attending as a community member
- b. Dana Johnson will send updated crosswalk with 2019 Federal Model Standards to the group for our December meeting.

### II. **Review of Previous Recommendations (Dana)**

- a. The internal DCF project group is currently revising sections of the rule based on recommendations. The team will have updated recommendations and rule revisions to be reviewed by the Council at the December meeting.

### III. **DCF 56 Sections - 56.07. Other Living Space Standards Sections**

- Defined the various housing structure and 'housing unit' to align more with federal standards and provide for licensing of a wide variety of home types and construction. Focus is on the safety of a child within the housing structure.
- Outlined potential review of other buildings on properties that are licensed, such as barns and outbuildings, to ensure they are in a condition that will not create unsafe environment of children.
- Discussed frequency of water testing and relation to child safety and health. Outlined various housing standards as it relates to kitchen and bathroom requirements, identifying that it is best to have a 'place to prepare, eat, and store food safely' and eliminate direct language that identifies all of the specifications related to various bathrooms sizes and layout.
- Identified the need for access to water, use of outhouses for secondary home settings, and offered discussion related to other cultures (ex. Amish). We explored the outlying temperature of water and heat, including air-conditioned and heating of residences to ensure child safety and allow for individual decision making for foster parents.
- Outlined the need for smoke and carbon monoxide detectors and determined location as it aligns with the federal standards. Discussed the requirements for lighting, electricity, and ventilation as it relates to the home environment.
- Discussed changes to technology and the variance of non-landline telephones and other ways in which emergency services can be contacted (tablets, texting, ER cellphone service, etc.)
- Reviewed requirements related to trash and recycling and proposed the rule to remain the same under the sanitation rule as already written. Discussed the inclusion of safe and sanitary conditions as it relates to rodents and insects, as identified in the federal standards.
- Discussed fire safety requirements, emergency preparedness, and make recommendations regarding fire extinguisher storage, flammable or other hazardous materials, and comprehensive list of emergency telephone numbers made available for youth in a foster home.
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### IV. **Adjourn**

- Announcement that DSP Rule revisions is available on a public facing website located here: <https://dcf.wisconsin.gov/dsprulerevisions>. Meeting agendas and minutes will be posted to the site for review.
- Next Meeting: December 13, 2023 from 12:00pm to 2:00pm. Areas of rule to be reviewed include: swimming pools, transportation, and foster parent training.

- Firearms discussion will be scheduled for a date in 2024 and will include DCF contacted experts for both the safe storage and use in the home with a child present.

**UPCOMING MEETINGS:**

**Steering Committee:** January 8, 2023 10:00am - 11:00am :

<https://dcfwi.zoom.us/j/84783749841?pwd=aFhNbUlmVmxEcmFlc1FVeE9VVWhzUT09>

**Advisory Council Meeting:** December 13, 2023, 12:00pm – 2:00 pm

January 17, 2024 12:00 pm – 2:00 pm

<https://dcfwi.zoom.us/j/86962719002?pwd=RjFqREhRY1o3c3VjMIRpU2c3d1RRQT09>