**Maryland Department of Human Resources**  
**Advisory Council for Alternative Responses**  

**Meeting, August 13, 2013**  
**Minutes**

*Please note that the August 13, 2013 meeting was held via teleconference.*

**Council Member Attendees:** Ted Dallas, Carolyn Jones (for Dr. Albert Zachik), Sabrena McAllister, John McGinnis, Dick Paulman, George Randall (for James Trent), Claudia Remington, Melissa Rock, David Thompson, Jocelyn Williams (for Joan Little), Wendy Williams

**SSA Representatives:** Steve Berry, Shanda Crowder, Carnitra White

**Other attendees:** Christa Linton, Megan Lucy, Leslie Rozeff, Brian Schleter, Carol Spigner, Maria Tillman

**Welcome and Introductions**
Secretary Ted Dallas welcomed everyone to the meeting. In Carol Spigner’s absence, Carnitra White reviewed the agenda for the meeting.

**Minutes**
If changes are needed to the July 9, 2013 minutes, please e-mail Audrey McLendon.

**Updates**

Summary reports for the Alternative Response cases were distributed. Thirty-two percent of cases assigned for the month were screened into Alternative Response (AR).

The report shows that staff is following AR policy and using mandatory and discretionary mandates to assign cases. A few cases have been switched from Investigative Response (IR) to AR and vice versa upon investigation of the case.

The data is consistent with expectations, which is a testament of the workgroups successful hard work. This process engages families.

**Workgroup updates**

**Practice /Community Partners Workgroup**

*Phase I:*
The Co-chairs meeting was positive. The group made recommendations for a community presentation. On Monday, August 19th there will be a larger Phase I meeting hosted by Frederick County for supervisors, workers, National Resource Center (NRC), and Casey Family Programs.

*Phase II:*
Cecil County submitted their Implementation Plan. The other 4 jurisdictions are working on the Implementation Plans. The next Co-Chair meeting is planned for August 22nd.

**Phase III:**
The jurisdictions are identifying the Co-Chairs and plan to hold the first Co-Chairs meeting by the end of August.

**Phase IV:**
The AR Kick-Off is planned for:
- October 23 (Lower shore), morning meeting
- October 24 (Upper shore), afternoon meeting

The National Resource Center’s work plan to support SSA during the AR process was submitted to the Feds for approval.

**Evaluation Workgroup**
SSA has approved the plan for evaluation and is waiting for final approval from Casey Family Programs.

**Policy Workgroup**
Monday’s meeting, 8/19, should help identify policy areas needing revisions. There are no major issues in MD CHESSIE. A more comprehensive report regarding policy revisions should be available at next AR Council meeting.

**Communications**
Place Matters and Alternative Response fact sheets were distributed to the Council. Brian Schleter suggested that the fact sheets can be used for communicating with media, legislators, policy makers and community partners. The AR sheet clearly explains the difference between AR and IR and features a flowchart that shows how referrals are processed.

Carnitra White recorded videos to share with supervisors’ and staff that were well received. Brian Schleter suggested that the AR sheet will be revised based on feedback.

It was suggested that jurisdictions consider distributing brochures to the schools.

**Wrap up / Next Steps**
- AR council should e-mail comments or suggestions to Brian Schleter for the Secretary’s presentation to MACO as soon as possible.
- Change formal findings to plainer text
- Consider changing the AR council meeting from monthly to bi-monthly, or keep monthly meeting to conference calls
- September 10th meeting will be held via conference call (will revisit changing meeting monthly or bi-monthly at that time)