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NEVADA CHILDREN'S COMMISSION  
CHILD WELFARE COMMITTEE  
MEETING MINUTES

**DATE:** Friday, February 28, 2020

**TIME:** 10:00 a.m.

**LOCATION:**

Division of Child and Family Services  
3<sup>rd</sup> Floor, Small Video Conference Room  
4126 Technology Way  
Carson City, NV 89706

**TELECONFERENCE LINE:** 1-312-584-2401

**EXTENSION:** 488426

1. **Call to Order** – Megan Miller, Tim Burch, Judge Cynthia Lu, Amber Howell  
The meeting was called to order at 10:04 a.m. by Megan Miller.
2. **Welcome and Introductions (Roll Call)** – DCFS Staff  
**Members Present:** Megan Miller, Judge Cynthia Lu, Tim Burch, Amber Howell

**DCFS Staff:** Elvira Saldana

Public: Cynthia Carstairs, Bailey Bortolin

3. **Public Comment and Discussion:**

There was no public comment.

4. **For Possible Action:** Committee Goals- Megan Miller, Tim Burch, Judge Cynthia Lu, Amber Howell  
Megan Miller stated there was judicial training conducted by Justice Saitta in terms of the dependency system in the South. Megan Miller stated she was unsure if it was statewide.

Judge Cynthia Lu replied she did not believe there was any other training.

Megan Miller asked if there was any other training, she is unaware of either in the North or the South.

Judge Cynthia Lu asked for clarification, if Megan was asking if there is a conference going on or specific training for dependency.

Judge Cynthia Lu stated she is not aware of any in the North.

Megan Miller stated the next item to review is what technology everyone is using. The INSPIRES program was discussed at the last meeting.

Megan Miller asked if there are any developments in the North.

Amber Howell replied the focus has been INSPIRES. They have also been working with the State on the IT requests for the next legislative session.

Tim Burch asked Amber Howell if it was captured on the list of items that Washoe and Clark Counties have a posted solution for foster care placement. It is a piece of UNITY which does not work properly.

Amber Howell asked Megan Miller if it is on her list.

Megan Miller replied it is not currently.

Amber Howell stated Prime is a software system which allows foster parents and agencies to have an application on their phone or computer to be able to obtain real time census and update their profile. It provides a robust profile of what types of children would be the best placement in their home. Currently, UNITY does not allow to open all the foster homes available in the community.

Judge Cynthia Lu inquired if any of the features address if the foster parents have any specialties such as diabetic care or cultural aspect.

Amber Howell replied it does.

Megan Miller asked when the system will be completed.

Amber Howell stated they are close to being done and she can provide the launch date.

Judge Cynthia Lu stated CIP is working with the Second Judicial Court on a project with having UNITY communicate with their court data.

Megan Miller asked if there have been any barriers encountered.

Judge Cynthia Lu replied they are in the stages of communication.

Megan Miller asked for potential stakeholders to invite for future meetings.

Judge Cynthia Lu stated the CIC committee has an Education Subcommittee which meets quarterly with the school district. They have a good relationship with the Washoe County School District. Judge Cynthia Lu stated she could reach out to Carrie Pruitt, the Human Services Agency Education Liaison.

Tim Burch stated he will check who would be the appropriate person from the school district in the South.

Amber Howell suggested the regional behavioral health coordinators.

Megan Miller asked if the members knew of a foster parent who might be willing to participate to inform what they are experiencing.

Amber Howell replied Washoe County can get a foster parent.

Megan Miller stated she will identify a CASA individual. At the next committee meeting individuals can be identified and work on inviting them.

**5. For Possible Action:** Discuss and Decide Upon Next Steps- Megan Miller, Tim Burch, Judge Cynthia Lu, Amber Howell

- Assign Tasks to Committee Members (if needed)
- Specify Agenda Items for the Next Meeting
  1. Identification and voting of stakeholders to invite for future meetings
- Confirm Next Meeting Date/Time

The next meeting date for the Child Welfare Committee will be Friday, March 27, 2020 at 3:00 p.m.

**6. Public Comment and Discussion:**

There was no public comment.

**7. Adjourn**

The meeting adjourned at 10:34 a.m.

**CHAIRPERSON MAY CALL FOR A BREAK AT THEIR DISCRETION**

We are pleased to provide special accommodation assistance to persons with disabilities who wish to attend. Notify Elvira Saldana in writing at the Division of Child and Family Services, 4126 Technology Way, 3<sup>rd</sup> Floor, Carson City, NV 89706, or by calling (775) 684-4440 no later than three (3) business days prior to the meeting date. Supporting materials may be obtained at the above address or by contacting Elvira Saldana at (775) 684-4440.

This notice and Agenda has been sent to be posted at the following locations, in accordance with NRS Chapter 241:

**State of Nevada- Division and Child Family Services**

Website- <http://dcfs.nv.gov/Programs/CWS/ChildrensCommission/2020MeetingsAndAgendas/>

**State of Nevada- Nevada Public Notices**

Website- [www.notice.nv.gov](http://www.notice.nv.gov)

1. Division of Child and Family Services, 4126 Technology Way, 3rd Floor, Carson City, NV 89706
2. Nevada Youth Parole Bureau, 6171 W. Charleston Blvd., Bldg. 15, Las Vegas, NV 89146
3. Elko Juvenile Court, 665 W. Silver Street, Elko, NV 89801
4. Clark County District Attorney, 601 North Pecos Road, Las Vegas, NV 89101
5. Division of Child and Family Services, 475 W. Haskell St. #7, Winnemucca, NV 89445