

# CHILD AND FAMILY SERVICES STANDING COMMITTEE REPORT ON ACTIVITIES

2019 - 2020 FISCAL YEAR



First Nations of Northern  
Manitoba Child and  
Family Services Authority



The General Child  
and Family Services  
Authority



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## CHILD AND FAMILY SERVICES (CFS) STANDING COMMITTEE

### PURPOSE STATEMENT

Standing Committee's purpose is *"to provide leadership, support, and guidance in the development and implementation of strategies to inform and influence services and policies, as well as to **actively participate in setting the overall direction** and to ensure resilience for child welfare in Manitoba"*.

The role of the Standing Committee is set out in section 30(2) of *The Child and Family Services Authorities Act*, which states:

*The Standing Committee is to serve as an advisory body to the authorities and the government, and is responsible for facilitating cooperation and coordination in the provision of services under this Act.*

Standing Committee meetings serve as a vehicle to stay up-to-date and participate in decisions relating to changes impacting child welfare practices. Additionally, meetings provide an opportunity to bring forward the voice of staff of Authorities agencies and raise any concerns with the Department of Families to determine and facilitate solutions.

### LEADERSHIP COUNCIL

As per *The Child and Family Services Authorities Act*:

#### **Leadership Council established**

[29\(1\)](#) A Leadership Council is established consisting of persons designated in accordance with the regulations.

#### **Role of the Council**

[29\(2\)](#) The role of the Council is to provide a forum to discuss issues related to child and family services. The members of Standing Committee recognize their respective political leadership and value the collaborative working partnership.

### MISSION STATEMENT

Standing Committee's mission is *"to collaboratively provide a framework and structure to our agencies to support the needs of families, children, and their communities while respecting and honouring the various aspects of diversity"*.

### MEMBERSHIP

Standing Committee meets monthly and is comprised of the following members:

- The Chief Executive Officer or designate of the First Nations of Northern Manitoba Child and Family Services Authority;
- The Chief Executive Officer or designate of the Southern First Nations Network of Care;
- The Chief Executive Officer or designate of the Metis and Inuit Child and Family Services Authority;
- The Chief Executive Officer or designate of the General Child and Family Services Authority;

- The Director of Child Welfare or designate of the Child and Family Services Branch, Department of Families, Government of Manitoba; and,
- An additional designate from the Metis and Inuit Child and Family Services Authority.

## CORE AREAS OF RESPONSIBILITY

Standing Committee has established five core areas of responsibility it responds to:

1. Practice
2. Finance/Funding Decisions
3. Legislation/Regulation/Standards/Policy/Recommendations
4. Training
5. Evaluation and Reporting

Standing Committee's Report on Activities for 2019-2020 is summarized under each of the five core areas of responsibility as follows:

### Practice

Standing Committee's key objective for practice is to develop, lead, and implement best practice which prioritizes that children have safety, stability and permanency from childhood through to adulthood. This is achieved by supporting families and communities in their commitment to care for their children.

Standing Committee strives to ensure collective practice decisions reflect the diversity of services required for families and children involved with child welfare in the province. A transparent, coordinated, collaborative effort is not only required within the child welfare system (internal), it is also required in the work with community and departmental collaterals (external). Working with 'external' organizations helps to move practice towards a shared understanding of need.

Standing Committee meetings provide an opportunity for Authority and Child and Family Services Branch (CFS Branch) leadership to remain informed of, to influence and direct changes relating to practices impacting child welfare. The areas of practice, internal and external, which Standing Committee addressed during the 2019-2020 fiscal year include:

#### Practice: Internal

##### Archiving of Office of Child and Family Services Standing Committee Records

Standing Committee agreed to archive the physical records of the Office of Child and Family Services Standing Committee (OCFSSC), with records stored with the government archiving services. The OCFSSC Coordinator and the Child and Family Services Branch will continue this work in 2020-2021.

##### Birth Alerts

In 2018-2019, Standing Committee established the Notice of Maternity Working Group to develop a standardized process that provides for increased Authority oversight, clarity on the circumstances requiring a hospital to notify an agency of a birth, and a standardized notification template for use by hospitals.

This work continued in 2019-20 in collaboration with health service providers and Public Health. Standing Committee agreed to discontinue the use of birth alerts, with the focus of shifting practice to engagement and planning with expectant parents. Standards were revised to reflect this change and support documents created explaining the new process to staff of child and family services agencies and Health.

The Minister of Families announced an end to the practice of issuing birth alerts effective April 1, 2020; however, this was placed on hold as Public Health was focused on their response to the COVID-19 pandemic to help reduce the spread of the virus. They were not in a position to implement a broad system change that would place additional pressure on the health care system. As a provisional measure, the province issued an interim policy for CFS agencies regarding their work with high risk expectant parents. The oversight provided by the CFS Authorities and the transition to the new practice model resulted in significant reductions in birth alerts issued by agencies during this interim period.

Full implementation of the new process and end to birth alert practice will go ahead as of July 1, 2020, with ongoing collaboration between Public Health and CFS systems.

### Child and Family Services Applications (CFSA) User Group

The CFSA User Group continued the work tasked to them by Standing Committee in 2019-2020, ensuring that the most recent versions of all forms, policies and protocols approved by Standing Committee are stored and maintained on CFSIS.

In addition, the CFSA User Group was tasked by Standing Committee to ensure that active staff records in the CFSA are current. This work will be completed in 2020-21.

### Collaborative Authority Resource Team (CART)

CART (formerly Hotel Reduction Team), consists of one representative from each Authority to focus on locating long-term placements for children and youth to reduce reliance on emergency placements. In 2019-2020, the work of the team included:

- Working collaboratively with agencies to locate long-term placements for children and youth placed within the Winnipeg Emergency Placement Resource (EPR) system.
- Working collaboratively with CFS Branch staff to engage with key service providers regarding alternatives to shelter placements for high needs youth
- In conjunction with the CFS Branch, circulated the *Manitoba Placement Resource* available for children, youth and young adults in Manitoba.
- In an effort to streamline and collaborate with the CFS Branch, CART representatives continued to receive and screen all referrals from agencies for referral of children and youth to provincially managed level IV and V group and foster care resources.

### COVID – 19 Response

On March 11, 2020, the World Health Organization declared the COVID-19 virus a pandemic. On March 12, 2020, Manitoba had its first presumptive case and, as a result, the province recommended various strategies including, social distancing, hand washing, and remaining at home if symptomatic, to limit the spread of COVID-19.

As the number of confirmed and presumptive COVID-19 cases in the province grew, additional measures were implemented by Public Health. As part of pandemic planning, the Emergency Management Team (EMT), comprised of representatives from the four Child and Family Services Authorities and the Child and Family Services Branch, was established. The agreement outlines EMT's role and responsibility which is to act as the overall coordinating and decision-making body within the CFS system (regarding child welfare programs and services); act as a central hub for communication and surveillance; and to develop agreements to guide decision-making in an emergency situation.

The team held regular teleconference meetings to facilitate their response to COVID-19. New practice guidelines to ensure safety were developed and issued to CFS Authorities and agencies regarding family visitation, foster care, foster parent travel, school transfers for children in care, etc.

As responding to COVID-19 became the focus of the province and Authorities, a number of Standing Committee's initiatives/projects were deferred, with work resuming when the response to COVID-19 activities decreased, and it is safe to do so.

### Incident Involving Serious Injury to Staff

Due to a critical incident involving EPR staff, a gap in notification procedures was identified. As per group care licensing regulations, critical incidents about children in care (but not staff) are to be reported to the Director of Child Welfare. However, generally, if staff are as involved in an incident, the Director and Manager of Resource Placements is notified. It was agreed, that the automatic notification to the Director of Child Welfare of any critical incident regarding a child in care, or staff will result in further notification by the Director to Authorities. Specifically, the CFS Branch has agreed to notify the Authority of the agency the incident pertains to, of any incident reports or notifications received by the Director that are of a critical nature and involve EPR staff or any other group care facility.

### Manitoba Ombudsman – Personal Health Information Act (PHIA) Policies

In late 2018, the Manitoba Ombudsman examined the process for distributing Special Investigation Reports developed by the Manitoba Advocate for Children and Youth and what policies and procedures are in place to protect confidentiality and personal health information. To ensure compliance with legislation, the Multiples Working Group was tasked by Standing Committee to complete this work. A *PHIA Policy and Procedures on the Use of and the Collection and Disclosure of Personal Information and Personal Health Information* and the *PHIA Pledge* were developed, and approved by Standing Committee in June 2019. Authorities began implementation of the policies and pledge in the fall of 2019, with on-going work continuing in 2020-2021.

### The Freedom of Information and Protection of Privacy Act (FIPPA) - Standardized Procedure for Processing Requests

In 2018-2019, Standing Committee agreed to the development of a shared procedure to process FIPPA requests received by Authorities to ensure consistency of response across the system.

The Information & Privacy Policy Secretariat office will work with the Authorities to complete delegation forms and a working group will develop the procedures (process) and policies (with guidelines) related to how we would handle requests together as a public sector. Implementation will occur in 2020/21.

## Foster Home Abuse Investigation Process

In 2018-2019, Standing Committee tasked the Child Abuse Sub-Committee (CAC subcommittee) to develop a process that ensures a consistent, timely approach when abuse allegations pertaining to a foster parent are received. The Sub-Committee developed a *Foster Home Abuse Investigation Protocol* that supported a shift in practice to Designated Intake Agencies (DIA) leading investigations when the allegation is relative to a foster parent, with input from partner agencies when appropriate.

A 6-month pilot of the new process was conducted from November 1, 2018 – April 30, 2019, with reviews by Standing Committee at one and two-month post-implementation to ensure continuous improvements and to provide an opportunity to address any related issues or service gaps. A full review of the process was completed by the CFS Branch in May 2019, and based on the results of the review, Standing Committee approved full implementation of new process on an ongoing basis. The Inter-Authority Standards Working Group (IASWG) was tasked with revising Standard 1.3.4 to reflect the change in practice. This work was completed and the Standard approved by Standing Committee in November 2019.

## Foster Home Abuse Investigation Reporting to CFS Branch

Discussions began at Standing Committee in March 2019 regarding the requirement to notify the Director (via the Provincial Investigation Unit - PIU) of Foster Home Abuse Investigations. To ensure a standardized approach, a draft *Foster Home Abuse Investigations Review Form*, based on Standards, was shared and approved by Standing Committee in May 2019. It was agreed that agencies would notify Authorities in conjunction with their duty to notify the Director. Quarterly reporting by the PIU to the Authorities will occur and any issues that requiring immediate action will be sent to Authorities immediately.

## Foster Home Policy and Practice Subcommittee (FHPP)

### *Cultural Training for Foster Parents*

Standing Committee tasked FHPP sub-committee to join a working group with the Joint Training Team (JTT) to address the Child Welfare Legislative Review recommendation for mandatory cultural training for all foster parents. A review of the cultural competencies included in the Residential Schools and Journey to Inclusion trainings was completed. In January 2020, the province advised that one-time funding was available to assist in the development and roll-out of this. JTT members worked with their respective Authorities on proposals to access this funding, which were submitted in March 2020. Development of the training and roll-out is planned for 2020-2021.

## Manitoba Mandated CFS Agency/Authority Offices Contact Information Directory

The Standing Committee Coordinator ensured that the directory remained up-to-date and was distributed to Authorities and their Agencies and the CFS Branch bi-annually.

## Standing Committee and the Office of the Child and Family Services Standing Committee (OCFSSC)

The Standing Committee Report on Activities for 2018-2019 was approved September 2019. The OCFSSC Coordinator job description was updated and approved in June 2019.

## Practice: External – Community Collaterals

### B & L Resources for Children, Youth and Families

In November 2018, the investigation into allegation of abuse at a B & L foster home resulted in the Department of Families ordering a moratorium on placements for children in care within B & L programs, while a comprehensive review of B & L operations was conducted. The Department of Families called for the review to be completed by the Child and Family Services Branch, and the Child and Family Services Authority partners, with the cooperation of B&L.

Phase I focused on the safety of children currently placed in B & L foster homes, which was done in collaboration with B & L, the Authorities, and the CFS Branch.

Phase II of the review began in 2019, focusing on the renewal of the Service Purchase Agreement (SPA); development of a communications protocol; an audit of foster home files; and review of foster home program recruitment, training and service delivery model.

A summary report was publically released in January 2020, and the full report shared with key stakeholders, included 26 recommendations, which were categorized by priority and applicably (strictly to B&L; to all Community Care Providers; to CFS Authorities).

As a first priority, Standing Committee established the Foster Home Policy and Practice Subcommittee (FHPP), to develop a communication protocol to clarify roles and responsibilities of workers placing a child in a foster home licensed by the guardian agency, a foster home licensed by another child and family services agency, or a foster home managed by a Community Care Provider (CCP).

FHPP developed the Foster Care Communication Protocol and support documents, which were approved by Standing Committee in June 2019. Implementation of the protocol began in September 2019. Training of the protocol was developed in partnership with JTT which included training sessions for CFS agency and CCP staff.

By the end of this fiscal year, four recommendations were implemented. Work on the implementation of the remaining recommendations will continue in 2020-2021.

### Community of Care

This recruitment campaign involved CFS Authorities and agencies, the Kinship and Foster Family Network of Manitoba and the Province of Manitoba. A website (<http://www.allrelated.org/>) was created and launched, dedicated to assisting anyone interested in becoming a kinship, foster, customary care, or adoptive family. Radio advertising occurred for a period of time, ending during the election blackout in the fall of 2019.

Standing Committee tasked the FHPP with reviewing the website and developing options to revitalize it. The CFS Branch is exploring funding designated for website updates to determine how the government can support recommended updates.



## Health Sciences Centre (HSC) and CFS Working Group and its Subcommittees

In 2018-2019, Standing Committee established the Collaborative Health/CFS Working Group, consisting of the Joint Training Team and HSC staff, to develop user-friendly educational materials and FAQs on a variety of issues where CFS and the hospital intersect.

The working group's initial focus was apprehensions that occur in hospital settings, and a *Hospital Apprehensions Information Sheet for CFS* was developed and approved by Standing Committee in January 2020. The Information Sheet was distributed to agencies for implementation and attached to CFSIS, along with a CFSIS Bulletin.

In 2020-2021, the working group will focus on developing a process to ensure that pertinent medical information follows complex medical needs children.

## Indigenous Women's Healing Centre (IWHC)

As the result of an investigation in 2009 regarding a serious incident at IWHC, the CFS Branch placed a ban on the placement of a child in care with their mother while residing at an IWHC facility. In March 2019 IWHC requested that the ban be lifted and in April 2019 attended Standing Committee to provide an overview of their current programming, changes implemented since 2009 and measures in place to ensure a child's safety if placed with their mother while she resides in their facilities.

The CFS Branch led the work with IWHC to, developing communication materials for CFS staff that provided practice guidelines and clarified roles and responsibilities.

As a result of the work completed and the measures in place, Standing Committee agreed with lifting of the ban related to children in care being placed with their mother when residing in IWHC. Additionally, visits between mothers and their children in care could occur at IWHC.

The CFS Branch issued a letter advising Authorities and agencies of the decision to lift the ban effective July 29, 2019, outlining changes implemented to support this decision and information regarding funding for children residing with their mothers.

## Research Requests made to Standing Committee

At the request of Standing Committee, the CFS Branch provided an overview of the process for approving external research requests. Further discussion is planned for 2020-21 regarding consideration of OCAP (ownership, **control**, access, and possession) principles, approval processes depending on the type of research request, and reporting back to Standing Committee on Director approved research requests. This includes the possibility of having Standing Committee review or engage with researchers who need agency access to records or data, as well as how to share Manitoba Centre for Health Policy findings/research with SC to help inform practice.

## Practice: External Branch's/Departments

### Community Living disAbility Services (CLdS)

CLdS met with Standing Committee to discuss their new funding model, tracking mechanisms and assessment tools that have been implemented to ensure seamless transition for youth in care to CLdS when applicable.

### Employment and Income Assistance

#### *EIA Policy Clarification Pertaining to CIC with Treaty Number*

Standing Committee met with Assistant Deputy Ministers and Department staff to discuss the coverage of optical, dental and pharmaceutical costs pertaining to child in care with a treaty number, with particular emphasis on those costs covered provincially but not federally.

The Department developed a seamless registration process for coverage of optical, dental and pharmaceutical costs for children in care to ensure that no child goes without in instances where there is disagreement regarding coverage.

#### *Social Allowance Health Services (SAHS)*

Standing Committee reviewed and approved the updated forms and processes proposed by EIA regarding registering children in care for a SAHS number, which were distributed to CFS Authorities and agencies.

### Manitoba Advocate for Children and Youth (MACY)

#### *Process for Independent Investigations, Reviews and Public Reports*

The Authorities continue to be involved with MACY relative to public reporting, implementation of recommendations and Special Investigation Review reporting that is focused on system change.

### Manitoba Health

Standing Committee agreed to revise the MSHC card application process with Manitoba Health, regarding young adults who receive agency services through an *Agreement with Youth Adults (AYA)*. Under the new process, agencies are no longer be required to advise Manitoba Health of an AYA, and the youth would not be required to enter their address as that of a CFS agency or Authority, thus allowing youth to obtain a health card with their current personal, address.

The Department of Families sent a letter to the Department of Health confirming the new process, which came into effect on June 1, 2019.

### Public Trustee

Standing Committee agreed that the Public Guardian Trustee Office, as the substitute decision maker on behalf of individuals, is to send requests to a CFS agency when seeking information regarding an individual's eligibility for claims under the Sixties Scoop Class Action Lawsuit.

## Science of Early Child Development

The province provided Standing Committee with information regarding a free interactive online child development training program that was developed by the Science of Early Child Development (SECD). The training targets children ages 8 years and under, with tools that can be used by foster parents, workers, and parents.

SECD presented an overview of the program to the Joint Training Team in June 2019 and information regarding the website was shared with CFS agencies.

## Finance / Funding

Standing Committee's key objective for finance is to critically review and examine funding agreements and models in order to support effective services to children and families and to ensure financial expenditures are outcome driven.

This objective is accomplished via bi-weekly finance meetings attended by: the ADM of Administration and Finance, the ADM of CFS Branch, Authority CEOs and Authority CFOs. With the implementation of Single Envelope Funding, Standing Committee established the Authority Child Maintenance Advisory Committee (ACMAC).

### Authority Child Maintenance Advisory Committee (ACMAC)

The purpose of the Authority Child Maintenance Advisory Committee (ACMAC) is to advise, recommend, implement and collaborate on issues related to child maintenance, single-envelope funding and rate framework structures that support service delivery and decision making. Membership is comprised of both Finance and Service staff from each of the Authorities and CFS Branch. The Standing Committee Coordinator provides support as required.

ACMAC leads the following sub-working groups: Policy, Finance, Service Issues, Information Technology, Agreements and the Child and Family All Nations Coordinated Response Network (ANCR) Review. Each working group meets regularly, reporting their decisions and recommendations back to the larger ACMAC working group, which are brought to the bi-weekly finance meetings for review and approval. ACMAC provides updates and a record of decisions to Standing Committee on a monthly basis. Standing Committee accepted the final report from the ANCR Review sub-working group in March 2020 and their work is now complete. The work of ACMAC and its remaining sub-working groups will continue in 2020-2021.

### Office of the CFS Standing Committee Budget

Standing Committee reviewed and approved the Office of the CFS Standing Committee budget for this fiscal year.

## Legislation/Regulation/Standards/Policy/Recommendations

Much of the work of Standing Committee results from decisions made at the provincial level to review, revise or develop new Legislation, Regulations, Standards, Policy and responses to recommendations made to the CFS system. The 63 recommendations included in the Manitoba Child Welfare Legislative Review Reform Report released in the Fall of 2018 has generated a focus of the work that occurred in 2019-2020. Standing Committee represents the voice of their Authority agencies as they collaborate with the Department of Families on any of these changes.

Standing Committee's key objectives for legislation, regulations, standards and policies are to support families, improve permanency and belonging, and reduce the number of days care by shifting and influencing the child and family services system through legislation and policy which directly impacts practice.

Many of these objectives are addressed by Standing Committee's Inter-Authority Standards Working Group, Multiples Working Group, Foster Home Policy and Practice, Joint Training Team and the Legislative Review. In 2019-2020, Standing Committee addressed the following:

### Legislation

#### *Manitoba Child Welfare Legislative Reform*

In 2018-2019, Standing Committee reviewed and provided feedback on the recommendations for legislative change stemming from this report upon its release in the Fall 2018. The initial focus was to develop policies and procedures, where possible, to meet the recommendations. Authorities identified representatives to complete this work in conjunction with the CFS Branch. In June 2019, Authorities provided written submissions to the CFS Branch in response to their questions regarding proposed changes to legislation, policy and practice.

With the implementation of the federal legislation, *An Act respecting First Nations, Inuit and Métis children, youth and families*, on January 1, 2020, the province conducted a comparison review with existing Manitoba legislation to identify areas requiring alignment. These items have been highlighted for inclusion in the new legislation, with work continuing in 2020-2021.

The province, in collaboration with the Authorities, continues work on legislative reform, with key elements guided by Legislative Review Committee Report and recommendations.

### Regulation

#### *Voluntary Surrender of Guardianship (VSG)*

Standing Committee determined that the current prescribed VSG templates do not reflect The Child and Family Services Authorities Regulation whereby the Authority is to approve a VSG. There is no place on the VSG for an Authority designate to sign-off or indication for a copy to be received by the Authority. The CFS Branch consulted with Family Law/Civil Legal Services regarding the required revisions to this prescribed form and the necessary changes were completed.

In November 2019, Standing Committee approved the revisions made to the VSG templates. The new forms were placed on CFSIS and a CFSIS Bulletin was created indicating the availability of the updated templates.

## Standards

### *Inter-Authority Standards Working Group (IASWG)*

Standing Committee established IASWG to ensure consultation and collaboration on the ongoing maintenance of the Child and Family Services Standards Manual, according to the Provincial Standards for Child and Family Services Standards Development Protocol, signed by the Chief Executive Officers of the four Child and Family Services Authorities and the Director of Child Welfare. The following work occurred in 2019/2020:

- Standard 1.3.4 Provincial Child Abuse Investigations. In 2018-19, Standing Committee tasked the Child Abuse Sub-Committee to develop a process that ensures a consistent, timely approach when abuse allegations pertaining to a foster parent are received. The Sub-Committee developed a Foster Home Abuse Investigation Protocol that supported a shift in practice to Designated Intake Agencies (DIA) leading investigations when the allegation is relative to a foster home, with input from partner agencies when appropriate.

A 6-month pilot of the new process was conducted from November 1, 2018 – April 30, 2019, and based on recommendations of the pilot review, Standing Committee approved full implementation of new process on an ongoing basis. The Inter-Authority Standards Working Group (IASWG) was tasked with revising Standard 1.3.4 to reflect the change in practice. This work was completed and the Standard approved by Standing Committee in November 2019.

- Court Particulars. As Court Particulars are not currently a regulated or prescribed form, agencies and their lawyers use different but similar forms for short and long particulars, with some providing more information. Standing Committee tasked IASWG with developing a standardized Court Particulars template for use across the CFS system.

IASWG is nearing completion of this work and the new Court Particulars template will be approved and implemented in 2020-21.

### *National Standards Working Group*

In preparation of the federal legislation, *An Act respecting First Nations, Inuit and Métis children, youth and families*, on January 1, 2020, Standing Committee established the National Standards Working Group. The working group, composed of Authority and CFS Branch representatives, were tasked with developing interim practices and procedures that align with the federal legislation, as well as communications and any associated training that may be required for CFS agencies.

The initial focus of the working group was to develop a standardized Notice of Significant Measure form and support documents for use by CFS agency staff, with work continuing in 2020-2021.

## Recommendations

### *Multiples Working Group (MWG)*

Standing Committee's MWG is tasked to address recommendations from Special Investigation Review (SIR) reports from the Manitoba Advocate for Children and Youth (MACY) that have implications beyond a single Authority. The MWG allows for collaborative across-Authority and CFS Branch consideration in the development of responses to SIR recommendations. With the proclamation of the *Advocate for Children and Youth Act*, MWG responses to recommendations, approved and signed by all Standing Committee members, are forwarded directly to the MACY office.

Standing Committee reviewed and approved the December 2018 MWG Report to MACY regarding the status of the following three recommendations:

- I. Status: Complete – Recommendation that *the four Authorities develop policy and procedures with respect to the provision of courtesy services requests across various jurisdictions in Manitoba's child welfare system*. An Inter-Authority Courtesy Services Protocol and Request Template were developed and approved by Standing Committee in November 2018 for implementation across the system.
- II. Status: MA and GA Authorities – Complete. SFNNC – Complete-Alternate Solution. NA – In Progress. This recommendation pertains to *ensuring Child in Care Annual Reviews are consistently completed*. Respecting differences in practice, Standing Committee agreed that each Authority would provide an authority-specific response to this recommendation.
- III. Status: Complete– recommendation to *review intake screening process including documentation requirements on the Intake Module*. A review of the standards and training in place pertaining to the Intake screening processes and documentation requirements were found to promote consistent practice across DIAs.

In June 2019 correspondence, MACY advised Standing Committee of their review of the responses with respect to courtesy services and intake screening, and consider them fully implemented and complete

### *Manitoba Ombudsman*

As a result of an inquiry into the death of a youth in an adult correctional facility a recommendation was made regarding communication between the Justice and CFS systems. In response to this Ombudsman recommendation, the CFS Branch, Authorities and Justice reissued the *Joint Protocol for Working with Mutual Clients, Community and Youth Corrections and CFS Staff*, with a note indicating the additional Legislative Acts that apply: *The Advocate for Children and Youth Act* and *The Protecting Children (Information Sharing) Act*. Justice further indicated that the Protocol applies to any minors who may be detained in an adult facility. To ensure this message was broadcast to the child welfare system a CFSIS Bulletin was also issued.

## Training

Standing Committee's key objective for training is to provide relevant training for the diverse workforce in the child and family services system that is consistent with the core areas of responsibility of Standing Committee. Training is addressed by the Joint Training Team (JTT), a sub-committee of Standing Committee:

### Joint Training Team (JTT)

The purpose of the JTT is to develop a professional, qualified, culturally competent workforce in the CFS system. JTT is responsible for developing, coordinating, implementing, and evaluating education and training activities for CFS staff and caregivers. JTT is also responsible for assisting in the development and evaluation of education and training curricula. This working group meets monthly to coordinate training efforts across the CFS system. Please refer to the attached JTT Activity Report for 2019-2020 for further detail and training statistics. Additionally, in 2019-2020 JTT:

- In consultation with the CFS Branch, hosted the 12<sup>th</sup> Annual Child Abuse Committee (CAC) Coordinator Conference in Winnipeg, in June 2019. Topics of discussion at this conference included:
  - Risk Management with Youth Who Have Engaged in Sexually Harmful Behavior
  - Trafficking and Sexual Exploitation in Manitoba
  - Polygraph: What Does It Mean?
  - Medical Exams: What Can They Tell Us?
  - Manage Vicarious Trauma by Building Your Resilience
  
- Worked with HSC staff on a joint working group tasked to develop materials for front line agency staff regarding a number of areas interfaced between child welfare and hospital. *Information Sheet for CFS Agencies Hospital Apprehensions to be used for all hospitals. Next step will focus on developing a process to ensure that pertinent medical information follows complex medical needs children*

In addition to the training facilitated by JTT, each Authority continues to provide a significant amount of practice training. For more detailed training statistics, please refer to the Annual Reports of each of the four Child and Family Services Authorities.

### Core Competency Based Training

As training continues to be devolved to the Authorities, contracts for Core Trainers ended in December 2019 and Core training were suspended. The province has purchased the modules and is currently working with the Institute of Human Services to obtain permission to edit the materials, which would allow Authorities to enhance the curriculum to their specific needs. The role of the CFS Branch is to be the base CORE Curriculum maintenance and support to Authorities. In addition, the CFS Branch will also continue to provide CFSIS, Sexually Exploited Youth and Child and Youth Care training.



## Evaluation and Reporting

Standing Committee's key objective for evaluation and reporting is to determine, develop and define objectives that ensure measurable outcome reporting related to the work of Standing Committee. In 2019-2020 the following occurred:

### Department of Families Annual Report - Reporting of Children in Care Statistics

To ensure consistency in the Department and Authority Annual Report child in care statistics, Standing Committee established a working group of Authority and CFS Branch representatives in January 2019. The working group was tasked to establish dates to run data for the annual report, understand how each Authority is counting cases, develop common definitions and categories for non-paid care, explore how family files are counted and report on the number of children being supported at home.

The tasks were completed by the working group, with the parameters approved by Standing Committee, and the final set of data for Annual Reports was provided in July 2019.

Following the completion of data work for 2018-2019, Standing Committee agreed to have the working group continue and work on the data of 2019-2020 throughout the year.

### First Nations/Canadian Incidence Study of Reported Abuse and Neglect (FNIS/CIS)

The primary objectives of the FNIS/CIS are to determine national rates of investigated and substantiated maltreatment and risk of maltreatment; document the severity and form of maltreatment; monitor short-term investigation outcomes and compare rates across time.

FNIS/CIS staff from Ottawa attended Standing Committee in March 2019 to provide a presentation on their study of reported abuse and neglect. Standing Committee discussed the importance of having community and leadership buy-in and understanding regarding the study and the information that can be provided back to communities from the study.

### Office of the Auditor General of Manitoba (OAG) – Audit of Foster Homes

In December 2019, the OAG released their Management of Foster Homes – Independent Audit Report. The CFS Branch and Authorities worked collaboratively in their review and response to the report's recommendations. This work will continue in 2020-2021.

## Strategic Goals for 2020-2021

The key goals of Standing Committee for the 2020-2021 fiscal year include:

***Continue to work in collaboration with the Department of Families to respond to recommendations included in the Manitoba's Child Welfare Reform Report.***

- *Continue the work associated with the implementation of Single Envelope Funding via ACMAC, its sub-working groups and the Bi-Weekly Finance meetings.*
- *Implement the new practice approach for providing supports to high risk expectant parents.*
- *Continue to define, direct and support the work that ensures a continuum of services that reduce days care for children and maintains their connection and belonging with family and community, including:*



- *Customary care*
- *Guardianship Supports and*
- *Modernization of Adoption Assistance*
- *Work in conjunction with the Department of Families in a review of emergency services for high and complex needs children and youth.*
- *Update the Authority Service Agreements-*
- Further devolution of Child and Family Services to the Authorities.
- As part of Strategic Planning with stakeholders, training needs, curriculum, including type of training and delivery models the Child Protection Branch will engage with Standing Committee to determine the future state of provincial training.
- Continue with implementation of the OAG Audit of Foster Homes recommendations.
- Continue with implementation of the recommendations from the B&L Review.
- Continue to develop and implement policies, procedures and practices related to the federal legislation, *An Act respecting First Nations, Inuit and Métis children, youth and families.*
- Examine ways to enhance the working relationship between Standing Committee and Leadership Council.

## Conclusion

The Child and Family Services Standing Committee is pivotal in promoting cooperation and collaboration with other governmental systems including: education, justice, health, employment, and housing. Members of Standing Committee are in a position to develop approaches in working with these other systems that ensure jointly developed protocols and procedures are adhered to by their respective Authority and service agencies. Additionally, the CFS Standing Committee promotes continued, collaborative working relationships between the four CFS Authorities and CFS Branch. Having this coordinated approach to decision making helps to streamline service provision and facilitate best practice in working with children and families coming into contact with child and family services offices in the province of Manitoba.

## Appendix A – Standing Committee Sub-Committees

Name of Sub-Committee	Purpose	Reporting Requirements	Membership
<b>Authority Child Maintenance Advisory Committee (ACMAC)</b>	To advise, recommend, implement and collaborate on issues related to child maintenance, single-envelope funding and rate framework structures that support service delivery and decision making. Formed as a preparedness measure to implement single-envelope funding, including the shift to Child and Family Services Authority management of child maintenance monies along with associated accountability and responsibility.	Reports and makes recommendations to Standing Committee.	Maximum of three representatives from each Authority and the CFS Branch. Representatives include both Finance and Service staff.
<b>ACMAC Sub-committees</b>			
<b>Agreements Working Group</b>	To identify and discuss issues associated with draft Service Purchase Agreements (SPAs) for the Authorities and the Agencies in regard to single-envelope funding, and make recommendations related to Agency and Authority funding to ACMAC.	Reports and makes recommendations to ACMAC.	One representative from each Authority, the CFS Branch and the Agency Accountability Support Unit. Subject Matter Experts (SMEs) may be invited to attend meetings or provide feedback and may be selected from the Agencies.
<b>Child and Family All Nations Coordinated Response Network (ANCR) Review</b>	To develop, evaluate and score of the Request for Proposal (RFP) to conduct a review of ANCR, with recommendations for a service provider and updates on the deliverables.	Reports and makes recommendations to ACMAC and Standing Committee.	One representative from each Authority and the CFS Branch.
<b>Finance Working Group</b>	To identify and discuss financial processing, reporting and auditing issues, and review and make recommendations related to Agency and Authority funding and finance issues.	Reports and makes recommendations to ACMAC.	One Finance representative from each Authority and two from the CFS Branch. Subject Matter Experts (SMEs) may be invited to attend meetings or provide feedback and may be selected from the Agencies.
<b>Information Technology Working Group</b>	To make recommendations focused on the development, implementation and ongoing maintenance of information technology systems with related policies and best practices, in order to facilitate the implementation of single-envelope funding.	Reports and makes recommendations to ACMAC.	One representative from each Authority and two from the CFS Branch, with at least one member being a representative from ACMAC. Subject Matter Experts (SMEs) may be invited to attend meetings or provide feedback and may be selected from the Agencies.

<b>Policy Working Group</b>	To make recommendations focused on the development or amendment of policy related to the implementation of block funding	Reports and makes recommendations to ACMAC.	One representative from each Authority and two from the CFS Branch. Subject Matter Experts (SMEs) may be invited to attend meetings or provide feedback and may be selected from the Agencies.
<b>Service Issues Committee</b>	To identify and discuss service issues related to child maintenance with a focus on implementing policies and procedures so that child and family services (CFS) agencies have the necessary supports to meet the best interests of children, youth, families and communities.	Reports and makes recommendations to ACMAC.	One representative from each Authority; one Service and one Finance representative from the CFS Branch; one Service and one Finance representative from ACMAC. Subject Matter Experts (SMEs) may be invited to attend meetings or provide feedback and may be selected from the Agencies.
<b>Child Abuse Sub-committee</b>	To develop a process that ensures a consistent, timely approach when abuse allegations pertaining to a foster parent are received.	Reports and makes recommendations to Standing Committee.	One representative from each Authority and the CFS Branch.
<b>Child and Family Services Applications User Group</b>	To identify issues and make recommendations for enhancements to the Child and Family Services Information System and Intake Module.	Reports and makes recommendations to Standing Committee.	One representative from each Authority and the CFS Branch.
<b>Collaborative Authority Resource Team (CART)</b>	Developed to reduce reliance on emergency placements, with a focus on locating long-term placements for children and youth.	Reports and makes recommendations to Standing Committee.	One representative from each Authority and two representatives from the CFS Branch.
<b>Collaborative Health/CFS Working Group</b>	To develop user-friendly educational materials and FAQs on a variety of issues where child and family services and the hospital intersect.	Reports and makes recommendations to Standing Committee.	Members of the Joint Training Team and staff from the Health Sciences Centre.
<b>Foster Home Policy and Practice Sub-Committee</b>	To develop a communication protocol to clarify roles and responsibilities of workers placing a child in a foster home licensed by the guardian agency, a foster home licensed by another child and family services agency, or a foster home managed by a Community Care Provider (CCP).	Reports and makes recommendations to Standing Committee.	One representative from each Authority and the CFS Branch.
<b>Inter-Authority Standards Working Group (IASWG)</b>	To ensure consultation and collaboration on the ongoing maintenance of the Child and Family Services Standards Manual.	Reports and makes recommendations to Standing Committee.	One representative from each Authority and the CFS Branch.

<b>Joint Training Team (JTT)</b>	Responsible for developing, coordinating, implementing, and evaluating education and training activities for staff and caregivers in the child and family services system. Recommendations are brought forward to Standing Committee for approval.	Reports and makes recommendations to Standing Committee.	One representative from each Authority and the CFS Branch.
<b>Multiples Working Group</b>	To share and respond to child death recommendations from Section 4 and Special Investigation Review (SIR) reports that have implications beyond a single agency or Authority.	Makes recommendations to Standing Committee regarding joint responses.	One representative from each Authority and the CFS Branch.
<b>National Standards Working Group</b>	Tasked with developing interim practices and procedures that align with the federal legislation, <i>An Act respecting First Nations, Inuit and Métis children, youth and families</i> , as well as communications and any associated training that may be required for Child and Family Services agencies.	Reports and makes recommendations to Standing Committee.	One representative from each Authority and the CFS Branch.
<b>Notice of Maternity Working Group</b>	To develop a standardized process that provides for increased Authority oversight, clarity on the circumstances requiring a hospital to notify an agency of a birth, and a standardized notification template for use by hospitals.	Reports and makes recommendations to Standing Committee.	One representative from each Authority and the CFS Branch.