



February 2020

The Vision

News and updates from and about the Kentucky Department for Community Based Services
Elizabeth Caywood, Deputy Commissioner

Protection and Permanency: Adult Services

- The Adult Protection Branch staff continue to serve as the liaison for the statewide Local Coordinating Councils on Elder Abuse. A statewide conference call with the councils is scheduled for February 19, 2020.
- Adult Protection Branch staff are currently compiling agency information and data to submit to the National Adult Maltreatment Reporting System (NAMRS) 2019 submission that is due at the end of February.
- The Adult Protection Branch began the development of a new case review tool for Adult Protective Services (APS) investigations.
- The Adult Protection Branch began drafting new APS policy around interviewing minors.



Get and share information about recognizing and preventing elder abuse in Kentucky:

<https://chfs.ky.gov/agencies/dcbs/dpp/apb/Pages/elderabuse.aspx>

Child Care

- The Expanding High-Quality Family Child Care Initiative - The pilot project teams are hard at working toward their goals/purpose: Recruiting new family child care providers, and working with community members to increase awareness about the importance and need for quality early education that includes:
- Parent focus groups have been completed. Due to low participation across the state, a survey is being developed to send out to families to gain a more diverse sample of information.
- Staff are currently working on Business Focus Groups across the state. The first one is being conducted in Eastern Kentucky (Pikeville).
- A shout out to our Western Pilot Project for having several new providers working on the certification process! They are also working on a Professional Development Summit that will happen in April focused on family child care and infants and toddlers.
- Child Care Aware of Kentucky:

Child Care Aware (CCA) continues to expand their collaborative work on Go NAPPSACC project with the University of Kentucky and the University of North Carolina. This includes training for Salt River and Jefferson coaches as well as expansion to some of the counties served by the Two Rivers, Cumberland, and Eastern Mountain regions. Go NAPPSACC provides online tools and resources to support child care centers in adopting healthy eating and physical activity practices. To learn more about the resources available through Go NAPPSACC visit <https://gonapsacc.org/>.



Child Care

- Child Care Aware (CCA) Facebook page has continued to grow its reach. As of January 21, 2020, CCA has 887 total Facebook users who have liked and followed the page. In addition, the monthly average number of engaged users (those who like or click on a post) was 190. The site averaged 252 users who saw our page on their feed each day.
- Trainer Talk was published in early January. This quarterly e-newsletter provides information and updates to Kentucky's 650+ early care and education credentialed trainers.

To view the latest edition of Trainer Talk visit <http://createsend.com/t/i-8052AAF2B6FF6ABC2540EF23F30FEDED>.

- The Division of Child Care's Operation Manual/DFS Manual Volume VII-Child Care Assistance Program (CCAP) used in the field by DCBS Family Support Staff and by the DCBS Training Branch was revamped. The finished product was posted online this month and can be found at: <https://chfs.ky.gov/agencies/dcbs/dfs/Documents/OMVOLVIII.pdf>.
- Based on the Executive Dashboard for CCAP, 45,381 children and 25,368 families were served during 2019. The majority of households are income-eligible and are enrolled in a licensed type I child-care center. Throughout the year, more than 2,200 providers were approved with the vast majority being licensed type I child-care centers (1,915).
- On January 9, 2020, Provider Portal launched a new feature which allows registered child care providers to view and upload documents directly to Provider Portal. Registered providers will be able to upload their Initial Application as well as Renewal Application directly to Provider Portal versus returning a large packet of information that is expensive to mail. Providers will also be able to view any documents uploaded by DCC. Each provider received a detailed "Tip Sheet," designed especially for them, that walks them step by step through process of uploading the documents into the Provider Portal. This is part of our continued effort to provide our valued registered providers the necessary support that they need for success.

Quality Enhancement (QE) Branch:

- The Quality Enhancement Branch Management Team through a collaborative effort with Child Care Aware Quality coaches has completed four onsite job shadowing visits. The team is focusing on the relationship between Coach and Director as well as processes and methods used to prepare child care directors for upcoming rating visits. To date, the team has observed in Southern Bluegrass, Northern Bluegrass and Jefferson regions. Plans are being made for the team to observe Training Coaches and Health/Safety Coaches during the first quarter of 2020.
- The DCC Professional Development Section was awarded \$69,750.00 in Milestone Achievement Awards, \$105,210.00 in Non-college Scholarships, and \$18,450.00 in Related Education Reimbursements during 2019.
 - 2019 Total Credentials:
 - CCCC: 388
 - CCCC Renewals: 225
 - Director's: 109
 - Trainer's: 134
 - Trainer's Renewals: 168
- National Background Check Program (NBCP)- As of January 21, 2020, 54,913 child care staff member background checks have been initiated through the NBCP. A total of 1,326 background checks completed with 'hired' status from December 20 to January 20.
- Amendments to 922 KAR 2:090 and 2:100 (licensure and certification requirements for child care facilities and homes) were filed in October in order to include requirements on contract substitute child care center employees. These amendments also include a timeframe that is consistent for all employees to complete annual training beyond their first year (rather than one facility having a different training deadline for every staff member). These amendments are in the public comment period through January 2020.



Protection and Permanency: Child Welfare

- Child Welfare Transformation:
 - In January, the Child Welfare Transformation (CWT) entered into the final phase of moving from a project management structure into a quality assurance teaming structure.
 - CWT phase two is on target to fully transition in the near term to support DCBS' efforts in becoming a more data-informed, outcomes driven, and solution focused agency. The six Child Welfare Quality Assurance (QA) teams Workforce Supports, Fiscal Modernization, Supports for Out-of-Home Care, Judicial Engagement, Prevention Supports, and Permanency, will meet in February and March. The QA teams will be review the ongoing progress of the phase one CWT strategies and will receive updates on the status of the CQI redesign. Discussion will be inclusive of the opportunity to enhance the new CQI implementation by modeling the process,



DCBS Leadership and the Capacity Building Center for States held a CQI redesign orientation in January. CWT Lead and Executive Advisor Jennifer Warren explained the group's plans.

leading by example, demonstrating data-informed strategic planning, and supporting the field through communication and responsiveness, and incorporating their inputs toward solutions for better outcomes.

- The DCBS leadership team and the Capacity Building Center for States (the Center), held a CQI redesign orientation on January 23, 2020 with the two subcommittees: CQI Academy Training Team, and CQI Self-Assessment Team. The attendees were inclusive of supervisory staff, CQI Specialists, DCBS leadership, and the Center consultants; a Service Region Administrator representative. Two youth and a biological parent have membership on the CQI self-assessment team, but were unable to participate in the orientation. The Center provided an overview of the project which included the presenting challenges, desired outcomes, project milestones, an overview of essential functions of teaming, the foundations of successful CQI, and the roles and responsibilities.

Next Steps:

- On February 28, 2020, the CQI Self-Assessment team is scheduled to meet to begin the process of assessing the agency's capacity and infrastructure using the Centers self-assessment tool.
- The CQI Academy Training will soon begin the CQI Academy. A planning meeting will be scheduled in early February.
- During the statewide Stakeholders meetings on January 23, 2020, DCBS leadership and the Center provided an overview of the CWT phase two, the CQI redesign project, and explained that stakeholders would be in engaged for inputs during the CQI self-assessment process. Regular updates to the stakeholders group will be provided for the purposes of communicating updates, and seeking additional participation as the new CQI process is implemented.
- Family First Prevention Services Act (Family First/FFPSA):
 - In response to the December meeting with Congressional staff from the Senate Finance Committee and House Committee on Ways and Means in Washington, D.C., future planning occurred to address remaining challenges regarding implementation of Family First. The APHSA (American Public Human Services Association) is supporting states through facilitation of discussions with Congressional staff and Children's Bureau Associate Commissioner, Jerry Milner.

Protection and Permanency: Child Welfare

- Family First Prevention Services Act (Family First/FFPSA):
 - The Family First Transition Act became law on December 20, 2019, providing vital support for Kentucky with the implementation of the Family First Prevention Services Act. States await specific guidance from the Children's Bureau regarding the process to access the available funds outlined in the Act to support implementation.
 - The successful implementation of Qualified Residential Treatment Program (QRTT) remains a challenge for Kentucky. This challenge was not addressed through the Transition Act legislation. Discussions with Congressional staff continue in efforts to achieve a resolution. DCBS will be contacting Commissioner Lee regarding possible options under recent clarification from the Center for Medicare and Medicaid Services.
 - This month, DCBS staff met with regional Family First liaisons, Prevention Services Referral Gatekeepers, and Prevention Services Providers to discuss Family First implementation. The meeting consisted of discussion around prevention services data, implementation strengths and challenges, and the building of a Continuous Quality Improvement (CQI) process for Evidence Based Practices (EBP) as outlined in the Family First Act.
 - Despite no new infusion of funding, DCBS has worked diligently to expand in-home prevention services within its control in 2019. Contracts for further expansion of Family Preservation Program (FPP) contracts and expansion of the Kentucky Strengthening Ties and Empowering Parents (KSTEP) program are currently under review.
 - DCBS, along with its consultants, continue to work with current contracted prevention service providers to optimize claiming under title IV-E prevention services.
 - A Request for Information (RFI) is currently under review and will be issued to gauge the availability of evidence-based practices (EBPs) and readiness of our provider network to serve families throughout Kentucky should additional expansion opportunities be presented through state or federal appropriations.
 - Consultants through Chapin Hall at the University of Chicago supported DCBS this month in launching the process of developing a thorough and efficient CQI system for Family First EBPs. This work will continue through the support of Casey Family Programs throughout the year.
 - DCBS submitted its Title IV-E Prevention Services prevention plan to the Children's Bureau in August. The most recent feedback from the Children's Bureau did not require any additional revisions from DCBS, but requested clarification from researchers regarding independent systematic reviews on three EBPs.
 - This information was resubmitted, and DCBS is currently awaiting final review and approval. The Children's Bureau has advised DCBS that once the title IV-E prevention services plan is approved, the state will have the ability to submit claims for prevention services, in accordance with the Act, back to October 1, 2019.
 - Due to the delay in review and rating of EBPs by the Title IV-E Prevention Services Clearinghouse, DCBS has taken advantage of the option for states to complete their own independent systematic review of programs and submit to the Children's Bureau for approval of transitional payments. Those EBPs include the Sobriety Treatment and Recovery Team (START), Cognitive Behavioral Therapy (CBT), and Homebuilders and were submitted as part of the prevention plan to the Children's Bureau.
 - After new guidance from the Children's Bureau, START staff and providers updated cases that opened prior to 10/1/19 to complete prevention referrals for families to be served under Family First.
- On February 21, Casey Family Programs plans to host a meeting with DCBS, Kentucky Youth Advocates, and Chapin Hall to discuss CWT and FFPSA work for the coming calendar year.
- A Respite Provider Tracking System is in development with the Training Record Information System (TRIS) with a projected launch anticipated early in 2020. This will allow for tracking of current respite providers and create a structure for recruitment. The Division of Protection and Permanency (DPP) and Eastern Kentucky University (EKU) held a focus group on January 10, 2020, to gain feedback to ensure proper functionality. DPP meets regularly with EKU and the project remains on track.
- The Child Protection Branch developed a draft of a new safety plan form and prevention plan form. The Child Protection Branch also drafted language for safety and risk consultations that will replace the previous utilization reviews.

Protection and Permanency: Child Welfare

- Just In Time Training is a new training platform that can be used for caregivers, including foster parents, parents, and relative and fictive kin caregivers, and is moving forward with implementation with the assistance of the University of South Florida (USF). Staff from USF visited Kentucky on January 8, 2020, to plan and discuss implementation of the Kentucky Just in Time site. This will also be a resource for DCBS staff, relative and fictive kin caregivers, and parents involved in the child welfare system. Out-of-Home Care and Adoption Branch staffs are currently collecting resources and policy to be included on the site for caregiver support.
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- The Culture of Safety implementation continues with intensive focus on the child fatality/near fatality internal review process.
 - The System Safety Review Team held the first regional mapping team meetings with Southern Bluegrass, Northern Bluegrass, and Jefferson Service Regions in January 2020.
 - Contract language for the new safety model was finalized and the expected implementation of the intake assessment tool will begin in early 2020.
 - Youth Villages notified DCBS in December that the application submitted for the YV Lifeset Program was selected to be implemented in Kentucky. DCBS will begin working with Youth Villages to develop a marketing and communications plan about the YV Lifeset resource as well as begin finalizing the contract to be able to begin services July 1, 2020. YV Lifeset is an evidence-based intensive case management program for transition age youth.
 - Interviews were recently conducted with Murray State University to hire a Foster Alumni as a Training Coordinator. The Training Coordinator will work closely with DCBS staff to develop a face-to-face training and web-based training to offer to foster parents who have youth fourteen (14) years and older placed in their home. The training will focus on the importance of teaching independent living skills with an emphasis on normalcy.
 - Kentucky will be submitting a proposal to attend the Activating Youth Engagement Summit that will take place April 30-May 1 at the Westin in Alexandria, VA. The goal of the Summit will be to assist teams in evaluating current levels of authentic youth engagement and creating a plan to infuse youth engagement throughout all areas of the child welfare system. Up to 25 teams will be selected through the process.
 - Kentucky River Foothills was awarded a contract to expand Parent Engagement Meetings (PEMs) through the Community Collaboration for Children (CCC) program into Madison and Estill counties. Kentucky River Foothills has
 - completing training and shadowing under existing PEMs in Jefferson County, and will begin taking cases on February 1, 2020.
 - DCBS will be working with Capacity Building Center for States on a threshold screening analysis. The threshold screening analysis allows jurisdictions to determine if they are screening in and out the right reports of abuse and neglect.
 - The Capacity Building Center for States collaborated with the Program Improvement Plan (PIP) Permanency Workgroup and staff from the Placement Stability Pilot Regions on January 22, 2020 to complete business process mapping of the placement disruption protocols. The process assisted with identifying barriers, strategies and trends for future planning related to placement stability practices statewide.
 - The Adoption Branch has collaborated with Wendy's Wonderful Kids (WWK) and developed timeframes surrounding reviewing home studies received from adoptive inquiries. The Kentucky Adoption Profile Exchange (KAPE) Specialists are tracking these inquiries and the outcomes.
 - Standards of Practice have been updated regarding the KAPE referral process. The referrals are submitted electronically and the referral packet requirements have been updated in order to streamline the process.

Protection and Permanency: Child Welfare

- The Chafee Program Administrator on the Transitional Services Branch in DPP and the Chairman of the Voices of the Commonwealth recently participated in a segment on the Midday Show with WAVE 3 focusing on resources for older youth in out-of-home care.
- On January 22, 2020, there were 17 children decertified in their psychiatric placement settings, three of these decertified cases are placed out of state. There are a total of 10 children placed in treatment facilities out of state, of which three are de-certified and pending return to Kentucky. The Clinical Services Branch completed 56 consult calls with field staff, in December of 2019, and as of January 22, 2020 have completed 63 consultation calls. Trend data on conference calls is detailed below:



Dec. 27, 2019, on WAVE 3 News, Chafee Program Administrator Lorraine Wilbur from the DPP Transitional Services Branch and Tyler Hunter, Chairman of Voices of the Commonwealth appeared with Dawn Gee to discuss opportunities for youth aging out of foster care with Kentucky RISE and VOC.

Month	Number of Conference Calls
June 2019	76
July 2019	62
August 2019	62
September 2019	64
October 2019	90
November 2019	86
December 2019	56
*January 22, 2020	63

The chart above demonstrates an increasing workload for the Clinical Service Branch while other indicators remain constant or show improvement. This a confusing dynamic because it is known that the number of children in out-of-home care has remained essentially flat over this period of time; that the number of decertified children in hospitals without a discharge plan has dropped significantly; that the length of stay in psychiatric hospitals has remained constant or not changed much; and that there is much more system capacity due to the number of new foster homes added over the past 12-24 months.

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- Standards of Practice have been updated regarding the KAPE referral process. The referrals are submitted electronically and the referral packet requirements have been updated in order to streamline the process.
- A template has been developed for field staff to use when there is a justification to hold adoptive referrals for a youth registered with KAPE and timeframes established in order to ensure that children are not lingering in out-of-home care without active and appropriate recruitment efforts in place.
- The Adoption Branch Manager attended the Adoption Call to Action in Washington, D.C. on January 14-16, 2020. Kentucky has already or is in the process of implementing many of the initiatives that were discussed during this conference such as National Training Initiative and National Electronic Interstate Compact Enterprise (NEICE). Kentucky's policies surrounding subsidy negotiation and the services offered to families exceed those of most other states. A request was made for the Children's Bureau to share more information about post-adoption supports as this is an area that Kentucky would like to develop.

Protection and Permanency: Child Welfare

- The Adoption Branch continues to work with Kentucky Kids Belong. A total of 34 adoptive inquiries were received in January as a result of the Kentucky Kid's Belong videos. The next filming is scheduled for March 12, 2020, in Owensboro and 20 children will be filmed at that time.
- DCBS anticipates a federal Children's Bureau in April. DCBS will be submitting a modification to the Program Improvement Plan (PIP) resulting from the 2016 federal Child and Family Services Review. The modification will made necessary adjustments to safety activities. PIP performance is being monitored for possible negative trends necessitating intervention.
- Race Community and Child Welfare (RCCW): Lynette Ponder, Assistant Director with the Division of Service Regions, will be facilitating a call to obtain updates for each of the active RCCW sites. Lynette has outlined a plan for her engagement in agency efforts to address race/ethnic disproportionality, disparate outcomes, and promotion of a more equitable system.
- Emergency and ordinary amendments to 922 KAR 1:330, Child protective services, were filed on August 14, 2019, with the emergency administrative regulation taking effect immediately. The amendment to this administrative regulation adds to the definition of "caretaker" consistent with recently passed legislation to include a person in a position of authority or special trust. The amendment changes this administrative regulation by including and defining the term "no finding" as a possible outcome for an investigation regarding an allegation that has been found to be erroneous or false. Additionally, the proposed ordinary administrative regulation amends the screening acceptance criteria to provide greater clarity. Public comments were received during the public comment period and an Amended after Comments version of the administrative regulation was filed on December 9, 2019. The administrative regulation passed its first legislative review in January and will undergo final legislative reviews in February.



Family Support

- Three Staff from the Division of Family Support (DFS) attend the Kentucky Integrated Institute presented by the National Resource Center for Healthy Marriage and Families. Topics covered included understanding the negative impact of toxic stress and the long-term effects of adverse childhood experiences. Additional lessons learned were how to improve Healthy relationship skills and incorporating development of these skills into the service delivery of our programs. The DFS team was challenged to develop an action plan for how to integrate Healthy Marriage/relationship skills education for the individuals we serve. Related to this topic, staff from the Family Self Sufficiency Branch continue to participate in the Commonwealth Center for Fathers and Families Advisory Committee.
- Division of Family Support has engaged with Third Sector to receive technical assistance to evaluate success factors with participants of the Kentucky Works Program (KWP). These are the individuals who have a work requirement associated with their Kentucky Transitional Assistance Program (KTAP) benefits. Third Sector is help DFS look at these successes specifically for young parents, one cohort of teen parents and a cohort of young parents who have been justice involved. The project will include other partners including Kentucky Community and Technical College System and KY STATS and will last until June, 2020.
- The Low Income Subsidy (LIS), provided for those who meet requirements to receive this type of Medicaid, are worked by the Medical Support and Benefits Branch of DFS. While these types of application can be received at any time, there is large volume that arrives each January. Staff have been working diligently to process these applications, completing 517 during the month of December leaving just 1256 applications in the queue. Other sections within the branch have provided support to the Case Processing Section to get these cases worked so that those in need of this benefit can have the access.

Family Support

- December reporting indicated a decline for June 2019 in the SNAP Payment Error Rate. This is a high priority of staff with in the division as well as with Cabinet Leadership. Kentucky has struggled with high error rates since transitioning to new eligibility system in 2016. Additionally, Kentucky was ranked 2nd for most improved Case and Procedural Error Rate for all states and districts from years 2018 to 2019.
- The Program integrity Branch is charged with finding and preventing fraud as well as recouping benefits amounts that were erroneously dispersed. During the month of December 2019, the team responded to 22 Fraud Navigation Alerts which indicate factors existed that suggest potential fraudulent activity. They also received 46 referrals from the Office of Inspector General Traffic Hotline and worked 49 whistle blower cases. One hundred new investigations were opened on individuals who had an Electronic Benefit Transaction at a business that had been disqualified. In all, PIB established \$256,942.07 in claims for the month of December. Preventing the misuse of Public Assistance benefit programs ensures that those resources remain available for those are most in need of the help, our most vulnerable of Kentucky residents.
- DCBS remains in communications with the federal Food and Nutrition Service regarding termination of the Jefferson County demonstration waiver involving Conduent staffing and plans to submit a new waiver of Supplemental Nutrition Assistance Program's (SNAP) able-bodied adults without dependents (ABAWD) requirements for 34 counties in 27 labor market areas, in accordance with the new federal rule effective April 1.
- DCBS has formed a family support workflow solutions workgroup, meeting approximately weekly. Current priorities include relieving pressures on the system through implementation of interim and long-term solutions to address the volume of call services and task processing. DCBS anticipates changes to the SNAP certification periods, continued focus on error rates, improving technology and training supports, and enhanced communications across the agency.
- 921 KAR 3:050, Claims and additional administrative provisions, is being amended to create a new form for secondary claim notices, as the hearing rights contained on the first form should not continue to be given on follow up notices. This amendment was filed in October and is in the public comment period through January 2020.
- Emergency and ordinary amendments to 921 KAR 2:015 were prepared to pass on the federal cost of living adjustment (COLA) to the standard of need for individuals receiving Supplemental Security Income, effective January 2020. The amendment also contains language allowing the federal COLA to pass through Kentucky without further regulatory amendment. To be effective and pass through the COLA in January, these amendments were filed on December 27, 2019.



Miscellaneous\Operations

- Contracts Section in the Division of Administration and Financial Management (DAFM) processed 156 invoices for payment, submitted 16 contracts for modifications, started execution for State Fiscal Year 2021 and 2022 contracts, and submitted three memorandums of understanding. Three staff have been added to the contracts section to further streamline invoices, contracts, payments, and processes. The Contract Monitoring Section completed eight onsite monitoring visits and sent 18 contract review tools to program staff for review.
- DAFM Child Welfare Fiscal Services Branch has implemented a new Private Child Care team that will help streamline customer service to providers to allow for more accurate and timely payments. The branch has also implemented an email box for all Children's Review Program emails, allowing foster children's levels of care to be sent to Regional Billing Specialist quicker.
- DAFM is currently working with iTwist to implement the online remittance statements for foster homes, vendors, and private providers and to have clothing vouchers direct deposited or put on a Key Bank card for faster payments to foster parents for clothing when children are placed in their home. DAFM anticipates these two implementations to be completed by July 1.

Miscellaneous\Operations

- Records Management worked tirelessly throughout calendar year 2019 to get all background check requests processed within 30 days if all information was received. The following totals are background checks processed for 2019: Foster/Adoptive- 22,203, Kinship- 4,072, Child Abuse and Neglect (CAN) Central Registry (paper only)- 82,039.
- The updates to the CAN payment and verification database is in phases 2-4, which should be completed by mid-February. Agencies will have until April 1, 2020, to be in compliance. After that date, we will no longer accept the paper DPP-156 forms unless the database is down. The update to support iOS, Android, and Safari is delayed until further notice. The developers do not have the devices to test with at this time. These updates will address issues identified upon initial deployment. Once fully function, the database will relieve many administrative burdens associated with the paper-based process and speed processing times.
- Training Branch:
 - Protection and Permanency Training:
 - 18 new hires for the January 2020 New Employee Academy Cohort
 - Responding to Implicit Bias Training: 5 trainings scheduled for the month of January
 - Family Support Training:
 - Seven (7) SNAP: Income Refresher trainings are scheduled in January 2020
 - Eight (8) SNAP: Deductions Refresher trainings are scheduled in January 2020
 - KTAP for Worker Portal: Part 1; Medicaid: Medicare Savings and Health Benefits; and SNAP and Child Care trainings are scheduled for January 2020
 - Eastern Kentucky University-University Training Consortium (UTC) staff presented on the development of the new Field Training Specialist (FTS) Program for Protection and Permanency employees at the January 23 Child and Family Services Plan (CFSP) Stakeholder meeting. An overview of the FTS program was provided including the program's goals of workforce development/stabilization and improved outcomes for families and children.
 - As of January 2020, all DCBS web-based learning content has been centralized in the Learning Management Platform (Moodle), which provides structured learning paths for foster parents, early care educators and DCBS staff. Since inception the system has grown to accommodate more than 25,000 users.
 - UTC technology staff conducted a focus group with Central Office representatives and recruitment and certification (R&C) staff on January 10th, 2020 to demonstrate and discuss the new Respite Care Provider Tracking System. Based on feedback from R&C staff, the new system will streamline processes for workers by providing a consistent system for tracking respite care provider information and availability details; provide a system for R&C staff to ensure proper training and documentation has been collected on each respite provider; and communicate the availability of respite care across the state to other users in the system.
 - The Division of Protection & Permanency and the Commissioner's Office presented to the Interim Joint Committee on Health, Welfare, and Family Services on the DCBS programs START and KSTEP on December 9, 2019. The presentation was titled, "A Family First Child Welfare System" and featured a START Family Mentor and Social Service Specialist speaking on their experiences with the programs as well as program staff presenting on program histories and results. Following this presentation, Committee Chairwoman Representative Moser requested additional budget request information for these programs to aid her in advocating for program funds in the Budget Session.
 - Regular Session 2020 began on January 7, 2020. DCBS has reviewed over 30 pieces of legislation affecting DCBS programs or services. DCBS' legislative liaison is keeping a pulse on legislation affecting DCBS and attending legislative committee meetings regularly. Budget review committee meetings affecting the budget of the Cabinet for Health and Family Services and DCBS will be held in February. Three pieces of legislation proposed by DCBS have been filed and assigned to legislative committees. Filed legislation may be found at the following link: <https://apps.legislature.ky.gov/record/20rs/record.html>.



Miscellaneous\Operations

- DCBS submitted certification letters for 16 administrative regulations that would have otherwise expired on March 1, 2020. This submittal resets the expiration deadline for administrative regulations that need no amending another seven years and starts an 18-month clock to amend administrative regulations for which an amendment is necessary. The DCBS regulation coordinator will continue to monitor the expiration date of administrative regulations and submit certification letters as needed.
- DCBS has a new office building in Harrison County and plans to host an open house in the near-term.

Self-Care Corner

Setting goals can be an important piece of self-care. Now is a good time to set new goals or reinforce standing ones. Most DCBS staff just met with supervisors to complete our performance plans for the year, so that helps us shape our professional goals. Pay attention to your personal goals too. Here are some things to remember about why goal setting is good for self-improvement.

- Goals give you focus. They give you direction and can motivate you when you get tired or distracted by outside voices. They establish your priorities, so don't forget to prioritize self-care activities that help you cope with stress.
- Goals give you confidence. Making plans to reach goals and then realizing them gives you a real assurance of your skills and talents.
- Goals hold you accountable. Setting a goal makes you plan step by step how you are going to meet it. You can show your progress as a professional when you meet work goals. By the same standard, when you can't meet a goal, you must know it's time to make changes to your plan. Try another way or shift to meeting mini goals.



State Employee Discounts

Serving the Commonwealth as a state employee has its rewards. Businesses throughout Kentucky show their appreciation by offering Commonwealth employee discounts. Staff can enjoy great perks at retail stores, state parks, resorts, sporting events and more.

Learn about rewards and discounts in the categories of electronics; health and wellness; retail; travel, food and entertainment; services and education.

Check out the opportunities for discounts at <https://personnel.ky.gov/Pages/Discounts.aspx>.

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