

California Citizen Review Panels

Membership Application and Selection Process

Background Information

Citizen Review Panels (CRPs) were established by federal statute and implemented in 1996 as part of the Child Abuse Prevention and Treatment Act (CAPTA) requirement for states to receive federal grant funding.

The responsibilities of the CRP involve evaluating child welfare policies, practices, and procedures, assessing systemic barriers, and making recommendations to improve and remove barriers. CRPs focus on matters throughout the continuum of the child welfare system. Their focus areas must be rooted in data, analyzing trends, and providing valuable insights that inform those working within the system. CRPs have the ability to make recommendations that will improve the lives of children and families throughout California. California is implementing three new CRPs.

Critical Incident CRP

The proposed Critical Incident-focused Citizen Review Panel (CRP) will provide potential action items and recommendations to improve the child welfare system around the topic of critical incidents.

Children and Family Services CRP

The proposed Children and Family Services CRP will review child welfare systems throughout California by focusing on ground-level practices affecting children in care.

Prevention and Early Intervention CRP

The proposed Prevention and Early Intervention CRP will focus on ground-level child abuse and neglect prevention and early intervention activities. The CRP would make recommendations on the state of prevention and early intervention practice as they are being implemented.

CRPs bring together numbers of participants from diverse backgrounds and perspectives. Working to achieve common goals and objectives while respecting the diversity of members perspectives is intended to encourage constructive conversation while gathering ideas and recommendations to improve the child welfare system.

It is imperative that members:

- attend and participate in quarterly meetings,
- remain unbiased in their evaluation and work with a spirit of collaboration and partnership with the child protection system and other stakeholders,
- do not use the CRP as a venue for the promotion of individual agendas,
- ensure all CRP activities are in alignment with the CRP vision, and
- maintain confidentiality.

Each CRP in California is supported by Big Picture Research and Consulting (BPRAC), an independent, outside facilitator. BPRAC will aid in panel member selection and will plan, guide, and manage quarterly meetings in consultation with Office of Child Abuse and Protection (OCAP).

Membership Application Process

BPRAC will accept an application from any prospective member. In addition, BPRAC and OCAP may actively recruit potential members to apply to ensure each CRP is represented by volunteers who have a full range of expertise in child abuse and neglect, and who reflect the makeup of the communities in which they serve. Applicants have the opportunity to indicate which of the three panels they are most interested in serving.

Applicants should desire to learn about the current child welfare system through CRP meetings, ongoing training opportunities, and engagement with other CRP members. Applicants should hold a genuine concern for those involved in the child welfare system, and desire to have a positive impact on the child welfare system and those involved.

The application process is outlined below.

1. Applications can be obtained by contacting BRAC at emanske@bprac.com or at <http://www.cdss.ca.gov/inforesources/OCAP/Citizen-Review-Panels>
2. Prospective members must submit a completed online application no later than Tuesday, January 30, 2018. Questions should be directed to Erin Manske, CRP Project Coordinator, at emanske@bprac.com.
3. Applicants will receive an email confirming the receipt of their application within 3 business days of receipt. Applicants should contact emanske@bprac.com if they do not receive a notification that their application was received within that timeframe.
4. Applicants will be notified via email if the submission of any additional information is necessary.
5. Applications will be provided to the membership review committee. The membership review committee will review each application for membership on the panel(s) indicated on the application.
6. All applicants will be notified of their selection status via email.

Individuals who have a grievance or who are seeking retribution should not apply. Current California Department of Social Services staff may not be official CRP members due to conflicts of interest.

Application Requirements

1. Be a citizen who resides in the state of CA and be at least 21 years of age
2. Be willing to disclose any real or perceived conflicts of interest
3. May not have been a perpetrator in a case where child maltreatment has been determined (child abuse or neglect charges)
4. May not be currently involved in a child protection investigation, child custody dispute, or criminal matter
5. Have demonstrated capacity to work collaboratively and productively as part of a team
6. Strength based approach to working with children and families

Additional Desired Skills and Qualities

1. Willingness to make an initial commitment of 2 years
2. Ability to participate in quarterly panel meetings, maintain engagement with facilitator, and participate in other projects as determined by the panel
3. Ability and willingness to abide by bylaws established for the sake of panel functionality, mutual respect, and efficiency
4. Sensitivity to cultural, ethnic, economic, mental health, physical disabilities, and other diversity
5. Ability to articulate ideas concerns, and thoughts
6. Ability to listen, be open minded, non-judgmental and constructive
7. Ability to work as part of a team

Membership Selection Process

All applications will be reviewed by BPRAC in partnership with OCAP. Members have the opportunity to indicate which of the three panels they are most interested in serving. Members will be notified if they are not selected for their preferred panel, but are appropriate to serve on a different panel. The member selection process is outlined below.

1. Applicants must meet all CRP member eligibility requirements noted above.
2. Each member of the review committee will consider all information obtained from the application and other information obtained through potential reference checks, interviews, other interactions with applicant.
3. Each applicant will be scored against the criteria listed above by each member of the review committee using the selection matrix on the following page.
4. Applicants with the highest scores will be considered for final panel selection.
5. The review committee will make the final determination as to whether an applicant will be accepted as an official CRP member.
6. All applicants will be notified of their selection status via email.

Selection Matrix				Rating scale	
Candidate				3	Exceptional
Reviewer				2	Appropriate/Competent
				1	Lacking
Qualifications, response to short answer questions	Rating	Weight	Score	Comments	
Reason for wanting to serve on a panel (Question 1)		20%	0		
Holds/held an example CRP member role*		15%	0		
Employment, training, and activities (Questions 2-4)		15%	0		
Relevant system experience (Question 5)		15%	0		
Ability to work as part of a team (Questions 6-7)		10%	0		
Ability to articulate ideas, concerns, and thoughts (Question 8)		10%	0		
Ability to be strength-based and sensitive to diversity (Questions 9-10)		10%	0		
Overall impression		5%	0		
Total	0	100%	0		

Notice of Panel Meetings

All 2018 panel meetings will be held in Sacramento, California with an option to join through technology. The first CRP meeting for selected members will be held in February with formal notice of the meeting, including logistic information, sent to all members in January, 2018.

- February 6, 2018 - Prevention of Child Abuse and Neglect Panel
- February 7, 2018 - Children and Family Services Panel
- February 8, 2018 - Critical Incidents Panel



Contact Erin Manske, CRP Project Coordinator, with any questions at emanske@bprac.com

Example CRP Panel Member Roles

Below is an aspirational list of example roles appropriate for each panel. The numbers indicated are estimates. Once applications have been received, the applicant pool will be compared with the list. Ensuring we have a panel invested in improving the lives of children and families in California is the highest priority.

Prevention of Child Abuse and Neglect	Children and Family Services	Critical Incidents
<p><u>Approximately 5-8 panel members</u></p> <ul style="list-style-type: none"> • Youth formerly served by the agency • Parents of youth formerly served by the agency • Lay citizens • Representatives of diverse communities 	<p><u>Approximately 5-8 panel members</u></p> <ul style="list-style-type: none"> • Youth formerly served by the agency - California Youth Connection • Parent(s)/grandparent(s) of youth formerly served by the agency • Foster and adoptive parent(s) of youth formerly served by the agency • Lay citizens • Representatives of diverse communities 	<p><u>Approximately 5-6 panel members</u></p> <ul style="list-style-type: none"> • Parent(s)/grandparent(s) of youth formerly served by the agency • Foster and adoptive parent(s) of youth formerly served by the agency • Lay citizens • Representatives of diverse communities
<p><u>Approximately 7-10 panel members</u></p> <ul style="list-style-type: none"> • Latino representation • Black Infant Health Program representative • Tribal representative • Social work education representative/California Social Work Education Center (CalSWEC) • Pediatric nurse - Home Visiting Service Provider • Domestic Violence Service Provider (for Victims and Children, and Batterer Intervention Program) • Substance abuse counselors • Mental health provider representative • Teacher/education representative • Child Welfare Council Prevention and Early Intervention Committee representative • Family Resource Centers and Child Abuse Prevention Centers representative 	<p><u>Approximately 7-10 panel members</u></p> <ul style="list-style-type: none"> • County SIP coordinators/C-CFSR rep • Latino representation • Black Infant Health Program representative • Tribal representative • California Partners for Permanency • Youth Law or children's attorney representative • County social worker or probation officer • California CASA • Judicial Council 	<p><u>Approximately 9-10 panel members</u></p> <ul style="list-style-type: none"> • Latino representation • Black Infant Health Program representative • Tribal representative • Law enforcement representatives • Local Child Death Review Team rep(s) • Medical, emergency room, or hospital representative • Domestic Violence Services rep • Pediatric nurse - Home Visiting Service Provider • Critical incident oversight and support unit (CIOSU) • Mental health provider representative • Judicial council