



STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
PO Box 45010, Olympia WA 98504-5010

April 25, 2012

Dear Tribal Leader,

I am writing to announce the scheduling of a Consultation to discuss Family Support and Related Services that Children's Administration will contract for using a performance-based contract. During the April 12, 2012 Indian Policy Advisory Committee meeting there was agreement to schedule a Consultation about these services. The Consultation has been scheduled on June 11, 2012 from 1:00 p.m. – 4:00 p.m. at the Department of Social and Health Services located at 1115 Washington Street SE, Olympia, WA, in the Lookout Conference Room.

As part of the upcoming IPAC Children's Subcommittee meeting, there will be a Roundtable discussion of the services families need. The Subcommittee meeting will be held on May 9, 2012 from 10:00 a.m. to 3:00 p.m. in the Service Level 04 Conference Room of the OB-2 building in Olympia and through video conference.

I have enclosed an overview of the requirements in Engrossed Second Substitute House Bill 2264 related to Family Support and Related Services and the timeline to contract for these services. This bill requires Children's Administration to consult with Tribal representatives to assist in identifying categories of Family Support and Related Services. Children's Administration would like to understand the services and concrete resources that Indian families and their children need to safely prevent placement of their children in out-of-home care and to safely facilitate and maintain reunification, because these services may not be available today.

We look forward to continuing to work in partnership, on a government to government basis, in developing services which meet the needs of Indian families and their children. If you have any questions, please contact Colleen F. Cawston at 360-902-7816 or by e-mail at colleen.f.cawston@dshs.wa.gov.

Sincerely,

Robin Arnold Williams
Secretary

Enclosures

cc: Denise Revels Robinson, Assistant Secretary, Children's Administration
Colleen F. Cawston, Senior Director, Office of Indian Policy

Family Support & Related Services

Authorizing Legislation

- E2SHB 2264 passed by the Legislature March 7, 2012; becomes law June 7, 2012
- E2SHB 2264 does two primary things:
 1. Establishes a new chapter in RCW 74 with requirements for performance based contracts for certain services
 2. Extends the timeline to implement case management demonstration sites by 3 years

The following information is summarized from E2SHB 2264

Performance Based Contracts for Family Support & Related Services

Overview

- New chapter in RCW 74 for performance based contracts results in:
 - No longer a statutory linkage between performance based contracting for services and the statute on case management demonstration sites
 - Transformation Design Committee (TDC) no longer has a statutorily required role in performance based contracting for services
- CA is required to implement performance-based contracts with network administrators for Family Support & Related Services by **December 1, 2013**

Network Administrator

- Network Administrator is defined as an “entity that contracts with the department to provide defined services to children and families in the child welfare system through its provider network”
- Network administrator will develop a provider network to provide Family Support & Related Services directly or through subcontracts with service providers
- CA caseworkers will choose providers from those in the provider network based on:
 - Geographic proximity
 - Provider performance
- Network administrator will provide services:
 - Within the categories of contracted services included in a child or family's case plan
 - Within funds available under contract
- Dispute resolution process will be used when network administrator disagrees with caseworker

Family Support & Related Services

- Categories of Family Support & Related Services must be identified by **July 15, 2012**
- To assist in identifying the categories of Family Support & Related Services, CA must consult with:
 - Department caseworkers
 - Washington Federation of State Employees
 - Tribal representatives
 - Parents formerly involved in the child welfare system
 - Youth currently or previously in foster care
 - Child welfare services researchers & WSIPP
- In addition to the required consultation, CA is requesting input from other partners in the child welfare system.

Case Management

- CA social workers are responsible for case management
- New definition of case management:
“...means convening family meetings, developing, revising, and monitoring implementation of any case plan or individual service and safety plan, coordinating and monitoring services needed by the child and family, caseworker-child visits, family visits, and the assumption of court-related duties, excluding legal representation, including preparing court reports, attending judicial hearings and permanency hearings, and ensuring that the child is progressing toward permanency within state and federal mandates, including the Indian Child Welfare Act.”
- CA may continue to contract for case management services with CPAs, BRS providers or other entities that provided case management services prior to July 1, 2005

Procurement Process

- CA must actively consult with other state agencies and philanthropic entities with expertise in performance-based contracting
- Procurement must comply with applicable provisions of inter-governmental agreements between the state of Washington and tribal governments and provide an opportunity for tribal governments to contract for service delivery through network administrators
- OFM Director must approve RFP before issuance & CA must issue RFP by **December 31, 2012**
- CA must notify apparently successful bidders by **June 30, 2013** & contract by **December 1, 2013**

Contract Standards Must Include

- Use of family engagement approaches
- Use of veteran parents and foster youth alumni as mentors
- Qualifications for service providers to participate in provider network
- Culturally competent service providers & adequate provider capacity
- Fiscal solvency, quality assurance, and data reporting
- Use of evidence-based, research-based, and promising practices
- Compliance with intergovernmental agreements and ICWA

Contract Requirements

- Private non-profit entities and federally recognized Indian tribes located in Washington must receive primary preference over private for-profit entities when all elements of responses to the procurement are equal
- Contracts are not subject to RCW 41.06.142 (contracting out for services and impact on employees in classified service)

Funding & Performance Measures

- Contract funding must be within appropriated level
- Contracts must use performance-based payment methodologies and may include a shared savings methodology
- Performance measures should relate to:
 - Successful engagement by a child or parent in services included in their case plan
 - Resulting improvement in identified problem behaviors and interactions
- Services should be effective in mitigating child safety concerns, and promote permanency, including reunification, and child well-being

Contract Updates

- Annually, beginning in FY 16, CA and network administrators will review and update the services offered, procurement policies and/or contracts
- CA must consult with stakeholders and Tribes in completing this review

Performance Based Contracting Procurement Timeline

March 30, 2012

The following reflects the proposed schedule for a procurement to implement performance based contracting for family support and related services under Network Administrators, incorporating specific requirements from E2SHB 2264 in **bold italics**. Target dates not in statute may change to address issues.

Target Date	Task
March 30, 2012	<ul style="list-style-type: none"> Final bill signed by Governor
May – June 2012	<ul style="list-style-type: none"> Consultation¹ with CA caseworkers, WFSE, Tribes, veteran parents, youth, child welfare researchers, WSIPP Data and research review
July 15, 2012	<ul style="list-style-type: none"> Define categories of family support & related services
July – September 2012	<ul style="list-style-type: none"> Consultation with other state agencies (eg. HCA, OFM) and philanthropic entities in conducting the procurement RFP drafted consistent with consultation received, <i>OFM approval of draft</i>
October 2012	<ul style="list-style-type: none"> Release RFP Draft for Comment
October 2012	<ul style="list-style-type: none"> Comments Due
November 2012	<ul style="list-style-type: none"> Comments reviewed & incorporated
December 2012	<ul style="list-style-type: none"> Approval of RFP by OFM Director
December 31, 2012	<ul style="list-style-type: none"> Issue RFP
January – February 2013	<ul style="list-style-type: none"> Non-Mandatory Responder's Conference two (2) weeks after release of RFP Mandatory Letter of Intent to Submit a Proposal due from Responders three (3) weeks after issuance of RFP Written questions due from Responders three (3) weeks after release of RFP Issue response to written questions seven (7) weeks after release of RFP
March 15, 2013	<ul style="list-style-type: none"> Proposals due eleven (11) weeks after release of RFP
April – May 2013	<ul style="list-style-type: none"> Evaluate proposals
June 30, 2013	<ul style="list-style-type: none"> Notify apparently successful and unsuccessful bidders
June – July 2013	<ul style="list-style-type: none"> Contract negotiation
August 2013	<ul style="list-style-type: none"> Enter into performance based contracts by December 1, 2013
July – September 2013	<ul style="list-style-type: none"> Network Administrator infrastructure development & service network development Start-up & Readiness Assessment Joint CA – Network Administrator staff training
September – December 2013	<ul style="list-style-type: none"> Transition to Network Administrators providing family support and related services

¹ Consultation identified in the PBC Procurement Timeline is required by E2SHB 2264 and will be done through existing meetings whenever possible (e.g. Indian Policy Advisory Committee, Washington State Parent Advocacy Committee, Passion to Action). In addition, Children's Administration (CA) anticipates receiving input from the Children Youth and Family Services Advisory Committee, Washington State Racial Disproportionality Advisory Committee, and Child Welfare Transformation Design Committee, and anticipates holding at least one meeting in eastern and western Washington to receive community input.

