

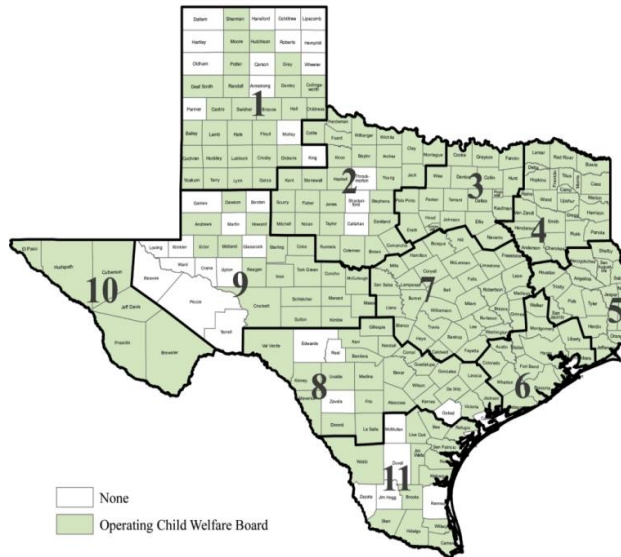
Child Welfare Boards in Texas*

Stop Child Abuse



Protect Texas Children

Purchase this specialty license plate to show your support for the protection of Texas children. Your local child welfare board receives a percentage of the proceeds to support programs that serve abused and neglected children in your community. Available through your County Tax Office or at the Texas Department of Transportation Web site www.dot.state.tx.us



* Information as of 6/15/07

For more information contact: Texas Council of Child Welfare Boards

P.O. Box 200280
Austin, TX 78720
512-484-8598

E-mail: texasCouncil@tccwb.org

or your local child welfare board



To report suspected child abuse or neglect call:

1-800-252-5400

Texas Council of Child Welfare Boards

By, for, and about our statewide network of child welfare board volunteers concerned with the protection of children



**Our Goal:
To Stop Child Abuse
and Protect
Texas Children**



www.tccwb.org

Connecting Children & Communities

We're here to help

The Texas Council of Child Welfare Boards (TCCWB) is a statewide network of volunteers who are concerned with the welfare of children, especially children suffering from abuse and neglect. These volunteers are appointed locally by county commissioners' courts to coordinate state and local child welfare services and promote the safety, permanency, and well-being of children and families in their communities.

We work to:

- **Normalize the lives of children in the foster care system.**
- **Assist in creating a network of support for children in care.**
- **Assist youth transitioning out of foster care.**
- **Educate regional and county boards.**
- **Advocate for adequate resources and policies to provide services for abused and neglected children.**
- **Recruit and maintain quality CPS staff.**



What we do

TCCWB and local boards want people to be knowledgeable and concerned about prevention and treatment of child abuse and neglect. Members work at a grassroots level to develop programs that meet a community's needs. Child welfare boards may:

- Independently, or in collaboration with "rainbow room" groups (www.gtcp.org), work to meet the tangible needs of children receiving CPS services
- Host holiday celebrations and other special events for caseworkers and foster children
- Provide support for family group decision making meetings, foster parent training, and foster youth conferences
- Sponsor public awareness events to promote child abuse prevention and recruit foster and adoptive homes
- Coordinate with courts and judges in pioneering solutions that support children and families and work to eliminate abuse

What we have achieved

- Organized 11 Regional Councils of Child Welfare Boards to support a network of more than 210 county boards representing over 2,000 Texans who volunteer as board members
- Spotlight child professionals, volunteers, legislators, foster parents, and media personnel who have championed children's issues
- Maintain a website and issue a statewide newsletter to facilitate training and information dissemination
- Network with child protective services staff and other agencies to develop programs that meet children's needs
- Publish orientation and training materials for all board levels
- Host statewide training conferences for regional and county board members

How you can help

- ✓ *Donate to your local child welfare board*
- ✓ *Voice your support for adequate resources and policies for abused and neglected children*
- ✓ *Volunteer to assist your local board (www.tccwb.org)*

**ANNUAL REPORT OF WICHITA COUNTY CHILD WELFARE BOARD
TO WICHITA COUNTY COMMISSIONERS COURT
April 18, 2011**

As a county child welfare board established by the authority of the Texas Family Code, 264.005, we are submitting this annual report to summarize the coordination of state and local services for children and families from September 1, 2009 – August 31, 2010 (latest available) The needs of abused and neglected children in the county can only be met by intergovernmental and public/private partnerships. These collaborations this past year have allowed for improved services and better outcomes for children and families. We hope that the information below will be helpful as you recognize efforts this past year and identify budgetary needs for services to abused and neglected children for budget year 2012.

STATUS OF COUNTY'S CHILDREN 9/1/2009 – 8/31/2010

County Child Population	31,797
Initial Intakes for Abuse and Neglect	1918
Intakes Assigned for Investigation	1692
Alleged child abuse victims	2248
Ruled Out investigations	1192
Confirmed victims of child abuse or neglect	629
Prevalence per 1000 children	19.8%
Victims provided services	501
Children removed from Family	91
Completed investigations	1340
Confirmed investigations	373-27.8%
Child deaths because of child abuse or neglect	1
Children in CPS legal responsibility	278
Children in substitute care	264
Children in foster care	214
Children in paid foster care	210
Cost of paid foster care	2,613,215
Number of DFPS Foster Homes	0
Number of DFPS Foster/Adoptive Homes	11
Number of DFPS Adoptive Homes	7
Number of children adopted during year	28
Number of children in DFPS Legal Responsibility	278
Number of children with PMC/Parental Rights Term	20
Number of children PMC/plan is not adoption	16
Number of children in TMC	116

Number of volunteer hours given by Child Welfare Board Members.	848.35 hours
Value of Volunteers (\$20.85 per hour)	17,688.97

LOCAL FUNDING SOURCES FOR 2010

County General Fund	30,750.00
County Jury Donations	23,029.00
County IV-E Match Revenue	(4-E information needs to be inserted here)
CWB Donations	353.00

STATUS COUNTY'S CHILDREN AS OF MARCH 31, 2011

Number of Intakes Assigned for Investigation	928
Number of children in Substitute Care	216
Number of children in Kinship Care	51
Number of families receiving Family Based Services	116
Children Awaiting Adoptive Homes	52
Children in Permanent Managing Conservatorship	81

WORKER CASELOADS as of March 31, 2011

Average caseload of Investigators	24.6
Average caseload of Family Based Services	23.8
Average caseload of Sub Care Workers	46.5

USES OF JURY FEES:

Initial clothing and other needs during investigation stage
 Clothing and shoes
 School Supplies
 Tutoring, Special Classes, other educational needs
 Extra-curricular activities (band, athletics, choir, etc)
 Travel for child to visit with family or siblings (**court ordered**)
 Travel for parents to visit children (**court ordered**)
 Local bus tickets for travel of parents to visitation (**court ordered**)
 Transportation for parents to drug treatment
 Camp and camp expenses
 Medical and dental needs not covered by State Health Program
 Optical needs not covered by State Health Program
 Birth certificates
 Legal documents (**court related**)
 Legal service on parents (other locations, missing parent, newspaper notifications (**court related**))
 Special internet program for staff to locate parents
 Graduation expenses
 Graduation gifts for seniors
 Graduation luncheon
 College fees (secondary to PAL)
 Driver's Education (secondary to PAL)
 Visitation Center (snacks, paper goods, portable phones, monitoring system) (**court ordered visitation**)
 Personal items (items for hair, hygiene, hair cuts , etc.)
 Child Abuse Awareness
 Awards and Acknowledgements
 Birthday gifts
 Car Seats for caseworkers
 Enrichment Activities for children (Easter Egg Hunt, Christmas Party, Halloween Party, etc)
 Family Group Conferencing meals
 Team meeting snacks
 Transition meeting snacks
 Adoption Day (gifts for children being adopted, refreshments for reception, other needs)
 Phone cards for sibling contact
 Staff Enrichment, Training and Recognition
 Technology for staff

- Child Care (Day Care, Emergency Foster Care)
- Foster Parent Appreciation (banquet, awards, speakers, acknowledgements)
- Hospital care not covered by insurance
- Home Nursing Care for special needs children
- Special care and transportation for medically fragile child
- Heart Gallery
- Staff Training (conferences, workshops, etc.)
- Housing/Deposit/Rent
- Interpreter Services
- Visitation Center needs (snacks, water, phones, etc)
- Christmas Gifts
- General Operations (Officers and Directors General Liability Insurance, Preparation of IRS Reports, etc.

This list is not all inclusive. Request may be made for other needs for children. All funding request are subject to approval of Child Welfare Board and availability of funds. Children's needs are a priority.

CHILD WELFARE BOARD ACTIVITIES

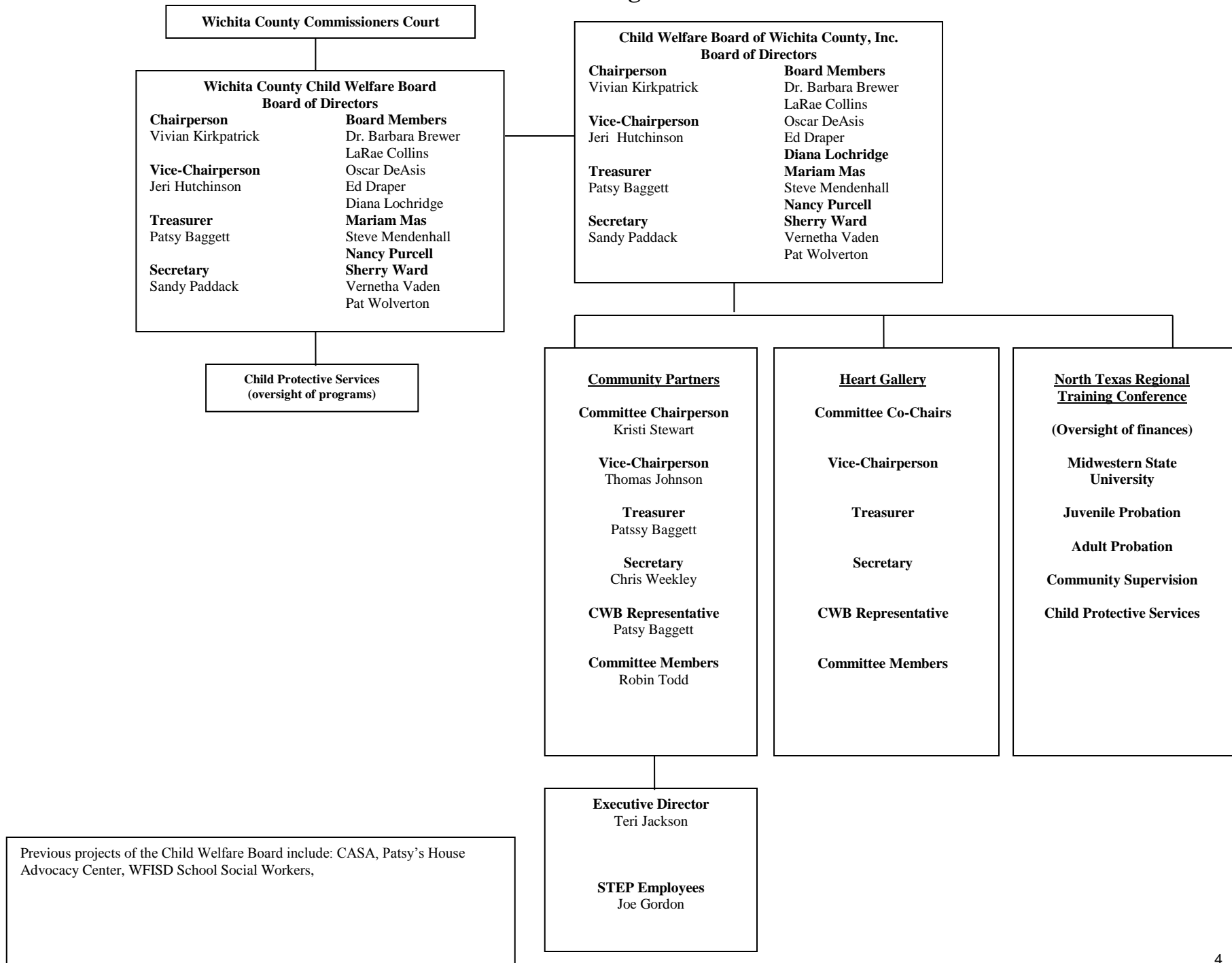
- Thanksgiving baskets
- Spirit of Christmas, Christmas Party, Maskat Shrine Party, Staff Appreciation
- Adoption Day
- Heart Gallery
- Child Abuse Prevention Month
- Patsy Baggett Service Award
- City Council Proclamation
- Wichita County Proclamation
- Foster Parent Appreciation
- Recognition of Foster Children Graduating from High School-luncheon celebration-gifts
- Staff Appreciation Luncheon
- Participate in Region 2 Child Welfare Advisory Council
- Participate in Texas Council of Child Welfare Boards
- Nominate Wichita County Foster Children for State Awards
- Nominate foster parents, foster children, advocates for State Awards
- Transportation for bus passes for parents to visit children
- Transportation of parents for drug treatment
- Transportation for sibling visitation
- Drug screens
- Visitation Center
- Special care and transportation for medically fragile child

COMMITTEES OF CHILD WELFARE BOARD

- Community Partners
- Adopt a Caseworker
- North Texas Regional Training Conference
- Heart Gallery
- Community Christmas Program
- Child Abuse Prevention Committee
- Award Committee
- Graduation Committee

Sources of Data: Texas Department of Family and Protective Services Data Book 2010
 Caseload Data Warehouse 2010, 2011 (first 3 months)
 Financial records of Wichita County Child Welfare Board
 Financial report from Wichita County Auditor
 Financial report of Community Partners
 Geneva Schroeder, CPS Program Director for Intakes and Investigations

2011-2012 Child Welfare Board Organizational Chart



Appendix IV: Sample Child Welfare Board Meeting Notice

The _____ County Child Welfare Board will hold a regular meeting on the ____ day of _____, 20____, at _____ o'clock ____m. in the _____ Room of the _____, in _____, Texas.

AGENDA

1. Call to Order
2. Establishment of Quorum
3. Public Comment/Information from the Community
4. Approval of Minutes of the _____ meeting
5. Committee Reports
6. Officer Reports
7. Child Protective Services Report [closed session] (*See note below*)
 - a. Child Protective Services Report on Conservatorship Children and Disposition of _____ County Cases
[return to open session]
Action required, if necessary, following closed session
 - b. CPS funding requests
8. Unfinished Business (tabled items)
9. New Business
 - a. Next Board Meeting – _____, _____, 200____
10. Adjourn

I, the undersigned, do hereby certify the above notice of meeting is a true and correct copy of said notice, and that said notice will be posted on the courthouse door of _____ County, _____, Texas at ____ p.m. on the ____ day of _____, 20__ and said notice remain so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

Board Chair

Note: This body is subject to the Texas Open Meetings Act, however, the Board may at appropriate times convene in executive or closed sessions pursuant of Texas Human Resources Code 40.005 (relating to reports, investigations, and services relating to alleged or suspected child abuse or neglect); or Texas Government Code 551.071 (consultations with attorney), 551.072 (real property exception), 551.073 (perspective gift exception), 551.074 (personnel matters), 551.075 (conference with employee), 551.076 (security personnel device exception), or 551.078 (medical exception).

OPEN GOVERNMENT TRAINING

To Newly Appointed Members of the _____ County Child Welfare Board:

In addition to any other training which you may receive concerning your position on the _____ County Child Welfare Board, **it is necessary for you to complete Open Government training within 90 days of your appointment** to the board by the Commissioners Court. This was mandated by legislation in 2005, which required public officials to receive training in the requirements of the Open Meetings Act and Public Information Act beginning January 1, 2006. This requirement is now found in the Texas Government Code, §§ 551.005 & 552.012.

DVD's are made available from the Office of the Attorney General in Austin, so that a number of persons may take the trainings together; or, you may take it in privacy of your own setting, at your own speed, with a computer and an Internet connection.

The training is fairly simple, but is a bit lengthy (each of the two videos is about 1 hour), and you may need to stay with your computer, moving the mouse occasionally to ensure that the training images do not shut down. You may stop the video whenever you choose, but you must complete watching each video to obtain information necessary to prove your completion of the course.

To watch the videos, go to www.texasattorneygeneral.gov/open . Near the top right of the page, look for the column that says "Open Government Training" and click your mouse on it. That brings up another page and text box near the center which is entitled "Videos and Certificates" which lists under it "Open Meeting Act Training" and "Public Information Act Training." To take the courses simply click once on the course title and when the video window appears click on the start arrow.

After viewing each video, an Access Code number will appear on your computer screen. Write down the number and go back to the previous page of the website and click on "Print Course Completion Certificate(s)" and follow the directions.

Once you have printed both certificates, you should deliver them to your County Clerk to be filed with similar certificates of other elected and appointed officials. Please make additional copies and bring them to the next Child Welfare Board meeting to be filed with certificates from other board members at the DFPS office.

If Internet connection is a problem, your local public library should have facilities available to complete this task. Just ask the librarian for assistance.

Robert's Rules of Order for Beginners:

Call to Order

This occurs at the beginning of the meeting, once quorum has been attained. Quorum for GRC is at least 50% of all members, excluding the Speaker and any vacant positions. Quorum for General Meetings is fifty Active Members.

Motions

Business is resolved at meetings by voting on propositions put forward by members. Such propositions are called *motions*. Any person who is eligible to vote at a meeting may make a motion. Depending on the type of motion, another member is usually needed to *second* the motion. Motions are then debated and voted upon. **No member may speak more than once to any motion** (although the Speaker may choose not to enforce this rule if s/he deems it appropriate.) A member must raise his/her hand. A speaker's list is kept acknowledging individuals in the order in which they have raised their hands.

Amendments

A motion may be amended by a subsequent motion. If the mover and seconder of the original motion consent to the amendment, the amendment is deemed "friendly" and it does not require a seconder and is not subject to debate. If an amendment is not deemed friendly, it does require a seconder. Such a motion must then be debated and voted upon before the debate resumes on the original motion.

Motions which take Precedence

Normally, a motion cannot be made while another motion is being debated. There are, however, certain types of motions that take precedence over "normal" motions...

1. Motion to Amend (as above)
2. Motion to Table – This is a motion to defer further debate on the main motion until some future time. The motion requires a seconder and is debatable only as to the length of time that the main motion will remain tabled.
3. Motion to Refer – This is similar to a Motion to Table, except that instead of deferring a motion for a specific amount of time, it is deferred until advice can be sought from another body.
4. Motion to Call the Question – This is a motion to cease debate and proceed to the vote on the main motion. If there is an objection to the motion, the motion requires a seconder and must pass by a two-thirds vote. The motion is not debatable.
5. Motion to Reconsider – This is a motion to re-open debate on a motion that has already been voted upon earlier in the same meeting. This motion requires a seconder.
6. Motion to Adjourn – A motion to end the meeting. Requires a seconder and is not debatable.

Points

There are several special motions called "Points" that have priority over all other motions or discussion. Points are considered serious enough that a speaker may be interrupted by another individual who wished to make a Point. Points do not require a seconder.

1. Point of Order - An individual may raise on a point of order if they feel that business is proceeding incorrectly. The speaker must either agree or disagree with the point raised. An individual may also use this point if they do not understand the proceedings and/or wish to have a clarification made on a specific ruling.
2. Point of Privilege – Individuals may raise Points of Privilege if it is felt that their rights as members of the assembly have been violated. This Point can also be used if an individual is unable to participate in the discussion due to an inability to hear the speaker, because the room is too hot or cold, or because s/he is unclear on matters of procedure. **If you do not understand what is happening, you can interrupt the speaker and request clarification on a Point of Privilege.**
3. Point of Information - This point is the most misused one in the book. This Point is used to **ASK** for information that you feel is essential to your understanding of the debate. **It may not be used to give information.** The member may decide not to answer the question by refusing to yield the floor. Again, it is not in order to give someone information on a point of information.
4. Challenge to the Speaker – This Point is used when an individual disagrees with the Speaker's ruling. The mover must state why he or she disagrees with the ruling. The Speaker may then give the reasoning behind the ruling. A vote is then taken to affirm the Speaker's ruling.

Voting

Voting on motions normally requires a simple majority. Voting is normally done by a show of hands, however, anyone eligible to vote has the right to demand a vote by roll call. Voting by secret ballot normally occurs only when an election to fill a position is required, and the assembly does not desire to conduct the election by a show of hands.

To Ensure Smooth Discussion

- 1) **Raise your hand if you wish to speak.** The Speaker will take note and ask you to speak at the appropriate time.
- 2) **State your name and department before speaking to the topic at hand.**
- 3) **Speak to the topic or motion at hand!** If you wish to raise something not on the agenda, there are always the "Question Period" or "New Business" agenda items.
- 4) **If you wish to make a suggestion regarding the motion on the floor, form it in terms of an amendment.** Your amendment will need seconding, after which it will become the current item on the floor.
- 5) **Try not to repeat points other people have already made** unless you have something new to add to the point.

Parliamentary Motions Guide

Based on *Robert's Rules of Order Newly Revised (11th Edition)*

The motions below are listed in order of precedence. Any motion can be introduced if it is higher on the chart than the pending motion.

YOU WANT TO:	YOU SAY:	INTERRUPT?	2 ND ?	DEBATE?	AMEND?	VOTE?
§21 Close meeting	I move to adjourn	No	Yes	No	No	Majority
§20 Take break	I move to recess for	No	Yes	No	Yes	Majority
§19 Register complaint	I rise to a question of privilege	Yes	No	No	No	None
§18 Make follow agenda	I call for the orders of the day	Yes	No	No	No	None
§17 Lay aside temporarily	I move to lay the question on the table	No	Yes	No	No	Majority
§16 Close debate	I move the previous question	No	Yes	No	No	2/3
§15 Limit or extend debate	I move that debate be limited to ...	No	Yes	No	Yes	2/3
§14 Postpone to a certain time	I move to postpone the motion to ...	No	Yes	Yes	Yes	Majority
§13 Refer to committee	I move to refer the motion to ...	No	Yes	Yes	Yes	Majority
§12 Modify wording of motion	I move to amend the motion by ...	No	Yes	Yes	Yes	Majority
§11 Kill main motion	I move that the motion be postponed indefinitely	No	Yes	Yes	No	Majority
§10 Bring business before assembly (a main motion)	I move that [or "to"] ...	No	Yes	Yes	Yes	Majority

Parliamentary Motions Guide

Based on *Robert's Rules of Order Newly Revised (11th Edition)*

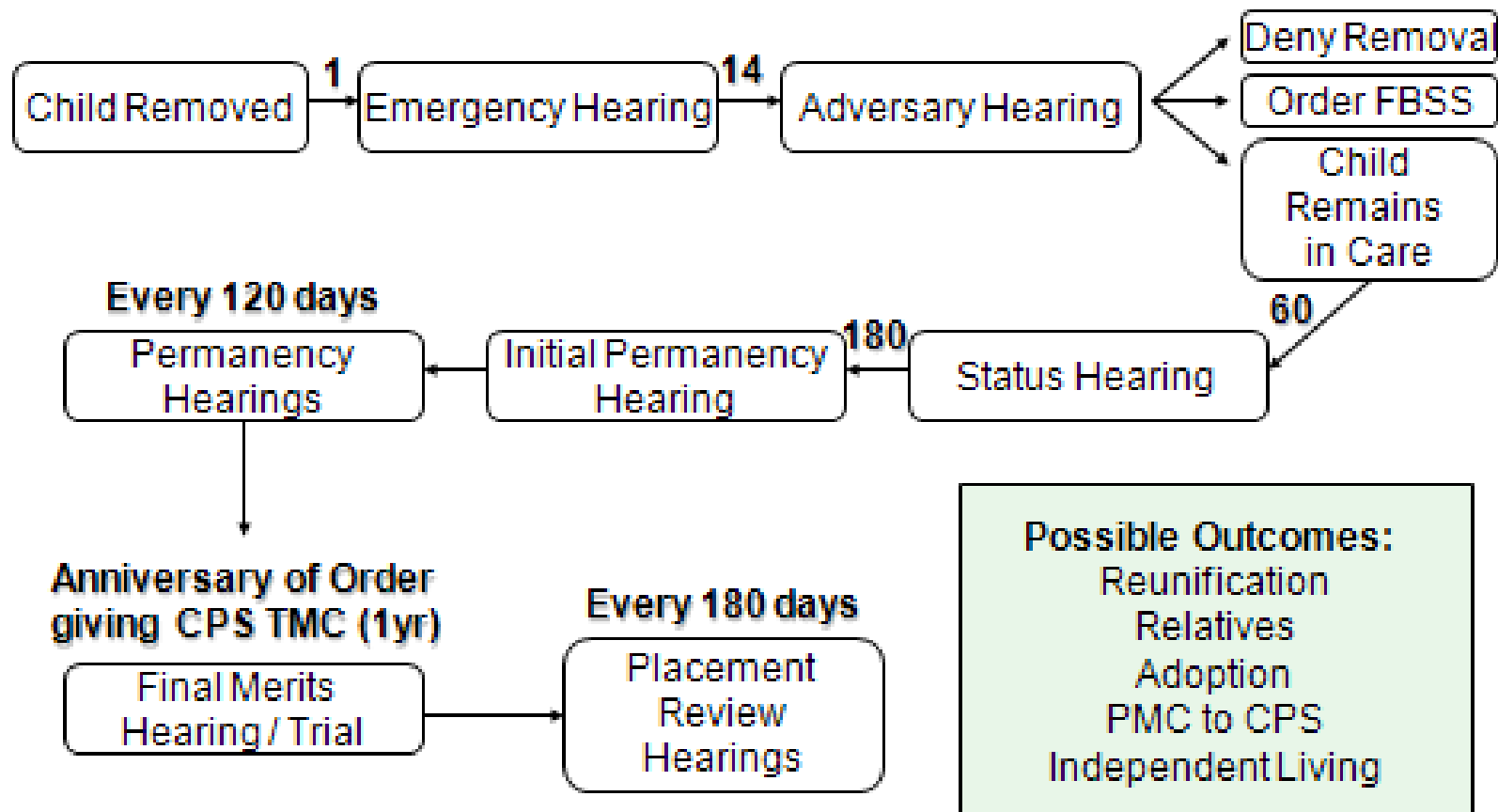
Incidental Motions - No order of precedence. Arise incidentally and decided immediately.

YOU WANT TO:	YOU SAY:	INTERRUPT?	2 ND ?	DEBATE?	AMEND?	VOTE?
§23 Enforce rules	Point of order	Yes	No	No	No	None
§24 Submit matter to assembly	I appeal from the decision of the chair	Yes	Yes	Varies	No	Majority
§25 Suspend rules	I move to suspend the rules which ...	No	Yes	No	No	2/3
§26 Avoid main motion altogether	I object to the consideration of the question	Yes	No	No	No	2/3
§27 Divide motion	I move to divide the question	No	Yes	No	Yes	Majority
§29 Demand rising vote	I call for a division	Yes	No	No	No	None
§33 Parliamentary law question	Parliamentary inquiry	Yes (if urgent)	No	No	No	None
§33 Request information	Request for information	Yes (if urgent)	No	No	No	None

Motions That Bring a Question Again Before the Assembly - no order of precedence. Introduce only when nothing else pending.

§34 Take matter from table	I move to take from the table ...	No	Yes	No	No	Majority
§35 Cancel or change previous action	I move to rescind/ amend something previously adopted...	No	Yes	Yes	Yes	2/3 or maj. w/ notice
§37 Reconsider motion	I move to reconsider the vote ...	No	Yes	Varies	No	Majority

Substitute Care Timeline



Texas Family Code, §264.005 - County Child Welfare Boards

Texas Family Code, Title 5. The Parent-Child Relationship . . .

Subtitle E. Protection of the Child

Chapter 264. Child Welfare Services

Subchapter A. General Provisions

(a) The commissioners court of a county may appoint a Child Welfare Board for the county. The commissioners court and the department shall determine the size of the board and the qualifications of its members. However, a board must have not less than seven and not more than 15 members, and the members must be residents of the county. The members shall serve at the pleasure of the commissioners court and may be removed by the court for just cause. The members serve without compensation.

(b) With the approval of the department, two or more counties may establish a joint child welfare board if that action is found to be more practical in accomplishing the purposes of this chapter. A board representing more than one county has the same powers as a board representing a single county and is subject to the same conditions and liabilities.

(c) The members of a county child welfare board shall select a presiding officer and shall perform the duties required by the commissioners court and the department to accomplish the purposes of this chapter.

(d) A county child welfare board is an entity of the department for purposes of providing coordinated state and local public welfare services for children and their families and for the coordinated use of federal, state, and local funds for these services. The child welfare board shall work with the commissioners court.

(e) A county child welfare board is a governmental unit for the purposes of Chapter 101, Civil Practice and Remedies Code.

(f) A county child protective services board member may receive information that is confidential under Section 40.005, Human Resources Code, or Section 261.201 when the board member is acting in the member's official capacity.

(g) A child welfare board may conduct a closed meeting under Section 551.101, Government Code, to discuss, consider, or act on a matter that is confidential under Section 40.005, Human Resources Code, or Section 261.201.

You have the power to Help Stop Child Abuse



Purchase Your Stop Child Abuse License Plate

The Texas Stop Child Abuse License Plate, sponsored by the Texas Council of Child Welfare Boards, provides a fun and easy way to help end child abuse in Texas. Proceeds from the plate provide funding for programs and services supporting abused and neglected children of Texas.



Frequently Asked Questions

How much does the plate cost?

A sequentially numbered plate is just \$30. A personalized plate, whether a new request or a transfer for an existing personalized plate is \$40. These fees are additional, above your normal registration fee.

Can I personalize the license plate?

Absolutely! More than 100,000 Texans have customized their vehicles by ordering personalized license plates. Simply go to www.txdmv.gov and check for availability.

Where does the money go?

The Stop Child Abuse License Plate is sponsored by the Texas Council of Child Welfare Boards, a 501(c)(3) nonprofit organization. Proceeds are distributed to participating Texas Counties to provide fill in the gap services for kids in our Texas Foster Care System.

For More Information visit www.txdmv.gov and look for the “Stop Child Abuse” Charity plate or contact your local County Child Welfare Board.

Local Board Contact:

Child Abuse Prevention Awareness Calendars

The Child Abuse Prevention Awareness calendars are **FREE**. They are a resource developed each year for community-based and other child serving organizations to share with families. The calendars provide monthly parenting tips and community resource information.

2014 Parenting Tips Calendar

Download the **2014 Parenting Tips Calendar**, "Fun Around Town" at http://www.helpandhope.org/pdf/2014Calendar_English.pdf.pdf (also available in [Spanish](http://www.helpandhope.org/pdf/2014Calendar_Spanish.pdf.pdf)-http://www.helpandhope.org/pdf/2014Calendar_Spanish.pdf.pdf).



Please give us your feedback on the 2014 calendar and ideas for future tips!
<https://www.surveymonkey.com/s/calendarsurvey2014>.

If you would like to receive future calendar information and notifications please send your name and email to: prevcal@dfps.state.tx.us.