PROBLEM STATEMENT

Currently the training Child Welfare Program supervisors receive in Oregon does not adequately prepare supervisors for their diverse role within the agency.

STATUS SUMMARY

A kick off meeting for this project was held on June 21, 2017. On July 18, 2017 the project scope was expanded to include two sub-work groups. The purpose of one work group is to redesign the Supervisor Quarterlies to include more training and professional development opportunities. The second work group will plan and execute a Conference for all Child Welfare Supervisors scheduled to be held in early spring 2018. The conference will bring advanced training opportunities for all supervisors, including topics on Oregon's Practice Model. Both sub-work groups have met and begun initial planning. The agenda for the supervisor quarterly being held in September 2017 has been revised to include a training on vicarious trauma by Steve Freidland. Mr. Freidland has been developing and delivering innovative training for over 25 years in health and human service organizations and has many years of experience training child welfare leaders. The training will provide supervisors with knowledge, practices, and tools they can use to help support their staff identify, reduce, and prevent risk factors or symptoms associated with Vicarious Trauma. Human Resources (HR) Mr. Freidland and I created a one page document to support this training which includes signs and symptoms of vicarious trauma to look for in staff, HR options for supervisors to use when a staff member is displaying signs or symptoms of trauma, factors which may decrease the prevalence of trauma in staff, and risk factors which can influence workforce stress and vicarious trauma. This document will be made available to all supervisors and is intended to be an easy tool they can use during supervision.

QUARTERLY BUSINESS REVIEW (QBR) ALIGNMENT

This project partially aligns with the following QBR measures:

1.3 Face to Face Contact
1.4 Safety in Foster Care
1.5 Children Safely Maintained with a Parent

WORK ACCOMPLISHED IN THE LAST REPORTING PERIOD

1. Held kick off meeting for Advisory Committee (June 21, 2017)
2. Expanded project scope to include redesigning supervisor quarterly meetings and planning supervisor conference (July 18th, 2017)
3. Held meetings for supervisor quarterly sub-work group (July 28th, August 17th, and August 23rd, 2017)
4. Created one page document to support vicarious trauma training (August 31, 2017)
5. Held meetings for supervisor conference sub-work group (July 28\textsuperscript{th}, and August 29\textsuperscript{th})

WORK TO ACCOMPLISH IN THE NEXT REPORTING PERIOD

1. Attend supervisor quarterlies (September 7\textsuperscript{th}, September 20\textsuperscript{th}, September 21\textsuperscript{st}, and September 27\textsuperscript{th})
2. Submit Request for Proposals for Supervisor Conference venue (October 2017)
3. Continue to meet with both sub-work groups (ongoing)
4. Begin needs and gaps assessment for initial supervisor training (November 2017)

RISK AND MITIGATION STRATEGY

<table>
<thead>
<tr>
<th>RISK</th>
<th>MITIGATION STRATEGY</th>
<th>FURTHER ACTION NEEDED?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communication</td>
<td>Clarify the roles and responsibilities of all resources and stakeholders</td>
<td>No</td>
</tr>
<tr>
<td>Schedule</td>
<td>Schedule for planning the supervisor conference is ambitious</td>
<td>Will continue to work with sub-work group members to ensure work is completed in a timely manner</td>
</tr>
<tr>
<td>Schedule</td>
<td>Created staggered timeline and start dates for all training related projects</td>
<td>No</td>
</tr>
</tbody>
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CONCLUSIONS/RECOMMENDATIONS

Project is on schedule and is proceeding as planned. Currently, a needs and gaps assessment for the initial supervisor training is scheduled to begin in November 2017, with the goal of identifying training areas in April 2018. Curriculum design will begin in April 2018, with a tentative training implementation date of August 2018. Supervisor quarterly and supervisor conference planning is proceeding with an estimated completion date for both sub-work groups in Spring 2018.