

Oregon Family Decision-Making Meeting
Suggested Agenda

The facilitator guides the Oregon Family Decision-Making Meeting

1. Introductions:

- The facilitator states the purpose of the meeting and confirms participant understanding of this purpose.
- The facilitator asks all participants to introduce themselves and describe their relationship to the child and family.
- The facilitator requests names of other persons not present who should receive a copy of the meeting notes.

2. Ground Rules:

- The facilitator provides ground rules for the meeting including, but not limited to:
 - **Respect for Privacy:** Request that information discussed in the meeting is not shared outside of the meeting. Participants should be advised that recommendations may be included in the Case Plan and included in reports to the Court.
 - **Time limits:** the meeting will usually last two hours.
 - **Respectfulness:** the facilitator assures that each participant has the opportunity to speak with the focus on determining the services and activities to establish a permanent placement, either at the home of a legal parent or an alternate permanent home.
 - **Agreement:** The goal of the meeting is to develop a partnership that addresses the child's safety and permanent care.
 - **Responsibility:** The Department is responsible for the final decisions on the safety of the child.

3. Identification of issues impacting child safety and parental protective capacity

- The caseworker is asked to explain why the meeting was scheduled, summarize safety threats, relevant parental protective capacities and related child welfare history.
- Other participants contribute their information about child safety concerns and parental capacity to protect the children.

4. Assessing Options

- Participants consider placement and service options; including both the permanency and concurrent permanency plan. Options should focus on what needs to happen to keep a child safe, and help the family increase their capacity to protect the child.
- The caseworker may add any additional actions or services the Department requires for child safety. If some recommendations are not chosen, the worker will let participants know the reasons for not choosing them. Participants may not always agree on placement or service decisions.

5. Making Decisions/Coming to Agreement

- Review the suggested options
- Participants may revise or add to the options
- The caseworker must approve or revise the options that impact child safety
- If consensus is achieved then the recommendations are finalized and documented in the meeting notes. If consensus cannot be achieved for one or more recommendations, the meeting notes will document this as well, however participants should be advised that these will not be included in the Case Plan.

6. Follow up and Documentation

- During the meeting the facilitator or scribe will record decisions on the local child welfare office Oregon Family Decision-Making Meeting form. Each participant is asked to sign the form acknowledging attendance and participation.
- Debrief the process and the plan developed at the OFDM with the caseworker and the child welfare supervisor.