

AGENDA
FRIEND OF THE COURT BUREAU
ADVISORY COMMITTEE
Michigan Hall of Justice
925 W. Ottawa St., Lansing, Michigan

Friday, February 16, 2018

1. Call to Order

2. Administrative Matters

- a. New Member Introductions
 - i. Gail Townsend – Family Law Attorney
 - ii. Dr. Julia Cunningham, HRA Psychological Services (will attend May 2018 meeting)
- b. Review and approve minutes from August 2017 (no November 2017 meeting) – no amendments
- c. Correspondence as of last meeting (August 2017) – none

3. Public Comment

- a. None

4. Old Business

- a. Domestic Violence Best Practices Guide Update
 - i. In progress; completed sections are being sent out to review team.
 - ii. The goal of this guide will be to help the FOC know the signs, screen appropriately, protect and report. This tool will not be used to screen every case, but instead it will allow the case workers to identify the people that they are dealing with.
- b. MJI FOC Employee Training recap
 - i. 42% of new employees (1 year or less with FOC) and 67% of others employees attended
 - ii. There was also a lot of participation from the Saginaw Chippewa Tribe. There seems to be some turn over in these areas and this may be a good opportunity to help and work with them in the future.
- c. Grant Projects – update
 - i. PASS – Muskegon County
 - 1. Helping people get past barriers such as literacy and educational issues to help them become more marketable so they can pay their support obligations.
 - 2. Wayne County has been doing working with the same concept with their Families Forward program. May want to get FOCs statewide involved and see if there are other similar programs already in place.
 - ii. SEED – Muskegon County
 - 1. Completed September 30, 2017
 - 2. Currently in evaluation stages
 - 3. Important finding so far: the criteria of people who qualified may need to be narrowed. Some individuals did not need this program as much as others, while other participants had a series of problems that could not be solved by the grant program.
 - iii. Safe and Together – MDVSAPT Grant
 - 1. Grant will take the “Safe and Together” model, currently used in child welfare cases, and modify it to determine if the “Safe and Together” model would work in

a domestic relations setting. SCAO/FOCB is a partner in the grant, but not the grant administrator.

2. *Project is still in its initial phase – just passed the 1 year mark of content development (grant is in place until December 2019), projected to have more concrete materials in next 6-8 months.*
3. Grantee meeting set for March 29-30th with Safe and Together Institute
4. FOC offices involved: Kent, Washtenaw, and Saginaw

5. New Business

a. FOCB Update

i. Lien Policy

1. Update primarily involves updating case law and Secretary of State information.
2. The Committee will contact the policy contact person and ask for him to present at the May 2018 meeting, or, to respond to individual Committee members' questions via e-mail.

ii. Incapacitation Policy

1. Draft policy affects those with an inability to pay (disabled, incarcerated, etc.).
2. Currently, the law says if the person will be incarcerated for greater than 1 year, the FOC must conduct a review.
3. Policy purpose:
 - a. Address both incarcerated and incapacitated individuals,
 - b. Recommend that a review be conducted for those who are incapacitated or those likely to be incapacitated for 6 months or longer.
4. Policy to be published in Spring 2018.

iii. Potential Modification of Annual Statutory Review Process

1. The current Annual Statutory Review FOC 17 form may not be the most effective way of gathering data about whether the FOC office duties “are being carried out in a manner that reflects the needs of the community.”
2. The statute does not specifically identify who is to complete the statutory review; the statute states “the FOC” will complete the review, but remains silent on who that is – the FOC office as a part of the circuit court (the chief judge) or the FOC alone (the FOC director).
3. Reviewing potential for changing the public comment section to a survey with an open-comment box.

iv. Public Satisfaction Survey

1. Kent County requested FOCB assistance in developing a “Public Satisfaction Survey” geared toward providing better service to the office’s customers.
2. As of now, the FOCB is not looking to make this a statewide policy, and this will not modify the statutory review process.
3. Customers selected for survey:
 - a. Hoping to pull e-mail addresses for participants and send an e-mail to those who qualify for the survey.
 - b. Considering putting up kiosk so people can take surveys when they leave.
4. Committee voiced concerns that this survey may not work, as implementing more surveys will not make people happy or more satisfied with the FOC.

5. Committee would like to, instead, educate the customers and the FOC staff as to the purpose of the statutory review.
- v. SCAO – FOCB Memorandum – Parenting Coordinators
 1. Legislation creating Parenting Coordinators effective January 2015
 2. The parenting time requirements are based off of family and conciliation courts, and the AFCC guidelines with some modifications.
 3. The Parenting Coordinators Workgroup is determining if the Workgroup should reconvene and reevaluate the current standards put in place under the law.
- vi. Parenting Time Guidelines Revisions
 1. Existing guidelines created in 2000 and needs to be updated.
 2. The FOCB has paired with MSU Law School’s Chance at Childhood Clinic for revision assistance. The school currently presents findings to FOCB staff. FOCB staff will, in turn, present the findings to a “review committee” (in creation now) for comment and to determine if more research is needed on particular topics.
 3. Review process will also consider other state’s practices for ideas.
- vii. MDOC “Clean Slate” reentry project
 1. MDOC has reached out to OCS and the FOCB for more information regarding how child support “works,” so information can be correctly shared with incarcerated individuals.
 2. Child support is one of the barriers that many offenders struggle with; the majority of offenders do not know that the order exists, the support amount, or how arrears have accumulated (and to what degree).
 3. Due to the lack of information offenders are given, a recently-released offender who obtains a job may have a high income withholding orders put into place, which increases the risk of being placed back in jail or prison.
 4. The project is working to reach recently-released individuals to provide services and connect them with their families.
 5. This will ultimately help MDOC and the FOC to help recently-released individuals understand their child support case and encourage the individual to be more involved in the child’s life.
- viii. “Child Support Guide for Incarcerated and Returning Parents” Brochure Review
 1. Brochure has basic information about child support and information that can be made available at MDOC and parole offices.
 2. As of right now there is no way to fund the printing of these brochures, but the Clean Slate Reentry Project is willing to print from a PDF, and Steve Capps is thinking about taking it to PLG to discuss it.
- ix. Public Information Updates
 1. Custody and Parenting Time Investigation Manual undergoing update with new case law.
 2. Public brochures and Model FOC Handbook up for review this year (reviewed every other year); both are in the early stages of revision. Project should be complete by Summer 2018.

b. Standing Agenda Items for Update

- i. Legislative update
- ii. Case Law update
 1. New format will be in place from MJJ's summaries.
 2. Update is from mid-July 2017 through February 2018.
- iii. OCS Policy Releases and Updates
 1. Found on mi-support
 2. Contract performance standards if anyone has any questions e-mail Tim Cole (ColeT@courts.mi.gov) and he will get you in touch with someone.

6. Closing

- a. Members Closing Comments
- b. Adjourn

Next meeting scheduled: May 18, 2018 @ 1 p.m., Hall of Justice in Lansing.

Upcoming Meeting Dates:

August 17, 2018
November 16, 2018