

SIGNATURE PAGE

Type or Print the following information.

PROSPECTIVE CONTRACTOR'S INFORMATION			
Company:	ARKANSAS BAPTIST CHILDREN'S HOMES + FAMILY MINISTRIES		
Address:	16 REMINGTON DRIVE		
City:	LITTLE ROCK	State:	AR Zip Code: 72204
Business Designation:	<input type="checkbox"/> Individual <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Public Service Corp <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Corporation <input checked="" type="checkbox"/> Nonprofit		
Minority and Women-Owned Designation*:	<input checked="" type="checkbox"/> Not Applicable <input type="checkbox"/> American Indian <input type="checkbox"/> Asian American <input type="checkbox"/> Service Disabled Veteran <input type="checkbox"/> African American <input type="checkbox"/> Hispanic American <input type="checkbox"/> Pacific Islander American <input type="checkbox"/> Women-Owned		
AR Certification #: _____		* See Minority and Women-Owned Business Policy	

PROSPECTIVE CONTRACTOR CONTACT INFORMATION			
Provide contact information to be used for bid solicitation related matters.			
Contact Person:	RYAN ROPP	Title:	DIRECTOR OF FOSTER CARE
Phone:	870-935-5134	Alternate Phone:	918-914-0510
Email:	RROPP@ARKANSASFAMILIES.ORG		

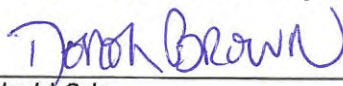
CONFIRMATION OF REDACTED COPY
<input type="checkbox"/> YES, a redacted copy of submission documents is enclosed. <input checked="" type="checkbox"/> NO, a redacted copy of submission documents is <u>not</u> enclosed. I understand a full copy of non-redacted submission documents will be released if requested.
Note: If a redacted copy of the submission documents is not provided with Prospective Contractor's response packet, and neither box is checked, a copy of the non-redacted documents, with the exception of financial data (other than pricing), will be released in response to any request made under the Arkansas Freedom of Information Act (FOIA). See Bid Solicitation for additional information.

ILLEGAL IMMIGRANT CONFIRMATION
By signing and submitting a response to this Bid Solicitation, a Prospective Contractor agrees and certifies that they do not employ or contract with illegal immigrants. If selected, the Prospective Contractor certifies that they will not employ or contract with illegal immigrants during the aggregate term of a contract.

ISRAEL BOYCOTT RESTRICTION CONFIRMATION
By checking the box below, a Prospective Contractor agrees and certifies that they do not boycott Israel, and if selected, will not boycott Israel during the aggregate term of the contract.
<input checked="" type="checkbox"/> Prospective Contractor does not and will not boycott Israel.

An official authorized to bind the Prospective Contractor to a resultant contract must sign below.

The signature below signifies agreement that any exception that conflicts with a Requirement of this Bid Solicitation will cause the Prospective Contractor's bid to be disqualified:

Authorized Signature:  Title: EXECUTIVE DIRECTOR
Use Ink Only.

Printed/Typed Name: DEREK A. BROWN Date: 2/24/20

SECTION 1 - VENDOR AGREEMENT AND COMPLIANCE

- Any requested exceptions to items in this section which are NON-mandatory must be declared below or as an attachment to this page. Vendor must clearly explain the requested exception, and should label the request to reference the specific solicitation item number to which the exception applies.
- Exceptions to Requirements **shall** cause the vendor's proposal to be disqualified.

By signature below, vendor agrees to and shall fully comply with all Requirements as shown in this section of the bid solicitation. **Use Ink Only**

Vendor Name:	ARKANSAS BAPTIST CHILDREN'S HOMES & FAMILY MENESTREES	Date:	2/24/20
Authorized Signature:	Derek A. Brown	Title:	EXECUTIVE DIRECTOR
Print/Type Name:	DEREK A. BROWN		

SECTION 2 - VENDOR AGREEMENT AND COMPLIANCE

- Any requested exceptions to items in this section which are NON-mandatory must be declared below or as an attachment to this page. Vendor must clearly explain the requested exception, and should label the request to reference the specific solicitation item number to which the exception applies.
- Exceptions to Requirements shall cause the vendor's proposal to be disqualified.

By signature below, vendor agrees to and shall fully comply with all Requirements as shown in this section of the bid solicitation. **Use Ink Only**

Vendor Name:	ARKANSAS BAPTIST CHILDREN'S HOMES & FAMILY MINISTRIES	Date:	2/24/20
Authorized Signature:	Derek A. Brown	Title:	EXECUTIVE DIRECTOR
Print/Type Name:	DEREK A. BROWN		

SECTION 3,4,5 - VENDOR AGREEMENT AND COMPLIANCE

- Exceptions to Requirements shall cause the vendor's proposal to be disqualified.

By signature below, vendor agrees to and shall fully comply with all Requirements as shown in this section of the bid solicitation. **Use Ink Only**

Vendor Name:	ARKANSAS BAPTIST CHILDREN & FAMILY SERVICES	Date:	2/24/20
Authorized Signature:	Derek A. Brown	Title:	EXECUTIVE DIRECTOR
Print/Type Name:	DEREK A. BROWN		

INFORMATION FOR EVALUATION

• Provide a response to each item/question in this section. Vendor may expand the space under each item/question to provide a complete response.

• **Do not** include additional information if not pertinent to the itemized request.

	Maximum RAW Score Available
E.1 MINIMUM QUALIFICATIONS	
A. Provide information regarding staffing. Identify key personnel that will execute the requirements of this RFP. Include name, status (full time employee or part-time employee), title, role, responsibility and credentials. 2.2B	5 points
B. Provide an organizational chart displaying the overall business structure. 2.2C	5 points
C. Describe how the vendor proposes to maintain sufficient staffing levels to ensure successful implementation of the Scope of Work. 2.2C	5 points
D. Submit a brief history, including the number of years, of experience in providing social work or work in a child welfare related field. 2.2D	5 points
E. Submit a minimum of three (3) letters of recommendation, from three (3) different sources, describing the work performed relative to the Scope of Work. Letters must be dated within the last six (6) months and meet the following criteria: <ul style="list-style-type: none"> • Must be on official letterhead of the party submitting the recommendation. • Must be from individuals who can directly attest to the respondent's qualifications relevant to the Scope of Work in this RFP. • Must include current phone numbers, mailing address, email address, printed name and title. • Must contain the signature of the individual party submitting the recommendation. • Must not be from current DHS employees. 2.2E 	5 points
E.2 APPROACH TO SCOPE OF WORK	
A. Describe your ability to provide the services described in this RFP statewide. 2.3A	5 points
B. Describe how vendor plans to comply with DCFS policy and procedures. 2.3A3	5 points
C. Describe in detail how the vendor plans to execute the Scope of Work independent of DCFS. 2.3A4	5 points
D. Describe vendor's admission criteria. 2.3A7	5 points
E. Describe how you will work with DCFS to achieve reunification and permanence for children and youth. 2.3A8	5 points
F. State your plan for continued placement support and crisis intervention surrounding placement disruption. 2.3A10	5 points
G. Explain how you will work with DCFS to achieve visitation. 2.3B	5 points

E.3 ADDITIONAL CONTRACT REQUIREMENTS	
A. State how the vendor proposes to ensure all employees have required background checks. 2.4C	5 points
B. Describe how you will comply with the reporting and billing requirements stated in this RFP, 2.4 F, G, H.	5 points
C. Describe your record retention and confidentiality policies. 2.4I	5 points

Contract Number _____
 Attachment Number _____
 Action Number _____

CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM

Failure to complete all of the following information may result in a delay in obtaining a contract, lease, purchase agreement, or grant award with any Arkansas State Agency.

SUBCONTRACTOR: _____ SUBCONTRACTOR NAME: _____

Yes No

IS THIS FOR:

TAXPAYER ID NAME: Arkansas Baptist Children's Homes & Family Ministries

Goods? Services? Both?

YOUR LAST NAME: Brown

FIRST NAME: Derek

M.I.: A

ADDRESS: 10 Remington Dr

CITY: Little Rock

STATE: AR

ZIP CODE: 72204

COUNTRY: USA

AS A CONDITION OF OBTAINING, EXTENDING, AMENDING, OR RENEWING A CONTRACT, LEASE, PURCHASE AGREEMENT, OR GRANT AWARD WITH ANY ARKANSAS STATE AGENCY, THE FOLLOWING INFORMATION MUST BE DISCLOSED:

FOR INDIVIDUALS *

Indicate below if: you, your spouse or the brother, sister, parent, or child of you or your spouse *is* a current or former: member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee:

Position Held	Mark (√)		Name of Position of Job Held <small>[senator, representative, name of board/ commission, data entry, etc.]</small>	For How Long?		What is the person(s) name and how are they related to you? <small>[i.e., Jane Q. Public, spouse, John Q. Public, Jr., child, etc.]</small>	
	Current	Former		From MM/YY	To MM/YY	Person's Name(s)	Relation
General Assembly							
Constitutional Officer							
State Board or Commission Member							
State Employee							

None of the above applies

FOR AN ENTITY (BUSINESS) *

Indicate below if any of the following persons, current or former, hold any position of control or hold any ownership interest of 10% or greater in the entity: member of the General Assembly, Constitutional Officer, State Board or Commission Member, State Employee, or the spouse, brother, sister, parent, or child of a member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee. Position of control means the power to direct the purchasing policies or influence the management of the entity.

Position Held	Mark (√)		Name of Position of Job Held <small>[senator, representative, name of board/commission, data entry, etc.]</small>	For How Long?		What is the person(s) name and what is his/her % of ownership interest and/or what is his/her position of control?		
	Current	Former		From MM/YY	To MM/YY	Person's Name(s)	Ownership Interest (%)	Position of Control
General Assembly								
Constitutional Officer								
State Board or Commission Member	√		CHILD WELFARE REVIEW BOARD	01/2001	PRESENT	CHARLES FLYNN		MEMBER OF OPERATIONS BOARD
State Employee				11/2019	PRESENT	JOSH BRYANT		BOARD MEMBER

None of the above applies

Contract Number _____
Attachment Number _____
Action Number _____

Contract and Grant Disclosure and Certification Form

Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this contract. Any contractor, whether an individual or entity, who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the agency.

As an additional condition of obtaining, extending, amending, or renewing a contract with a state agency I agree as follows:

1. Prior to entering into any agreement with any subcontractor, prior or subsequent to the contract date, I will require the subcontractor to complete a **CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM**. Subcontractor shall mean any person or entity with whom I enter an agreement whereby I assign or otherwise delegate to the person or entity, for consideration, all, or any part, of the performance required of me under the terms of my contract with the state agency.

2. I will include the following language as a part of any agreement with a subcontractor:

Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this subcontract. The party who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the contractor.

3. No later than ten (10) days after entering into any agreement with a subcontractor, whether prior or subsequent to the contract date, I will mail a copy of the **CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM** completed by the subcontractor and a statement containing the dollar amount of the subcontract to the state agency.

I certify under penalty of perjury, to the best of my knowledge and belief, all of the above information is true and correct and that I agree to the subcontractor disclosure conditions stated herein.

Signature Doroth A. Brown Title Executive Director Date 2/24/20
Vendor Contact Person Ryan Ropp Title Director of Foster Care Phone No. (870)935-5134

Agency use only
Agency Number 0710 Agency Name Department of Human Services Agency Contact Person _____ Contact Phone No. _____ Contract or Grant No. _____

Policy 105

Subject: Equal Employment Opportunity

Effective Date: 03/14/17

Authority: Board of Trustees Minutes

Equal Employment Opportunity Policy

Arkansas Baptist Children's Homes and Family Ministries provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, gender, national origin, age, disability, genetic information, marital status, status as a covered veteran in accordance with federal and state laws as they apply to this agency.

Arkansas Baptist Children's Homes and Family Ministries complies with applicable state and local laws governing nondiscrimination in employment in every location in which the agency has facilities. This policy applies to all terms and conditions of employment, including but not limited to hiring, placement, promotion, termination, layoff, transfer, leaves of absence, compensation and training.

If an employee believes this policy has been violated, either regarding themselves or another employee, they should promptly report the concern to their supervisor, the Program Director or the Executive Director.

THE ARKANSAS CHILD WELFARE AGENCY REVIEW BOARD

In cooperation with



The Arkansas Department of Human Services'
Division of Child Care and Early Childhood Education



Certifies that

Arkansas Baptist Children's Homes and Family Ministries
Owner

Arkansas Baptist Children's Homes and Family Ministries
Agency

10 REMINGTON DRIVE
LITTLE ROCK, AR 72204

Is hereby issued Child Placement license #: 140

FOR THE PURPOSE OF PROVIDING, IN THE STATE OF ARKANSAS, THE FOLLOWING SERVICES:

Foster Care

THIS IS A REGULAR LICENSE WITH AN EFFECTIVE DATE OF 04/27/2004 AND WILL REMAIN IN EFFECT UNLESS THERE IS A STATUS CHANGE.

In Witness whereof



Chairman, Child Welfare Agency Review Board

Effective: 04/27/2004





Derek A. Brown, Ph.D., LPC

10 Westington Dr. • Little Rock, AR 72204
 (501) 416-1567 • d.brown@abchm.com

Derek grew up down a sandy dirt road in Lowcountry South Carolina, around the corner from an area his family had called home for nine generations. At the age of 7, he professed Christ as his Savior and was baptized in a church that was planted in 1774. He earned a bachelor's degree in psychology and youth ministry from Charleston Southern University, where he met his bride. He then earned Master of Divinity and Master of Theology degrees from New Orleans Baptist Theological Seminary, followed by a Doctor of Philosophy degree, all with a specialization in psychology and counseling. Derek joined the team at Arkansas Baptist Children's Homes and Family Ministries in 2012 as Little Rock Area Director and later became Clinical Director. In December 2018, Derek became the Executive Director of the ministry. He works with staff members, churches, donors and community partners to impact the children and families of Arkansas. He is directly responsible to the Board of Trustees for agency operations. Derek is married to Ariel Brown, LPC, who is also on staff as a clinical counselor in the Little Rock Family Ministry Office. They are blessed with three children: Leila, Gavin and Jonas. Though Jonas is technically the only native Arkansan in the family, they all make the most of the Natural State, spending free time outdoors camping, swimming, fishing and playing sports.

Education:

DOCTOR OF PHILOSOPHY <i>New Orleans Baptist Theological Seminary</i> Psychology and Counseling, 4.0 GPA Robert S. Magee Doctoral Fellowship Award	MAY 2014 <i>New Orleans, LA</i>
MASTER OF THEOLOGY <i>New Orleans Baptist Theological Seminary</i> 4.0 GPA	DEC 2010 <i>New Orleans, LA</i>
MASTER OF DIVINITY <i>New Orleans Baptist Theological Seminary</i> Specialization in Psychology and Counseling, 3.8 GPA	MAY 2008 <i>New Orleans, LA</i>
BACHELORS OF SCIENCE <i>Charleston Southern University</i> Double Major in Youth Ministry and Psychology, Campus Ambassador, Servant Leadership Team of Baptist Collegiate Ministries, Campus Outreach, Psi Chi-National Honor Society for Psychology	MAY 2004 <i>Charleston, South Carolina</i>

Experience:

EXECUTIVE DIRECTOR <i>Arkansas Baptist Children's Homes and Family Ministries</i>	DECEMBER 2018 - PRESENT <i>Little Rock, Arkansas</i>
Responsibilities include:	
<ul style="list-style-type: none"> • Oversee the execution of trauma-informed, family-focused, and Christ-centered programs for families • Administration of development and financial operations • Report to the Board of Trustees and the Arkansas Baptist State Convention • Represent the agency to church and community partners around the state 	

CLINICAL DIRECTOR JULY 2017 – NOVEMBER 2018
Arkansas Baptist Children's Homes and Family Ministries Little Rock, Arkansas

Responsibilities included:

- Supervising the counseling operations
- Leading regional pastoral counseling trainings
- Training and equipping staff to provide trust-based relational care
- Counseling pastors and their family members
- Providing administrative and fiscal oversight of regional ministries
- Speaking and preaching in area churches and associations

LITTLE ROCK AREA DIRECTOR AUGUST 2012 – JUNE 2017
Arkansas Baptist Children's Homes and Family Ministries Little Rock, Arkansas

Responsibilities include:

- Providing individual and relational counseling
- Counseling pastors and their family members
- Speaking and preaching in area churches and associations
- Hiring and training of direct care and administrative staff
- Developing ministry programs to meet the needs of foster children
- Serving as President of the Arkansas Association of Homes for Children (2015)
- Managing a regional office and multiple residential facilities

ADJUNCT INSTRUCTOR AUGUST 2013 – PRESENT
John Brown University Little Rock, Arkansas

Responsibilities include:

- Teaching Masters Level Courses including:
 - Family of Origin
 - Group Theory
 - Child and Adolescent Counseling
 - Theories and Techniques of Counseling
 - Practicum/Internship
- Developing and teaching weekly lectures
- Creating assignments, tests, and projects
- Maintaining a classroom setting that fosters spiritual and academic development

ADJUNCT INSTRUCTOR JANUARY 2010 –MAY 2012
New Orleans Baptist Theological Seminary New Orleans, Louisiana

Responsibilities included:

- Teaching Undergraduate and Masters Level Courses including:
 - Clinical Marriage and Family Assessment
 - The Bible in the Professional Christian Counselor
 - Group Counseling
 - Adolescent Psychology
 - Human Development
 - Childhood Disorders and Therapies
 - Chemical Dependency
 - Structural and Strategic Therapies
 - Human Sexuality
 - Health Psychology
 - Guest Lecturer for Youth Ministry Institute

- Developing and teaching weekly lectures
- Creating assignments, tests, and projects
- Maintaining a classroom setting that fosters spiritual and academic development

TEACHING ASSISTANT

New Orleans Baptist Theological Seminary

JANUARY 2009 – MAY 2010

New Orleans, Louisiana

Responsibilities included:

- Teaching classes in various psychology and counseling courses including:
 - Contemporary Marriage and Family Therapies
 - Marriage and Family
 - Family Systems
- Grading papers, projects, and tests
- Assisting the Psychology and Counseling Chair with a range of duties
- Leading group supervision for graduate counseling students

SITE MANAGER

Celebration Hope Center

SEPTEMBER 2010 – AUGUST 2012

Arabi, Louisiana

Responsibilities included:

- Developing a non-profit counseling program at the Celebration Church campus in Arabi, LA, a community impacted by Hurricane Katrina and the B.P. Oil Spill
- Managing a team of counseling and administrative staff
- Assisting with grant writing and building community partnerships
- Coordinating programs and events that assisted families in the community

COORDINATOR OF ADOLESCENT AND FAMILY COUNSELING

Celebration Hope Center

JUNE 2008 – AUGUST 2012

Metairie, Louisiana

Responsibilities included:

- Developing an adolescent and family counseling program for the non-profit ministry of Celebration Church
- Providing counseling for individuals and families and supervising the clinical work of counselors in training
- Teaching classes targeting the development of healthy families including:
 - Anger Management
 - Preventative Relationship Enhancement Program
 - Prepare to Last
 - Positive Parenting Program
- Leading counseling groups and mental health seminars at schools and churches

YOUTH MINISTER

Clifton Baptist Church

JANUARY 2005 – DECEMBER 2007

Franklinton, Louisiana

Responsibilities included:

- Assisting pastor in leading weekly worship services
- Officiating and assisting with funerals and weddings
- Leading youth Bible studies at church and the local schools
- Preaching in worship services as needed
- Launching and coordinating community outreach projects
- Organizing mission trips and activities for the youth and college students
- Directing Vacation Bible School
- Planning church family activities throughout the year

SUMMER YOUTH MINISTER
Udhailiyah Protestant Fellowship

MAY 2004 - AUGUST 2004
Udhailiyah, Saudi Arabia

Responsibilities included:

- Leading weekly Bible study for middle school and high school students
- Preaching at multiple corporate worship gatherings
- Conducting middle school and high school youth led services
- Engaging in many outreach opportunities for both middle and high school students
- Planning and conducting events for children, youth, and the church family

DIRECTOR OF YOUTH
First Baptist of Manning

SEPTEMBER 2001 - MAY 2004
Manning, South Carolina

Responsibilities included:

- Directing all aspects of the student ministry
- Planning and leading weekly Bible studies
- Leading quarterly trips and retreats for youth and children
- Preparing and leading students through a weeklong mission trip each summer
- Forming and Managing a youth praise band

Dissertation:

“The Role of Emotion Regulation in the Formation of an Emotional Concept of God in Evangelical Christians”

Publications:

- Brown, D.A. (2009). Is it possible to get along with my teenager? *Baptist Message*, June 25.
- Brown, D.A. (2010). What is sexting and should I really be concerned about my teen or pre-teen actually doing this? *Baptist Message*, March 4.
- Brown, D. A. (2011). Counseling with the Great Commission in mind. *Transformation*, 5(2), 6-8. American Association of Christian Counselors.
- Brown, D. A. (2013). A refuge unshaken: Discussing headline tragedies with your children. *Arkansas Christian Parent*, Summer 2013, 10-11. Arkansas Baptist News.
- Brown, D. A. (2014). The sacrifices of marriage and parenthood. *Arkansas Christian Parent*, Spring 2014, 10-11. Arkansas Baptist News.

Additional Training:

- Certificate in Non-Profit Management from Duke University
- Triple P Parenting
- PREP Divorce Prevention
- Anger Management
- Suicide Prevention
- Prepare-Enrich
- Complex PTSD Recovery
- EMDR
- Clinical Supervision
- Filial Therapy
- Sankofa: Violence Prevention
- Seeking Safety
- Crisis Response

- Sand Tray Therapy
- PRIDE Train the Trainer

- SAFE Home Study Supervisor
- Trust Based Relational Intervention

License/Ordination Information:

LICENSED AS MINISTER OF THE GOSPEL <i>First Baptist of Manning, SC</i>	APRIL 18, 2004
LICENSED AS PROFESSIONAL COUNSELOR <i>State of Louisiana, conveyed to Arkansas in October 2012</i>	DECEMBER 17, 2010
ORDAINED AS MINISTER OF THE GOSPEL <i>Epoch Church of Little Rock, AR</i>	OCTOBER 30, 2018

Personal Information:

MARRIED ARIEL BROWN, MAMFC, LPC <i>Formerly Ariel Meyer of Mt. Pleasant, South Carolina</i>	JULY 23, 2005
DAUGHTER BORN <i>Leila Jayde Brown</i>	DECEMBER 19, 2008
SON BORN <i>Gavin Arthur Brown</i>	MARCH 20, 2012
SON BORN <i>Jonas Russell Brown</i>	JULY 13, 2014

CHARLES FLYNN, LMSW

10 Remington Dr.
 Little Rock, AR 72204
 (501) 410-1567
 cflynn@arkansasfamilies.org

EMPLOYMENT

DIRECTOR OF OPERATIONS 1995 - present
Arkansas Baptist Children's Homes and Family Ministries *Little Rock, Arkansas*

Supervision of program directors. Involved in decision-making and budget process for total program. Provide and/or coordinate training for staff.

AREA DIRECTOR 1991 - 95
Arkansas Baptist Children's Homes and Family Ministries *Little Rock, Arkansas*

Supervision of three emergency receiving homes and area office. Responsible for securing, training and supervising staff. Performed intakes for Arkansas Baptist Home for Children and Arkansas Baptist Boys Ranch.

EDUCATION

MASTER OF SOCIAL WORK 1991
Louisiana State University *Baton Rouge, Louisiana*

Intern at Louisiana Baptist Children's Home in Monroe, Louisiana.

BACHELOR OF ARTS IN SOCIAL WORK 1990
University of Louisiana at Monroe *Monroe, Louisiana*

President of Social Work Club. Fieldwork at Bastrop Area Alcohol and Substance Abuse Clinic, Bastrop, Louisiana.

1990 Social Work Student of the Year.

MASTER OF RELIGIOUS EDUCATION 1979
Southwestern Baptist Theological Seminary *Fort Worth, Texas*

BACHELOR OF MUSIC EDUCATION 1977
University of Louisiana at Monroe *Monroe, Louisiana*

SERVICE

- Child Welfare Agency Review Board
 Past-chairman, member since 2001.

MEMBERSHIPS

- Arkansas Association of Homes for Children.
 Past-president.
- Association of Christian Childcare Administrators
 Two-time past-president, secretary/treasurer, membership chair, annual meeting chair.

- Recruit foster families through building community relationships and engagement with local churches.
- Church engagement and speaking in local churches to promote program.
- Permanency Planning: work towards the most appropriate permanency plan and concurrent plan for the family.
- Attend annual training and submit to supervisor for review.
- Management of personnel: hiring and training staff, completing performance evaluation, and ensuring caseload ratios remain compliant.

Foster Care Case Worker

July 2017- July 2018

- Case management duties for foster children under the care of Arkansas Baptist Children's Homes
- Meet with the placement providers to assess the provider's and client's needs to address any concerns.
- If case appropriate, ensure siblings in separate placement remain in weekly contact. Supervise and transport to visits between the child and the child's biological parents, siblings and grandparents when court mandated.
- Ensure safety of placement of children in licensed foster home through in-home visitations.
- Church engagement and speaking in local churches to promote program.
- Permanency Planning: work towards the most appropriate permanency plan and concurrent plan for the family.
- Attend annual training and submit to supervisor for review.
- Work peer caseloads during absences, vacations, vacancies as needed.
- Participate in on-call as requested.
- Respond to all email and voicemail within one hour.

MISSOURI BAPTIST CHILDREN'S HOME
Family Foster Care Specialist

JOPLIN, MISSOURI
October 2015- July 2017

PRACTICUM: *Foundation year of MSW education*

January 3, 2016 – April 30, 2016

- Provide case management services to children in the foster care system of the State of Missouri
- Facilitate interdisciplinary team meetings with court officials, state representatives, and support service providers.
- Author court reports and court requests regarding progress to permanency goal of client juvenile cases.
- Testify in court hearings both formally under oath and informally by announcement.
- Maintain professional interdisciplinary relationships and communication with The State of Missouri Children's Division, Juvenile Office, Guardian Ad Litem, and Appointed Legal Counsel for families.
- Assess child and family needs to reduce safety concerns of abuse and neglect within client families.
- Assess biological family and foster homes for child safety.
- Conduct bi-monthly visits with clients in their foster placement assessing ongoing needs and safety of the children.
- Conduct bi-monthly visits with biological parents in their home assessing progress on social services agreement toward reunification of the children to the biological family.

OZARK CENTER: COMMUNITY CARE PROGRAM
Community Support Specialist

JOPLIN, MISSOURI
July 2013 – October 2015

- Prepared individualized treatment plan to increase client independence in the community.
- Supervised case load of 30 clients addressing ongoing mental health and independence needs.
- Provided ongoing assessment and monitoring of client's adjustment to community living.
- Monitored client participation and progress in organized treatment programs to assure the planned provisions of service according to the client's individual treatment plan.

- Communicated information regarding client treatment and progress with interdisciplinary treatment team.
- Coordinated client access to public services including financial, medical, and housing.
- Maintained weekly contact with each client with a minimum of two face-to-face interventions per month.

ACADEMY SPORTS & OUTDOORS

Team Lead

JOPLIN, MISSOURI

March 2010 – July 2013

- Oversaw 15 to 20 sales associates to ensure they implement daily tasks.
- Received instruction and tasks from management to be implemented within my department.
- Maintained training on proper procedure for completing federal firearm form 4473 for firearm sales.
- Ensured that associates under my oversight are completing 4473 forms within federal regulations and company policy.
- Stayed current on product and sales training while keeping associates in my department current on training requirements

DREXEL CHRISTIAN CHURCH

Preaching Minister

DREXEL, MISSOURI

May 2011 - October 2011

- Prepared and delivered sermons and small group lessons.
- Organized and led weekly religious services.
- Counseled individuals and groups concerning their spiritual, emotional, or personal needs.
- Visited people in homes, hospitals, or prisons to provide them with spiritual and emotional comfort and support.
- Conducted special ceremonies, such as weddings and funerals.
- Collaborated with interdisciplinary committees and individuals to address financial or administrative issues pertaining to congregants.

OTHER EXPERIENCE

- Trust Based Relational Intervention (TBRI) Practitioner since September 2019
- Structured Analysis Family Evaluation (SAFE) Trained September 2017. SAFE Supervisor Trained since August 2018.
- PRIDE Trainer since 2017 and Trainer the Trainer since August 2018.

Aaron Chastain

479-381-1001

7807 Yorktown Rd, Fort Smith, AR

thechastains@icloud.com

Connected Foster Care
2201 Dallas St
Fort Smith, AR 72901
(479) 646-2100

November 27, 2019

To Connected Foster Care,

Why do you have my resume? With 12 years of gospel ministry in Arkansas, God is calling me to a new work! With a background in foster care ministry, I have a passion and desire to see God restore lives through foster care. I believe God is at work in Connected Foster Care and I desire to join the mission to restore Arkansas families in crisis!

In 2011, I began to see foster care is a gospel issue and that the local church has the opportunity to illustrate the power of the gospel by becoming actively involved in restoring families that have entered the foster care system. For 2 years, I supported foster families behind the scenes while on a church staff. In early 2013, my wife and I became convinced that we needed to be on the frontline of this crisis. We became approved foster parents and received our first placement in October 2013. Since then, we have fostered 10 children, ranging in age from 3 to 17. We led the charge at our church to become a leading partner church with DCFS to recruit, train, and support foster families. In 2016, our family moved to Fort Smith, looking for opportunities to continue our foster care ministry. We struggled to find inroads until 2019 when we found Connected! We were so excited to discover that Arkansas Baptists had launched an initiative to engage the foster care crisis in our state! We were so encouraged with the strategy that we decided to retake PRYDE training in March 2019 and become approved foster parents in Area 2.

I have prayed and sought the Lord's guidance. I desire to mobilize local churches to recruit, train, support, and retain foster families so that we can fulfill the Great Commission and see Arkansas families restored through the power of the gospel. I am a conservative, evangelical Christian who has served Arkansas Baptists (ABSC) for 12+ years. I whole-heartedly affirm and endorse the Baptist Faith & Message 2000 and the Cooperative Program of the Southern Baptist Convention (SBC). I now sense the urgency to go where God leads us, and I am praying for a faithful and fruitful ministry.

Sincerely,
Aaron Chastain

REFERENCES


LYNN SZCZEPANIK
Connected Foster Care
Fort Smith, AR
417-438-3733

JOHN COUCH
Personal friend
Rogers, AR
479-263-1359

ANN MEYTHALER
CALL Coordinator, Area 1
Lowell, AR
479-206-0398

Aaron Chastain

Husband, Dad, Pastor, Friend, Razorback fan

-  479-381-1001
-  7807 Yorktown Rd, Fort Smith, AR 72903
-  thechastains@icloud.com
-  facebook.com/aaronandlori.chastain
-  Latest sermon: vimeo.com/341353647



So, being affectionately desirous of you, we were ready to share with you not only the gospel of God but also our own selves, because you had become very dear to us. 1 Thessalonians 2:8

My Life

- 1985 Born into a great family in Arkansas (Ps 139:13-16)
- 1996 Born again and baptized (Gal 4:3-7)
- 1998 Shared the gospel for the first time and saw someone saved (Rom 10:13-15)
- 2003 Called to gospel ministry during senior year of high school (1 Tim 3:1)
- 2007 Married Lori (Eph 5:31-32), and was called to my first full-time student ministry (Acts 20:24)
- 2008 Graduated Arkansas Tech University (Prov 12:1), called to our next full-time student ministry
- 2009 Our son Moses was born (Ps 127:3-5)
- 2013 Graduated from seminary (Prov 19:2), and we became approved foster parents (Ps 82:3-4)
- 2014 Transitioned to discipleship pastor (1 Pet 5:2-4), officiated first wedding
- 2015 Officiated first funeral and began preaching in sister churches (2 Tim 4:2)
- 2016 Relocated to Fort Smith to shepherd 300+ college students at Grand Avenue Baptist Church

My Education

- May 2013 **Master of Divinity (MDiv): Great Commission Ministries**
The Southern Baptist Theological Seminary, Louisville, KY
- May 2008 **Bachelor of Arts: Communications**
Arkansas Tech University, Russellville, AR
- May 2003 **High School Diploma**
Bentonville High School, Bentonville, AR

My Experience

- Aug 2016–Present **College Pastor**
Grand Avenue Baptist Church, Fort Smith, AR – size of 1000+
- May 2014–Aug 2016 **Discipleship Pastor**
First Baptist Church, Centerton, AR – size of 800+
- May 2008–May 2014 **Student Pastor**
First Baptist Church, Centerton, AR
- May 2007–May 2008 **Associate Pastor**
East Mt Zion Trinity Baptist Church, Clarksville, AR – size of 125+

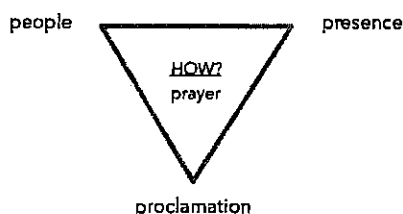
"Everyone can do something." —Jason Johnson

My Foster Care Ministry Highlights

- ▶ Provided leadership and strategy for local church involvement with DCFS
- ▶ Directed ministry staff teams and mobilized volunteers to get engaged in foster care
- ▶ Hosted DCFS sponsored foster care events
- ▶ Scheduled monthly foster family support group and CEUs
- ▶ Prepared and taught recurring 6 week course based on book *All In Orphan Care* by Jason Johnson
- ▶ Coordinated 2 PRYDE trainings per year, with a goal of 25 new foster families per training
- ▶ Appointed to NWA CALL Board to help cast vision and recruit Area 1 churches
- ▶ Developed partnership with local DCFS offices and personnel
- ▶ Received personal encouraging note from biological parent reunified with children

My Philosophy of Ministry

Over 12 years of ministry experience has led me to three crucial pillars of ministry: people, presence, and proclamation. My leadership and vision is based on these pillars. I will always seek out people. I will always lead with my presence. I will always proclaim the gospel.



It's all about people

Jesus came for people. Changed people change the world. I believe the church must focus its efforts on people. When God decided to declare his glory among the Earth, he chose people as his method. People bless people.

It's all about presence

Jesus was present. It's not enough to say the church is about people. We must practice the ministry of presence with those people. Presence blesses people.

It's all about proclamation

Jesus came to proclaim good news and He sent us to do the same. Souls are saved only through hearing the word of Christ. The gospel blesses people.

Tracy Fisher

Tracy.fisher5@yahoo.com
4174997498
1847 Redbud Dr. • Joplin, MO 64801

Education

Bachelor of Social Work
Missouri Southern State University
Major: Social Work
GPA: 3.5

Graduation: May 2019
Joplin, MO

Related Coursework

- Practice Skills for Helping Individuals
- Human Behavior in a Social Environment
- Social Diversity
- Practice Skills for Helping Families and Groups
- Social Research and Evaluation

Related Experience

WellspringKids Intern
Wellspring Church
visitwellspring.com

June 2017-Present
Webb City, MO

Wellspring Church exists to glorify God through gospel-centered worship, service, and community. Wellspring is a new nondenominational church in Webb City, MO.

- Planned class activities for babies through sixth grade classes
- Taught in classes for babies through sixth grade
- Attended weekly staff meetings to discuss events going on in the church
- Planned a Back to School Bash
- Helped train volunteers in child safety

Family Nanny
Hines Family

August 2018 to Present
Webb City, MO

The Hines family has two children, aged 6 and 8. Both parents work outside of the home.

- Transported children from school to home and around town
- Planned educational activities during the summer days
- Administered discipline when necessary
- Talk with the children about their day

Honors and Memberships

- Dean's Honor Roll, Two Semesters
- League of Lions Social Work Club Co-President, 2018-2019

Volunteer Experience

- Children's Haven Homework Tutor, 1 year
- Hope Kitchen
- Church Service Projects

Amanda Jones
203 E H Place
Russellville, Ar. 72801
479.462.6385
halfpint2987@yahoo.com

EDUCATION

Alma High School, Alma, AR. (2001-2005)

Diploma Earned.

Arkansas Tech University, Russellville, AR. (2005 to 2009)

Bachelor of Arts, Speech.

Emphasis in Communication.

Diploma Earned.

WORK EXPERIENCE

Russellville School District, October 2015 to Present

Paraprofessional Special Education Self Contained room.

First Baptist Church, October 2012 to Present

Preschool Worker.

Pediatrics Plus, May 2014 to August 2015

Teacher in toddler room.

Learning Land, August 2012 to May 2013

Lead Teacher younger two year olds.

Western Arkansas Child Development Center, August 2011 to May 2012

Paraprofessional.

United Cerebral Palsy, May 2009 to 2011

Waiver Aid.

Work with children who have special needs on speech, interacting with others, and how to act while out in the community.

COLLEGE AND COMMUNITY INVOLVEMENT

Sigma Alpha Iota, International Women's Music Fraternity

Recording Secretary for the 2007 to 2008 school year.

Responsible for taking the minutes and roll at every meeting.

National Autism Day, Fort Smith, AR, 2006

Volunteered by helping with games promoting autism awareness.

SKILLS

Proficient in Microsoft Word, Works, Excel, Access, and Power Point.

Kimberly Higgs

7501 Oxford Pl. Fort Smith, AR. 72903 | (479) 841-3656 | higgskim12@gmail.com

Objective

To positively impact the lives of children through integrity and care.

Education

ASSOCIATES DEGREE IN EARLY CHILDHOOD EDUCATION | UNIVERSITY OF ARKANSAS-FORT SMITH

- Graduated in May of 2019

BACHELORS DEGREE IN ORGANIZATIONAL LEADERSHIP | UNIVERSITY OF ARKANSAS-FORT SMITH

- I am currently a Senior
- Graduating on December 14th
- GPA: 3.6

Skills & Abilities

COMMUNICATION

- I have the ability to communicate with anyone and everyone. I'm a very personable person, and I believe that is a very important characteristic to have as a person that is wanting to work around others every single day.

LEADERSHIP

- RHA Executive Board
 - Treasurer
 - President
- National Society of Leadership and Success
 - General Member
- University Student Ambassador
 - I gave tours of our campus and helped incoming students find their "home-away-from-home".
- REACH Host for Grand Avenue Baptist Church College Ministry
 - I serve by reaching out to college students and opening up a place for a group to come together to read God's Word and talk about what is going on in our lives.

Employment

CASHIER | HARPS FOOD STORES INC. | 2012- 2018

- My main responsibility was being a cashier, but I would also help stock the groceries when I was not at the cash register. I have worked for this company since the summer before my junior year of high school.

NANNY | COLIN AND ABBY GEIS | JANUARY 2019- PRESENT

- I take care of an almost one-year old boy named Oliver. I am with Oliver Monday through Friday, 8 A.M. to 5 P.M., with some variances in times.

Early Childhood Experience**FIELD EXPERIENCE I | UAMS KIDS FIRST | 2017**

- I observed at this preschool for 10 hours, where I worked with children from birth to five years old.

FIELD EXPERIENCE II | LINCOLN CHILDCARE CENTER | 2018

- I observed at this preschool for 20 hours, where I worked with three and four year old children.

PRACTICUM | LINCOLN CHILDCARE CENTER | 2019

- I returned to this preschool to observe the children and practice all that I had learned while attaining my Early Childhood Education degree.

Vicki Wickliffe

207 Rock Ridge Circle
 Texarkana, AR 71854
 (501) 337-3047
vickiwickliffe@yahoo.com

God has called me into a life of ministry, through paid and volunteer positions, to reach out to families and children. My own experience of foster care and adoption has shown me how God uses people like me to touch the lives of children in need. My goal is to be used by God to make a real difference in the lives of children and their families.

Education

High School Diploma, Ballard Memorial High School, La Center, KY, 1976

Bachelor of Science, Spalding University, Louisville, KY, 1980. Double major in psychology and sociology with a Kentucky certification in early childhood.

Pre-K Ella training (Early literacy learning in Arkansas), 2005

Pre-K Index (Investigating, discovering, and exploring math and science for young children), 2007

Work Experience

1980-1981: Southern Baptist Theological Seminary Day Care Center, Louisville, KY.

1982-1983: Pike Avenue Baptist Church, North Little Rock, AR. Kindergarten teacher.

1984-1989: Geyer Springs First Baptist Church Day Care, Little Rock, AR. 3 year old teacher.

1989-1993: First Baptist Church Day Care, Des Arc, AR. Began and directed Mother's Day Out and taught Pre-K.

1994-2009: First Baptist Church Children's Center, Malvern, AR. Director.

2001-2009: Malvern Alternative School, Malvern, AR. Case manager, Social Worker, tutor, aide.

2010: Trinity Christian School, Texarkana, AR. Day Care/Preschool director.

2011-2019 Preschool Minister, Trinity Baptist Church, Texarkana, AR.

2011-2019 Mission Texarkana, Wednesday, Front Desk Coordinator and provider of services volunteer

2019-present Arkansas Baptist Children's Home Ministries, Foster Care Coordinator

Other Experience

Weekday Early Education planning committee for Arkansas Baptist State Convention since 1999.

Executive Board for Arkansas Baptist Children's Homes, 2010-2015. Also served as summer missionary for the Children's Home in 1978.

Foster care provider, 1982-1986 and 1992-1993.

Served with Arkansas Baptist Disaster Relief.

Coordinator for Foster Care Support at Trinity Baptist Church.

Serving on the Arkansas Baptist Minister's Wives planning committee.

VBS director, mission trips, and many other church related activities.

References

Peggy Richardson-Turchi
744 Mulligan
Malvern, AR 72104
(501) 337-2546
p.turchi5151@yahoo.com

Michelle Lawrence
388 CM 474
Texarkana, AR 71854
(985) 981-1081
Michelle@beechstreetfbc.org

Stephanie Rodgers
709 Carrie Dr
Benton, AR 72019
(501) 249-5213
Stephanie.rodgers@fencemastersar.com

Jason Mears
4501 Glen Echo Dr.
Paragould, AR 72450
(870) 476-4853
Jasonmears00@gmail.com

Collom & Carney Clinic
Texarkana, Texas

June 2011—June 2012

Licensed Practical Nurse:

- Assist physicians in a clinic setting;
- Monitoring vital signs;
- Performing test;
- Administration of medications; and
- Recording patient behavior.

Christus St. Michael Hospital
Texarkana, Texas

April 2011—June 2011

Licensed Practical Nurse:

- Assist physicians in a hospital setting;
- Monitoring vital signs;
- Performing test;
- Administration of medications; and
- Recording patient behavior.

LifeNet, Inc.
Texarkana, Texas

June 2008—February 2011
(some part time during nursing school)

Emergency Medical Technician:

- Administered first-aid care and life supporting treatments to sick and injured persons in pre-hospital emergency settings; and
- Accessed nature and extent of illness or injury to establish and prioritize medical procedures

Other Experiences

COURT APPOINTED SPECIAL ADVOCATE
Miller County, Arkansas

October 2019—Present

HEATHER NOEL

PROFILE

I am a 39 year old pastors' wife and mother of 3 teenagers who has 20 years of experience serving in ministry, leading, teaching & mentoring youth, children, women and families.

CONTACT

211 Aztec Drive
Searcy, AR 72143
501.827.0836
noelhn@yahoo.com
www.heathernoel.org

PERSONAL SKILLS

- Life Skills Training & Equipping
- Teaching, Mentoring & Coaching
- Communication Skills
- Computer & Graphic Design Skills
- Leading Teams & Team Player
- Building Relationships
- Writing Policy & Procedure

EDUCATION

Bachelor of Science in Psychology
SPECIALIZATION IN CHRISTIAN COUNSELING
MINOR IN BIBLICAL STUDIES
Magna Cum Laude/3.68 GPA
Liberty University, Lynchburg, VA, Online
January 2011

Counseling Internship

Calvary Baptist Association
Christian Counseling Center
August 2010-December 2010

- Observed 500 hours of Therapy Sessions

WORK EXPERIENCE

Desktop Publisher & Administrative Asst.
EAST SIDE BAPTIST CHURCH

- Served on Multi-staff church staff
- Designed and maintained all church media, communication, promotional & ministry materials.
- Helped plan special events
- Assisted Worship Pastor & Senior Adult Pastor
November 2000-May 2003

Client Services Director

FRIENDS FOR LIFE PREGNANCY CENTER

- Counseled Clients, many of whom were teenagers and college age, making them feel safe & welcomed
- Organized and taught parenting skills classes
- Trained volunteers
- Administered reports for Executive Director
- Maintained up to date educational and medical information for clients
September 2015-March 2016

Administrative Assistant Medical Leave
CALVARY COUNSELING CENTER

- Temporarily filled in for Medical Leave of absence, performing all Administrative Assistant Duties
- Updated and Rewrote the Center's Policy and Procedures to bring up to compliance and ethical practice.

VOLUNTEER EXPERIENCE

Ministry Service

EAST SIDE BAPTIST CHURCH
Volunteered as Youth Worker

- Taught youth girls weekly
- Mentored, counseled teenage girls
- Assisted husband in directing Upward Basketball
1999-2002

MARMADUKE FIRST BAPTIST CHURCH

Worked alongside husband, Student Pastor, to serve students in a rural, high at risk area.

- Mentored teenage girls
- Organized and led special events
- Taught youth girls weekly
- Maintained Trust and boundaries with students
November 2002-July 2007

HEATHER NOEL

VOLUNTEER EXPERIENCE

Ministry Service

TRINITY BAPTIST CHURCH

Worked alongside husband, Student Pastor, to serve students from all backgrounds in Searcy.

- Mentored, counseled teenage and college girls within youth ministry
- Organized and led special teen girls events
- Taught youth girls weekly
- Assisted in training volunteers
- Wrote Volunteer Policy
- Helped equip parents in building relationships with their teens
- Maintained Trust and boundaries
- Currently teach youth girls weekly & lead special teen girls events

August 2007-November 2010

TRINITY BAPTIST CHURCH

Work alongside husband, Senior Pastor, to serve our members.

- Implemented and led church's first women's ministry, trained leaders then passed on leadership.
- Plan & lead special women & teen girls events
- Speak at Workshops, Women's conferences/events for local churches
- Weekly women's Bible teacher
- Small Group Leader
- Provide biblical counsel, encouragement, mentoring to women seeking help
- Wrote Volunteer Policy
- Assist husband in providing help to couples seeking biblical guidance
- Design & Maintain church's social media & website

November 2010-Present

Foster Parent

- Provided safe, stable loving home for children of all ages while in foster care using trauma informed skills.
- Sought to build relationship with bio parents working towards reunification, providing support and guidance
- Provided awareness, advocacy for foster children in local church

March 2017-present

REFERENCES

GREG ADDISON

ASSOCIATE EXECUTIVE DIRECTOR, ABSC

10 Remington Dr

Little Rock, Arkansas 72204

501-376-4791 ext:5103

gaddison@absc.org

RHONDA INGRAM, M.Div, LPC

RHONDA INGRAM, PLLC.

405 W Arch Suite #1

Searcy, Arkansas 72143

501.230.0600

rhonda.ingram.lpc@gmail.com

KIM RICHARDS

EXECUTIVE DIRECTOR,

FRIENDS FOR LIFE PREGNANCY CENTER

914 East Race Street

Searcy, Arkansas 72143

501.305.4500

SANDRA DILLIN

LICENSED PSYCHOLOGICAL EXAMINER INDEPENDENT

1404 East Moore Avenue

Searcy, Arkansas 72143

501.305.1403

Margaret (Maggie) M. Peeler

Phone: 972.741.9201

Email: mag.j.murphy@gmail.com

Professional Experience

February 2012 to present Concepts of Truth International, Wynne, AR
 Business Director/School Director/Director Protege

- Keep books and records; using Quickbooks to process payroll, pay bills, pay taxes and reconcile monthly statements.
- Help coordinate, plan and market annual fundraisers; strategize and put into action new fundraising ideas such as a very successful 5K walk/run.
- Teach Sexual Health in local schools and direct the program over all schools we're in, including hiring and training staff to teach.
- Recruit volunteers to help at office, in part by using and growing social media for the company.

May, 2009 to April, 2011 Safe Havens of Kornerstone, Pantego, TX
 Family Developer

- Wrote and implemented service plans to meet the needs of children in foster care, including foster families, doctors/nurses, supervisor, myself, the child, etc.
- Managed a caseload of foster children and families to insure the safety and well being of children in care.
- Insured through observations, interviews and records that families met minimum standards each month and that service plan goals were being achieved.
- Built rapport with children and families as well as with CPS, attorneys, therapists and other professionals involved in meeting the needs of children in care.

May, 2007 to May, 2009 Texas Department of Family & Protective Services, Denton, TX
 CPS Specialist II Caseworker

- Maintained an average caseload of 30 families and children.
- Identified and helped set up services for parents/families to do, while working with them, in order to have their children returned to their care, when possible.
- Visited children in their foster homes, or biological home if returned, making sure their needs were met; safe and free from danger in the home, receiving therapy if needed.
- Attended and acted as guardian at ARD meetings, Circle of Support Meetings and regularly testified in court hearings.
- Kept monthly documentation current, including service plans and preparing court documents.

References for Maggie Peeler

Professional References

Ryan Thigpen
Concourse Manager
WME Live- Women of Faith & Lockheed Martin
917.865.0024

→ ryan.e.thigpen@gmail.com

Veronica Tackett
CPS Supervisor V
Department of Family and Protective Services, TX
535 S. Loop 288 Suite 2001
Denton, TX 75026
940.381.3400

Veronica.tackett@dfps.state.tx.us

Christi Clinger
Vice President of Logistics
7- Eleven Corporate
Dallas, TX
214.476.6239

→ christi.clinger@7-11.com

Personal References

Stacey Faries
Owner of Rose of Sharon
Wynne, AR 72396
870-588-9999

Jessica Hall
Foster Care Supervisor
Buckner International
Dallas, TX
903.262.4960

→ jessicalaurenhall@gmail.com

Sarah Valor Groce, PAC
Physician Assistant
Coppell, TX
214.395.5440

→ sarahgroce23@gmail.com

Lisa Whelchel
Author/Speaker/Actress
Los Angeles, CA
lisacauble777@gmail.com

→ ^{cauble} ~~lisacauble~~ 777@gmail.com

Kelly B. Jones

402 N. Main
 Harrisburg, AR 72432
 (870) 344-0173 Cell
 (870) 578-5901 Church
kellyjones@harrisburgfbc.com

**PERSONAL**

Birth: October 21, 1974, Helena, AR
 Salvation: June 20, 1987
 Marital Status: Married—Joan (Davis) Jones, March 8, 1997
 Children: Adam, (5/2/02); Nick, (6/16/06); Maryjoy (7/02/09), Brooklyn (10/06/10)
 Hobbies/Interests: Softball, reading, spending time with my family

MINISTRY OBJECTIVE

My primary ministry objective is to serve in a ministry position that allows me to reach families and individuals with the gospel to fulfill the Great Commandments (Matthew 22:37-40) and the Great Commission (Matthew 28:19-20).

EDUCATION

1993 High School Diploma, Central High School, Helena, AR
 1995 Associate of Arts, Phillips Community College of the U of A, Helena, AR
 1997 Bachelor of Business Administration, Delta State University, Cleveland, MS
 2006 Master of Divinity, Mid-America Baptist Theological Seminary, Cordova, TN
 2013 Doctor of Ministry Degree, New Orleans Baptist Theological Seminary, New Orleans

MINISTERIAL/SECULAR WORK EXPERIENCE

July 2018—Present	Campus Director, Arkansas Baptist Home for Children, Monticello, AR
Jan 2010-June 2018	Pastor, First Baptist Church, Harrisburg, AR
Nov 2006-Jan 2010	Pastor, First Baptist Church, DeWitt, AR
Feb-Nov 2006	Youth and Children's Pastor, First Baptist Church, DeWitt, AR
Nov 2004-Feb 2006	Middle School Associate, Faith Baptist Church, Bartlett, TN
Jan 2003-Nov 2004	Acting Minister of Music and Youth, Second Baptist Church, West Helena, AR
1998-2004	Deacon, Second Baptist Church, West Helena, AR
1993-2004	Sunday School, Discipleship Training Teacher, Second Baptist Church, West Helena, AR
1994-2003	Agent/Owner, Sherrald Jones Insurance, West Helena, AR
1993-1995	Music and Youth Intern, Second Baptist, West Helena, AR

REFERENCES

Danny Siquefield, DMin.
Pastor, Faith Baptist Church
3755 N. Germantown Rd
Bartlett, TN 38133
901-619-6110

Sonny Tucker, PhD
Executive Director, ABSC
10 Remington Drive
Little Rock, AR 72204
501-350-7241

Mark Hargrove
Former Chairman of Deacons, FBC DeWitt
1104 S. Grandview Dr.
DeWitt, AR 72042
870-946-5868

Terry Quattlebaum
Member, Second Baptist West Helena
537 South 7th St
West Helena, AR 72390
870-995-1444

(Additional references are available upon request)

JOANNA P. GREEN
604 B DR. MARTIN LUTHER KING JR. DR.
CROSSETT, AR 71635 · 870-500-1862
Joannapgreen505@gmail.com

Highly ambitious individual seeking with case management, care coordination to members who are identified and referred due to serious and persistent mental illness, substance abuse or intellectual and developmental disabilities. Currently seeking a prominent position with your organization.

EXPERIENCE

MARCH 2017 – PRESENT

CASE MANAGER ARKANSAS BAPTIST CHILDREN HOME

- Acts as liaison between residents, families, service providers and the community including medical, psychological, educational and other service resources.
- Participates in weekly multidisciplinary team meetings and Group Home team meetings.
- Involved in ongoing Individual Program Plan and Individual Educational Plan on each individual as assigned and in the regular reviews of goals established pertaining to these plans.
- Involved in quarterly Individual Participation Plan and/or Team Decision (TDM) meetings on each individual as assigned and in the regular review of goals established pertaining to these plans.
- Participates in parent/guardian conferences.
- Participates in/ facilitates meetings with involved mental health professionals.
- Prepares quarterly and annual IPP reports and maintains a database on all students and families in case of load assigned. All reports are submitted to the Program Administrator in a timely manner.
- Attends seminars and conferences to keep informed of new techniques and programs in the Social Services field, as required or directed by the Program Administrator.
- Coordinate social assessment/history for individual residents in the Group Home.
- Coordinate referral of residents to other agencies/services as needed.
- Serve as liaison and maintain contact with referring agencies (regional centers, rehabilitation, local school districts, and day programs) via phone calls, mailings, personal contact/visits.
- Provide crisis intervention to residents and families/guardians in collaboration with the treatment team.
- Involve the resident and family members in the treatment plan and promote understanding.

- Develop and monitor working treatment goals and objectives with measurable outcomes.
- Participate in treatment reviews, individual education plans (IEPs) and other case conferences, as needed.
- Follow agency protocol and procedures.
- Maintain and promote strength-based, family-centered perspective with parents, placement agencies and providers.

JANUARY 2016 – MARCH 2017

FAMILY SERVICE WORKER, DEPARTMENT OF HUMAN SERVICES

- Responsible for investigating and analyzing potential incidents of child abuse and neglect in order to implement the best solutions for the children involved.
- Develops and implements case plans, monitors individual progress towards completing objectives, and maintains detailed reports off all case activity.
- Advises children and families on the services and professionals best suited for their needs, and recruits and trains families to foster children.
- Frequently monitors children to inspect their safety and progression towards goals, develops and presents reports and testimonies of cases, and provides ongoing support during the process.

JUNE 2015 – JANUARY 2016

MATRON/DISPATCHER, CROSSETT POLICE DEPARTMENT

- Answer phones and redirect phone calls
- Dispatch first responders to cites that are deemed an emergency
- Manage officer logs for calls received

EDUCATION

DECEMBER 2014

BACHELOR OF SOCIAL SCIENCE:

CRIMINAL JUSTICE MINOR IN SOCIOLOGY, UNIVERSITY OF ARKANSAS AT LITTLE ROCK

GPA: 3.0

MAY 2009

GENERAL EDUCATION DIPLOMA, CROSSETT HIGH SCHOOL

SKILLS

- Excellent written and oral communication skills
- Ability to document within care management system
- Strong Interpersonal skills
- Ability to work independently and work as a team player
- Excellent time management and organization skills
- Proficient in Microsoft Word and Excel

AS

ASHLEY SPINKS203 S. MAPLE ST DUMAS AR 71639 |
SPINKS.ASHLEY89@ICLOUD.COM | 870.377.7194**OBJECTIVE**

I am a dedicated team player seeking to obtain employment in the area of case management of family services. I am well-organized and look forward to using my social work skills to gain experience in family services while working with the client and their family systems.

SKILLS

I am well-organized, effective in written and oral communication, proficient in computer skills, and self-motivated.

EXPERIENCE**HOUSEKEEPING • ARKANSAS BAPTIST HOMES FOR CHILDREN • APRIL 2014 – PRESENT**

Responsibilities included basic housecleaning maintenance of the campus, cooking meals for the children and administrators, catering events that the agency hosted, and managing the distribution of donations received by the agency.

TEACHER'S ASSISTANT • C B KING MEMORIAL SCHOOL • JANUARY 2012 – APRIL 2014

Responsibilities included documentation of state required IEP forms for children with developmental delays, assisting the primary teacher working with the children in the classroom, basic housecleaning maintenance of the classroom, and staffing with parents to discuss learning plans and progress on the mastery of the objectives.

SUBSTITUTE TEACHER • DUMAS PUBLIC SCHOOL DISTRICT • JANUARY 2011 – JANUARY 2012

Responsibilities included ensuring that student completed the lesson plan assigned by the teacher, assisting in recess duty, maintaining a safe environment in the ALE building when necessary, and interacting with the students and school faculty.

FIELD PRACTICUM INTERN STUDENT • DEPARTMENT OF HUMAN SERVICES DIVISION OF CHILDREN AND FAMILY SERVICES • AUGUST 2019– PRESENT

Responsibilities included conducting assessments of family needs, facilitating monthly visits with the foster care children under supervision, documenting information within the CHRIS, attending court, assisting on-call workers with dispatch, and working with families to meet the goals establish by the client and the court system



EMAIL



TWITTER HANDLE



TELEPHONE



LINKEDIN URL

AS

ASHLEY SPINKS

EDUCATION

GED • FEBRUARY 2008 • UNIVERSITY OF ARKANSAS AT MONTICELLO-MCGHEE VOTECH

BACHELOR OF SCIENCE SOCIAL WORK • EXPECTED MAY 2020 • UNIVERSITY OF ARKANSAS AT MONTICELLO

- **CUMULATIVE GPA- 3.8**
- **STUDENT SOCIAL WORK ASSOCIATION- (SPR' 18-PRESENT)**
- **PHI ALPHA HONORS SOCIETY-(FALL 2018-PRESENT)**

VOLUNTEER EXPERIENCE OR LEADERSHIP

Spring 2018-Present- President of Student Social Workers' Association

Spring 2018-Present- Vice President of Phi Alpha Honors Society

Spring 2018- volunteered with the Domestic Abuse Awareness and Prevention Clothesline Event

Spring 2019-Volunteered as worker for the Pinwheels for Prevention

Spring 2019-participated in a Research Symposium raising awareness about Media and Violence

Fall 2019- participated in research symposium raising awareness on Poverty (won 1st place).



ROGER C. LANGLIE

February 2020

1916 Bradford Street
Harrison, AR 72601

Phone: (870) 754-2048
Email: rianglie@arkansasfamilies.org

Objective

To serve the Lord, using all of my skills, ability, and experience to impact people for the Kingdom.

Strengths

- Known for impeccable integrity
- Able to evaluate needs and develop programs and policies to effectively meet them
- Experienced in generating high levels of inter-agency cooperation and collaboration
- Respected director, who has dealt successfully with issues of change and complexity in planning, implementing, and evaluating high quality program services and managing the business-related activities such as budgeting, accounting, payroll/benefits, and purchasing.
- Extremely adept at understanding operational ramifications and establishing performance-based outcomes.
- Quick to seize the vision of an organization and guide staff in following a course of measurable, responsive action
- Astute, self-assured as a working manager, able to provide firm direction and administrative supervision to staff. Knowledgeable and agency lead in human resource and risk management.
- Very comfortable, credible as a leader-facilitator when conflict or controversy occur
- Uniquely gifted in working with a variety of community partners and vendors.
- Able to generate and sustain high levels of inter-agency and inter-governmental cooperation and collaboration
- Team oriented – yet unafraid to lead, influence, and hold all parties to high standards
- Able to maintain tact, grace, and diplomacy under considerable public scrutiny
- Able to serve as a counselor, coach, and catalyst for change throughout the organization
- Accessible and approachable; available to show and teach others
- Understands and appreciates differing points of view; listens with intent
- Open to receiving ideas and input from multiple sources – yet fair and direct in decision making
- Passionate, caring, drawn to innovation
- Able to contribute across organizational channels for the good of the organization as a whole
- Skilled and resourceful in oral and written communications with diverse audiences

Relevant Work Experience

- Serves as Campus Director for an innovative, private, non-profit organization which meets the care and education needs of dependent foster youth through recruited, well-trained and resourced state-certified foster families by providing housing, employment, case management, counseling, educational support, and recreational opportunities. Responsible for a staff of 16 and a budget of \$202,000 within a state-wide non-profit agency providing residential foster care, community foster care, family shelter care, and professional family counseling.
- Served as Executive Director for a private, non-profit organization which meets the care and education needs of both delinquent and dependent youth. Responsible for a staff of 45 and a budget of \$2,763,000 utilizing a QuickBooks based accounting software.
- As Executive Director, developed, presented for approval, implemented financial policies and procedures governing internal controls, procurement, independent audit, joint venture, gift acceptance, debt collection, and petty cash controls utilizing Word software.
- Developed, planned and implemented goals, objectives, and standards, administer policies and procedures.

- Managed a staff of 12 and a budget of \$625,000 in directing the Curry County Juvenile Department. Accountable to the Board of Commissioners to develop, present, advocate, and successfully implement department budget with unionized staff.
- Administers, manages, reports, and evaluates USDA food service reimbursement program for agency which includes program/fiscal planning and management, reporting procedures, staff training, regulation monitoring and ongoing evaluation. Supervise and participate in the development and administration of the budgets; direct the forecast of funds needed for staffing, equipment, materials and supplies; monitor and approve expenditures; implement midyear adjustments; successfully negotiated, managed, and evaluated multiple funding grants and contracts
- Interfaced extensively with the community to increase youth membership, recruit, train, and coordinate volunteers and represent the Boy Scouts of America organization in public relations and fund-raising activities
- Screened a large volume of youth records. Developed and executed intake procedures to bring clients into programs. Further developed program manuals for families and referring caseworkers. Developed evidence-based, research-validated, and culturally-competent residential behavioral rehabilitation services and managed governing state operating regulations. Additionally, developed financial processes for invoicing for payment of services rendered.
- Developed extensive policy and procedures for managing youth and the staff who supervised them, including scheduling, evaluation, hiring and firing and managing employee time to maximize performance within budget constraints
- Served as the Assistant Principal/ACSI Teacher for St. Andrews School which provides an innovative hybrid tutorial/home school education model for boys and girls K-12 with a tailored curriculum under adherence to and testing under ACSI standards.
- Serves as a board member for a local radio station/ministry. Governs a growing budget of non-profit ministry donations/expenditures, in partnership with a for-profit business which solicates advertising revenue and owns the property, equipment, and license for operation, and conducts annual fundraising events.

Employment History

- 1/19 – Pres *Campus Director*
Arkansas Baptist Ranch, Harrison, AR
- 10/05 – 12/18 *Executive Director*
Bob Belloni Ranch, Inc., Coos Bay, OR
- 4/02 – 10/05 *Director, Juvenile Corrections*
Curry County Juvenile Department, Gold Beach, OR
- 1/98 - 4/01 *Program Director of the Belloni Boys Ranch*
Bob Belloni Ranch, Inc., Coos Bay, OR
- 6/96 – 1/98 *District Executive - Coos, Curry, Western Lane Counties*
Boy Scouts of America, North Bend, OR
- 3/94 - 3/96 *Recreation Director & Assistant Principal/ACSI Teacher*
St. Andrews School, Wears Valley Ranch, Sevierville, TN
- 12/89-3/94 *Recreation Director & Case Worker*
Arkansas Baptist Boys Ranch, Harrison, AR

Education

BA - Williams Baptist University, Walnut Ridge, AR
Major: Christian Education Double Minor: Business/Psychology

BRANDY URIOSTE

PO Box 156 Valley Springs, AR, 72682 · 870-688-4255

Email: burioste@arkansasfamilies.org

OBJECTIVE

To build and strengthen families by providing support, love, and prayer for all families that come through our door at the Arkansas Baptist Ranch.

EXPERIENCE

Case Manager/Assistant Director@ Arkansas Baptist Ranch, Harrison, AR

March 2019/Current

As Case Manager I worked with foster families, DHS, Care Coordinators, Therapist, Doctors, and School Staff to ensure that each child in our care at the Ranch have all their physical, social, and emotional needs met. I also assist with arranging sibling and bio family visits for each child. I am on call and assist foster parents when an emergency arises. I have completed the PRIDE trainer class and the Safe Home study trainer class and supervisor training. As a Case Manager I also train and recruit foster families.

Clinical Care Coordinator @ Beacon Health Little Rock, AR

Oct 2018/March 2019

As a Care coordinator I coordinated all members health care services. I also assist members in finding providers and community resources as needed. I followed up with members on a monthly basis to assist them in identifying current needs and help connect them to available resources in their area.

Center Director/Teacher@ Ozark Opportunities Harrison, AR

Sep 2013 / Oct 2018

As the Head Start Center Director/Teacher I oversaw and directed the daily operations of the Valley Springs center. I also taught 3,4, and 5-year old's and assessed their progress daily. I also helped struggling families find resources within the community to help better themselves and their families.

Program Director and MHPP Vista Health Harrison, AR

Dec 2010 / Sep 2013

At Vista Health Therapeutic Day Treatment, I assisted children and teens with mental health and behavioral issues. I also worked with clients on meeting their treatment plan goals and objectives set forth by the client and their therapist. I also worked with area schools and JPOs to

discuss client's treatment, progress, and placement. Beyond my degree, I have numerous hours of training in serving individuals with mental and behavioral issues. I interact well with the public and with coworkers and have strong organizational skills.

Paraprofessional Valley Springs School Valley Springs, AR

Sep 2006 / Dec 2010

As a special education paraprofessional at Valley Springs, I directly worked with children who were profoundly mentally and psychologically disabled. Some of these children also had behavioral issues. I served a child's personal health care needs; I was a classroom instructor. I interacted with the parents of these children, with other teachers and administrators regarding their unique problems and with local and state health officials who monitored their progress.

EDUCATION

BACHELORS IN SOCIOLOGY, ASHFORD UNIVERSITY

FEBURARY 2012

SKILLS

- I am a team player who works well with others.
- I am passionate about children and families.
- I am a very quick learner who knows the value of giving my very best efforts to whatever task I assume.
- I have excellent computer skills and can adapt to any program with minimal instruction in what is expected.
- Knowledge in behavior modifications and behavior interventions for children/adults who are struggling.
- Two of the strengths I bring to the workplace are integrity and a cooperative spirit.

2.2B

Matthew J. Urioste

P.O. Box 156, Valley Springs, AR 72682
870-754-2036
Email: mumurioste790@gmail.com

PRESENT PROFILE

I am a thirty-seven old married man with two daughters. It is my career goal to complete my degree and to work in an environment where I can make a difference in the lives of young people. I have fifteen years of experience in education. Two of these years were spent as a classroom teacher of history, science, and health in a Christian school in Harrison, AR. Two years were spent in the classroom working directly with troubled and delinquent youth at the Baxter County Alternative school. Additionally, I have completed 1800 service hours as a Promise Fellow with Vista/AmeriCorps. In this capacity I served as a liaison between the agency for which I worked and the general public. The last six years I have spent working directly with troubled and abused youth. I spent five of those years counseling youth in a three-county area on site at public schools. These youth are victims of abuse and many have substance abuse or mental health issues of their own. I then assumed my present position as case manager/assistant director at Arkansas Baptist Boys Ranch in Harrison.

EXPERIENCE

TEACHER OF HISTORY, PE, & SCIENCE, GRACE CHRISTIAN SCHOOL, HARRISON, AR — 2003-2005

At Grace Christian, I served as a classroom teacher of American History, Health, Science, and Physical Education. I met with parents regarding student progress, assisted in community outreach and public relations, and worked to make a difference in the lives of young people in a Christian educational environment.

TEACHER, BAXTER COUNTY ALTERNATIVE SCHOOL, MOUNTAIN HOME, AR — 2005-2007

For two years, I worked as a paraprofessional at Baxter County Alternative School instructing in the classroom, driving a bus, and specifically as a Vista/AmeriCorps Promise Fellow. In this capacity I gained 1800 service hours. My responsibilities involved supervising troubled youth in community service projects, directing these youth in making positive life-changing choices, enlisting and training adults to serve as mentors for these youth, and meeting with and educating various public groups in Baxter County about the alternative school and the service projects of the young people. I worked with probation officials and juvenile authorities in redirecting the behavior of troubled students, and I also met with and assisted mental health professionals in their assessment of individual student needs and with public health officials in educating citizens of the area on public health issues relating to troubled youth.

2007-2017

For nine- and one-half years I worked for Vista Health Care, first as a paraprofessional in the Therapeutic Day Treatment School in Harrison, Arkansas and finally an on-site mental health case manager at some ten schools in a three-county area. The last two years, I was exclusively in the Bergman school system. As such, I dealt with clients on an individual basis. These are youth who are most often from homes where alcohol and drug abuse are a problem. These children have been abused, in most cases both physically and sexually, and suffer from a variety of mental health problems. I worked with them and with the school systems, monitoring their educational and social progress. I also kept detailed records which were

submitted to mental health professionals, to Medicaid, and were also available to law enforcement and DHS. I frequently interacted with these agencies regarding clients.

JANUARY 2018 TO PRESENT

I am presently employed at Arkansas Baptist Ranch. In this position I serve as a case manager/foster family support manager. As such, I write case plans for the boys and girls individual court cases. Finally, I also provide support where needed to the day-to-day needs of the foster families.

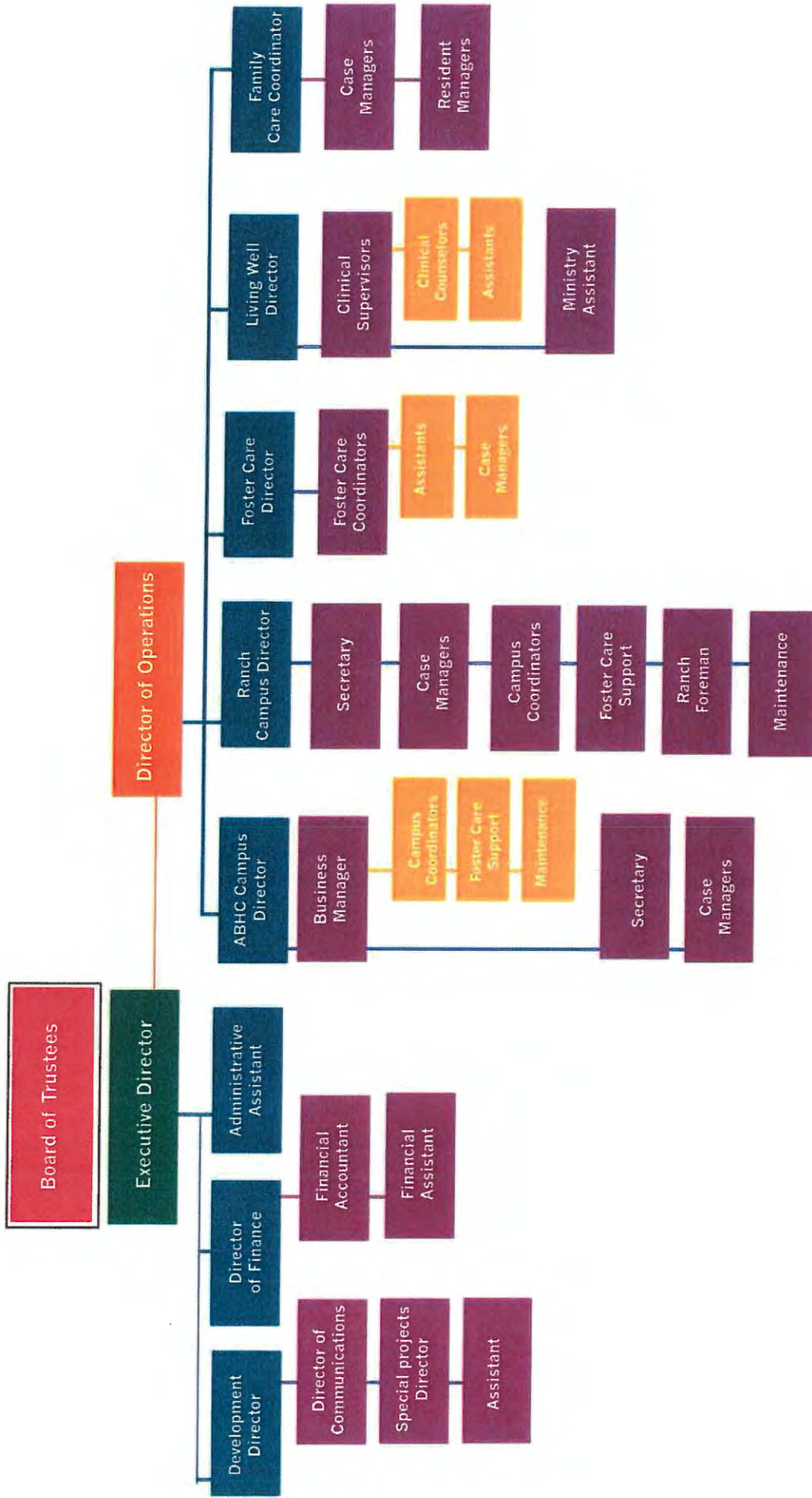
EDUCATION

I currently hold High School Diploma from Bruno-Pyatt High School, May 2000 and a bachelor's degree in business management from the University of Phoenix. I also have **1800 training and service hours with Vista AmeriCorps as a Promise Fellow** with an emphasis on working with the public in providing information and enlisting support for the programs of Baxter County Alternative School. Concurrently, I was also teaching and mentoring troubled youth, fighting illiteracy, improving their health services, as well as leading them to make positive life-changing choices. As a mental health counselor with Vista Health Care, I also am Licensed to teach "Handle With Care" which is a mandatory course in procedures for dealing with children and youth who are physically aggressive or uncontrollable. I have also been trained to be a trainer for PRIDE and SAFE home studies.

SKILLS

I believe my greatest asset is an ability to relate to young people and people of all ages, while maintaining a position of authority, serving as a positive role model, and gaining their respect. I also meet the public well and am comfortable sharing information with small or large groups of people.

REFERENCES PROVIDED UPON REQUEST





Monticello Intermediate School

February 18, 2020

To Whom it may concern:

As a faculty member of Monticello Schools for over 10 years I have had the privilege to work with Arkansas Baptist Children's Home (ABCH) in many aspects. I have worked with ABCH as a teacher, Assistant Principal and now as a Principal. ABCH staff have always been welcoming and forthcoming to our staff and working together for the benefit of the children. ABCH students are respectful and are always in good shape in regards to hygiene and appearance. The staff are very responsive to any needs or events that the school may have. We greatly appreciate how ABCH works to not only educate their children but to also outreach to families as well. Knowing that children and families need both counseling, education and stability ABCH is a wonderful place for these families/children to be. In our community I have personally had the opportunity to witness the transformation within two sets of siblings who were residents of our district and then also placed at the ABCH. These students improved in all areas academically, respectfully and how to grow as a young adult. I would recommend that ABCH be highly considered for this opportunity to be a positive outreach for more families.

Respectfully,

Blake Abbott
MIS Principal

blake.abbott@billies.org

S. Rodgers
P.O. Box 1944
Benton AR 72018

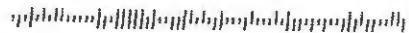
LITTLE ROCK AR 722

15 FEB 2020 PM 4 L



Abchomes
C/O Derek Brown
10 Remington Dr.
Little Rock, AR
72204

72204-820210



FEB 18 2020



Fence Masters

PO Box 1944

Benton AR 72018

Office 501 847 3700

Fax 501 794 6113

stephanie.rodgers@fencemastersar.com

RE: Letter of Recommendation for the Arkansas Baptist Children's Homes and Family Ministries

Dear Arkansas Department of Human services

Division of Children and Family Services:

My name is Stephanie Rodgers. My family and I have attended Crystal Hill Baptist church for the past thirteen years, where we are leaders. We own a local business and we are blessed to be able to work along side of this ministry. But the most important thing you should know is that I was an actual resident at the Monticello Campus. I have had the pleasure of serving on the board in the past for two, three year terms. The precious article read, from Resident to President. It was a pleasure to get to know the children's home and all their amazing ministries literally inside and out. From this relationship, I have been so blessed to work very closely with all of the staff and I cannot say in words how precious they are to me and also to my family and the families they serve.

I am more than happy to recommend The Arkansas Baptist Children's Homes and family ministries. Our church has worked along side of them for many years as well. We know that they are a proven ministry.

Sincerely,

VP/ owner Fencemasters



Concord Baptist Association

Dr. Jeff Thompson

Associational Missionary

Jeff Thompson
 Concord Baptist Associaton
 6120 S Zero St
 Fort Smith, AR 72903

February 12, 2020

Arkansas Department of Human Services
 Division of Children and Family Services
 112 W 8th Street, Slot W304
 Little Rock, AR 72281

Subject: Private Licensed Placement Agency, Letter of Recommendation for Arkansas Baptist Children's Home and Family Ministries

Dear Arkansas Department of Human Services
 Division of Children and Family Services:

It is with great pleasure I recommend Arkansas Baptist Children's Home and Family Ministries to provide placement services for any DHS foster children—they will be especially qualified in placing sibling groups. In my role as an Associational Missionary, working with 60+ churches in the Fort Smith Area, I have witnessed both their case workers and administrative personnel go above and beyond the requirements of their job descriptions to help keep sibling groups together or at the very least near one another during placement. The heart of Arkansas Baptist Children's Home and Family Ministries is to see every child in Arkansas grow up in healthy and loving home. They will work tirelessly to see foster children reunified with their biological family. If circumstances make that impossible they will help those children find permanency in the best home possible.

Sincerely,

Jeff Thompson

6120 S. Zero Street
 Fort Smith, AR 72903

www.ConcordBaptistAssn.org
Jeff@ConcordBaptistAssn.org

Office (479)646-2100
 Cell (479)597-8262

Certificate of Attendance

This certificate is presented to

Derek Brown

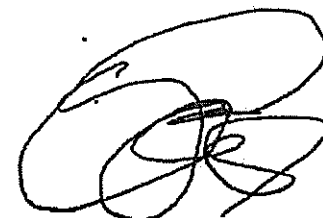
For attendance at

SAFE Supervisor Training

for a total of **6.00 credit hours** on
January 26, 2017

Midsouth Little Rock

UA
LR | **MIDSOUTH**
TRAINING ACADEMY
SCHOOL OF SOCIAL WORK



Gigi Peters, LMSW
Executive Director

Certificate of Attendance

This certificate is presented to

Derek Brown

For attendance at

Structured Analysis Family Evaluation (SAFE) Training

for a total of **12.00 credit hours** on
January 25, 2017

MidSOUTH Little Rock

UA
LR | **MIDSOUTH**
TRAINING ACADEMY
SCHOOL OF SOCIAL WORK



Gigi Peters, LMSW
Executive Director

Certificate of Attendance

This certificate is presented to

Ryan Ropp

For attendance at

SAFE Supervisor Training

for a total of 4.00 credit hours on

August 2, 2018

9:00 AM - 1:00 PM

MidSOUTH Little Rock



SCHOOL OF SOCIAL WORK



Gigi Peters, LMSW
Executive Director

Certificate of Attendance

This certificate is presented to

Ryan Ropp

For attendance at

**Structured Analysis Family Evaluation (SAFE)
Training**

for a total of 12.00 credit hours on

July 31, 2018 -August 01, 2018

9:00 AM - 4:00 PM

MidSOUTH Little Rock

**UA
LR** | **MIDSOUTH
TRAINING ACADEMY**
SCHOOL OF SOCIAL WORK



**Gigi Peters, LMSW
Executive Director**

Certificate of Attendance

This certificate is presented to

Ryan Ropp

For attendance at

Structured Analysis Family Evaluation (SAFE) Training

for a total of 12.00 credit hours on
September 13, 2017

MidSOUTH Little Rock

UA
LR | MIDSOUTH
TRAINING ACADEMY

SCHOOL OF SOCIAL WORK



Gigi Peters, LMSW
Executive Director

Certificate of Attendance

This certificate is presented to

Tracy Fisher

For attendance at

**Structured Analysis Family Evaluation (SAFE)
Training**

For a total of 12.00 credit hours on

08/20/19 - 08/21/19

LITTLE ROCK

**UA LITTLE
ROCK**

MidSOUTH TRAINING ACADEMY

SCHOOL OF SOCIAL WORK



Gigi Peters, LMSW
Executive Director

Certificate of Attendance

This certificate is presented to

Vicki Wickliffe

For attendance at

SAFE Supervisor Training

For a total of 6.00 credit hours on

08/22/19 - 08/22/19

LITTLE ROCK

**UA LITTLE
ROCK**

MID-SOUTH TRAINING ACADEMY

SCHOOL OF SOCIAL WORK



Gigi Peters, LMSW
Executive Director

Certificate of Attendance

This certificate is presented to

Vicki Wickliffe

For attendance at

**Structured Analysis Family Evaluation (SAFE)
Training**

For a total of 12.00 credit hours on

08/20/19 - 08/21/19

LITTLE ROCK



MIDSOUTH TRAINING ACADEMY

SCHOOL OF SOCIAL WORK

Gigi Peters, LMSW
Executive Director

Certificate of Attendance

This certificate is presented to

Heather Noel

For attendance at

**Structured Analysis Family Evaluation (SAFE)
Training**

For a total of 12.00 credit hours on

08/20/19 - 08/21/19

LITTLE ROCK

**UA LITTLE
ROCK**

MID-SOUTH TRAINING ACADEMY

SCHOOL OF SOCIAL WORK



Gigi Peters, LMSW
Executive Director

Certificate of Attendance

This certificate is presented to

Margaret Peeler

For attendance at

**Structured Analysis Family Evaluation (SAFE)
Training**

for a total of 12.00 credit hours on

May 08, 2018 - May 09, 2018

9:00 AM - 4:00 PM

MidSOUTH Little Rock



SCHOOL OF SOCIAL WORK

Gigi Peters, LMSW
Executive Director

Certificate of Attendance

This certificate is presented to

Joanna Green

For attendance at

**Structured Analysis Family Evaluation (SAFE)
Training**

For a total of 12.00 credit hours on

08/20/19 - 08/21/19

LITTLE ROCK

**UA LITTLE
ROCK**
MidSOUTH TRAINING ACADEMY
SCHOOL OF SOCIAL WORK



Gigi Peters, LMSW
Executive Director

Certificate of Attendance

This certificate is presented to

Roger Langlie

For attendance at

SAFE Supervisor Training

For a total of 6.00 credit hours on

10/24/19 - 10/24/19

LITTLE ROCK



MidsOUTH TRAINING ACADEMY

SCHOOL OF SOCIAL WORK

A handwritten signature in black ink, appearing to read 'Gigi Peters'.

Gigi Peters, LMSW
Executive Director

Certificate of Attendance

This certificate is presented to

Roger Langlie

For attendance at

**Structured Analysis Family Evaluation (SAFE)
Training**

For a total of 12.00 credit hours on

10/22/19 - 10/23/19

LITTLE ROCK

**UA LITTLE
ROCK**
MidsOUTH TRAINING ACADEMY
SCHOOL OF SOCIAL WORK



Gigi Peters, LMSW
Executive Director

Certificate of Attendance

This certificate is presented to

Brandy Urioste

For attendance at

SAFE Supervisor Training

For a total of 6.00 credit hours on

08/22/19 - 08/22/19

LITTLE ROCK



MIDSOUTH TRAINING ACADEMY

SCHOOL OF SOCIAL WORK

A handwritten signature in black ink, appearing to read 'Gigi Peters'.

Gigi Peters, LMSW
Executive Director

Certificate of Attendance

This certificate is presented to

Brandy Urioste

For attendance at

**Structured Analysis Family Evaluation (SAFE)
Training**

For a total of 12.00 credit hours on

08/20/19 - 08/21/19

LITTLE ROCK

**UA LITTLE
ROCK**

MID-SOUTH TRAINING ACADEMY

SCHOOL OF SOCIAL WORK



Gigi Peters, LMSW
Executive Director

Certificate of Attendance

This certificate is presented to

Matthew Urioste

For attendance at

**Structured Analysis Family Evaluation (SAFE)
Training**

For a total of 12.00 credit hours on

08/20/19 - 08/21/19

LITTLE ROCK

**UA LITTLE
ROCK**

MIDSOUTH TRAINING ACADEMY

SCHOOL OF SOCIAL WORK



Gigi Peters, LMSW
Executive Director

Arkansas Baptist Children's Homes and Family Ministries

Information for Evaluation Responses

E. 1 MINIMUM QUALICATIONS:

A. Key personnel for Specialized Private License Placement Agency (In response to - Bid Solicitation Item Number 2.2B):

Name	Status	Title	Role	Responsibility	Credentials
Derek Brown	Full Time	Executive Director	Executive administration	Oversight of statewide programs, services, contracts, and budget	PRIDE Train the Trainer SAFE Supervisor TBRI Practitioner Resume and credentials attached
Charles Flynn	Full Time	Director of Operations	Executive administration	Oversight of statewide programs, services, contracts, and budget	PRIDE Trainer Resume and credentials attached
Ryan Ropp	Full Time	Director of Foster Care	Administration and direct client services	Implementation of contract services statewide	PRIDE Train the Trainer SAFE Supervisor TBRI Practitioner Resume and credentials attached
Aaron Chastain	Full Time	Assistant Director of Foster Care	Administration and direct client services	Implementation of contract services statewide	PRIDE Trainer SAFE Supervisor (as of 3/5/20) Resume and credentials attached
Tracy Fisher	Full Time	Caseworker	Direct client services	Case management, home studies, foster parent	PRIDE Trainer SAFE Supervisor (as of 3/5/20)

				training, placement, and support	Resume and credentials attached
Amanda Jones	Full Time	Caseworker	Direct client services	Case management, home studies, foster parent training, placement, and support	PRIDE Trainer SAFE Study Certified (as of 3/4/20) Resume and credentials attached
Kim Higgs	Full Time	Caseworker	Direct client services	Case management, home studies, foster parent training, placement, and support	PRIDE Trainer SAFE Study Certified (as of 3/4/20) Resume and credentials attached
Vicki Wickliffe	Full Time	Foster Care Coordinator	Direct client services	Case management, home studies, foster parent training, placement, and support	PRIDE Trainer SAFE Supervisor Resume and credentials attached
Heather Kroll	Part Time	Caseworker	Direct client services	Case management, home studies, foster parent training, placement, and support	SAFE Study Certified (as of 3/4/20) Resume and credentials attached
Heather Noel	Full Time	Caseworker	Direct client services	Case management, home studies, foster parent training, placement, and support	PRIDE Trainer SAFE Supervisor (as of 3/5/20) Resume and credentials attached
Maggie Peeler	Full Time	Caseworker	Direct client services	Case management, home studies, foster parent	PRIDE Trainer SAFE Study Certified

				training, placement, and support	Resume and credentials attached
Kelly Jones	Full Time	Campus Director	Administration and direct client services	Implementation of contract services in Southeast Arkansas	PRIDE Trainer SAFE Supervisor (as of 3/5/20) TBRI Practitioner Resume and credentials attached
JoAnna Green	Full Time	Caseworker	Direct client services	Case management, home studies, foster parent training, placement, and support	PRIDE Trainer SAFE Supervisor (as of 3/5/20) Resume and credentials attached
Ashley Spinks	Full Time	Caseworker	Direct client services	Case management, home studies, foster parent training, placement, and support	SAFE Study Certified (as of 3/4/20) Resume and credentials attached
Roger Langlie	Full Time	Campus Director	Administration and direct client services	Implementation of contract services in Northwest Arkansas	PRIDE Trainer SAFE Supervisor Resume and credentials attached
Brandy Urioste	Full Time	Caseworker	Direct client services	Case management, home studies, foster parent training, placement, and support	PRIDE Trainer SAFE Supervisor Resume and credentials attached
Matt Urioste	Full Time	Caseworker	Direct client services	Case management, home studies, foster parent training,	PRIDE Trainer SAFE Study Certified

				placement, and support	Resume and credentials attached
--	--	--	--	------------------------	---------------------------------

- B. An organizational chart is attached (In response to - Bid Solicitation Item Number 2.2C).
- C. Arkansas Baptist Children’s Homes and Family Ministries, hereinafter “Arkansas Families” has 75 employees engaged in the direct care, professional service to, or support of children and families in need. 28 of Arkansas Families’ employees have degrees in a human service field and are actively providing professional service to the children and families in our Connected Foster Care program. If personnel adjustments should be required, sufficient staffing levels will not suffer as a result. The professional staff are also supported by administrative personnel who will assist with the coordination and file keeping aspects of the contract. Caseworker to foster child ratios will remain well below DCFS ratios. (In response to - Bid Solicitation Item Number 2.2C)
- D. Brief History (In response to - Bid Solicitation Item Number 2.2D):

Arkansas Baptist Children’s Homes and Family Ministries established in 1894, hereinafter “Arkansas Families,” is an agency of the Arkansas Baptist State Convention, hereinafter the “Convention.” As an agency of the Convention, Arkansas Families operates in accordance to the Baptist Faith and Message (2000). Arkansas Families has a long history of helping children and families in need. Arkansas Families was established as an Arkansas nonprofit public benefit corporation to:

1. Provide and maintain Homes for dependent, neglected, and/or needy children of the State of Arkansas.
2. To establish and maintain a childcare program to meet the spiritual, physical, mental, and emotional needs of homeless and dependent children.
3. To establish Christian homes throughout the State of Arkansas as foster and group homes for children.
4. To provide group care and treatment for children whose needs cannot be adequately met in a family.
5. To provide supportive and supplementary services for children in need of assistance while the child is living in his or her home with natural or foster parents.

An 18-member Board of Trustees, hereinafter the “Board”, is comprised of leaders from various professional fields including ministry, legal, finance and education. The Board is directly responsible to the Convention for all the operations of the agency. One third of the Board is elected at the Convention annual meeting and

there is at least one representative from the eight districts in the state. The members are elected for one three - year - term and may be re-elected for one successive three-year term. The Board has three elected officers and three standing committees. The officers are President, Vice-President and Secretary-Treasurer. The Secretary-Treasurer also serves as Budget and Finance Committee Chairperson. The officers make up the Executive Committee. The standing committees are Budget and Finance, Personnel and Long-Range Planning/Development.

The Executive Director of Arkansas Families, Dr. Derek Brown, is the Administrative officer for Arkansas Families. The operation of all agency programs and services is under his supervision, including financial management, fundraising and promotion, program development, and staffing. The Executive Director is responsible to the Board for all the operations of the agency. The Executive Director is the primary responsible party for the Private Licensed Placement Agency (PLPA) services to the Division of Children and Family Services.

The financial administration for the agency is managed at the Administration Office at 10 Remington Dr. in Little Rock, Arkansas and is under the supervision of the Executive Director. Landmark PLC, CPA in Little Rock audits the financial books of the agency annually and copies of the audit are given to each member of the Board, the Convention, and to the Department of Human Services' Office of Quality Assurance-Audit Section. As needs arise, the Board reviews budgetary requests and the Board approves the final budget.

Arkansas Families currently provides multiple services to communities, children and families, including foster care services, counseling and case management services. We currently advocate for children in care through judicial, educational and other settings. The goal in foster care is to restore families wherever possible. When families fail and children are placed in our care, Arkansas Families strives to help each child reach his or her full potential while seeking family re-unification. The mission of Arkansas Families is to build, strength, and restore families. Arkansas Families vision for Connected Foster Care is to provide and or mobilize the resources needed to make Foster Care successful in Arkansas and give churches an opportunity to take an active role in Foster Care ministry. Arkansas Families has a long tradition (125 years) of developing community resources to assist and build healthy family support systems. This includes connections to informal supports through our local churches, which enables children and youth to have a successful living situation in the community while building healthy family relationships. To accomplish this vision, Arkansas Families provides professional counseling, prevention services in Family Care homes, and Connected Foster Care.

In July of 2017, Arkansas Families became a Private Licensed Placement Agency (PLPA). Connected Foster Care, as a ministry of Arkansas Families, services and supports the needs of Foster Children in the state of Arkansas as a PLPA. Arkansas Families also has an active Child Placement license (#140). Arkansas Families has a long history of keeping children safe and healthy while helping families to reunify and function independently. Connected Foster Care helps to transition church members into active Foster Families and provide active placement options. Connected Foster Care provides PLPA Services to the Department of Children and Family Services in conjunction with their policies and procedures. Connected Foster Care has successfully implemented the following statewide:

- Recruitment of Foster Families
- Training of Foster Families (PRIDE training and ongoing training)
- Licensing and licensing compliance
- Support and retention of Foster Homes
- Conducting background checks in compliance with DCFS manual policies and procedures
- Conducting SAFE Home studies
- Complying with the visitation schedule between children and their biological families in coordination with DCFS Family Service Worker

Arkansas Families has also effectively administered similar programs in the state of Arkansas as follows:

- **Arkansas Baptist Home for Children** – Family-like residential Care in Monticello, Arkansas until January, 2020. *January, 2020 campus settings transitioned to foster care communities comprised of independent foster homes within the oversight of Connected Foster Care. These foster homes are focused on providing care for large sibling groups.*
- **Arkansas Baptist Boys Ranch** – Family-like residential care in Harrison, Arkansas until January, 2020. *January, 2020 campus settings transitioned to foster care communities comprised of independent foster homes within the oversight of Connected Foster Care. These foster homes are focused on providing care for large sibling groups.*
- **Arkansas Baptist Family Homes** – Family-like residential Care in Judsonia, Paragould, and West Fork, Arkansas. These homes closed during the calendar year 2019. *December, 2019 the home in West Fork, Arkansas became an independent foster home caring for large sibling groups under the programming of Connected Foster Care. The home in Judsonia, Arkansas will re-open in 2020 as an independent foster home for large sibling groups.*

- **Living Well Counseling** – Professional Counseling statewide with office locations in Little Rock, Jonesboro, Fayetteville, Fort Smith, Judsonia/Searcy, Pine Bluff, Rogers, and Paragould.
- **Family Care Homes**- Living and independence training for mothers with their children in Jonesboro, Little Rock, and Springdale, Arkansas.
- **Connected Foster Care** – Private Licensed Placement Agency (PLPA) for Foster Care in Fort Smith, Texarkana, Harrisburg, Judsonia, Harrison, and Monticello. Placement, support, and training foster care services in DCFS Areas 2, 4, 5, 9 and 10. Support and Training in DCFS Areas 6 and 8.

E. Three letters of recommendation are attached. (In response to - Bid Solicitation Item Number 2.2E)

E. 2 APPROACH TO SCOPE OF WORK:

- A. **Statewide Services** (In response to - Bid Solicitation Item Number 2.3A):
- Arkansas Families through Connected Foster Care (PLPA) currently has 8 office locations providing services to 33 counties throughout the state.
 - Connected Foster Care has a statewide administration with a statewide Director of Foster Care and Assistant Director of Foster Care.
 - The statewide administration operates on a strategic growth plan to provide services while recruiting and developing foster homes in areas of greatest need.
 - Connected Foster Care receives placement referrals and provides on-call support for foster families 24 hours a day.
 - Throughout the history of Arkansas Families, the agency has provided services to children in DCFS custody from every county in the state.
 - Since July 2017, Connected Foster Care has provided PLPA services to children from nearly 40% of Arkansas counties keeping children in or near their county of removal.
 - Connected Foster Care continues to have success in placement of large sibling groups in the same home. Recognizing the need for foster homes to accept large sibling groups, Arkansas Families through Connected Foster Care services began targeted recruitment efforts in 2019 for resources families capable of caring for siblings in the same home.
 - Connected Foster Care has a strategic plan to oversee a minimum of 12 foster homes capable of caring for large (3 or more) or very large (5 or more) sibling groups in well supported trauma informed environments.

B. Compliance with DCFS Policy and Procedures (In response to - Bid Solicitation Item Number 2.3A3):

- **Connected Foster Care has provided PLPA services since July 2017 in compliance with Minimum Licensing Standards for Child Welfare Agencies, PUB 004 and all DCFS policies and procedures.**
- **The Director and Assistant Director of Foster Care are responsible to ensure all Connected Foster Care staff, volunteers, and resources parents are in compliance with DCFS policies and procedures. Compliance will be ensured through training and on-going reviews.**
- **All Connected Foster Care staff read and review PUB 004 and DCFS Policy and Procedure manual as part of their on-boarding training within the first 90 days of employment.**
- **All Connected Foster Care resource parents review PUB 30: Resource Parent Handbook.**
- **Compliance with all conditions set forth in Attachment G of bid solicitation document for SPLPA RFP (Bid No. 710-20-0018) and DCFS Policy and Procedure Manual by the targeted effective date: October 1, 2020 shall be ensured by the agency Director of Foster Care.**

C. Execution independent of DCFS (In response to - Bid Solicitation Item Number 2.3A4):

a. As a Specialized Private Licensed Placement Agency (PLPA) Connected Foster Care will be responsible for the following:

- **Recruitment of Foster Families**
- **Training of Foster Families (PRIDE training and ongoing training)**
- **Licensing and licensing compliance**
- **Support and retention of Foster Homes**
- **Conducting background checks in compliance with DCFS manual policies and procedures**
- **Conducting SAFE Home studies**
- **Complying with the visitation schedule between children and their biological families in coordination with DCFS Family Service Worker**

b. Connected Foster Care recruitment has been focused on developing families to take children 6 years old and older since it began services in 2017. In 2019 Connected Foster Care began targeted recruitment for resource families to care for large sibling groups (3 or more) and older youth (12 years old and older).

- **By January 2020 Connected Foster Care began overseeing 6 foster homes specifically recruited and trained to take large sibling groups. Strategic recruitment will result in a total of 12 foster**

homes for large sibling groups by summer of 2020. These homes are well supported and trauma informed in their training.

- Recruitment efforts by Connected Foster Care continue to be primarily focused in three formats:
 1. Through local Southern Baptist and like-minded churches.
 2. Through word of mouth.
 3. Through targeted publications and events for community stake holders.
- c. Connected Foster Care conducts all necessary background checks including non-state criminal record, state criminal record, Arkansas child maltreatment, Arkansas adult maltreatment, driving record checks, and any needed out-of-state child maltreatment record checks for all staff, volunteers, and resources parents.
- d. Connected Foster Care currently has 10 professional staff certified for Structured Analysis Family Evaluation (SAFE) Home Studies and 5 staff certified as SAFE Supervisors. By March 5, 2020 there will be 16 staff certified for SAFE Home Studies and 9 staff certified as SAFE Supervisors.
 - All completed SAFE home studies, home study updates, and re-evaluations along with a completed Private Agency Template are submitted to necessary DCFS personnel within the required timeframe under current PLPA procedures. Connected Foster Care will ensure continued compliance with these procedural guidelines.
- e. Policy and Procedure of Connected Foster Care aligns with Minimum Licensing Requirements and DCFS Policy and Procedure Manual to conduct re-evaluations of resource homes. Procedures include quarterly visits and annual re-evaluations. A re-evaluation is conducted due to any qualifying event to include but not limited to: moving to a new home, changes in employment, changes in income, additions or reductions in family unit due to any circumstances other than foster child placement, and violations of policy.
- f. Connected Foster Care has 20 individuals certified as PRIDE trainers and 3 individuals certified as PRIDE Train the Trainer. All pre-services training curriculum implemented by Connected Foster Care is approved by DCFS.
 - Connected Foster Care conducts 27 hours of pre-services training and a 3 hour orientation with all resources parents approved through the agency.
 - Connected Foster Care pre-service training procedure requires that training be conducted in 9 sessions to be completed in no more

than 2 sessions per week once training begins. This procedure is to ensure best practice and sufficient time for new resource parents to process vital information preparing them to serve children with trauma.

D. Admission criteria (In response to - Bid Solicitation Item Number 2.3A7):

Any children or youth placed in the Specialized Foster Care Program shall be in the custody of Arkansas DCFS. Children or youth must meet 1 or more of the following admission criteria:

1. Children of a large sibling group of 3 or more siblings being placed in the same home with their siblings. Primary consideration for admission given to reunifying siblings into the same home.
2. Children 12 years old or older.
3. Children transitioning from a higher level of care including Qualified Residential Treatment Program (QRTP).

Full program criteria in Program Description attached. (In response to - Bid Solicitation Item Number 2.3A7)

E. Reunification and permanence (In response to - Bid Solicitation Item Number 2.3A8):

- a. Connected Foster Care is committed to reunification with birth families as the primary goal and focus of services provided. Achievement of other permanency options shall function as the secondary goal and concurrent plan until otherwise ordered by the court for a child's case.
- b. Connected Foster Care's Specialized Foster Homes are designated for placement of siblings together in the same home.
- c. Visitation shall be supported by Connected Foster Care through the use of staff, resource parents, and qualified volunteers to assist DCFS with weekly visitation and transportation of siblings who have been separated.
- d. Connected Foster Care seeks to provide normalcy in the lives of children and youth placed in the care of specialized foster homes in agreement with DCFS Alternate Care Policy. Program Description attached with full criteria for Alternate Care.
- e. Arkansas Families provides physical accommodations for approved biological or pre-adoptive families within our Campus Care settings to support reunification efforts. Accommodations allow biological or pre-adoptive families a safe, supportive, trauma informed temporary place to stay for the purpose of approved visitation with children or youth. Visitation and accommodations are time-limited to the approved visitation schedule set forth in the involved children's case plan.

F. Placement Support (In response to - Bid Solicitation Item Number 2.3A10):

- a. Connected Foster Care provides 24-hour support through direct contact with Connected Caseworkers during business hours and on-call support

- for after hours and weekends. On-call hours are staffed by trauma-informed and trauma trained caseworkers.
- b. Crisis intervention is provided as needed in a timely manner by trauma-informed caseworkers. Connected Caseworkers respond to all crisis situations with an appropriate level of support to prevent placement disruptions. Caseworkers are expected to go to the foster home for face-to-face intervention as necessary.
 - c. Connected Foster Care implements a team approach to prevent placement disruptions. Imminent safety concerns shall be the reason for a placement disruption. All other placement changes should be planned and meet the notification requirements to be provided to DCFS and the Ad Litem for the child's case. In the event a disruption is likely, resources parents and staff are to follow the procedure outlined in the Program Description. For full details on placement disruptions see attached Program Description.
- G. Plan of Care and Visitation (In response to - Bid Solicitation Item Number 2.3B):**
- a. Connected Foster Care will follow DCFS policy and procedure for visitation between siblings and with biological parents.
 - b. Connected Caseworkers must maintain regular client contact. Caseworkers will conduct a minimum of two monthly contacts, with at least one monthly visit occurring in the resources home where the child is placed.
 - c. Connected Caseworkers will coordinate with appropriate DCFS staff on the following:
 - To maintain a minimum of monthly contact regarding any children admitted in the Specialized Foster Care Program.
 - To ensure the development and implementation of a visitation schedule for any children admitted in the Specialized Foster Care Program.
 - To assist with transportation when available ensuring visitation occurs as scheduled.
 - d. A case plan shall be developed for any children admitted in the Specialized Foster Care Program in accordance with recommendations made by providers directly involved in a child's care.
 - e. Case documentation regarding client care shall be submitted to the DCFS Family Service Worker and any pertinent team members on a monthly basis.
 - f. To ensure appropriate levels of support and care to meet tangible needs of children, resource parents will receive a monthly board payment for children placed in their home through the Specialized Foster Care

Program. The board payment shall be a minimum of thirty-four percent (34%) of the total monthly payment per client paid to Arkansas Families.

E. 3 ADDITIONAL CONTRACT REQUIREMENTS:

A. Employee Background Checks (In response to - Bid Solicitation Item Number 2.4C):

All employees of Connected Foster Care must clear the following background checks at the time of employment and every two years:

- Arkansas State Police criminal record check
- Arkansas Child Maltreatment Registry check
- Vehicle Safety Check (driving record)
- FBI fingerprint-based criminal record check
- Out-of-state child maltreatment registry check as required

Connected Foster Care complies with Minimum Licensing Standards and DCFS Policies regarding background checks for all employees, volunteers, and resources parents.

B. Reporting and Billing (In response to - Bid Solicitation Item Numbers 2.4F, G, & H):

- a. A monthly report will be submitted to DCFS by the tenth working day of the month for services provided in the preceding month. The monthly report shall include all necessary information regarding referrals, current placements, discharges, and concern.
- b. Billing will occur the last day of every month for all services. Our billing department will coordinate the billing with requirements of DCFS. Invoices will be processed by the tenth day of the month and in accordance with procedures established by DCFS.
- c. No double billings will be made for any services provided for Specialized Foster Care. Arkansas Families will maintain compliance with all service criteria and standards for acceptable performance one hundred percent of the time.

C. Record Retention and Confidentiality (In response to - Bid Solicitation Item Number 2.4I):

- a. All records will be kept in private and confidential offices on agency computers that have secured access and are password protected. Arkansas Families and Connected Foster Care adheres to a confidentiality agreement. All employees must sign this agreement. All records will be confidential.
- b. All files are double locked in a file room.
- c. Policies regarding retention and confidentiality are attached. (In response to - Bid Solicitation Item Number 2.4I)

In response to: Bid Solicitation Item Number - 2.3 Scope of Work

CONNECTED FOSTER CARE
SPECIALIAZED FOSTER CARE PROGRAM DESCRIPTION

Program Summary

The Specialized Foster Care Program, hereinafter “the Program” exists to meet the need for more resource homes in the State of Arkansas willing and capable to care for large sibling groups (3 or more), children 12 years old or older, and children transitioning from QRTP settings. The Program is trauma-informed in approach to care, training, placement, and support. Resource homes are developed to incorporate the three pillars of trauma-informed care. The Program ensures that resource families and any children admitted in their care are well-supported through tangible, emotional, and programmatic resources.

Primary Locations

- Monticello – 30 available beds in 6 specialized foster homes.
- Harrison – 20 available beds in 4 specialized foster homes.
- West Fork – 5 available beds in 1 specialized foster home.
- Judsonia – 5 available beds in 1 specialized foster home.
- Community Based Specialized foster homes – 20 available beds designated for areas of greatest need to care for sibling groups of 3 or more.

Statewide total of up to 80 beds designated for specialized foster care.

Admission Criteria

Any children or youth placed in the Program shall be in the custody of Arkansas DCFS. Children or youth must meet 1 or more of the following admission criteria:

1. Children of a large sibling group of 3 or more siblings being placed in the same home with their siblings. Primary consideration for admission given to reunifying siblings into the same home.
2. Children 12 years old or older.
3. Children transitioning from a higher level of care including Qualified Residential Treatment Program (QRTP).

Resources Homes

Resource homes shall be developed in accordance with the Minimum Licensing Standards and DCFS Policy and Procedure, as well as Connected Foster Care Policy and Procedure. Resources parents will be evaluated for eligibility in the program in accordance with all licensing and DCFS requirements. In additions to standard resource parent qualification, resource parents approved for the Program shall be emotionally capable of caring for multiple children of varying ages and children with trauma history.

Recruitment

Recruitment efforts of the Program are targeted toward the program’s admission criteria. Connected Foster Care (PLPA) recruitment has been focused on developing families to take children 6 years old and older since it began services in 2017. In 2019 Connected Foster Care began targeted recruitment for resource families to care for large sibling groups (3 or more) and older youth (12 years old and older).

Recruitment efforts by Connected Foster Care continue to be primarily focused in three formats:

1. Through local Southern Baptist and like-minded churches.

2. Through word of mouth.
3. Through targeted publications and events for community stake holders.

Development

Arkansas Families through Connected Foster Care (PLPA) and the Program is equipped and dedicated to developing trauma-informed and family focused foster parents. To support this effort, Arkansas Families has invested in 4 professional staff who have become Trust Based Relational Intervention (TBRI) Practitioners. Arkansas Families is committed to a trauma-informed approach and has a strategic plan to increase the number of TBRI Practitioners on staff who provide on-going practical education to other direct care staff and resource parents.

Casework Services

The Program supports all resources families through on-going casework services. Every family will be assigned a Connected Caseworker to provide services to the resource family and any children placed in the foster home.

Client Contact

Connected Caseworkers must conduct a weekly primary contact with each client assigned to their caseload during the first four (4) weeks of placement, of which the initial placement will serve as the first primary contact. After the initial 4 weeks, a minimum of 2 contacts per month are to be conducted for each client assigned to their caseload, one of which must be a primary contact. Depending on the needs of the child and the resources family a secondary contact may be made with the client for the second monthly visit. Definitions of types of contact shall be as follows:

- **Primary Contact:** Face-to-face occurring in the resource home where the child is placed. During this contact the caseworker shall have individual conversations with each client in an area of the home separate from the resource family to assess comfort and safety of each child. In addition, this contact is to include assessment and discussion of any needs of the resource family.
- **Secondary Contact:** Face-to-face occurring in a location reasonable to assess the on-going needs of the client. Acceptable locations include but are not limited to the child's placement, daycare, school, church, visitation, transport for appointments, medical appointments, and extracurricular events. Secondary contacts shall be scheduled with the appropriate care givers responsible for the child's care at the time anticipated for the contact. Resource parents are to be notified prior to the caseworker conducting a secondary contact.
- **Support Contact:** Any contact occurring by phone, text message, email, or unscheduled face-to-face contact with either the resource parents or the client must be documented in a case note. However, this type of contact shall not count for either the initial 4 primary contacts or any secondary contacts.

Case Planning

Children admitted into the Program will have an individualized case plan developed. Case plans will be developed in accordance with recommendations made by providers directly involved in a child's care.

Arkansas Families model of care, known as Connected Care, is designed around meeting the needs of children and families who have experience trauma. TBRI practices and the three pillars of trauma informed care are integrated into the case planning process. Case plans developed target the three pillars of trauma informed care:

1. Safety
2. Connections
3. Emotional Regulation

Visitation

Visitation between siblings and with biological family members is vital to successful reunification and permanency. All children and youth placed in the Program will have a documented visitation plan to support the permanency goal. The visitation plan shall be developed in coordination with the DCFS Family Service Worker, resource family, and biological family. To support visitation Connected Foster Care provides the following supports:

- Transportation assistance when available to ensure visitation occurs as scheduled.
- Supervision assistance evaluated per case and situation.
- Accommodations in Campus Care settings allowing approved biological and pre-adoptive family's visitation in trauma-informed environments as they approach permanency.
- Phone visitation coordinated with resource parents to facilitate regular contact between children and their families.

Reunification and Permanency Supports

Connected Foster Care is committed to reunification with birth families as the primary goal and focus of all services provided. Achievement of other permanency options shall function as the secondary goal and concurrent plan until otherwise ordered by the court for a child's case. Reunification and Permanency are supported by the Program in the following ways:

- Development of resources homes capable of caring for large sibling groups in the same home.
- Training staff and resource parents in Connected Care, Trust Based Relational Intervention (TBRI), and trauma sensitive de-escalation techniques to prevent placement disruptions.
- Visitation as outlined above in this document.
- Development and use of accommodations in Campus Care settings to allow approved biological and pre-adoptive families to visit children and youth in trauma-informed environments as they approach permanency.

Placement Support

Connected Foster Care provides 24-hour a day support to resource families through direct contact with assigned Connected Caseworkers. A resource family is to contact the caseworker assigned to their home during regular business hours for support. On-call support is provided after hours and on the weekends. All on-call hours are staffed by trauma-informed and trauma trained caseworkers.

Arkansas Families employs Foster Support Specialists as an additional layer of support to resource families participating in the Program. Foster Support Specialists primary role is to support resource parents in the following ways:

- Babysitting of less than 8 hours per occasion
- De-escalation during crisis situations
- Modeling trauma-informed techniques during client interactions
- Providing alternate care on an as-needed basis

Alternate Care

Connected Foster Care supports resource parents to maintain placements through providing alternate care options when circumstances requiring supervision by an appropriate adult other than the resource parent exists. Connected Foster Care's alternate care practices align with DCFS Policy VII-G to include five categories:

1. Normal Age-Appropriate Activities in accordance with the reasonable and prudent parent standard.
2. Child Care (daycare services) – Must be a licensed provider on the voucher system.
3. Babysitting – Informal babysitters chosen by the resource parents may provide care for children for no more than 8 continuous hours at one time. Informal babysitters are not authorized to transport children.
4. Resource Family Support System (RFSS) – May provide care for up to 72 continuous hours. RFSS must not be used in place of respite. RFSS shall meet all policy and procedure standards as well as background check requirements.
5. Respite Care – Shall be utilized on an as needed basis. Respite care may be utilized in order to temporarily relieve a resource family of ongoing stresses of care. Two types of respite care are available:
 - Informal Respite – Provided by an approved Connected Foster Care resource home when RFSS are unable to assist or for situations in which children will be outside the resource home for more than 72 continuous hours. Informal respite is not to exceed 7 continuous days without further approvals from the Director of Foster Care and the DCFS Area Director. Extensions for informal respite shall not exceed 14 continuous days.
 - Formal Respite – Short-term respite care provided by an approved Connected Foster Care resource home when a child or youth's current placement is at risk of disruption or to prevent a transitions to a more restrictive level of care (QRTP, Acute Psychiatric). Formal respite shall be provided in accordance with a family-driven, youth-guided respite plan developed in coordination with the child's behavioral health provider (if applicable) and the DCFS Family Service Worker. Formal respite is not to exceed 7 days per 3-month period. Longer periods of formal respite care require approval from the Director of Foster Care and the DCFS Area Director. Extensions for formal respite shall no exceed 14 continuous days. Extenuating circumstances requiring formal respite for more than 14 continuous days will be evaluated on a case-by-case basis to prevent placement disruptions.

Crisis Intervention

Connected Foster Care ensures the Program is staffed by qualified professionals capable of providing trauma sensitive crisis intervention. Connected Caseworkers are trained in TBRI and de-escalation techniques. Connected Caseworkers are supported by TBRI Practitioners and

licensed Social Workers (LMSW/LCSW) or licensed counselors (LAC/LPC) employed by Arkansas Families.

Crisis intervention is provided as needed in a timely manner. Connected Caseworkers respond to all crisis situations with an appropriate level of support to ensure safety, de-escalate situations, prevent placement disruptions, and provide on-going guidance. Caseworkers are required to go to the resource home for face-to-face intervention as necessary. All crisis situations shall be documented in an incident report which is routed to the caseworkers' direct supervisor and the Director of Foster Care for review. A copy of all incident reports will be provided to the assigned DCFS Family Service Worker.

24-hour on-call services are provided for all resource families and clients of the Program. See "Placement Support" above for more details regarding on-call services.

Placement Disruptions

Connected Foster Care considers placement disruptions as serious incidents. All efforts must be made to maintain stable placement of children admitted into the Program. Arkansas Families through Connected Foster Care is committed to exhausting all reasonable efforts to prevent placement disruptions. All situations leading toward a potential placement disruption require a team review prior to a placement change being requested. In the event a placement disruption is determined as necessary the Connected Caseworker must submit in writing a 30-day notice of request for placement change to DCFS. All requests for placement change require approval from the Director of Foster Care. **Imminent safety factors may override a 30-day notice for placement change to ensure the health and safety of children and families.**

Team Review

A team review must include the following members: Resource parents, children or youth involved if age appropriate, Connected Caseworker, Foster Care Coordinator, Director or Assistant Director of Foster Care, DCFS Family Service Worker, and all pertinent team members of the child's case. Following a team review should placement disruption be determined as necessary a final disruption review must be conducted with the Director of Foster Care, the Director of Operations, and the Executive Director. Documentation to be reviewed during a team review must include but is not limited to:

- Safety Plan or plan of safe care
- Case notes
- Prior and current incident reports
- Case Plan
- Calming Plan
- Behavioral Health Records
- Medical and Medication Records

Policy: Ethical standards/Confidentiality

ABCHomes personnel, volunteers and student interns must be able to assess current and imminent risk and ensure that arrangements are made to protect the child in accordance with Arkansas state and federal laws, agency policies, and administrative directives governing child protection. ABCHomes personnel, volunteers and student interns should be clear with the family about the reasons for services, inform them of their rights, and facilitate legal representation. Personnel shall seek to understand the family's perspective, identify their strengths, and convey understanding and empathy for the family's situation and/or difficulties.

ABCHomes staff shall assess and recognize families' and individuals' protective and risk factors and ability to improve their functioning to protect and nurture their children. Public employment is a public trust. ABCHomes employees shall not only void any potential conflict of interest, but shall also avoid any appearance of impropriety. ABCHomes foster care employees must conduct themselves to foster public confidence in the integrity of state government and safeguard client information. ABCHomes will provide case management services of the highest quality to children, youths, and families while advocating for children, youths, and families treating them with respect and dignity and have access to supportive and confidential services and appropriate inclusion in decision-making.

Procedures:

1. All ABCHomes employees shall adhere to Arkansas DHS policy 1081: Ethical standards for employees as well as DHS policy 1084 DHS employee discipline: conduct/performance.
2. ABCHomes employees are prohibited from soliciting information from any DCFS or CACD employee about any investigation (pending or completed) or case if the reason for the solicitation is due to personal interest or involvement. If an ABCHomes employee has questions or concerns, he or she must contact the investigator or investigative agency (DCFS or ACD) to obtain information or to file a complaint as would any other person who has an open investigation or case.
3. ABCHomes will adhere to what the licensing board has set forth as section 108 in the minimum licensing standards for child welfare agencies-placement. Violations of the following shall be grounds for disciplinary action:
 - a. Confidentiality: In providing service, ABCHomes shall safeguard information given by clients. ABCHomes shall obtain the client's informed written consent before releasing confidential information, except when consent to disclose is permitted by law or required by judicial order. If the client is a minor, then the written consent shall be made with the minor and their legal representative or guardian;
 - b. Responsibility: ABCHomes shall provide a clear written description of what the client may expect in the way of services, reports, risks, fees, billing, estimated schedules and grievance procedures;
 - c. Misrepresentation: ABCHomes shall not misrepresent its program services or experience;
 - d. Client relationships: ABCHomes shall not exploit relationships with clients.
4. Unprofessional conduct in the practice of child welfare activities shall include, but not limited to the following:

- a. Permitting, aiding, or abetting an unlicensed person to perform activities requiring a professional license;
- b. Misrepresenting type or status of education, training, expertise, licensure, or professional affiliations;
- c. Failing to maintain confidentiality, except as otherwise required or permitted by law, of all information that has been received from a client in confidence during the course of services;
- d. violating the ethical standards adopted by the Board;
- e. Failing to report to the Licensing Unit any disciplinary action taken against the child welfare agency by another jurisdiction, domestic or international, or failing to report to the Licensing Unit the surrender of a license or loss of authorization to practice child welfare activities in another jurisdiction;
- f. Failing to comply with any stipulation or agreement with the Board involving probation or a settlement of any disciplinary matters;
- g. Engaging in behavior that could be viewed as sexual, dangerous, exploitative, or physically harmful to children.

5. ABCHomes will at a minimum follow DCFS policy and procedure manual with respect to confidentiality (Policy 1-F) and Ethical Standards (Policy 1-G).

6. All ABCHomes staff will have monthly supervision meetings, during these meeting ethical standards and confidentiality will be discussed.

**Administration**

10 Remington Drive
 Little Rock, AR 72204
 501-376-4791, ext. 5167
 1-800-838-2272, ext. 5167
 Fax 501-907-6110

Children's Home

P.O. Box 427
 Monticello, AR 71657
 870-367-5358

Boys Ranch

5742 Boys Ranch Drive
 Harrison, AR 72601
 870-741-5784

Fayetteville Area Office

1925 Green Acres Road
 Fayetteville, AR 72703
 479-521-1296

West Fork ERH*
 Rogers SCO*

Jonesboro Area Office

2460 Sunny Meadow Drive
 Jonesboro, AR 72404
 870-935-5134

Jonesboro FCH*
 Paragould ERH*
 Paragould SCO*

Little Rock Area Office

P.O. Box 30022
 Little Rock, AR 72260
 501-455-8554

Little Rock FCH*
 Judsonia ERH*
 North Little Rock SCO*
 Pine Bluff SCO*

Emergency Receiving Home*
 Family Care Home*
 Satellite Counseling Office*

www.abchomes.org

Confidentiality and Non-Exploitation of Children

All information pertaining to our students is considered confidential. Student information may be shared by an ABCHomes' staff person in one of two ways:

1. The legal guardian and the child sign a release of information granting the release of the specified information.
2. Student information may be released if the consent to disclose is permitted by law or required by judicial order. Arkansas State law allows for the release of student information by the student's caregiver if the person receiving the information has a need to know.

ABHC staff will operate on a "need to know" basis as it pertains to student information. Staff members should have an ironclad legal understanding of what constitutes "need to know" before sharing any student information. If there is any doubt, house parents and office staff should refer to the case managers and the case managers should refer to the campus director.

ABHC staff will make appropriate and reasonable effort to ensure that the privacy of student information is not compromised.

ABHC staff will not require a child to acknowledge dependency, destitution, or neglect or to make public statements about his/her background.

ABHC staff will not use or allow to be used, any reports, pictures, or any other information from which a child can be identified, except under the following conditions:

- a. The child and the parent/guardian sign a consent form that describes the purposes for which the identification is being made;
- b. The signed consent shall say in which publication or broadcast the identification will appear;
- c. The parent/guardian and child shall be informed that the consent may be withdrawn.

All information regarding children and their families shall be kept strictly confidential and may only be released with the consent of the child or parent/guardian, except to authorized persons or agencies.

By signing below, I acknowledge that I have been made aware of the need to protect the confidentiality of children in the use of social media.

Print Full Name

Signature

Date

Policy: Children's records

ABCHomes recognizes and respects each client's right to privacy, dignity and confidentiality in all aspects of his or her life. Recognition is given to the fact that client records are legal documents and are an integral component of service delivery. It is the organization's duty to provide quality services to its clients. The acquisition and retention of relevant client information is essential to fulfilling this commitment. It is the right of the organization's clients to have their confidentiality and privacy respected. The purpose of this policy is to ensure that a high standard of information acquisition and recording is achieved. ABCHomes understands that client confidentiality and privacy are respected. Written and spoken information is protected from access and use by any persons deemed unauthorized persons.

Procedures:

1. Information about an individual that is required for service delivery will be sought with the individual's written consent (or the written consent of person responsible or guardian).
2. For each client, the ABCHomes will:
 - a. Create individual records, and
 - b. Accurately record all relevant personal, medical and service provision information.
3. Purpose of client records
 - a. To ensure the existence of an adequate information base to facilitate the identification, implementation and delivery of quality services.
 - b. To maintain documentation of a legally acceptable standard.
 - c. To maintain records about each client and service provision.
 - d. To provide information for reporting purposes.
4. Access to client records
 - a. As all client information is confidential, all client records will be stored in a secure environment at all times.
 - b. Only authorized staff will have controlled access to client information/records.
 - c. Client records are the property of the organization
 - d. Client records will remain onsite in foster care office, unless personnel signs a request to take file off site for legal purposes.
5. Disclosure of client Information
 - a. Information contained in a client's record will only be disclosed with the written consent of the client, parent or legal guardian specifying the information that is to be released, except for non-identifying data required by funding bodies and by government departments for planning purposes.
 - b. The organization is obliged to disclose information about a client, with or without the client's consent, where prescribed as a legal requirement.

6. Record retention will follow the Arkansas minimum licensing standard. Records for each child shall be kept for five (5) years from the date of discharge, unless otherwise specified by Arkansas law.
7. The agency shall keep a confidential case record for each child that includes the following:
 - Demographic information;
 - Plan of safe care if applicable;
 - A complete intake;
 - Consents, including consent for medical care and authority to place the child (pursuant to Arkansas DCFS manual and contract with state)
8. Client record disposal
 - a. Following the expiration of the appropriate record retention period, the paper file will be shredded under secure conditions.
 - b. The Organizations' computer record detailing basic information about the client and relevant details of service delivery will be retained in a secure environment as a permanent service record.