

Participation in County Meetings and Processes

CJD 04-06.V.D.1.d requires GALs/CFY appointed in D&N and FYTP cases to attend meetings/staffings as needed. Commentary permits attendance by qualified professionals assigned to a GAL/CFY's team and adds that GALs/CFY should promote developmentally appropriate and meaningful participation at meetings/staffings by children/youth. This chart outlines authorities related to some county meetings and processes.

County Meeting or Process	Participation
Administrative Reviews (ARD)	<ul style="list-style-type: none"> • Child if age appropriate as determined by caseworker. 12 CCR 2509-4:7.304.65. • All attorneys must be invited to court-ordered reviews. <i>Id.</i> • County must invite GAL/CFY "in order that these individuals will have a right to be heard." 12 CCR 2509-4:7.304.65(E). See also CDHS ARD website.
Adoption Assistance Negotiations	County must give prospective adoptive family notice of right to bring parties w/relevant info about child's/youth's history/needs, including child's GAL/CFY . C.R.S. 26-7-104(1)(E)(I).
Adoption Assistance Presentation Interview	GAL/CFY must be invited. 12 CCR 2509-4:7.306.2(a)(1).
Best Interest Determination (BID) Meetings	<ul style="list-style-type: none"> • BID shall occur in-person when warranted and possible. 12 CCR 2509-4:7.301.241(D)(1). When in-person meeting is not warranted or possible, or for participants unable to attend meeting, county shall consult participants by other means such as phone or email. <i>Id.</i> • County must invite child/youth and/GAL/CFY. 12 CCR 2509-4:7.301.241(D)(2)(a)(d). If a participant is unavailable or cannot be located, county shall document various attempts to engage that participant. 12 CCR 2509-4:7.301.241(D)(2). • County must invite relevant and appropriate people as determined by county, which may include support person for youth. 12 CCR 2509-4:7.301.241(D)(2)(f).
Facilitated Family Engagement Meetings (FFEMs) ¹	"Attendance should be driven by who the family wants at the table , but should include all parties needed to make effective decisions. Teams should also consider whose perspectives will be needed to help create the best plans possible." ² CDHS FFEM Overview .
Family Engagement Meetings (FEMs) ³	<ul style="list-style-type: none"> • If a risk assessment score is high, county shall document reasonable efforts to hold FEM "to discuss next steps with the family." 12 CCR 2509-2:7.107.24(A). • Within 15 calendar days after court signs order granting change of venue and transferring jurisdiction, sending county must schedule FEM involving all parties (and others). 12 CCR 2509-4:7.304.4(H)(4)(a). • (12 CCR 2509-4:7.304.52(D) explains that FEMs must occur within 30 days of listed conditions, but does not provide info about who must be invited.)

¹ Although FFEMs are not required by statute or rule, "many counties [...] have included these meetings in their county practice to help teams create the best plans possible while valuing **all voices** and expertise at the table." [CDHS FFEM website](#).

² Advocacy points include the following. FFEM stands for Facilitated **Family Engagement** Meeting. 12 CCR 2509-4:7.300.1(A) defines family engagement as "joining with the **family** to establish common goals of safety, well-being, and permanency throughout the involvement" and states that family engagement "promotes **family and youth** choice through **family and youth** driven decisions." [CDHS FFEM Overview](#) states "[f]amily and child voice are valued" and "[a]ttendance should be driven by who the **family** wants at the table." The definition of "**family**" in 12 CCR 2509-1.7.000.2(A) includes **children**.

³ See footnote 2 for some advocacy points related to FEMs.

Family Services Plan (FSP) ⁴	<ul style="list-style-type: none"> • Drafting: County must assure that children/youth participate in development of FSP and engagement opportunities. 12 CCR 2509-4:7.301.22(A)(3). In addition to being encouraged to sign the plan, all parties shall be engaged in activities that indicate involvement in service planning, including FEMs or ongoing contacts. 12 CCR 2509-4:7.301.22(B)(1-2). County documentation must reflect various ways county attempted to engage child/youth. 12 CCR 2509-4:7.301.22(C). • Reviewing: Should be performed with client. 12 CCR 2509-4:7.301.3. Reasons why joint review cannot occur must be documented in case record. <i>Id.</i> “Client” means any person applying for or receiving child welfare services from county. 12 CCR 2509-1:7.000.2(A).
Permanency Roundtables	<p>“A dedicated team of supports and professionals provide concrete assistance to the caseworker and youth in developing the youth's plan and following through with its implementation.” CDHS Permanency Roundtable Program Website. Although the CDHS Roundtable Fidelity Checklist does not include youth or CFY, the CDHS Youth Centered Roundtable Fidelity Checklist does.</p>
Qualified Residential Treatment (QRTP) Reviews	<p>County shall invite child (if age appropriate as determined by caseworker), members selected by children aged 14 and older, and attorneys of record. 12 CCR 2509-4.7.304.651.</p>
Risk and Safety Assessments & Planning	<p>Family shall be involved in all phases of assessment and case planning. 12 CCR 2509-4:7.301.1. Definition of “family” in 12 CCR 2509-1:7.000.2(A) includes children.</p>
Roadmap to Success	<p>Developed in consultation with youth and at option of youth, up to 2 significant persons chosen by youth who are not youth’s foster parent or caseworker. 12 CCR 2509-4:7.305.2(C). If county has good cause to believe person selected by youth will not act in youth’s best interest, planning team may designate another advocate for youth. <i>Id.</i></p>

⁴ FSPs include treatment plans. 12 CCR 2509-4:7.301.23.