STATE OF OKLAHOMA

1st Session of the 43rd Legislature (1991)

COMMITTEE SUBSTITUTE
FOR ENGROSSED HOUSE
JOINT RESOLUTION NO. 1038

BY: STEIDLEY and LARASON of the HOUSE

and

FISHER of the SENATE

COMMITTEE SUBSTITUTE

A JOINT RESOLUTION REQUIRING THE DEPARTMENT OF HUMAN SERVICES TO IMPLEMENT A MANAGEMENT INFORMATION SYSTEM; REQUIRING CERTAIN PROGRAM PLANNING, DEVELOPMENT AND MONITORING PROCEDURES, PROCESSES AND ACTIVITIES; REQUIRING CERTAIN ADMINISTRATIVE ACTIONS OF CERTAIN ADMINISTRATORS; PROVIDING FOR DEVELOPMENT OF CERTAIN RESOURCE DEVELOPMENT UNIT; REQUIRING IMPLEMENTATION OF CERTAIN POLICIES AND PROVISION OF CERTAIN PERFORMANCE STANDARDS; REQUIRING THE DEPARTMENT OF HUMAN SERVICES AND CERTAIN JUVENILE BUREAUS TO ESTABLISH CERTAIN PROCEDURES AND CONDUCT CERTAIN STUDIES; PROVIDING FOR CODIFICATION; AND DECLARING AN EMERGENCY.

WHEREAS, the Department of Human Services is responsible for the planning, development, implementation, administration and management of numerous state and federal programs and services to children, youth and families; and

WHEREAS, recent studies indicate that inadequacies in the management information systems, planning processes and program monitoring of the Department are significant barriers to effective service delivery; and

WHEREAS, the implementation of a comprehensive management information system and program planning and monitoring systems and

procedures is essential for the orderly development of programs, and effective and cost effective delivery of services.

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSE OF REPRESENTATIVES AND THE SENATE OF THE 1ST SESSION OF THE 43RD OKLAHOMA LEGISLATURE:

SECTION 1. NEW LAW A new section of law to be codified in the Oklahoma Statutes as Section 26.1 of Title 10, unless there is created a duplication in numbering, reads as follows:

A. On or before July 1, 1994, the Department of Human Services shall implement an agency-wide management information system for all programs and services of the Department related to children, youth and families. Development and implementation of said system shall be initiated immediately upon the effective date of this resolution.

B. The management information system shall:

1. To the maximum extent possible, be based upon the integration, utilization and modification, as necessary, of existing information systems within the Department;

2. Provide for the security of and limited access to the information;

3. Include case specific information, including outcomes, and have the ability to monitor the status of children and youth receiving services through the Department;

4. Be capable of providing management reports and information regarding the various children and youth programs of the Department, and of providing aggregate information necessary for planning, monitoring and evaluation of said programs and services; and

5. Be designed so that management and analytical reports can be readily generated for those who require them.

SECTION 2. NEW LAW A new section of law to be codified in the Oklahoma Statutes as Section 26.2 of Title 10, unless there is created a duplication in numbering, reads as follows:

A. The Department of Human Services shall establish a planning process for the Department that provides for collaborative ongoing

planning for the development of divisional and agency goals and priorities for services to children and youth. Said planning process of the Department shall be developed with the assistance of the Policy Analysis Division and the division directors and should provide for identification and assessment of needs, establishment of goals and priorities, and program implementation and monitoring, in a manner that actively involves all divisions and units within divisions.

1. The Department shall develop a three- to five-year plan for children and youth services provided by the agency. The plan should be regularly reviewed and modified as necessary.

2. The Director of the Department shall hold each division director accountable for the performance of the division in engaging collaboratively in the agency and in interagency planning for programs and services for children and youth.

3. The administrator of each division of the Department shall actively participate and require the collaborative participation of division workers in interagency planning and coordination for children and youth services.

4. The administrator for each division shall hold the administrator of each unit within the division responsible for the collaborative development and implementation of agency and division goals and priorities related to children and youth.

B. The unit, division and agency budget recommendations of the Department for services to children and youth shall be based upon documented needs, and the development of budget recommendations and priorities shall be closely integrated with agency and interagency program planning and management.

C. As a part of the Department's program planning and monitoring processes, the Department shall examine its programs and services to children and youth to ensure that the practices within them do not operate to the detriment of minority children and youth.

SECTION 3. NEW LAW A new section of law to be codified in the Oklahoma Statutes as Section 26.3 of Title 10, unless there is created a duplication in numbering, reads as follows:

The Department of Human Services shall carefully define the children and youth programs of the Department as to their purpose, the population served and performance expectations. Planning for new programs and services and major modifications to existing ones shall include evaluation of their effect on other programs and services and communication and coordination with other public and private children and youth service providers in order to assure successful and cost-effective implementation of the program. An evaluation component that includes monitoring and evaluation of client outcomes shall be incorporated into all of the Department's programs and services to children and youth, whether provided directly by the agency or through a contract.

1. All programs and services shall be designed to ensure the accessibility of the program to the persons served. Provision for transportation, child care and similar services necessary in order to assist persons to access the services shall be made. If the service is provided in an office setting, the service shall be available during the evening.

2. Programs and services should be targeted to the areas of the state having the greatest need for them. The programs and services shall be designed to meet the needs of the area in which they are located. Programs and services intended for statewide implementation shall be implemented first in those areas that have the greatest need for them.

3. Requests for proposals developed by the Department shall be based upon documented client and service needs and identified priorities. The request for proposals shall clearly identify the program or service requirements, the population to be served, and performance expectations. The agency shall adopt clear, written

guidelines to ensure uniformity in the management, monitoring and enforcement of contracts for services. If in-state private providers are unable or unwilling to respond to the proposal, then out-of-state providers should be encouraged to respond.

SECTION 4. NEW LAW A new section of law to be codified in the Oklahoma Statutes as Section 26.4 of Title 10, unless there is created a duplication in numbering, reads as follows:

A resource development unit should be established within the Division of Children and Youth Services of the Department of Human Services, closely linked with the information systems and planning process. The division administrator shall review the functions of planning, resource development, monitoring, and contracting to determine the organization and structure of them within the division.

SECTION 5. NEW LAW A new section of law to be codified in the Oklahoma Statutes as Section 26.5 of Title 10, unless there is created a duplication in numbering, reads as follows:

The administrator of the Division of Children and Youth Services of the Department of Human Services shall implement policies requiring competency-based training for all workers and provide for performance standards as recommended by the Terry D. Panel Report.

SECTION 6. NEW LAW A new section of law to be codified in the Oklahoma Statutes as Section 26.6 of Title 10, unless there is created a duplication in numbering, reads as follows:

The Division of Children and Youth Services of the Department of Human Services and the juvenile bureaus established pursuant to Section 1201 of Title 10 of the Oklahoma Statutes shall jointly:

1. Establish procedures and guidelines for checking child welfare records as part of the intake process and establish criteria for determining when a joint intake with Child Welfare Services is necessary or advisable;

2. Conduct a thorough study of delinquency diversion practices to assess the outcomes of current practices to determine if more effective diversion practices should be implemented; and

3. Conduct a study to determine whether caseload management is efficient, caseloads are regularly purged, and that workload structure and assignments are effective.

SECTION 7. It being immediately necessary for the preservation of the public peace, health and safety, an emergency is hereby declared to exist, by reason whereof this act shall take effect and be in full force from and after its passage and approval.

43-1-970 CJ