



State of New Hampshire

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Office of the Child Advocate

Moira O'Neill
Director

July 17, 2019

His Excellency, Governor Christopher T. Sununu
and the Honorable Executive Council
State House
Concord NH 03301

REQUESTED ACTION

Pursuant to RSA 4:8 Gifts to the State, **retroactively**, authorize the Director of the Office of the Child Advocate, to accept a gift in the amount of \$1599.45 from Casey Family Programs, 2001 Eighth Ave, Ste 2700, Seattle, Washington for travel to a training convening in Scottsdale, Arizona regarding a project to promote transformative policy and cultural change in the interest of children's health and wellbeing. The training is being held on July 30th – August 1st, 2019.

EXPLANATION

This request is **retroactive** due to a matter of timing. Casey Family Programs notified the Office of the Child Advocate of the gift after the last scheduled Executive Council meeting. The gift funds travel prior to the next scheduled Executive Council meeting.

The Office requests authorization to accept this gift valued at \$1,599.45 (\$1079.50 for roundtrip airfare and \$519.95 hotel accommodations July 29th - August 2nd, 2019). Casey Family Programs is a national organization whose mission is to provide and improve — and ultimately prevent the need for — foster care. Casey Family Programs partners with child welfare systems, families, policymakers, courts and American Indian tribes to support practices and policies that safely reduce the need for foster care, increase the safety and success of children and strengthen the resilience of families.

This training is a continuation of training and technical assistance, approved by Governor and Council on April 17, 2019 item #49, from Collaborative Safety, LLC and hosted by them for development of an Independent Systems Review process of critical incidents using a specially designed data collection instrument based in safety science. The training is next steps in the process. It includes human factor debriefings, systems mapping and scoring to quantify data for reporting on critical incidents in New Hampshire. It situates the Office to effectively monitor incidents and identify system improvements in accordance with oversight duties pursuant to RSA 170-G:18.

The Office of the Child Advocate wishes for approval to accept this gift. Your favorable action on this item would be appreciated.

Respectfully submitted,

Moira O'Neill
Director

MO/kk

Attachment(s): Collaborative Safety Institute Agenda, Confirmation email of training, Confirmation email for travel

O'Neill, Moira

From: Pat McGrath <PMcGrath@casey.org>
Sent: Thursday, July 11, 2019 12:52 PM
To: O'Neill, Moira
Cc: Daniel Despard
Subject: Scottsdale Courtyard Old town Confirmation #86316411 - M O'Neill

EXTERNAL: Do not open attachments or click on links unless you recognize and trust the sender.

Hi Moira,

Here is your hotel confirmation for the Courtyard Marriott Scottsdale Old Town for Mon July 29 – Fri Aug 2nd. Your room and tax have been paid in full but you will need to present a credit card at check-in to cover any incidental costs you may incur during your stay. Please note, Casey is unable to reimburse for any out of pocket expenses you incur during your trip including: airline baggage fees, parking at your departure airport, ground transportation, meals, hotel incidentals and alcohol.

As requested, the summary of travel expenses paid by Casey for your hotel and airfare is \$1,599.45 (\$1,079.50 airfare and \$519.95 hotel)

Please let me know if you have any questions or need additional information. Have a nice trip!

Thanks,
Pat McGrath
Casey Family Programs
7 World Trade Center
250 Greenwich Street, Suite 46B
New York, NY 10007
P: 212-863-4877
pmcgrath@casey.org

casey family programs

safe children | strong families | supportive communities

casey.org | 250 Greenwich Street Suite 46B | New York, NY 10007

From: Courtyard By Marriott Reservations <reservations@res-marriott.com>
Sent: Thursday, July 11, 2019 10:16 AM
To: Pat McGrath <PMcGrath@casey.org>
Subject: Reservation Confirmation #86316411 for Courtyard Scottsdale Old Town

[ENHANCE YOUR STAY](#) | [SUMMARY OF CHARGES](#) | [CONTACT US](#)

Courtyard Scottsdale Old Town

COURTYARD
BY MARRIOTT

3311 North Scottsdale Road Scottsdale
Arizona 85251 USA

+1-480-429-7785

Thank you for booking directly with us, Moira O'neill.

You're ready to move forward.

Mon, Jul 29, 2019 – Fri, Aug 02, 2019

Confirmation Number: 86316411



Check-In: Monday, July 29, 2019

03:00 PM

Check-Out: Friday, August 2, 2019

12:00 PM

Number of rooms

1 Room

Guests per room

1 Adult

Guarantee Method

Credit Card Guarantee, Visa

O'Neill, Moira

From: Casey Melsek <cm@collaborative-safety.com>
Sent: Monday, June 17, 2019 10:52 AM
To: Noel Hengelbrok; Lawrence, Emily
Cc: Scott Modell; O'Neill, Moira
Subject: Re: Phoenix SCI

ATTENTION: This email has originated from outside of the organization. Do not open attachments or click on links unless you recognize the sender and know the content is safe.

Absolutely.

Hi Emily? The dates of the training is July 30th, 31st and Aug 1st from 9 to 5 every day. It will be located in Scottsdale, Az (just outside of Phoenix) at the Scottsdale Executive Suites- Aztec Room 9375 E. Shea Blvd Suite 100 Scottsdale, AZ 85260. We have one spot available and you all would need to just take care of the travel costs.

Let us know if you are interested.

Thanks!
Casey



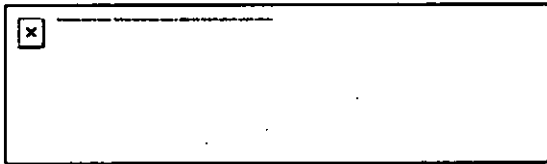
Casey Melsek, MSW | Senior Consultant
Collaborative Safety, LLC
p. 602-639-0118
cm@collaborative-safety.com
www.collaborativesafety.com



From: Noel Hengelbrok <nh@collaborative-safety.com>
Date: Monday, June 17, 2019 at 7:28 AM
To: Casey Melsek <cm@collaborative-safety.com>, "Emily.Lawrence@nh.gov" <Emily.Lawrence@nh.gov>
Cc: Scott Modell <sm@collaborative-safety.com>, "Moira.O'Neill@nh.gov" <Moira.O'Neill@nh.gov>
Subject: Phoenix SCI

Hi Casey.

Connecting you with Emily from NH Office of Child Advocate. Can you provide them with some more information on the training?



Noel Hengelbrok, M.Sc. | Founder

Collaborative Safety, LLC

p. 831-917-9946

nh@collaborative-safety.com

www.collaborative-safety.com





SAFETY CHAMPION INSTITUTE AGENDA

Day 1: Introduction to Human Factors and System Safety (9:00am - 5:00pm)

- 9:00am-10:30am
 - Welcome and Orientation
 - The Two Views of Safety

- 10:30am-10:45am
 - BREAK

- 10:45am-12:00pm
 - Historical Events
 - Safety as a Bureaucracy

- 12:00pm-1:00pm
 - LUNCH

- 1:00pm-2:45pm
 - Theories of Safety and Accidents
 - Accountability and Learning from Failure

- 2:45pm-3:00pm
 - BREAK

- 3:00pm-5:00pm
 - Child Welfare as a Complex System
 - Importance of Language
 - Activity: News Story
 - Quiz



Day 2: Human Factors Debriefing (9:00am - 5:00pm)

- 9:00am-10:30am
 - Key Concepts
 - Introduction to Human Factors

- 10:30am-10:45am
 - BREAK

- 10:45am-12:00pm
 - Local Rationality: 3 Components
 - Quiz

- 12:00pm-1:00pm
 - LUNCH

- 1:00pm-3:00pm
 - Collaborative Safety: Systemic Critical Incident Review Process

- 3:00pm-3:15pm
 - BREAK

- 3:15pm-5:00pm
 - Activity: Human Factors Debriefing



Day 3: Accident Analysis and System Change (9:00am - 5:00pm)

- 9:00am-10:30am
 - Learning from Failure
 - Safety Systems Mapping

- 10:30am-10:45am
 - BREAK

- 10:45am-12:00pm
 - Activity: Safety Systems Mapping

- 12:00pm-1:00pm
 - LUNCH

- 1:00pm-3:00pm
 - Narrative Creation
 - Activity: Narrative Development
 - Quiz

- 3:00pm-3:15pm
 - BREAK

- 3:15pm-5:00pm
 - Systems Analysis Tool
 - Quiz
 - Activity: Systems Analysis Tool
 - Making Recommendations
 - Three Traps in Accident Investigation