

**Citizen Review Panel Meeting Minutes**  
**Friday, October 17, 2025**  
**9:00am-12:00pm**

Attendance	
<i>Panel Members</i>	<i>Guests</i>
1. Lori Rainboth-Chair	Michelle Schildhauer-CRP Liaison
2. Michelle Mothersill	Marinda Squibb-IDHW Liaison
3. Abby Levario	Christina Ward-IDHW
4. Elisha Haddocks-Co Chair	Samuel Montanez- HSSO Business Analyst
5. Jeannie Strohmeyer	
6. Kari Palmer	

**Meeting Called to Order**

Motion to start the meeting – Lori Rainboth at 9:07am

Motion Seconded – Tiffany Ruiz

Motion to approve the agenda – Jeannie Strohmeyer

Motion Seconded – Elisha Haddocks

Approval of 9/26/25 Minutes

Motion to approve the agenda – Lori Rainboth

Motion Seconded – Elisha Horrocks

Housekeeping items:

1. Panel members interested in attending the CRP National Conference June 1st-3<sup>rd</sup> 2026 San Diego, CA (Registration opens Nov. 20<sup>th</sup>)

- a. Elisha, Jeannie and Lori would be interested in attending the conference.

ACTION ITEM: Michelle will explore the flights and hotel for the conference and report back to the panel in November.

2. Panel interest in having a CRP vice chairperson

- a. Jeannie nominated Elisha Horrocks as the vice chair, and it was seconded by Tiffany Ruiz. Panel unanimously voted Elisha as the vice chairperson.

3. Secondary trauma training by Nampa Family Justice Center in January—would the panel want 1 or 2 hours of training?

- a. The training will be 1.5 hours, and Jeannie will verify with her team that presenting this on January 22<sup>nd</sup> from 9:30am-11am will work for her team

ACTION ITEM: Jeannie will check with her team about presenting a 2-hour secondary trauma training on January 22<sup>nd</sup>.

4. What meeting dates do we want in 2026? The panel agreed to meeting on the 4<sup>th</sup> Thursday of each month from 9am-12pm
  - a. January 22, 2026
  - b. February 26, 2026
  - c. March 26, 2026
  - d. April 23<sup>rd</sup>, 2026
  - e. May 28<sup>th</sup>, 2026
  - f. June 25, 2026

The remainder of 2026 meeting dates will be selected at a later time.

5. Panel discussed any concerns using the AI program Read AI as the meeting note taker. Panel did not have any concerns. The note taker will not be used during executive session.

ACTION ITEM: Michelle S. will purchase an AI note taker.

6. Reminder to panel members about the Pathway to Permanency training on December 11<sup>th</sup> and 12<sup>th</sup> at The Center in Caldwell. Please attend if possible.

#### **Panel Business:**

1. Assigned cases for review will be assigned for November and December with case results to be discussed in the executive session in the January meeting.
2. The panel discussed the 2025 IDHW CRP Report. This discussion also included a review of the document, "The Guide to Fostering in Idaho-Nurturing Kids, Building Families."
  - a. The panel discussed several recommendations that will be added to the CRP quarterly report.

ACTION ITEM: Michelle S. is tracking items to be added to the CRP quarterly report.

3. Elisha gave an overview of the Guardian Ad Litem program through CASA. Discussed the role of guardian ad litem in child welfare cases as well as duties and training a volunteer would receive.
4. Miranda's case review training was moved but no specific date for training was identified.
5. The panel reviewed the forms created by the Ombudsman's office. No feedback was provided but as the panel continues reviewing cases, they will provide ongoing feedback as identified.
6. The panel discussed the information contained in the CAPTA. Much of that information pertains to the responsibilities of IDHW. Panel members should focus on Appendix E as it relates more to the duties of the CRP.

ACTION ITEM: Miranda will research to determine if the CAPTA has been updated since 2023.

#### **Executive Session: In Accordance with Idaho Code Section 74-206(d):**

1. At 11:45 am Chairperson Lori Rainboth made the motion to go into Executive Session. Jeannie Strohmeyer seconded the motion.
2. At 12:15 pm chairperson Lori Rainboth motioned to leave the Executive Session. Elisha Horrock seconded the motion. All in favor; motion passed. Adjourned.

In-Kind Hours and Cases September

<i>Panel Member</i>	<i>In-Kind Hours</i>	<i>Case Reviews</i>
<i>Lori Rainboth</i>	12	1
<i>Michelle Mothersill</i>	6	1
<i>Elisha Horrock</i>	10	1
<i>Kari Palmer</i>	8	1
<i>Jeannie Strohmeyer</i>	6	1
<i>Tiffany Ruiz</i>	7	1
<i>Abby Levario</i>	5	1
<i>TOTAL</i>	54	7