



STATE OF HAWAII  
DEPARTMENT OF HUMAN SERVICES  
Social Services Division  
Child Welfare Services Branch  
810 Richards Street, Suite 400  
Honolulu, Hawaii 96813

February 17, 2017

Ms. Jacqueline Perry  
Na Kupa Alo Ana O Hawai'i, Citizen Review Panel  
310 Ka'ahumanu Avenue  
Kahului, Hawaii 96732

Dear Ms. Perry:

Thank you for Na Kupa Alo Ana O Hawai'i Citizen's Review Panel's (CRP) 2016 Annual Report which included the Panel's recommendations to Child Welfare Services (CWS). We truly appreciate the Panel's efforts and work on behalf of Hawaii's children and families.

Please find below the two recommendations identified by Na Kupa Alo Ana o Hawai'i panel members and the Branch's response.

The Panel's first recommendation is to establish a Memorandum of Understanding (MOU) between the Department of Human Services (DHS) and Na Kupa Alo Ana O Hawai'i. We support the development of an MOU to clarify our respective roles and responsibilities. Panel members will review the draft, make changes, and submit the amended draft to DHS for our review and recommendations and the document must be reviewed and approved by the state Attorney General's (AG) office. We look forward to receiving the panel's final draft of the MOU.

The panel's second recommendation addresses the distribution of the *Help Guide for Families of Those Serving Time* brochure. DHS appreciates the work of Keiki O Ka 'Aina & the Family Reunification Working Group, creating this service guide to assist families who have loved ones who are incarcerated. In February and March 2017, the DHS will distribute the brochures to all CWS Sections statewide and have resource home licensing staff include the brochure in the informational packet provided to new resource homes and distribute the brochure at their biannual visits to the resource homes. The DHS will also provide the brochure to Family Programs Hawaii to distribute at their statewide quarterly trainings for resource caregivers, and their annual resource caregiver conference.

Thank you again for your 2016 Annual Report. We appreciate the commitment and work accomplished by Na Kupa Alo Ana O Hawai'i and look forward to our continued collaboration.

Sincerely,

Kayle M. Perez  
Child Welfare Services Branch Administrator