**Central Wisconsin Health Partnership**

**Comprehensive Community Services Regional Coordinating Committee**

**Training and Quality Improvement Committee**

**Wednesday, December 4, 2019**

**Present:** Danielle Moore, Staci Glynn, Kate Meyer, Kay Saarinen-Barr, Jeremy Lee, Brenda Rice, Dr. Toni Morgan-Jones, Lori Martin

1. **Site updates**

* Adams – 5 full time service facilitators, 2 part time CCS/CLTS
* Green Lake – 35 enrolled. New drug court coordinator starts next week.
* Juneau – Staci introduced herself – Juneau County Behavioral Health Manager, will be covering Danielle’s responsibilities while she’s on maternity leave (end of January, possibly back beginning of April on limited basis). 58 enrolled; hoping to enroll 10 more before going on maternity leave. Approval to hire another FTE Service Facilitator within a year. Two additional LTE positions – individual skill development (currently have 1). Outpatient clinical position open.
* Marquette – 19, 2 pending discharges. New therapist hired. Consumer satisfaction survey event tonight. Working to strengthen the coordinating committee. Had another successful consumer event – CCS and CSP which includes dinner and a game. Tancy visited a consumer group in Waushara County – is planning to attend again with additional consumers.
* Waupaca – program is going through staff transitions – the MHP/supervisor position remains open; three interviews are scheduled for next week. One of the newer CCS workers is transitioning to a crisis position. Brenda is leaving as of 2/13/20. Onsite DQA survey occurring today – asked for provider licenses, supervision records, references, original CCS training hours, ongoing CCS training hours.
* Waushara – 30 enrolled. Working with a few consumers with substance use issues. Clara has fully transitioned out of CCS and into a therapist role.

Discussion regarding documentation – importance of documenting the service that’s being provided. Some providers are doing good work, but not providing adequate documentation.

Suggestion – share supervision logs for providers who work cross-county.

1. **Training**
2. 10/17 Service Facilitator Workshop follow-up
   * Danielle shared that her new staff found the workshop very valuable
   * The workshop emphasized identifying and building plans around underlying needs. Following is a link to the materials from the workshop as well as to a 20 minute video Lori put together that explains main “takeaways” from recent wraparound conferences and workshops, that she hopes to incorporate into future CWHP/CCS training: <http://www.cwhpartnership.org/service-facilitation-essentials.html>
   * This foundational workshop would be beneficial to any new service facilitator. Lori is happy to come to any of the 6 counties
3. Dec 12th – Making Connections, Peter Leidy
4. 2020 Training Plan –
   * Discussion – go from monthly to quarterly workshops; emphasizing quality (not quantity). People are “trained out”.
   * Consider full day workshops – 6 to 8 hours. Don’t need to be paired with / occur on same day as regional coordinating committee meetings
   * Potential topics: “Poverty informed care?”
   * Would be helpful for the committee to have a sense of budget and what presenters’ cost
   * Offering CEU’s would be a benefit (additional cost?)
   * For next meeting –
     + Committee will consider potential topics and presenters
     + Lori will share budget / cost estimate for presenter such as Dr. Mays
5. **Quality Improvement**
6. Angela Talano – vinyasa flow, restorative yoga
   * A provider with “Foundations for Living” who has expressed interested in providing CCS services in Waupaca, Green Lake, and Waushara Counties to adolescents and older adults. Kate met with her. She has a BA in management and a Master’s in Organizational Leadership. She is a yoga practitioner and has a “Warriors at Ease” certification – works with individuals with military experience in a trauma-informed way.
   * Concerns – integration / use of yoga; hourly cost; supervision (she mentioned providing her own supervision)
   * Discussion regarding Bachelors vs. Masters level providers and MA rates; must be relevant degrees.

Update: language from DHS 36.10:

14. Master's level clinicians shall have a master's degree and coursework in areas directly related to providing mental health services including master's in clinical psychology, psychology, school or educational psychology, rehabilitation psychology, counseling and guidance, counseling psychology or social work.

15. Other professionals shall have at least a bachelor's degree in a relevant area of education or human services.

1. Electronic Health Records logistics – discussed strategies for categorizing types of client records. May make sense to make folders with each client’s record for different categories – for example, a folder for all releases of information.
2. Can the consumer’s therapist also be the MHP for their team?

Lori shared the following related questions and responses (responses given by Danielle Graham-Heine on 10/31/16):

* Question: Can an individual identified as the “Mental Health Professional” under DHS 36.10(2)(e) on a consumer’s team also be that consumer’s psychotherapist?
* Response: The Mental Health Professional must meet the DHS 36 criteria. If the mental health professional has dual roles this must be clearly documented within the recovery plan.
* Question: Similarly, can/should an individual identified as a consumer’s Service Facilitator also be their psychotherapist (assuming they are licensed)?
* Response: A CCS provider can have dual roles; though, this needs to be clearly documented within recovery plan.

1. 11/26 NE Regional CCS Meeting follow-up
   * Lori and Kate both attended the meeting and shared the following highlights:
     + The State is working to update the 2014 CLTS/CCS memo related to CLTS as funding of last resort and role of case manager(s). Was hoping to be completed by now; hit a “snag”. Completion date unknown. There are currently inconsistencies between DHS 36 and the 2014 memo for example, the memo suggests that an MA level mental health professional must complete the CCS assessment.
     + Jessica Delzer with the Behavioral Health Training Partnership shared information related to 2020 workshops and trainings. For more information, please visit: <https://www.uwgb.edu/behavioral-health-training-partnership/training/>. Jessica also shared that the BHTP has partnered with the Mental Health America of Wisconsin to offer suicide care trainings for mental health and health care providers, for more information, please visit: <https://www.uwgb.edu/behavioral-health-training-partnership/training/mha-of-wi-suicide-care-trainings/>.
     + Stacey Teegardin was recently hired by DCTS to coordinate Individual Placement and Support (IPS) training and support across the state (position formerly held by Bob Meyer). Her goal is to eliminate barriers for counties, train IPS specialists, and expand IPS to all counties. Suggests that between DVR and CCS funding the cost can be covered.
     + 2020 meetings: Feb 25, May 26, Aug 25, and Nov 24
     + Lori will plan to attend these meetings on the CWHP’s behalf and share pertinent information. If she is unable to attend, she’ll let the group know. She also plans to attend the S/SE CCS meetings, as 2 CWHP counties are in this region.
2. DQA surveys – Marquette recently had their DQA site survey; Waupaca’s is today. Adams and Waushara are both this winter. Lori will send county data to Kay and Dr. Toni. The other counties’ visits/desk reviews are in spring.
3. Consumer Satisfaction Surveys – data spreadsheets are due to DCTS by 12/30. Please send copies of competed surveys to Lori ([lori.martin@cwhpartnership.org](mailto:lori.martin@cwhpartnership.org)) by Friday, December 13th.
4. Site visit scheduling
   * Annual site visits to each of the 6 counties are part of Lori’s role as CCS Regional Coordinator. It’s an opportunity for to meet with the various CCS stakeholders (agency director, fiscal, management, MHP/SUP, service facilitators, etc.) to discuss what’s working well and where there are gaps/needs from various perspectives. The result / output is specific to each county, but generally includes feedback, recommendations, and potentially support.
   * Green Lake’s visit occurred on 11/20
   * Scheduling:
     + Adams – Tuesdays and Thursdays best
     + Waushara – Monday January 13th or 27th
     + Marquette – service facilitators currently meet certain Mondays at 1:00
     + Waupaca – Lori will work with Sherrie
     + Juneau – Danielle would like to schedule prior to taking maternity leave
5. Status of updated assessment, assessment summary, and recovery plan
   * Lori replace the old forms with the updated forms on the appropriate website page
6. **2020 meetings: 1/29, 3/25, 5/20, 7/22, 9/30, and 12/2; all from 1:00 – 3:30 in Montello**