**Central Wisconsin Health Partnership**

**Comprehensive Community Services (CCS)**

**Regional Coordinating Committee (RCC) Meeting**

**Wednesday, March 8, 10:00 – 12:00**

**Attendance:** Erin Kobylski, and Kelley Oleson – Adams County; Jason Jerome, and Kate Meyer – Green Lake County; Judy Kennedy, and Dawn Buchholz – Juneau County; Mandy Stanley, Mary Walters – Committee Chair, Rachel Nelsen, and Dawn Woodard – Marquette County; Jeremy Woodliff, and Terri Billington – Waushara County; Brenda Freeman – Waupaca County; Lori Martin, Regional Coordination – White Pine Consulting

1. **Introductions**
2. **Approval of agenda**
	* Judy Kennedy motioned to approve; Jeremy Woodliff seconded. All in favor; motion approved.
3. **Approval of meeting minutes from December 14, 2022, meeting**
	* Jason Jerome motioned to approve; Judy Kennedy seconded. All in favor; motion approved.
4. **CCS Education Presentation**
	* What it means to Collaborate in CCS; Lori Martin, CCS Regional Coordinator

Teaming meetings as they occur in CCS may look different from other types of meetings people are used to. 5 C’s: Co-Exist, Communicate, Coordinate, Cooperate, Collaborate helps illustrate how collaboration in the wraparound process used in CCS is different.

<https://www.cwhpartnership.org/rcc-educ-videos.html>

1. **Sharing of Success in CCS**
* Dawn Woodard presented on Marquette County’s use of the Connections App for individuals with substance use concerns
	+ Have used the App since October 2022. Provides support to individuals on a waiting list for substance use treatment, and is a resource to compliment other services (e.g. therapy appointments).
	+ The App is staffed by peer support specialists
	+ Paid for with grant funding – supplemental substance use block grant funds
	+ Reviewed 2 apps before deciding on Connections (Ignited is another app – has a more clinical focus, significantly more expensive)
	+ Discussion regarding potential use by other counties in the consortium
		- Cost sharing among could be an option
		- Dawn willing to give access to a couple of people from different counties if interested in trying it out.
		- Contact Dawn if interested in further discussion
1. **County Roundtable (Program Staff, PLEx, Board Member)**

*Sharing of CCS-related updates, community activities, unique and shared services, success stories, areas of needed support.*

1. **Adams** – Erin Kobylski has been hired as the new Coordinated Services Supervisor which includes CCS. Adams County completed their Division of Quality Assurance (DQA) program survey and received a 2-year certification renewal. The surveyor would like them to take a look at their assessment. They recently switched to an electronic health records system, and the surveyor felt the paper assessment document better incorporated consumer voice.
2. **Green Lake –** has their DQA program survey next Tuesday. New service facilitator was recently hired. They will be starting with their first consumer this week.
3. **Juneau** – There have been several staff members shifting into different roles, resulting in some open service facilitator positions. Erica Roberts is the new lead service facilitator. James moved into an Individual Skill Developer position, specializing in autism and spectrum disorders. Alivia moved into adult crisis. The CCS therapist position is open, along with a second therapist opening. Despite staff openings, there isn’t a waiting list for CCS. New prescriber position is working out well.
4. **Marquette** – therapist position open; behavioral health support worker position open; new psychiatrist who works with adults planning to retire from Mendota and planning to increase services in Marquette. New CCS providers - Northwest Pathways; Gablian Skills Development; Christian Servants. They also have a new/additional consumer representative on the local CCS committee.
5. **Waupaca** – no report. Mary Walters shared that they are missed at the table.
6. **Waushara** – fully staffed; a staff member became interested in peer support, has been trained and will be expanding their role in peer support. Will be combining CCS and CST Coordinating Committees this year.
7. **Regional Training and Quality Assurance Report – Lori Martin, CCS Regional Coordinator**

**a) Training**

* Working with Individuals on the Autism Spectrum, Karen Melito (The Change Group), April 27 in Montello. Registration open to Service Facilitators and program leads – 24 of 50 slots filled.
* Personality Disorders, Dr. Ron Diamond, June 8 in Montello. Registration open to Service Facilitators and program leads – 30 of 40 slots filled.
* The curriculum for MHP/SUP is on track to being completed for a summer in person workshop that will also be recorded.
* There are also several new wraparound workshops being offered statewide including: supervision in wraparound systems of care; wraparound fundamentals for providers and community supports, and engaging youth and family members.
* Discussion regarding the possibility for additional in-person training for service facilitators – orientation for new staff, and advanced practice / skill building. Lori will follow-up with program leads.

**b) Quality Assurance**

* Part of the work of our QA committee is building a regional toolkit (<https://www.cwhpartnership.org/regional-toolkit.html>) that includes procedural guidance documents. To date, there are guiding documents on:
	+ Billable costs
	+ providing services in groups
	+ Minimum qualifications for CCS providers (MA/BA)
	+ Determining provider orientation and training needs, and most recently
	+ Assessing and addressing needs of consumers who move between counties in our region
* CWHP Memorandum of Understanding
	+ The CWHP MOU combines the Regional CCS Plan Addendum for Shared Services and the original CWHP MOU into one document.
	+ Summary of changes:
		- update outdated information including regional vision and mission
		- reduce redundancy
		- focus on regional relationship and responsibilities including shared services
		- additional information related to the role of CCS Regional Coordination
		- include terms for Committee Chair and Co-Chair (staggered 2-year terms), as well as term for contract liaison county (2-year commitment)
	+ Has been signed by all of the agency Directors and is available on the regional website: <https://www.cwhpartnership.org/rcc-handbook.html>.
* Reminder of Lori’s role providing regional coordination
	+ Role: coordinate, research, consult, connect
	+ Consult with staff (typically the CCS leads) from each of the 6 partnering counties on a variety of CCS-related topics. Decisions related to policies and procedures are the responsibility of each county. It is also the responsibility of each county to communicate policy and procedure to their contracted CCS providers. Communicating with individual providers, or suggesting individual providers reach out to Lori directly does not fit within her role and responsibilities.
1. **2023 Meetings**
* June 14

Agenda Items –

* + Regional Coordination Satisfaction Survey Results (Feedback related to Lori’s position)
	+ Co-chair nominations
	+ Educational piece: Consumer voice and choice and medical necessity
* Sept 20 (large conference room on the 2nd floor of the HHS building)
* Dec 13
1. **Meeting Adjournment.** Meeting adjourned at 11:48