**Central Wisconsin Health Partnership**

**Comprehensive Community Services Regional Coordinating Committee**

**Training Committee Meeting**

**Thursday, May 25th, 2017**

**Participants:** Tancy Helmin, Joann Stephens, Gretchen Malkowsky, Amanda Negaard, Jan McDonough, Tanya Amos, and Lori Martin

Group decided to forgo site updated given the number of priority items on today’s agendas. Tanya also suggested the use of a “parking lot” using a whiteboard in the room where anyone add items to be discussed should we get through our agendas.

1. Provider development / shared services
   * Development of a provider handbook – Lori shared the sample Table of Contents from Dane County’s handbook.
   * Lori will email everyone the sample handbooks. Group agreed to review and share suggestions. The topic will be included on our next agenda.
2. Review of May 3rd workshops
   * Earlier today, Lori emailed evaluation summaries from the Provider Orientation and TARP workshops held on May 3rd. Overall the evaluations were very positive. Thanks to Tanya, Amanda, and Tancy for presenting!! Tanya pointed out the “Assessment” wasn’t included with the “A” in TARP, and will need to be updated on the handout.
3. Upcoming trainings
   * Wednesday, June 7th – Mental Health Literacy. Currently 29 individuals registered. Lori passed around the current registration list and flyer.
   * Wednesday, July 12th – Person Centered Planning. One of the goals during our QI committee meeting will be to decide on whether or not to adopt the Recovery Plan presented at the CCS Statewide Meeting as part of the statewide toolkit. Presenters also need to be determined. Lori has a call in to the new Person-Centered Planning trainer with DCTS, Theresa Kuehl to see if she’s willing and available to co-present. Tanya and Amanda also agreed to co-present.
4. 2017 meeting schedule

Training 12:30 – 2:00 and QI Meetings 2:00 – 3:30

* Thursday, July 20th
* Thursday, September 21st
* Thursday, November 16th