

Regional CCS Coordinating Committee (RCC) Meeting

Adams County Community Center, Adams WI

Wednesday, December 2nd, 2015

Present: Dennis Wedde, Dawn Buchholz, Heidi Roekle, and Tanya Amos – Waushara County; Joann Stephens – Stable Life/consumer representation; Diane Cable, Kay Saarinen-Barr, and Tamara Laskowski – Adams County; Tim Cottingham, Scott Ethun, and JoAnn Geiger – Juneau County; Mandy Stanley and Clint Starks – Marquette County; Jason Jerome – Green Lake County; Chuck Price, Jessie Jenson, and Sherri Nichols – Waupaca County; Dan Naylor, and Lori Martin – White Pine Consulting Service

1) Welcome and introductions

- Meeting called to order by Dennis Wedde at 10:07

2) Approval of agenda

- Kay motion to approve, Tim 2nd. Motion carried.

3) Approval of meeting minutes from October 7th meeting

- Joann S. motion to approve, Clint 2nd, motion carried.

4) County updates

- **Waushara:** Tanya introduced herself – she spent 5 years as in-home therapist with Waushara DHS, and is now in position of CCS coordinator. Dawn updated that Dr. Morgan Jones is now the Community Support Program (CSP) and Clinic Manager. They are in the process of reorganizing responsibilities to determine who will be providing CCS coordination. A resolution has been approved by the County Board for Waushara County to be a part of the regional initiative (not a certification requirement).

Have been looking into developing peer certified specialists – training costs \$1,000 per person. Wondering if this is of interest to develop as a shared service. Joann Stephens gave an update on the status of peer support certification in Wisconsin. There is currently a certification in place for adult peer specialists, however not currently for parent peer specialists. The state is working on finalizing the curriculum – had hoped to have the process in place by the end of 2015, but it's looking like it may take longer. Joann offered to be a part of a subcommittee if one was formed. There was preliminary interest from the group in looking further into the possibility of developing peer specialists as a shared service. Waushara will continue to research and will share information with the group.

- **Green Lake:** Jason shared they have 16 consumers enrolled. Currently focusing on staff training.
- **Marquette:** Clint gave an update on the status of Marquette's certification application. The Division of Quality Assurance (DQA) has informed them that they are collaborating with the Division of Mental Health and Substance Abuse Services (DMHSAS) to get a site visit scheduled.
- **Waupaca:** Jessie shared they are in a similar position as Marquette regarding their certification application. They are hosting the 2-day Service Facilitator Workshop next week, and Jessie will be facilitating an orientation training for Waupaca County staff the following week.
- **Adams:** Diane updated – their current CCS certification ends the end of February; they will have an audit visit in February. Got approval for a new CCS service facilitator. Tamara shared they currently have 30 open cases and 4 - 5 in the application phase. Have been expanding their array of CCS service providers.
- **Juneau:** JoAnn updated there are currently 22 consumers being served by 3 service facilitators and a psychosocial rehabilitation worker. There are also currently 7 referrals. The service facilitators are at capacity. JoAnn has updated Juneau County's CCS policies and procedures, their coordinating committee will be finalizing at their next meeting. Child psychiatry continues to be a great need. Group discussed options such as telehealth. Marquette is looking into purchasing the needed equipment. Could be another opportunity for a shared service.

5) Regional Coordinator updates

a. Regional Certification

- Lori shared that the region has received the approval letter from Patrick Cork, Department of Health Services Administrator. The regional application materials along with Waupaca and Marquette's materials are with DQA awaiting site visits and certification.

b. 2016 Contract

- Diane shared that prior to this meeting the Human Service Directors met with Dan and Lori to review their proposed work plan for regional CCS coordination. The plan is to move forward with a 2016 contract.

c. Training Committee

- Lori met with Cheryl Lofton to review DHS 36.12 – Orientation and Training, including questions posed by the 6 counties.
- There is a link on the Training page of the CWHP website for CCS providers that outlines the orientation requirements and pairs them with resources such as articles and webinars - <http://www.cwhpartnership.org/ccs-orientation.html>. The committee is currently working to determine which areas would be better met by in-person training opportunities – for example a review of Chapters 48, 51, and 55, civil rights laws, patient rights, and HIPPA standards.
- Dr. Rick Immler has developed an “Elements of Training Survey” tool to help gauge clinical-oriented training needs of the 6 counties. Will be piloted with Waushara County.
- The committee decided to develop a peer-to-peer forum for service facilitators. Marquette County is hosting Monday, Jan. 25th from 10:00 a.m. to Noon. Open forum – agenda and discussion will be driven by the service facilitators.
- Discussed the possibility of developing regionalized orientation sessions for new CCS staff. Group reviewed an outline of an agenda Jessie will be using in Waupaca. Discussion to be continued.
- A “Consumer and Family Teaming Process – Essential Skills and Competencies” workshop is being held on Dec 8th and 9th in Waupaca. 38 people are registered.

d. Quality Improvement (QI)

- The committee has been looking at the big picture of what's currently required in terms of data collection and reporting which includes initial and ongoing functional screens, ongoing submission of mental health data into the state PPS system, quarterly enrollment updates, annual program survey, and consumer satisfaction surveys.
- Discussing the need for coordination at a regional level and recognizing some of the challenges including: each county has their own internal method for data submission, each county has their own data systems, there are two state data systems into which CCS-related data are entered.
- Next step – what data and reports are accessible to the counties and the region given the current systems/set-up?
- December 10th – Tim Connor facilitating a day long series of sessions in Green Lake – review of PPS data definitions, data quality, address barriers; meeting with data entry staff for a step-by-step walkthrough; and review and discuss the use of data for quality improvement efforts including reports that will soon be available through a state portal.
- Consumer Satisfaction Survey –
 - Lori led an overview of a draft CWHP Regional Comprehensive Community Services 2015 Consumer Satisfaction Report. The current draft offers a summary of the data, and does not include interpretive comments or recommendations. Lori would like the input of the RCC and the QI subcommittee on next steps.
 - Open discussion; Tim suggested including consumer stories/testimonials

- Next steps – Lori will develop an outline based on today’s discussion for the QI committee to review and refine. The committee will develop goals and objectives to bring back to the larger RCC.

e. WPHA HIA/HiaP newsletter

- Dan shared that White Pine received an email from Denise Attard Sacco, who is the communications officer for the Wisconsin Public Health Association’s (WPHA) Health Impact Assessment (HIA)/Health in All Policies (HiAP) Section. She expressed interest in featuring the efforts of our CWHP consortium in their monthly newsletter as a “project of the month”, recognizing the region’s efforts in working towards improving population health outcomes through cross-sector collaborations. Denise provided a draft article based on information from the CWHP website; Lori, Dan, Diane and Sarah Grosssheusch made additions and edits.

6) Other

a. Outreach and identification of elders for CCS

- Part of the region’s CCS application included providing information on serving consumers across the lifespan. According to data collected from the four certified counties, of the 136 consumers served between 9/1/14 and 10/1/15, 57 (42%) were youth, 73 (54%) were adults, and 6 (4%) were elders (age 60+). The low number of elders being served was raised as a concern by DMHSAS staff.
- Discussion regarding challenges related to serving elders – expanding service providers, training of staff, and the expanding number of staff.
- Possible ways to address the issue – educate boards, staff expansion, and outreach.
- Next steps – put on agenda for QI and training committees to discuss.

b. Regional addendum for shared services – review and update

- Per regional certification requirements, a Regional CCS Plan Addendum for Shared Services was developed by this Committee in September 2014, based on the current vision for the initiative. Individual counties in the region are required to incorporate the regional policies and procedures into their plans. Given the experience of the past year, there are many areas that need updating.
- Next steps – White Pine will review the current draft, and using “track changes”, will make suggested updates as well as provide questions and comments in the margin. The working draft will then be sent to the counties’ CCS Service Directors for review and comments (Agency Directors will be cc’ed).

c. Fiscal manger peer-to-peer forum – discussion tabled

d. Crisis stabilization

- Dawn shared that on December 16th there will be a meeting in Columbia County to discuss expanding and/or changing the In-Home Safety Services (IHSS) program to include in-home crisis services. The group plans to develop a proposal to share with the State.
- Pillar and Vine in Brandon has purchased a home that will have 3 beds for use for crisis stabilization for youth.

7) Proposed 2016 Meeting Schedule

- Lori shared a proposed 2016 RCC meeting and Learning Collaborative schedule and asked that each county check availability of space for their proposed hosting dates and get back to Lori.
- Dennis requested the next RCC meeting be on February 10th instead of February 3rd – the group supported this request.

Next Meeting – Wednesday, February 10th, 10:00 – Noon,
Green Lake County Government Center, UW Extension Training Room

Meeting Adjourned at 12:03 PM