

Central Wisconsin Health Partnership (CWHP) Regional CCS Coordinating Committee (RCC) Meeting

Neshkoro Area Community Center (NACC)

Wednesday, August 5th 2015

Present: Kay Saarinen-Barr and Diane Cable – Adams County; Tim Cottingham, Joann Geiger, and Scott Eithun – Juneau County; Cindy Skipchak and LeRoy Dissing – Green Lake County; Mandy Stanley and Clint Starks – Marquette County; Rick Immler, Dan Naylor, and Lori Martin – White Pine Consulting; Jessie Jensen – Waupaca County; Renee Soroko and Dawn Buchholz – Waushara County; Cheryl Lofton – Division of Mental Health and Substance Abuse Services (DMHSAS).

1) Welcome and introductions

- Jessie Jensen introduced herself as the new CCS Coordinator for Waupaca County

2) Review / approval of agenda

- Kay made a motion to approve the agenda, LeRoy seconded; all in favor, motion approved.

3) Review / approval of meeting minutes from June 3rd meeting

- Cindy made a motion to approve the June 3rd minutes, Kay seconded; all in favor, motion approved.

4) County updates

- **Juneau** – passed CCS recertification in April. Current enrollment: 21 consumers – 3 initial screening phase. They now have 3 service facilitators (1 full time and two 3/4 FTE). In process of hiring a mentor – have 8 applications. Consumers would like a social skills group – closed group for 6 weeks; in 2nd week – facilitated by nurse and service facilitator; also have an art group once per month. Committee in process of reviewing and updating policies and procedures. Challenges – access to child psychiatry services. Don't currently have equipment to utilize tele-psychiatry. Tim – presentation to County Board related to CCS was well received. Helped explain how CCS staff could be hired.
- **Adams** – added 2 service facilitators; end of August will be adding a CCS supervisor – then CCS will be fully staffed. 15 – 16 cases, 5 -6 current referrals. Recruiting for a mental health therapist. Telehealth uses doctor out of Madison. Emphasized importance of continuing to involve and educate County Board members.
- **Waushara** – advertising for CST/CCS supervisor. Auditing firm for Waushara, Green Lake and Adams is saying all of indirect costs are not 100% reimbursable. LeRoy – this is an ongoing discussion between State Division of Mental Health and Substance Abuse fiscal and program staff. Importance of all counties doing billing the same way. Waushara County's Administrative Coordinator has concerns regarding the CWHP and RCC groups.
 - Diane – we are a “shared service” model, not a consortium – each county operates its own CCS. Dan – each county has the option posting RCC and CWHP minutes on their county's website. Suggestion to add a link to CWHP website to their websites.
- **Green Lake** – planning for annual CCS recertification. The department continues without a clinic manager. July 13th Health and Human Services Board agenda was amended to include discussion regarding the relationships between CWHP, CCS, the NACC, Fox River Industries (FRI), and Disability Services Inc. (DSI). A motion was passed to not support the continued lease of the NACC by the FRI / DSI boards.
- **Marquette** – working to develop a coordinating committee; met with a few members this week and gave them informational material; have also identified consumers for the committee. Taking a look at

other sites' policies and procedures. Goal is to submit CCS application in October or November and to be certified by December.

- **Waupaca** – in process of developing coordinating committee. Hoping for certification by early 2016.
- Discussion regarding questions surrounding 100% match. Cheryl – will facilitate setting up a meeting with state fiscal staff and the 4 Directors. Monday 10th at 10AM or Wednesday 12th

5) CCS Coordinator updates

- a) Dan – suggests a universal informational document related to our regional initiative, containing objective and factual information that can be publicly available. Described an informational paper being developed – goal, history, strengths and positive outcomes, challenges, options to move forward. Factual information related to the commercial building assessment and estimated repair and maintenance costs.
- b) Waupaca and Marquette County CCS certification status
 - Cheryl – Marquette and Waupaca should connect with Kenya Bright to discuss updated plans and schedule for certification. Encouraged counties to involve Cheryl as soon as possible.
- c) Training Subcommittee
 - Membership – consumer and provider representation. Additional consumers are encouraged.
 - Responsible for developing a regional orientation and training plan for staff, providers, consumers, and the larger community.
 - Training page on our website – membership list and meeting notes
 - The initial committee meeting was held on June 30th
 - Discussed values, purpose, and next steps
 - Reviewed current training requests
 - Next steps
 - research possible presenters and forums to satisfy current training requests
 - needs assessment including determining current training efforts of partner counties
 - The committee's next meeting is scheduled for August 13th at the NACC
 - Discuss issue of costs related to CCS training – options for partnering agencies who send staff to training
- d) Motivational Interviewing
 - Scott – given time commitments and staff limitations, can each county send one person who can go back and share information? Train the trainer model? Other opportunities?
 - Dan and Lori will research these questions and get back to the Directors
- e) Quality Improvement (QI) Subcommittee
 - Membership – consumer and provider representation. Dr. Laura Blakeslee/DMHSAS staff; Jennifer Smet
 - Additional consumers?
 - Someone representing data collection/submission
 - QI page is being developed on the website; meeting minutes and a membership list will be when available.
 - The initial committee meeting was held on June 30th

- The committee's initial priority is completion of a needs assessments of region led by Dr. Rick Immler
- The next committee meeting is scheduled for August 13th at the NACC.
- Rick met with Dr. Blakeslee – would like to go broader than the required data and take a look at larger available data sets

f) Quarterly Work Plan Progress Report

- White Pine led review and discussion related to their quarterly work plan progress report

6) Next Meeting – Wednesday, October 7th, 10:00 to noon

a) Meeting location – Waushara County Courthouse