

**Central Wisconsin Health Partnership (CWHP)**  
**Regional Comprehensive Community Services (CCS) Coordinating Committee Meeting**  
**Wednesday, February 1<sup>st</sup>, 2017, 10:00 – 12:00**  
**Green Lake County Government Center – UW Extension Training Room**

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**Present:** Allison Else, Kelly Oleson, and Kay Saarinen-Barr – Adams County; Gretchen Malkowsky, Jason Jerome, Carol Hendrickson, and Kayte Meter – Green Lake County; JoAnn Geiger, Amanda Negaard, Tim Cottingham, and Scott Ethun – Juneau County; Mandy Stanley, Tancy Helmin, and Clint Starks – Marquette County; Dawn Buchholtz, Tia Bourdo, and Tanya Amos – Waushara County; Jan McDonough and Sherrie Nichols, Waupaca County; Dan Naylor – White Pine Consulting Service; and Elizabeth Dehling – Department of Health Services, Area Administration

**1. Welcome and Introductions**

- Meeting called to order by Tim Cottingham, Committee Chair, at 10:00

**2. Approval of agenda**

- No corrections or additions were noted.

**3. Approval of meeting minutes from December 14<sup>th</sup>, 2016 meeting**

- No corrections or additions were noted. Amanda Negaard made a motion to approve the 12/14/16 minutes; Tanya Amos seconded; all in favor, motion approved.

**4. County Updates**

- **Adams** – currently serving 37 consumers; recently hired a fifth mental health therapist.
- **Green Lake** – Green Lake County has a new contracted service facilitator through Lutheran Social Services who will begin mid-February. Currently serving 24 consumers; 3 of whom were enrolled since the December Regional Coordinating Committee meeting. One individual has been discharged since the December meeting.
- **Juneau** – Juneau County DHS has been approved for a new Service Facilitator. She has been hired and will be starting February 20<sup>th</sup>. 39 consumers currently enrolled, and 8 in the referral process.
- **Marquette** – their provider network is expanding; currently serving 17 consumers. Interviews are taking place to fill an additional service facilitator position.
- **Waupaca** – currently serving 2 consumers; one will likely be discharged – no contact despite several attempts to reach out.
- **Waushara** – currently serving 38 consumers; two currently in the screening process

**5. Consumer / community member updates – what’s working, what’s not, suggestions for improvement**

- Tancy suggests a consumer committee – for support, and to discuss what might help to get more consumers involved. Such a group might begin with a walkthrough of the Coordinating Committee Handbook.
- Juneau County has asked one of their consumers to present at the April Regional Coordinating Committee Meeting

**6. Juneau County’s Contract Liaison Report – Scott Ethun and JoAnn Geiger**

- Scott and JoAnn continue to have regular (bi-weekly) discussions with Lori and Dan related to coordinating activities. Scott shared positive feedback related to White Pine’s efforts.

## 7. Regional Coordinator Report

### a) General

- Regional Coordinating Committee handbooks available. The sections are also available for download from the regional website: <http://www.cwhpartnership.org/rcc-handbook.html>
- First issue of quarterly CCS newsletter – “CCS Chronicle”; delivered via “Gov Delivery”. If you’re not on this mailing list and would like to be, please contact Langeston Hughes and request to be added: [Langeston.hughes@wisconsin.gov](mailto:Langeston.hughes@wisconsin.gov).
- The first of two CCS Statewide Meetings in 2017 is scheduled for Wednesday, April 12<sup>th</sup> in Wausau. Langeston Hughes has requested topic suggestions.

### b) Training Subcommittee Report

- Provider Orientation workshop scheduled for this afternoon postponed due to low registration numbers and rescheduled for March 1<sup>st</sup>, combined with TARP (Treatment goal, Activity, Response, Plan) progress notes.
- The subcommittee is currently working on 2017 priorities

### c) Quality Improvement (QI) Subcommittee Report

- Lori Martin is involved in three complementary workgroups that are addressing QI & QA:
  - CCS Review Project –
    - Formation of the project is by direction of the DHS Secretary, Linda Seemeyer. The group includes representatives of the Wisconsin County Human Service Association (WCHSA), county and tribal representatives, the Division of Quality Assurance (DQA), Division of Health Care Access and Accountability (DHCAA), Office of Inspector General (OIG), and the Division of Care and Treatment Services (DCTS).
    - There was an initial meeting in Madison on November 7<sup>th</sup>, at which there were questions raised regarding the purpose and functions of the group. The November 29<sup>th</sup> meeting was cancelled. A final meeting was held on January 12<sup>th</sup>.
  - Northeast (NE) Regional and Statewide QA/QI Workgroups –
    - The NE regional workgroup has developed a comprehensive internal file review tool based on DHS 36, Medicaid, and OIG audit results. The workgroup has also developed several sample forms.
    - The statewide QA/QI workgroup’s goal is to develop a toolkit for sites. This statewide group has reviewed the tools developed by our NE regional group and is adopting them. The plan is to have an initial toolkit available to be presented at the April CCS Statewide Meeting.

### d) White Pine Regional Coordination Workplan Annual Report

- The 2016 Workplan Annual Report in the process of being completed
- The Committee reviewed White Pine’s CCS Coordination Work Plan for 2017

## 8. Other

### a) CCS Consumer Handbook –

- A sample handbook developed by the Lakeshore Recovery Consortium (Jason Latva) has been shared with the QI and training committees, as well as the service facilitators. Dan shared the draft with several consumers to elicit feedback, and is working on an updated region-specific draft. It is then intended that each county adapt the draft for use at the local level.

### b) Discussion – educating County Board members

c) Crisis Stabilization

- Dawn Buchholtz shared an update. She hasn't seen the Request for Proposals related to start-up costs for youth stabilization.
- Pilot program (Waushara, Columbia, Lutheran Social Services) which includes youth stabilization, post reunification, and in-home safety services. Dawn hasn't heard back from the state.

d) Legislators on Mailing list

- Discussion regarding whether or not to add legislators on the Regional Coordinating Committee mailing list for educational purposes. There have been many positive outcomes from this and other areas.
- How to do – include in meeting minutes; invitation to meetings. Discussed the possibility of an annual informational meeting to include board members, legislators, and consumers.
- Begin thinking about presentation, and keep as an ongoing item on the Committee agenda
- Let White Pine know who your legislators are

e) Building a Supportive Regional Workforce

- It was a discussion related to sharing positions between counties in our region

**9. Next meeting – Wednesday, April 19<sup>th</sup>, 2017, Juneau County Justice Center (please note, this is a change from April 12<sup>th</sup>)**