**Central Wisconsin Health Partnership**

**Comprehensive Community Services (CCS)**

**Regional Coordinating Committee (RCC) Meeting**

**Wednesday, September 14, 2022, 10:00 – 12:00**

**Marquette County Services Center (virtual option available)**

1. **Introductions**

Adams County: Adam Short, Diane Osborn, Hannah Maurer, and Lindy Vruwink; Green Lake County: Kate Meyer, Jason Jerome, and Greg Metzler; Juneau County: Judy Kennedy, Dawn Buchholz, James Kurtz, Leanna Hagen, Tati G., and David W.; Marquette County: Mary Walters (Committee Chair), Rachel Nelson, Dawn Woodard, and Mandy Stanley; Waupaca County: Kim Kraeger, and Brenda Freeman (Co-Chair); Waushara County: Jeremy Woodliff; Danielle Graham-Heine – CCS Coordinator with DHS DCTS; Lori Martin – CCS Regional Coordinator

1. **Approval of agenda**

Judy Kennedy motioned to approve; motion seconded by Jason Jerome; motion approved.

1. **Approval of meeting minutes from June 8, 2022, meeting**

* Updated minutes sent 9/13/22. Judy Kennedy was incorrectly referenced in the original notes as a Green Lake Human Services Board Member; she is on Juneau County’s HS Board.
* Jason motioned to approve; motion seconded by Kate Meyer; motion approved.

1. **CCS Education Presentation**
   * Lori Martin developed and showed a video on, “The Golden Thread: Connecting Referral to Discharge”.

The video is available at: <https://www.cwhpartnership.org/video-golden-thread.html>.

* + Discussion of future educational presentation topics –
    - CCS Service Array (service, allowable activities, interventions)
    - Balancing consumer voice and choice with medical necessity and professional obligation / role
    - Importance of transition process and continuity of services in case of change of workers

1. **Successfully Involving Youth in the Community – Adams County**
   * Hannah Maurer and Lindy Vruwink presented on the TITAN project – Teens Initiative Transformation Among Neighborhoods.
   * Includes: Aggression Replacement Therapy (ART) and volunteer community projects
   * Challenges – transportation, funding (multiple sources – CST, Children and Families Grant), and COVID
   * Successes since July 2021:
     + Over 10 community projects completed such as yard cleanup, park cleanup, meals on wheels, Kid’s Day involvement, partnership with the Historical Society, and Lion’s Clean Up Day
     + Youth interaction with the community
     + Partnering with Faith in Action and UW Extension
     + Completed first cycle of ART over the winter
   * Participation varies depending on time of year. School year – as high as a dozen youth per session. Summer – 4 -6 participants.
2. **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 – Adam S. has been promoted to Behavioral Health Manager. Two CCS staff are receiving master’s degrees and will be moving to Behavioral Health division. Will be looking to fill the two vacated service facilitator positions.
2. Green Lake – summer youth groups are ending. With school starting, a book club was developed; 8 girls participate in the group. Looking for a therapist. Have interns that have started. Theme of social connectedness. Adult side – DBT group and seeking safety. Joy (Board Member) stepped down from her position on this committee – they will seek a new board member.
3. Juneau – CCS program is fully staffed, 2 LTE positions provide individual skill development and psychoeducation. Youth groups met over during the summer. Working on safety – animal shelter to learn about caring for animals and responsibility; visited law enforcement and fire department – learned they are safe places to go. More difficulty getting adult groups off the ground (max attendance has been 8). Art group once/month. Ideas – budgeting, cooking (possibly reaching out to churches). The contract for child psychiatry didn’t work out; meeting with another candidate next week. New drug court coordinator, 3 drug court participants in CCS.

Judy – appreciated the golden thread video. Whole committee is new, Dawn has been doing a good job of orienting Board Members. Hoping the groups and community opportunities can continue to be built for youth in Juneau County – belonging is so important.

1. Marquette – summer groups for CCS and adult CSP clients; monthly luncheons with social activities and meal, including outpatient clients as well. 8-week group for youth to do activities in the community, favorite was outing to county park. Started a board game night. Tomorrow night having CCS survey dinner – learn about satisfaction survey (why do we do it, what can they expect and what do we do with the information collected on the survey), craft activity.

Mary would like to add showing the Golden Thread video at a future County Board meeting. Continue to work to recruit a therapist.

1. Waupaca – CCS team is fully staffed. Considering when to cap caseloads; they are getting more referrals than can handle for capacity.

Brenda – would like assistance in recruiting individuals to be involved in the PLEx group. Reflected on the recent CCS/CST Statewide Meeting – topic of consumers on coordinating committees. Would like to use PLEx video from conference as an educational tool. Talking about meeting more often than right before this meeting. Important to be flexible related to timing of meetings.

1. Waushara – Groups limited due to staff limitations. Planning to start youth group within next month. Have vacant service facilitator position. Success – family networking group that meets monthly. Social activity – go to fish hatchery in Wild Rose, splash pad, etc. Continue to offer life skills groups – coffee and craft group, life skills group around shopping and cooking. Also have a couple of open therapy positions; have been able to contract with some outside providers to fill the gaps.
2. DHS DCTS – Danielle Graham-Heine. There has been an increase in grievances / appeals related to consumer discharges. TITAN video – nice to see the youth involvement and what it looks like. Transition age – empowering youth to have a voice and feel comfortable.
3. **Regional Training and Quality Assurance Report – Lori Martin, CCS Regional Coordinator**
4. Quarterly Enrollment Data
   * + See Appendix A
5. Training and Quality Improvement
   * + Site visits
       - Waushara completed. Met with Clara (Human Service Director), Jeremy (CCS Supervisor), the service facilitation staff, and 2 fiscal staff. Reviewed strengths and needs. Also a few file reviews. Was able to follow-up with several resources. There were a couple of themes that came to the forefront. One was relevant regionally and that is consistent orientation training for service facilitators.
       - Green Lake’s visit is this coming Monday. Juneau’s the week after next. Marquette and Waupaca are both scheduled in October. Still need to schedule Adams’ county’s visit – we’re looking to schedule this in November.
       - Once all of the visits are complete, Lori will compile a regional summary which will include regional strengths as well as gaps or areas of need. The plan is to share a report at the December meeting.
     + Procedural guidance
       - One of the needs expressed by the 6 program leads was more consistency related to specific CCS procedures across our region. Given the CWHP is a shared services region, each county develops their CCS own policies and procedures based on their interpretation of DHS 36 and Medicaid. In lieu of developing regional policies and procedures, procedural guidance documents are being developed. The Provider Contract Addendum was created last summer. More recently, a “Billable Costs” guidance document was developed. Guidance related to providing CCS services in groups is the next to be developed.
     + Training
       - At the beginning of the year the 6 program leads came up with upwards of 20 possible CCS-related training topics they thought might be helpful for service facilitators. The service facilitators were then surveyed and asked to vote for their top 3. This summer we hosted workshops on the topics of minimizing risk, working with individuals with co-occurring disorders, and special education. The next 3 topics that were prioritized were working with individuals on the autism spectrum, working with the family system, and personality disorders.
     + CCS Program Survey –
       - Lori requested and received our 6-county 2021 CCS program survey data from the State. Covers topics including co-enrollment with other programs, discharge information, medical conditions and substance use, use of evidence-based practices, suicide screening, and use of services on the CCS service array. Lori can report on the data during the December meeting.
     + PLEx –
       - Brenda, Jill, and Lori met late June to discuss the future of PLEX. A plan was developed to turn over much of the communication responsibilities to Brenda. They also developed a meeting topic survey; Brenda sent a link to the survey to all PLEx members to gather input on topics for their meeting agendas. Also made tentative plans to meet virtually monthly. Lori will schedule follow-up meeting with Brenda.
6. **Next Meeting: December 14 – discuss agenda items**

* Educational presentation topic – CCS Service Array (service, allowable activities, interventions)
* County success story or sharing of lived experience – Juneau County
* Results from 2021 CCS Program Survey
* Results from Site Visits

1. **Meeting Adjournment – 11:50**

APPENDIX A

Chart

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