**Central Wisconsin Health Partnership (CWHP)**

**Regional Comprehensive Community Services (CCS) Coordinating Committee Meeting**

**Wednesday, October 3, 2018, 10:00 – 12:00**

**Adams County Community Center**

**Present:** Kelly Oleson, Melissa Winsor, Allison Else, and Diane Osborn – Adams County; Jason Jerome, Nichol Grathen, and Kate Meyer – Green Lake County; Danielle Moore, Tim Cottingham, JoAnn Geiger, and Scott Ethun – Juneau County; Mandy Stanley, Tancy Helmin, and Jeremy Lee – Marquette County; Chuck Price, Jill Amos-Polifka, Brenda Freeman, Jan McDonough, and Tom Jadin – Waupaca County; Dennis Wedde, Christy Pongratz, Clara Voightlander, and Dawn Buchholtz – Waushara County; Jan McDonough and Sherrie Nichols, Waupaca County; Julie Shew – Northeastern Regional DHS Area Administration; Lori Martin – White Pine Consulting Service

1. **Welcome and Introductions.**

* Meeting called to order by Dennis Wedde, Committee Chair, at 10:03

1. **Approval of agenda**

* No corrections or additions were noted

1. **Approval of meeting minutes from August 1st, 2018 meeting**

* No corrections or additions were noted

1. **Regional CCS Presentation by Lori Martin**
   * The presentation was meant to act as an overview for new members, and will be put on hold until the December meeting.
2. **County Updates**
   * + **Adams** – As of the end of 3rd Quarter 2018, they are serving 42 consumers; admitted 14 and discharged 12; currently serving 44. Interviews are scheduled for 4 open service facilitator positions this afternoon. Will be conducing onboarding training.

* **Green Lake** – currently serving 30 consumers; 5 expected to be admitted in the near future. Experiencing an increase in youth who are dually enrolled in CCS and Children’s Long-Term Support (CLTS).
* **Juneau** – 57 consumers currently enrolled; 20 in referral. The outpatient therapist position has been offered to someone.
* **Marquette** – going through restructuring – Wade Rasmussen left; promoted Jeremy Lee as a 0.5 LTE therapist, 0.5 supervisor. Recently hired a new therapist. 25 individuals currently enrolled in CCS; 5 in referral; 3 pending discharge. The CCS/CLTS case manager position has been filled and is currently serving 10 consumers.
* **Waupaca** – 33 enrolled; 1 discharged past quarter (moved); 22 – 25 in referral (3 may be served by other programs). Waiting on results of supervisor waiver request prior to moving forward with hiring expansion positions in CCS. A mental health therapist has been hired; positions are currently open in Substance Use and CCS.
* **Waushara** – discharged 4; currently serving 33 consumers. There has been movement with open positions – offered position to individual for mentor position; 2 open service facilitator positions – hope to fill before the end of the year.

1. **PLEX (Persons with Lived Experience) update**

* The PLEX group is planning a Consumer satisfaction survey event in Marquette County, building on their experience last year.

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

* White Pine / Regional Coordinator Annual Evaluation – still waiting on feedback from a couple of Directors. Once they have all 6 surveys, they will collate the results and discuss with Lori. Summarized results will also be shared at the December Regional Coordinating Committee Meeting.

1. **Regional Coordinator Report**
2. **Training Subcommittee Report** 
   * + 1. The Statewide CCS/CST meeting was held September 12th in Wisconsin Dells. Attended by close to 400 people. Jonathan Cloud was the keynote; 18 breakouts sessions offered.
       2. Upcoming workshops

* This afternoon – Quality Progress Notes using TARP; 20 individuals registered
* Wed, Nov 7 – Ethics and Boundaries for Unlicensed Staff in Mauston, being offered at no cost. 17 registered so far, registration will remain open until October 24th.
* Tues, Jan 8 – CCS and Public Health in Montello. Planning call with Kate Meyer and Jodi Field (public health nurse with Juneau County). Agenda to include background/purpose for discussion; overview of what’s already being done collaboratively (groups, CCS service provision); review of CCS service array services that pertain to Public Health providers; next steps.
  + - 1. Planning for 2019. Have several topic ideas for monthly in-person workshops:
  + January 2019 - Skill Building workshop for Service Facilitators, facilitated by Greg Erickson and Clara Voightlander
  + Sparks for Parents – Jonathan Cloud (available Spring 2019)
  + Practical skill building that can increase a service facilitator’s tool box, such as: motivational interviewing, crisis assessment (as examples)

1. Provider development and initial orientation training has been identified as a significant need.
   * + The committee is working to determine what knowledge and skills they would like all providers to have prior to working with CCS consumers, and then what additional skills particular providers (e.g. service facilitators) would need.
     + I’ve been researching what other regional are doing. Varying degrees of offerings – some in form of webinars offered online and others in-person.
     + Can use some of what’s already out there (e.g. videos on HIPAA compliance and civil rights). Committee would like to develop additional videos – topics discussed include: roles and expectations, TARP notes, CCS 101, MA reimbursement 101, overview of the service array.
2. **Quality Improvement (QI) Subcommittee Report**

* Lori completed sit visits to all 6 counties
* The committee has been talking a lot about the positives and challenges related to using contracted providers, and related topics such as rate setting and contracting.

1. **Site Visit Summary Report**
   * + - Lori shared a summary report of the regional site visits including strengths and needs.
       - Committee discussed value of the visits and would like to see them continue on an annual basis.
2. **Planning for 2019**
   * Historically, the Committee has been meeting every other month (6 times per year); generally, the first Wednesday of the month from 10:00 to noon; rotating locations.
   * 2nd Wednesdays – check and get back to sites
3. **Other**
   1. Expanding Shared Services
      * Dawn Buchholz and Jason Jerome shared their interest in expanding shared services across the region. First step – share information related to services already being provided. Lori will solicit potential services and develop a list.
4. **Next meeting** – Wednesday, December 5th

Marquette County Services Center, Montello

PLEX – 9:00 – 10:00

Full Committee Meeting – 10:00 - Noon

**Meeting adjourned at 11:40**