**Central Wisconsin Health Partnership (CWHP)**

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

**12/11/19**

**Marquette County Services Center**

**Present:** Kay Saarinen-Barr – Adams County; Jason Jerome, Kate Meyer – Green Lake County; Tim Cottingham, Danielle Moore, Glorianne DeFord, and Dawn Buchholz – Juneau County; Mary Walters, Tancy Helmin, Mandy Stanley – Marquette County; Dr. Toni Morgan-Jones, and Christy Pongratz – Waushara County; Jill Amos-Polifka, Chuck Price, and Jan Lehrer – Waupaca County; Lori Martin – White Pine Consulting Service

1. **Welcome and Introductions.**

* Meeting called to order by Tim Cottingham, Committee Chair, at 10:02

1. **Approval of agenda**

* No corrections or additions were noted

1. **Approval of meeting minutes from October 9, 2019 meeting**

* No corrections or additions were noted

1. **County Updates**
   * + **Adams** – have 5 full time service facilitators. One also facilitates Children's Long-Term Support (CLTS), and one also facilitates Coordinated Services Team (CST). 64 individuals enrolled, 6 in referral phase. 8 individuals are dual enrolled in 2 programs. Recently hired a rehabilitation worker – working with teenagers / young adults on skill building. Distributed 81 consumer satisfaction surveys, 60 were returned. In discussions with Jill regarding providing services as a contracted worker to work with individuals who are foster parents of youth with multiple needs. Planning a 1-day Christmas workshop follow-up to the summer camp experience for youth.

* **Green Lake** – 37 consumers (usually hover around 30/32). All service facilitators are cross trained for multiple programs. Exploring working with WisHope, an organization that certifies recovery coaches.
* **Juneau** – 59 consumers enrolled. Discharged 3 since last meeting. 18 on referral list; 11 will be screened by end of January. 3 staff hired since September. County Board approved 2 LTE mentor positions. Seasons Counseling has a peer specialist that might be utilized. Looking to hire an outpatient clinician – would like them to be dual licensed.
* **Marquette** – hired a dual diagnosis therapist; conducted their second CSP/CCS joint consumer event – made chili, games, and socializing – hope that it will continue. The second annual consumer satisfaction survey event took place on December 4th – went very well.
* **Waupaca** – 42 individuals enrolled in CCS, 9 on referral list, 1 discharge. Division of Quality Assurance (DQA) site survey recently conducted – passed with no citations, 2-year certification awarded. Full time quality assurance position has been key. Currently interviewing for CCS/CST supervisor position.
* **Waushara** – 35 enrolled, 1 recent discharge, 5 new referrals. Working on consumer satisfaction surveys. Working to add youth groups. CSP consumer looking to start once a month book club – ½ hour short stories. Lead CCS position remains vacant.

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

* Jill shared how CCS helped one of her sons who is transitioning from CCS and wants to help / mentor others in a co-mentor role.
* Tancy has been invited to be on the Recovery Implementation Task Force (RITF@wisconsin.gov) in Madison, a 25-member task force, a majority of whom are peer specialists.
* Talk of possible regional newsletter

1. **County Board Member Report**
   * Jan – sat in on local CST / CCS Coordinating Committee, and has interest in becoming a member of these committees. If voted in on Friday, and then approved by county board, she plans to begin attending. Impressed with Clintonville providing space for therapy.
2. **Marquette County’s Contract Liaison Report**
   1. 2020 contract
      * Kelly Oleson, representing Adams County as the fiscal agent for the regional CCS Coordination contract, signed a contract for 2020. The work plan remains similar to past years, in that Lori will take direction from the regional Quality Improvement and Training Committees, as well as this Regional Coordinating Committee. The total contract amount, which gets divided among the 6 counties, remains unchanged from 2019.
      * Lori will send a copy of the work plan and budget to the other Directors.
   2. 2020 meeting schedule –
      * Consider inviting new Secretaries to a meeting
      * Since 2015, this regional committee has been meeting every other month. Between then and now, our consortium has grown from 4 counties to 6; developed policies and procedures; and put training and quality improvement measures in place. Does the Committee still need to meet every other month, or can we go to quarterly?
      * Group decided to meet quarterly in 2010. Tentative schedule, pending space availability:
        + 3/11- Wautoma
        + 6/10 - Green Lake
        + 9/16 - Juneau
        + 12/9 - Waupaca
   3. Process for future rotation of contract liaison responsibilities
      * When Adams became the contract fiscal agent in 2016, Juneau County offered to be the “contract liaison” offering support to Lori in terms of her work plan responsibilities. When Scott Ethun retired as Director, the responsibility temporarily was assumed by the new Director, Dawn (April of this year). During the April Regional Coordinating Committee meeting, it was posed that if another county wanted the responsibility, it may be a natural time for transition. Without a formal process in place, Marquette County offered to take on the role, with their first meeting with Lori taking place at the end of July.
      * Committee agreed there should be a process for future rotation. Agreed on every 2 years.
      * It was noted that Coordinating Committee Chairs are asked to make a 1-year commitment. The most recent change occurred in June 2019 when Dennis Wedde retired and Tancy became co-chair.
   4. Annual evaluation of White Pine / Lori’s coordination role

* Results of 2018’s evaluation were shared by Juneau County at our February 2019 meeting.
* Marquette county will facilitate 2019's evaluation

1. **Regional Coordinator Report – White Pine Consulting**
2. **Training Subcommittee Report**

* 10/17 Service Facilitator Workshop for new facilitators was well received
  + The workshop emphasized identifying and building plans around underlying needs. Following is a link to the materials from the workshop as well as to a 20 minute video Lori put together that explains main “takeaways” from recent wraparound conferences and workshops, that she hopes to incorporate into future CWHP/CCS training: <http://www.cwhpartnership.org/service-facilitation-essentials.html>
  + This foundational workshop would be beneficial to any new service facilitator. Lori is happy to come to any of the 6 counties to repeat the workshop
* Dec 12th – Making Connections, Peter Leidy. 22 registered. Focus on cultivating natural and community supports for the individuals we work with in CCS.
* 2020 Training Plan –
  + Don’t want to duplicate what the BHTP is doing. Jessica Delzer with the Behavioral Health Training Partnership shared information related to 2020 workshops and trainings. For more information, please visit: <https://www.uwgb.edu/behavioral-health-training-partnership/training/>. Jessica also shared that the BHTP has partnered with the Mental Health America of Wisconsin to offer suicide care trainings for mental health and health care providers, for more information, please visit: <https://www.uwgb.edu/behavioral-health-training-partnership/training/mha-of-wi-suicide-care-trainings/>.
  + Go from monthly to quarterly workshops; emphasizing quality
  + Consider full day workshops – 6 to 8 hours.
  + Potential topics: “Poverty informed care?”
  + Offering CEU’s would be a benefit
  + At next meeting – committee will consider potential topics and presenters
* Discussion regarding PR / reaching schools. Difficult – don’t have flexible schedules. Juneau County suggesting collaboration meetings between DHS and schools – administrative team principles, district administrator.

1. **Quality Improvement (QI) Subcommittee Report**

* Site visit scheduling
  + - Annual site visits to each of the 6 counties are part of Lori’s role as CCS Regional Coordinator. It’s an opportunity for to meet with the various CCS stakeholders (agency director, fiscal, management, MHP/SUP, service facilitators, etc.) to discuss what’s working well and where there are gaps/needs from various perspectives. The result / output is specific to each county, but generally includes feedback, recommendations, and potentially support.
    - Green Lake’s visit occurred on 11/20
    - Scheduling:
      * Adams – Tuesdays and Thursdays best
      * Waushara – Monday January 13th or 27th
      * Marquette – service facilitators currently meet certain Mondays at 1:00
      * Waupaca – Lori will work with Sherrie
      * Juneau – Danielle would like to schedule prior to taking maternity leave. She will get back to me with potential dates

1. **Other**
   1. DHS 50 – Youth Crisis Stabilization Facilities – grant opportunity announced today by DHS. No more than 8 beds, youth 17 and under. Submissions due February 14th. Can be overnight. DHS 50. Only DHS, not DCF. 1 or 2 sites will be funded.
   2. Trauma-Informed care – training available for law enforcement, Jan would like to see the opportunity extend out to EMS

**9. Next meeting** – Wednesday, March 11th, 10:00 to Noon, Waushara County Courthouse

**Meeting adjourned at 11:38**