**Central Wisconsin Health Partnership (CWHP)**

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

**Wednesday, April 19th, 2017, 2017, 10:00 – 12:00**

**Juneau County Justice Center**

**Present:** Melissa Winsor – Adams County; Gretchen Malkowsky, Jason Jerome, Carol Hendrickson, and Kate Meyer – Green Lake County; JoAnn Geiger, Amanda Negaard, Tim Cottingham, Linda Calaway, Charolette Eastham, and Scott Ethun – Juneau County; Mandy Stanley, Tancy Helmin, and Clint Starks – Marquette County; Dennis Wedde, Dawn Buchholtz, and Tanya Amos – Waushara County; Lori Martin – White Pine Consulting Service

1. **Welcome and Introductions**

* Meeting called to order by Dennis Wedde, Committee Chair, at 10:05

1. **Approval of agenda**

* No corrections or additions were noted.

1. **Approval of meeting minutes from February 1st, 2017 meeting**

* No corrections or additions were noted.

1. **Presentation by Juneau County CCS Consumer**
   * The individual was unable to attend, but would be interested in presenting at a future meeting held in Juneau County.
2. **Consumer / community member updates – what’s working, what’s not, suggestions for improvement**

* Discussed counties’ practices of offering stipends for consumer involvement on committees. Several counties shared they use the same process used to reimburse County Board Members.
* Tancy suggested hosting a meeting for consumer / citizen members of the Coordinating Committee prior to the next meeting. It would be an opportunity for networking and relationship-building. The group could also discuss possible projects to work on. Committee members were supportive of the idea; suggestion to meet at 9:15 on June 7th (date of next Regional Coordinating Committee meeting).
* UPDATE: the meeting has been scheduled for 9:00. Tancy is sending an email invitation to all consumer members of the Committee.

1. **County Updates**
   * + **Adams** – Allison sends her regrets – she, Kelly, and Kay are all involved in trainings today. Melissa shared an update. CCS is currently serving 38 consumers. Kid’s Day is on April 29th from 10:00 – 2:00 at the Adams-Friendship High School; this is a free vent with a variety of activities for children and families. Over 1,200 people attended in 2016.

* **Green Lake** – Gretchen shared an update. CCS is currently serving 30 consumers, and 7 or 8 are currently in the referral/enrollment process. Green Lake is working with five contracted CCS providers, and is in the process of contracting with two additional providers – including a provider of group services, which is new. A majority of current consumers are youth; although many of the current referrals are adults.
* **Juneau** – Juneau County passed their Division of Quality Assurance (DQA) survey visit and received a 2-year CCS re-certification. They are currently serving 38 consumers; 5 are in the referral phase. Three consumers were discharged from CCS following the DQA survey and referred to more appropriate services and supports. Juneau currently has four service facilitators. Kayla was recently hired and is working with several consumers.
* **Marquette** – Marquette currently has 19 active consumers. Eric Ethun was recently hired as a Service Facilitator. Currently working with 5 or 6 contracted CCS providers. Local CCS coordinating committee is active and growing. Lori shared how she recently visited Marquette’s CCS coordinating committee and commented how a clear strength was the involvement of a young adult / consumer on the committee.
* **Waupaca** – Jan gave an update to Lori to share with the Committee. Waupaca currently has 9 consumers enrolled in CCS, and 9 in the referral/enrollment process. They are in the process of hiring a full-time service facilitator.
* **Waushara** – Currently working with 41 consumers - 18 youth and 23 adults. This is the first time Waushara has had more adult CCS consumers than youth. Two individuals are in the enrollment process and there are four new referrals. Service Facilitators have high caseloads – discussing the possibility of adding another position. An intern with the Department has been trained in CCS. Tanya is working with probation and parole to educate them on CCS. La Clinica hired a therapist that is Mental Health and AODA certified. Dan Naylor is presenting at their May 9th CCS Coordinating Committee meeting. Some consumers participated in a spring clean-up with the ADRC including lawn raking and helping elderly in community.

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

* Recap of Meeting with Secretaries Seemeyer and Anderson - Tim, Scott, Chuck, and Lori represented CCS and shared a brief history, an overview of our regional shared services model, consumer involvement, strengths, and challenges.
* Tim shared his experience attending the Wisconsin Counties Association Human Services Day at the Capitol on April 5th. He spoke with legislators about the importance and benefits of CCS.

1. **Regional Coordinator Report**
2. **Training Subcommittee Report**

* The training committee is working to complete the monthly regional training schedule through the end of the year. A New Provider Orientation workshop as well as a Quality Progress Note workshop is scheduled for May 7th in Adams. Dr. Rick Immler is facilitating a workshop on Mental Health Literacy – Challenges, Assessment, and Referral on Wednesday June 7th in Wautoma. Additional suggested topics include Person-Centered Recovery Planning, Youth-Guided Practice, Putting Trauma-Informed Care into Practice, the Role of the Mental Health Professional, and working with youth served by child welfare and the juvenile justice systems. The full schedule will be available on the ongoing training page of the CWHP website: <http://www.cwhpartnership.org/ongoing-training.html>.

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

* Lori is visiting each site’s local CCS coordinating committee meetings. She has visited 3 of 6 to date (Adams, Juneau, and Marquette), and is developing a summary of committee strengths to be shared with the QI committee after her visits have been completed.
* CCS Statewide Meeting and the CCS Toolkit - Over the past 6 months, Lori has been involved on regional and statewide workgroups tasked with the development of a “CCS Toolkit” for use by sites. A set of initial tools including much of the initial paperwork and the Assessment and Recovery Plan, was shared at the CCS Statewide Meeting on April 12th. Several of the tools were based on tools already being used by our CWHP region, and a few are new. The QI Committee is meeting in May to review the tools and discuss which will be modified for use in our region.
* The Committee reviewed the 2016 Regional Consumer Satisfaction Survey Report. Overall, satisfaction is high. Dawn suggests the Consumer / Citizen group look at the report and make suggestions – for example, she is interested in their feedback regarding responses to questions such as, “my child is able to cope better when things go wrong”. Clint suggests the group also consider training needs / topics for future regional workshops.

1. **White Pine Regional Coordination Work Plan Annual Report**
   * + - Lori led a review of the 2016 Regional CCS Coordination Work Plan Report which highlights the regional CCS activities provided by White Pine Consulting Service.
2. **Other**
   1. Certified Parent Peer Specialist certification discussion –
      * Clint shared an update that 16 peer specialists have been trained to train others
      * The cost for individuals to become trained as peer specialists is $1,000 plus travel and lodging costs. This poses a barrier for many people.
      * There is potential interest in promoting certification of one or more individuals in our region. This item will be included as an agenda item for the June meeting.
   2. CCS Consumer handbook
      * Committee members received a copy of the CWHP CCS Consumer Handbook. The handbook is based on one that was developed in 2016 by Jason Latva for the Lakeshore Recovery Consortium (Door, Shawano, and Kewanee Counties), and has been modified for our region with his permission. Several individuals provided feedback, including Dawn from Waushara County who hosted a review session that included two consumers - Marge Scholar, and Linda Manske.
      * Suggestion to add the link where additional handbooks can be downloaded. Lori will do this and forward the updated handbook to committee members.
   3. Crisis Stabilization update

* During the meeting with Secretaries Seemeyer (DHS) and Anderson (DCF) on March 3rd, Dawn Buchholz shared an update related to the region’s need for and efforts related to youth crisis stabilization options, including:
  1. The experience with Pillar and Vine, a treatment foster home that was working to become certified to provide youth crisis stabilization. Partially due DHS & DCF cross-system regulation requirements that posed barriers, the process was halted.
  2. The “In-Home Crisis Services – Pilot Project Proposal” developed as a partnership between Waushara County, Columbia County, and Lutheran Social Services (LSS). When the backbone program / consortium (In Home Safety Services) ended, so did the proposal.
* Both Secretaries spoke with Dawn following the meeting regarding their interest in learning more. Secretary Anderson is potentially interested in supporting DCF funding to get a project started. She wants to divert youth who have mental health needs but do not have child protective or child welfare needs from the child welfare system (so their mental health needs can be met). A sustainability plan, then, may include working with DHS (Secretary Seemeyer) to ensure services are billable through DHS 34.
* Dawn has a follow-up meeting scheduled with Secretary Anderson on May 18th.
  + Secretary Anderson requested that Dawn follow-up with Pillar and Vine to get details on what happened – their efforts, and the barriers. Dawn has done this, and sent an email response to Secretary Anderson’s office.
  + In preparation for discussion related to the In-Home Crisis Services Pilot, Dawn facilitated a meeting with Columbia County and LSS to revisit and revise the proposal. They have another meeting scheduled for May 11th. The group would like to give the Secretary a few different options (e.g. 24-hour care vs. nights and weekends only). Green Lake is considering joining the efforts, and Marquette County will also be asked about their interest. If successful, there may be an opportunity to expand to additional counties in the future.
  1. Public Relations with Legislators
     + At the last meeting, there was discussion regarding whether or not to add legislators on the Regional Coordinating Committee mailing list for educational purposes. Directors were to share a list of their legislators with Dan Naylor. Thanks to Dawn for sharing Waushara County’s contacts. The Committee reviewed a draft list.
     + The committee also reviewed a draft CCS Community Presentation agenda for community members and legislators. There is initial interest in this type of event. This item will be part of the agenda for the Committee’s June meeting.

1. **Next meeting –** Wednesday, June 7th, 2017; Waushara County Courthouse

* CCS Community Presentation for Legislators
* Certified Peer Specialist(s)