

**Richland County Health and Human Services  
Comprehensive Community Services (CCS)  
Coordination Committee Meeting  
July 14, 2016**

The July 14, 2016 meeting of the CCS Committee was held at 12:30 pm in Conference Room C at Richland County Health and Human Services.

**Committee Members Present:** Myranda Culver, Donald Seep, Ricki Bishop, Faye Burghagen, and Ashley Houman

**Others Present:** Meghan Rohn, Teresa Nundahl

**Members Absent:** Mary Chris Walling

**Call Meeting to Order:** The meeting was called to order by Teresa Nundahl at 12:30 p.m.

**Approve the Agenda and Posting:** A motion was made by Donald Seep and was seconded by Faye Burghagen to approve the agenda and the postings for the July 14, 2016 meeting. Motion carried.

**Approve Minutes:** A motion was made by Faye Burghagen and was seconded by Ricki Bishop to approve the minutes for the March 17, 2016 meeting. Motion Carried.

**Citizen Comments:** Ashley Houman discussed her involvement in the Art for Recovery program. This is a program facilitated through Independent Living. Ashley noted her art is being displayed at the Pump House in La Crosse. Discussion was held regarding the art style of Anname and how it has influenced her work.

**Committee membership:** The new Richland County Comprehensive Community Services Advisory Committee brochure was distributed. Teresa Nundahl discussed some of the meanings behind the pictures that were chosen. Myranda Culver explained the purpose of the brochure is to encourage others to join the committee. Faye Burghagen suggested putting a narrative with each picture, explaining its meaning. Ricki Bishop suggested adding language that highlights the importance of being on the committee and the opportunity it present to have input in the program. It was also suggested to add a portion on the brochure that could be filled out with the individual's information. Meghan Rohn suggested organizing the brochure into sections using questions as headers. For Example, "Why we need you", "what is the CCS Advisory Committee", "What does it mean to be a part of the CCS Advisory Committee". Myranda will finalize the brochure and bring it to the next meeting.

**Richland CCS Program Updates:** Myranda stated current enrollment in the program is down, however we do have people who are waiting to be enrolled. The program currently has 40

people enrolled, 35 adults and 5 children. Myranda also noted Linda King, CCS Clinician, has retired and advertising has begun to find a replacement.

The new EHR system is fully up and functional. We are no longer entering data into Smartcare, but it will take some time to retrieve all of the data.

Ricki Bishop discussed the need to establish goals with clients with measurable outcomes and wondered where the clinicians are in that process. Myranda Culver noted a training was held with the clinicians and staff are trying to do new assessments and treatment plans. It was noted this is the direction almost all of the state programs are going and having the ability to measure progress is becoming required. Donald Seep wondered at what point after an assessment are goals created. Myranda noted that within 30 days of enrolling in the program an assessment must be completed and goals established. Teresa Nundahl added that the assessment really leads to the establishment of the goals and the two feed together.

**Regional CCS updates:** A regional meeting is still being planned. It was originally hoped that a meeting could be held in July, however that is becoming less realistic. As a result, dates are being looked at in September. Each county should attempt to have at least three members of their advisory committee attend the regional meeting and Myranda is looking for feedback to see if there are any members willing to attend. Ricki Bishop, Donald Seep, Faye Burghagen, and Ashley Houman all expressed a willingness to attend. Possible dates were discussed. Ashley Houman noted she is not able to attend on Tuesdays or Thursdays and would need transportation. September 1<sup>st</sup>, 14<sup>th</sup>, and 19<sup>th</sup> were all listed as potential dates. Myranda also noted they were considering having the peer specialist facilitate the meeting, and Ricki Bishop noted she would be fine with that.

The region is hoping to have updates for the website within the next week or two. When we applied to be a region we had to establish goals, which included a regional website and trainings. We are making good progress on those goals and are looking to hold a provider training at the end of August and a CRC training sometime in October.

**Request for Regional Coordinating Committee Members:** Refer to "Regional CCS Updates"

**Next Meeting: October 13, 2016 12:30p.m:**

**Adjourn:** A motion was made by Ricki Bishop and was seconded by Ashley Houman to adjourn the meeting. Motion carried. Meeting was adjourned at 1:28 p.m.

Respectfully Submitted,

Meghan Rohn  
Confidential Administrative Secretary