

**Richland County Health and Human Services  
Comprehensive Community Services (CCS)  
Coordination Committee Meeting  
December 15, 2016**

The December 15, 2016 meeting of the CCS Committee was held at 11:00 am in Conference Room C at Richland County Health and Human Services.

**Committee Members Present:** Myranda Culver, Donald Seep, Faye Burghagen, and Mary Chris Walling

**Others Present:** Meghan Rohn

**Members Absent:** Ricki Bishop, Ashley Houman

**Call Meeting to Order:** The meeting was called to order by Myranda Culver at 11:17 a.m.

**Approve the Agenda and Posting:** A motion was made by Don Seep and was seconded by Faye Burghagen to approve the agenda and the postings for the December 15, 2016 meeting. Motion carried.

**Approve Minutes:** A motion was made by Mary Chris Walling and was seconded by Faye Burghagen to approve the minutes for the July 14, 2016 meeting. Motion Carried.

**Citizen Comments:**

**Review CCS Brochure:** The CCS brochure was reviewed. The committee liked the format and design.

**Committee Membership:** Ricki Bishop has notified Myranda Culver that she is resigning her position on this committee. Myranda noted that if there are community members interested in being a part of this committee they should notify her. There are currently three consumers who are interested in joining the committee, Joseph Collins, Betty Collins and Joy Burnham.

A motion was made by Don Seep and was seconded by Mary Chris Walling to recommend Joseph Collins, Betty Collins and Joy Burnham for the Comprehensive Community Services Advisory Committee and this recommendation be forwarded to the Richland County Health and Human Services Board. Motion carried.

**Regional CCS Updates:** A regional meeting will be held January 11th, 2016 at 2:00pm at the North Woods Therapy Center in Portage. Myranda will make sure the agenda is sent out to everyone. Don Seep was able to attend the last regional meeting and both he and Myranda stated they found it to be a very good meeting. Since this is a regional meeting the location

moves. Myranda noted she will not be able to attend due to our state site visit being on that day. Therefore, Teresa Nundahl or Nicole Steldt will attend and would be willing to give rides to anyone else who would like to go.

**Request for Regional Coordinating Committee Members:** Myranda wondered if anyone would be able to commit at this time to attending the regional CCS meeting being held on January 11<sup>th</sup> in Portage. Don Seep was able to tentatively commit, and Mary Chris Walling stated it would be a possibility.

**Review of the CCS Plan:** The CCS Plan was distributed and Myranda Culver noted there were two changes made to the plan this year. Myranda reviewed the changes and noted they are summarized on page 2 of the plan. Discussion was held regarding HIPPA requirements and Myranda noted that Richland County Clinical Services is actually required to follow guidelines set forth in DHS 92 and 94 and explained that these guidelines are actually more intense than HIPPA. Myranda noted the plan will be reviewed by our state site surveyor when she comes in January.

A motion was made by Don Seep and was seconded by Faye Burghagen to approve 2016 Comprehensive Community Services Plan as presented. Motion Carried.

**Next Meeting: January 25<sup>th</sup> 11:00 am:** Faye Burghagen noted that in the past the committee was provided with a graph that demonstrated how many people were in each program and what their key issues were. She questioned if this is something that could be brought back. Myranda noted she would be willing to bring this material to the next meeting.

**Adjourn:** A motion was made by Mary Chris Walling and was seconded by Faye Burghagen to adjourn the meeting. Motion carried. Meeting was adjourned at 11:48 a.m.

Respectfully Submitted,

Meghan Rohn  
Confidential Administrative Secretary