

**Richland County Health and Human Services
Comprehensive Community Services (CCS)
Coordination Committee Meeting
November 10, 2014**

The November 10, 2014 meeting of the CCS Committee was held at 2:30 p.m in Conference Room C at Richland County Health and Human Services.

Committee Members Present:

Ricki Bishop, Faye Burghagen, Cathy Krulatz, Don Seep, and Tracy Thorsen.

Others Present:

Liz Bjorkland, Meghan Rohn

Members Absent:

Mary Chris Walling

Call Meeting to Order:

The meeting was called to order by Cathy Krulatz at 2:37 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 November 10, 2014 meeting. Motion carried.

Approve Minutes:

A motion was made by Ricki Bishop and was seconded by Faye Burghagen to approve the minutes for the September 22, 2014 meeting. Motion Carried.

Citizen Comments

None

Richland CCS Program Information and Updates:

Tracy Thorsen distributed the 2014 CCS Admissions and Discharges and reviewed the data. Since the beginning of the year the CCS Program has had 25 admissions, 20 discharges and is currently serving 46 people. Tracy noted the program has received a record number of referrals this year with 57. Discussion was held regarding some of the sources of the referrals.

The agency has begun interviews for Tracy's replacement. It is hoped that someone will be in place but cannot be guaranteed. If a replacement is not found by the time of the next meeting of this committee, Liz Bjorklund will attend in their place. It was also noted a staff member of the CCS unit should continue to attend in addition to the new CCS Manager.

Review Center FOCUS Committee meeting held in October

A large meeting was held in October where the CCS Committee, Children and Family Advocacy Council and KIDS Council were able to come together. The meeting was very productive and provided an opportunity for each committee to share who they are, who they represent and identify where there is cross over in services.

Cathy Krulatz attended the meeting and felt it was informative and could see this being a good way for committees to assist one another. She was unsure how funding sources would be affected by working together on projects and Tracy noted that would something that would have to be looked at later on in the process. Tracy agreed the concept is really good and the actual outcome may be yet to be determined. Barb Fullmer is going to attempt to continue to bring this group together.

Faye Burghagen questioned if they discussed potential meeting times to avoid lack of attendance due to conflicts. Tracy stated she believes Barb Fullmer is open to different meeting times and would like suggestions if people have them. Don Seep wondered if we would be receiving a regular meeting notice and Tracy said yes. The next meeting is tentatively being planned for January so committee members should expect to see something sometime in December.

Tracy asked the group if there was a consensus to continue participating in these meetings. The committee agreed this is an important project to continue to be a part of.

Interim Plan for RCHHS Member Representative on CCS Coordination Committee:

Tracy's successor may decide that a staff member will always attend this meeting in addition to the manager of the unit. Regardless in the interim of Tracy's position being filled Liz Bjorkland will be attending these committee meetings.

Regionalization Update – If any:

Currently we are a part of the WI River CCS collaboration made up of Richland, Sauk and Columbia counties. Tracy discussed what aspects of the program are handled regionally and locally. Tracy explained the process for credentialing providers we use for services. With regionalization all three counties will have the ability to view the credentials of providers and utilize them.

The three managers of the collaboration participated in a training on the NIAtx process, which is a process improvement model to improve processes and services.

Other State CCS Updates – If any:

No other updates at this time.

Next Meeting: January 19, 2015 at 2:30 p.m:

Cathy Krulatz is unsure if she will be able to attend.

Adjourn: A motion was made by Don Seep and was seconded by Faye Burghagen to adjourn the meeting. Motion carried. The meeting was adjourned at 3:02 p.m.

Respectfully Submitted,

Meghan Rohn
Confidential Administrative Secretary