

**Richland County Health and Human Services
Comprehensive Community Services (CCS)
Coordination Committee Meeting
March 1, 2017**

The March 1, 2017 meeting of the CCS Committee was held at 11:00 am in Conference Room G at Richland County Health and Human Services.

Committee Members Present: Myranda Culver, Donald Seep, Faye Burghagen, Mary Chris Walling, Ashley Houman, and Joy Burnham.

Others Present: Meghan Rohn

Members Absent: Joseph Collins, Betty Collins.

Call Meeting to Order: The meeting was called to order by Myranda Culver at 11: 07a.m.

Approve the Agenda and Posting: A motion was made by Faye Burghagen and was seconded by Don Seep to approve the agenda and the postings for the March 1, 2017 meeting. Motion carried.

Approve Minutes: A motion was made by Don Seep and was seconded by Faye Burghagen to approve the minutes for the December 15, 2016 meeting. Motion Carried.

Welcome New Committee Members: Myranda Culver noted there are three new members to the committee, two could not attend today due to weather. Introductions were made for the benefit of Joy Burnham, a new member who was in attendance.

Coordinating Committee Policy Review: Myranda reviewed the Coordination Committee Policy and reviewed the committee structure, membership requirements, duties of the committee and training opportunities. With the three new members there are currently 8 members on the committee. Myranda explained that this means the committee must have 5 members present in order to meet a quorum and have an official meeting. It was noted the committee needs to meet at least quarterly. Myranda noted training is available for the committee on topics if they wish and also emphasized if there is more the committee would like to see done with the program they have the ability to make changes.

Richland County CCS Program Updates: Myranda explained that membership in the program fluctuates and membership had recently been down. Myranda reported that numbers have gone back up and the program currently has 40 members enrolled, including 6 children. There are currently 4 providers involved with the CCS program: Cheryl Blair, Teresa Nundahl, Nicole Steldt and Cindy Robinson. Myranda noted Cindy Robinson is new to the agency and reviewed her background and experience.

A state site visit was conducted in January and Myranda was happy to report that Richland Center received 0 citations. Myranda described the old EHR (Electronic Health Records) system and explained a new EHR system was implemented in June of 2016. Typically the site surveyor would not return for two years, however she will need to return to Richland County in one year. This is necessary because she will need to observe the new EHR system after it has been in use for one full year. Faye Burghagen inquired if Richland County will always have the same surveyor. Myranda explained while it would be ideal to have the same surveyor, it depends on staffing.

The surveyor did comment on the fact that the program currently is without an AODA counselor after the retirement of the individual who held this position. Myranda noted the position is currently being advertised for. In the interim, a contract provider is available through the Pauquette Center so these services can still be provided. Myranda also noted this problem is not unique to Richland County and rural communities statewide are having difficulty filling these positions. Myranda explained how the funds for this position are being utilized in different ways while the position is vacant.

Faye asked if they have had many discharges. Myranda noted people will discharge for a variety of reasons. Some move out of county. Faye asked if it is because they are unhappy with the services. Myranda has not heard of anyone discharging for that reason.

CCS Services Array/Provider Review: Myranda reviewed the CCS Service Array and noted we are always trying to find ways to increase the services we provide but this can be challenging since we are a smaller county. Myranda discussed a few examples of services she feels are needed in the community. Don Seep questioned if clients could access services in other counties such as Dane County. Myranda explained the benefits of being in a regional model for this program and clients are able to use providers in the other counties in our region. Myranda explained the process in which this would be done, including the need to have contracts developed between the requested provider and Richland County. Myranda noted that while this is available, it rarely happens. Don wondered if transportation is made available to clients. Myranda reviewed the various transportation options that are available to clients and also noted our in house providers are able to transport as well.

There are currently 14 service categories on the CCS Service Array including: assessment, recovery planning, service facilitation, diagnostic evaluations, medication management, physical health monitoring, peer support, individual skill and development and enhancement, employment related skill training, individual and/or family psychoeducation, wellness management, psychotherapy, substance abuse treatment, and non-traditional or other approved services.

Discussion was held on the use of sheltered workshops. Myranda noted that while we have clients that utilize the sheltered workshop, the CCS program does not fund this, but will pay for other supports in the community.

Regional CCS Updates: The Wisconsin River CCS Collaborative Coordination Committee will meet April 12, 2017. Updates continue to be posted on the Wisconsin Rivers website and provider lists should be available soon. Eventually one of these meetings will be held here in Richland County, since they rotate from county to county.

Request for Regional Coordinating Committee Members:

Next Meeting: May 24, 2017 11:00 am: Faye Burghagen would like to see a graph that demonstrates how many people are in each program and what their key issues are. Myranda will bring this material to the next meeting.

Adjourn: A motion was made by Don Seep and was seconded by Faye Burghagen to adjourn the meeting. Motion carried. Meeting was adjourned at 11: 55a.m.

Respectfully Submitted,

Meghan Rohn
Confidential Administrative Secretary