

**Richland County Health and Human Services
Coordinated Services Team (CST) Coordinating Committee
January 29, 2018**

The January 29, 2018 meeting of the Coordinated Services Team (CST) Coordinating Committee was held at 1:00 pm in Conference Room G at Richland County Health and Human Services.

Committee Members Present: Myranda Culver, Linda Gentes, Faith Peckham, Shelly Anders, and Amanda miller.

Others Present: Meghan Rohn.

Members Absent: Kim Trumm, Stephanie Ronnfeldt and Jeff Van Den Berg.

Call Meeting to Order: The meeting was called to order by Myranda Culver at 1:08 p.m.

Approve Agenda and Posting for January 29, 2018 Meeting: A Motion was made by Linda Gentes and was seconded by Faith Peckham to approve the agenda and the postings for the January 29, 2018 meeting. Motion carried.

Approve Minutes for November 29, 2017 Meeting: A motion was made by Shelly Anders and was seconded by Amanda Miller to approve the minutes for the November 29, 2017 meeting. Motion Carried.

Citizen Comments: Amanda Miller discussed a new support group that is available for parents, caregivers and aids of kids with special needs. The group meets at the new Gap Fit Center the second Thursday of every month at 6:00pm. Some future plans of the group include fundraising events and eventually family fun nights that would allow kids to interact with others. Chelsey Kaye is the lead contact person for the group and can be contacted through the Richland Area Special Needs Area Support Group Facebook page.

Member Resignations: Myranda announced that Amy Richardson has relocated out of Richland County and therefore has resigned her position on this committee.

New Member Recommendations: Myranda discussed the requirements for the makeup of the committee and she noted that we either needed another community member or a Public Health Representative. Rose Kohout, new Public Health Manger is willing to be a part of the committee to meet this requirement.

A motion was made by Cindy Robinson and was seconded by Faith Peckham to forward a recommendation to the Richland County Health and Human Services Board to approve Rose Kohout as a member of the CST Coordinating Committee. Motion Carried.

CST Enrollment Status: Discussion was held regarding the CST and CCS programs and the CANS Assessment. Cindy explained that the CANS assessment score is used for placements and gives a baseline that can be used to evaluate progress. There have been five children identified to be assessed and enrolled into CST.

More discussion was held on the comparison of the CST program with the CCS program. The state is pushing to incorporate the process of CST teaming into CCS.

CST Plan Updates: Myranda distributed and discussed the work plan. The plan outlines where the program ended in 2017 and where the program is planned to go in 2018. Myranda reviewed the goals that are outlined in the plan and gave detail to each.

Goal 1, Objective 2 “Improve Coordinating Committee Attendance, at least 90% member attendance for each meeting”.

- Myranda asked the committee for ideas on how to improve attendance. Amanda Miller suggested an email reminder since people get busy and forget.

Goal 2, Objective 2 “Referrals will continue to be expanded to include other RCHHS agencies and the local school District”.

- Myranda noted that the goal for 2017 was for Cindy Robinson to connect with school counselors. This resulted in an increase in referrals, however there is more work to be done with other outlying schools.

Goal 2, Objective 3 “Plan of Care, Crisis Plans, and CANS are completed with the family in a timely manner”.

- It was noted that every client we serve has to have data entered into PPS and if this is not done state funding could be impacted.

Goal 3, Objective 2 “CST program information will be provided to community agencies and organizations each year”.

- Laurie Couey suggested putting brochures at the library and the community center. Rose Kohout suggested reaching out to the immigrant population since it is often an underserved population. Other possibilities included ESL teachers and Dr. Wright at the Richland Medical Center.

Myranda Culver noted she will continue to bring the plan back and provide updates.

Other Agenda Items:

Next Meeting: April 16th 1:00pm

Adjourn: A motion was made by Amanda Miller and was seconded by Shelly Anders to adjourn the meeting. Motion carried. Meeting was adjourned at 1:34 p.m.

Respectfully Submitted,

Meghan Rohn
Confidential Administrative Secretary