



Dane County Department of Human Services Division of Adult Community Services

Dane County Executive – Joe Parisi
Director – Shawn Tessmann
Division Administrator – Todd Campbell

1202 Northport Drive, Madison, WI 53704-2092
PHONE: (608) 242-6200 FAX: (608) 242-6294

CCS Coordination Committee Minutes

Zoom Virtual Meeting

July 20, 2022
12:00-1:30 p.m.

Present: Julie Meister (Chair), Veronica McMurray, Vanessa Statam, Heidi Stringer, Teri Ann Barman

Present (Non-Members): Jenna Ramaker, Niki Sustr

1. Public comment time (5 min/speaker up to 15 minutes total allocation)
No public comment

2. Comments about, or corrections to 5/18/2022 minutes.
a. Approval of minutes- **Not at quorum, unable to review/approve**

3. Progress update (as of 7/18/2022)
a. CCS enrollment update 2,026 total participants enrolled (down 6 since 5/17/2022)

- i. Adults = 1572 (up 9)
- ii. Youth = 454 (down 15)
- iii. Discharges = 1247 total since program began in 2015 (up 78 since 5/17/22)
 - 2021 average discharges: 26 discharges/month
 - 2022 Q1 discharge average: 35/month
 - 2022 Q2 discharge average: 33/month

Total enrollments this period = 72
Total discharges this period = 78
Net change in enrollment = -6

- b. Dane County CCS personnel update
 - i. Bilingual Spanish Case Manager: Ongoing recruitment
 - ii. Bilingual Hmong Social Worker: Hired, started in July

- iii. 3 Social Worker (Intake Worker): Hired, started in June/July
- iv. 2 Vacant Social Worker positions: Reclassification to case manager not approved by HHN committee (would have allowed professionals with other majors to apply such as psychology, human services, etc.)

Julie Meister: The CCS unit wanted to reclassify two Social Worker positions to be Case Management positions to try open up our candidate pool and allow a greater number of people to be eligible to apply. Our goal is to diversify our intake unit and have the intake unit represent as much as possible in the community that we serve. At Dane County the Employee Group was opposed to our proposal and as a result of that the Health and Human Needs committee voted it down

- 4. Review updates to Minimum Standards Policy and approve.
Not at quorum, will review at next meeting.

- 5. Review Electronic Records and Signatures policy and approve.
Not at quorum, will review at next meeting.

- 6. Consumer Satisfaction Survey- Jenna Ramaker
 - a. Timeline for administration changed
 - b. Review Telehealth survey questions

Jenna Ramaker: The MHSIP survey will be administered before our next meeting, so I will share what we were hoping to add to this year’s survey. I found some survey questions that the State of Oregon uses with their MH program surveys, these questions were added during COVID to assess participants’ experiences with telehealth. (refer to packet)

- Do you think there is value in adding these questions to the survey?

-Heidi Stringer: It would be beneficial.

- Vanessa Statam: Yes

-Veronica McMurray- It makes sense, some people don’t have vehicles to go and meet people.

Jenna Ramaker- We were also thinking about adding a question on how the participant feels about how they’re doing:

44. “Since I started receiving services, I have...

(Please check all that apply)

<input type="checkbox"/> a. ...become happier.”	<input type="checkbox"/> f ... been getting along better with family and/or others.”
<input type="checkbox"/> b. ...become less anxious or fearful.”	<input type="checkbox"/> g...started or continued a program of recovery.”
<input type="checkbox"/> c. ...become more respectful or responsible.”	<input type="checkbox"/> h...stopped or reduced the use of drugs or alcohol.”
<input type="checkbox"/> d. ...been feeling better about myself.”	<input type="checkbox"/> i ...stopped hurting others.”
<input type="checkbox"/> e. ...done better in work or school.”	<input type="checkbox"/> j ...stopped hurting myself.”

-Veronica McMurray: I think it's good

-Vanessa Statam: Those are good questions, they help us gather some good information

7. Wait-Time Survey Results

Not at quorum, will review at next meeting.

8. Items for September and future meetings:

- a. Review Outcomes brainstorming from County staff
- b. Review demographic data points collected and upcoming State changes
- c. Review proposed changes to CCS Plan and approve (January meeting)
- d. Review results of Consumer Satisfaction Survey

9. Completion of timesheets.

- a. Julie will email timesheets to those that need them to review. Either sign electronically with Adobe Acrobat or send email back to Julie confirming that you agree with time sheet (counts as your signature) and Julie will submit to payroll.

Next Meeting

9/21/22, 12:00-1:30pm

Zoom Virtual Meeting