



Dane County Department of Human Services Behavioral Health Division

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CCS Coordination Committee Minutes

Zoom Virtual Meeting
May 21, 2025
12:00-1:30 p.m.

Present: Linda Aroonsavath, Melodie Berry, Kimberly Disch-French, Colleen Dunahee, Amber Hofmaster, Matt Julian, Chloe Moore, Jamie Mulry, Vanessa Statam, Julie Meister (chair)

Absent (Members): Corri Kohn, Tyson Rittenmeyer, Tracey Scherr

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

1. Public comment time (5 min/speaker max. up to 15 minutes total allocation)
2. Comments about, or corrections to, 3/12/2025 minutes.
 - a. Approval of minutes
Minutes reviewed and approved.

3. Progress update (as of 5/16/2025)
 - a. CCS enrollment update: 2,631 total participants
 - i. Adults = 1,885 (up 57)
 - ii. Youth = 746 (up 39)

Total enrollments this period = 184 Total discharges this period = 88 Net change in enrollment = +96

4. Update to CCS Minimum Standards Policy
Julie reviewed the minimum standards policy. The proposed change removes the language regarding quarterly expense reporting and financial audit due to changes initiated by DHS.

All voted in favor to remove

5. 2024 MHSIP Results (Jenna)
 - a. Published to DCDHS website [here](#) and attached.

6. QI Plan Update: Goal of increasing MHSIP response rate of discharged participants.
 - a. Updated Discharge Summary form to include last known address. Goal is to minimize undeliverable.
7. Brochure redesign update
 - a. Final version attached
Julie reviewed the redesign of the brochure. No suggested edits from the committee. Melodie contributed with her beautiful artwork on the cover.
8. Beacon Pilot update and data.
Julie reviewed the Beacon Pilot data. Beginning in February 2025, CCS intake staff have spent 3.5 hours every-other-Monday at the Beacon to reduce barriers for individuals experiencing housing insecurity and homelessness. Intake staff assist with CCS referrals and answer any questions folks may have about CCS or other mental health resources in Dane County. 8 CCS referrals have been received in this manner.
9. Items for future meetings:
10. 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
7/16/25, 12:00-1:30pm
Zoom Virtual Meeting