



# Dane County Department of Human Services

## Division of Adult Community Services

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Director – Lynn Green  
Division Administrator - Fran Genter

JOE PARISI  
DANE COUNTY EXECUTIVE

### CCS Coordination Committee Minutes

Madison Central Library, 1<sup>st</sup> Floor Conference Room

January 20, 2016

12:00-1:30 p.m.

Present: Todd Campbell, Dorothy Hawkins, Linda Keys, David Kuehne, Ava Martinez, Julie Meister, Anna Moffit, Peggy Spiewak, Renee Sutkay,

1. Comments about, or corrections to, 12/16/15 minutes.

**Question was raised regarding how the service facilitation agency capacity is monitored and addressed. Each month the Service Directors meet with Dane County staff to discuss and update on CCS capacity and program issues. No other concerns or corrections.**

2. Progress update

- a. CCS Intakes thus far (94 total).

- i. Adults=77 (+17 from last month)
- ii. Youth=17 (+5 from last month)

1. Continue to have capacity issues at the two primary youth SF agencies.
2. Actively recruiting/exploring additional agencies.

- b. Contracting Progress

- i. Service Facilitation Agencies

1. Youth

- a. Current: 7 agencies

- DCDHS, Community Counseling Center, Community Partnerships, HealthyMinds, Journey Mental Health Center, Madison Trauma Therapy, Sankofa

2. Adults

- a. Current: 9 agencies

- Community Counseling Center, Community Partnerships, HealthyMinds, Journey Mental Health Center, Madison Trauma Therapy, Porchlight, Sankofa, SOAR, Tellurian

3. Providing monthly on-site Service Director TA to each service facilitation agency in addition to monthly group Service Director TA.

- ii. Array Agencies

1. 33 total fully contracted (-1 from last month)
2. 6 agencies in process of contracting
3. 1 agency left network due to programmatic agency changes
  - a. Crossroads
4. Actively recruiting more service facilitation agencies and expanding AODA network.

**Question was raised regarding the incorporation of parent peer specialists. Discussed this as a future goal pending certification by State of Wisconsin of Parent Peer Specialists. However, CCS staff would be able to engage in psychoeducation and wellness activities similar to this role currently.**

- c. Training of CCS Staff
  - i. Continuing to offer Overview & Recovery and Service Facilitator trainings monthly due to ongoing provider onboarding and interest
    1. January 14, trained 24 new providers in initial CCS Overview & Recovery training.
  - ii. CCS Module/IT trainings
    1. Continuing 1-2 sessions/month
    2. Providing regular on-site technical assistance providers as needed.

6. Work on Client Handbook edits as a group.

7. Topics for next meeting

- a. Continue editing Client Handbook.

**The group decided to handle further revisions to the CCS Participant Handbook in a committee outside of the CCS Coordination Committee meetings. Anna Moffit, Dorothy Hawkins, Todd Campbell, and Julie Meister have volunteered to participate.**

- b. Discussion of survey to send out to providers and clients for feedback.

**Julie requested CCS Coordination Committee members to be thinking about questions they would like on a client survey as well as an agency survey and email suggestions to [meister.julie@countyofdane.com](mailto:meister.julie@countyofdane.com) Categories we would like to address include: Intake, Service Facilitation, Are folks getting services they need/want, Overall satisfaction with CCS, how does CCS compare with other services received, "Do you feel you are directing your own care/treatment?"**

8. Other issues.

**Question regarding whether we have planned in advance for addition of new agencies and trainings. Julie reported that there continue to be monthly trainings due to ongoing provider interest and DCDHS will continue to offer monthly trainings as long as needed.**

**Has any client or provider left program? There have been no client discharges to date. One provider left program due to "programmatic issues" not related to CCS. They did**

state, however, that the training requirements are intense in their opinion. (Training at the level Dane County CCS provides is mandated by DHS 36.)

Question regarding whether there has been success helping CCS participants find housing. Discussed that CCS staff do help individuals obtain/maintain housing. Discussed working with people directly released from jail and attending meetings with landlords.

One member received question from state as to when we would have “Spanish-speaking services up and running” as well as other culture-specific programming? We have several CCS staff that speak Spanish, but to date there is not an agency that solely provides mental health/AODA services to Spanish-speaking clients. Dane CCS has spoken with JMHC regarding Kajsia house eventually participating in CCS.

9. Completion of timesheets.

10. Next meeting:

- a. 2/17/16, 12:00-1:30pm at Madison Central Library, 1<sup>st</sup> Floor Conference Room