

OPEN MEETING MINUTES
Waukesha County Human Services Center
Virtual Microsoft Teams Meeting
Coordinated Services Team (CST)
April 28, 2021

Present CST Committee: Danielle Birdeau, Hugh Davis, Fred Garcia, Amanda Huber (Chair), Theresa Imp, Tracy Loken-Weber (Vice Chair), Maura McMahon

Absent CST Committee: Bobbi Borchardt, Angela Krueger, Vickie Smith

Guests: Bob Alioto, Nicole Breu, Jessica Hannaman, Courtney McElmeel, Angela Sadler (proxy for Vickie Smith), Mary Tomter

1. Call to Order

Chair Huber called the meeting to order at 12:01 p.m. Introductions were exchanged among the committee members and guests.

2. Approval of Minutes

Motion: Birdeau moved, second by Garcia, to approve the Coordinated Services Team (CST) minutes of March 24, 2021. Motion passed without a negative vote.

3. Committee Business

- **Discussion on How to Provide Information and Resources to Members of the Community Outside of the Committee**

Some suggestions on how to provide information and resources to members of the community outside of the committee included:

- Reach out to local therapists working with families to provide additional services
- Work with case workers in foster care to share resource information with families
- More education for parents
- School workshops for parents with information to be included in the school newsletters
- 30-minute parent chat with Q&A at the end
- Outreach with community providers to educate on Comprehensive Community Services (CCS) and Coordinated Services Team (CST) services in order for the providers to have more knowledge on which families should be sent to CCS or CST
- Youth truancy issues related to mental health would be appropriate for CST services but if not CST/CCS appropriate, provide family with additional resources
- Focus on available services rather than the specific program names
- Provide CCS brochures to schools for teachers to send to parents
- Have the brochures added to the School District of Waukesha (SDW) "Parent Resources Pages"
- Partner with NAMI Southeast Wisconsin
- Website updates to help parents navigate the various programs
- Certified Parent-Peer Support Specialists
- Wraparound services for parents and youth
- Handout with resource information for Foster Parent and Pre-Adoptive/Adoptive Training

4. Committee and Organizational Updates

- **HHS Staff Liaison**

Birdeau announced that the clinic is recruiting for a Child Psychiatric Prescriber. The clinic has resumed in-person open Access assessments and the Crisis Team has returned to mobile response.

As of May 1, the contact information for Children's Intake will be:

- 262-896-3397
- childrensintake@waukeshacounty.gov

- **Comprehensive Community Services (CCS)**

Huber reported that there are currently 30 youth dually enrolled in CCS and CST. There are 2 youths enrolled only in the CST program. CCS continues to have internal conversations on ways to grow the program.

- **Coordinated Services Team (CST)**

CST has applied for supplemental grant funding to use for:

- Additional outreach hours
- Funds for lockboxes
- Funds for therapy aids
- Partnership with community organizations to offer education series and start up a parent-peer support group
- Working with Adolescent and Family Division to offer scholarships for youth camps

Between January and March 2021, crisis calls increased 69% and risk assessments increased 29% from January-March 2019.

- **Children and Family Services Advisory Committee (CAFSAC) Updates**

McMahon provided an update from the April CAFSAC meeting. Some of the topics included:

- Updates to the waiver program. Additional information can be found:
 - <https://www.dhs.wisconsin.gov/waivermanual/index.htm>
 - <https://www.dhs.wisconsin.gov/functionalscreen/index.htm>
 - <https://www.dhs.wisconsin.gov/children/index.htm>
- Family First Updates

- **Mental Health Advisory Committee (MHAC) Updates**

The April MHAC meeting provided a presentation on the adult Mental Health Center services.

5. Agency Updates / Announcements

There were no agency updates or announcements.

6. Discussion Items for Next Agenda

Erin Zellmer to present on Children's Long-Term Support Program (CLTS) Updates.

7. Public Comment

There was no public comment.

8. Adjourn

Motion: McMahon moved, second by Loken-Weber, to adjourn the CST meeting at 12:50 p.m.
Motion carried unanimously.

9. Next Meeting

The next meeting is scheduled for May 26, 2021, at 12:00 p.m. as a virtual meeting through Microsoft Teams.

Minutes respectfully submitted by Jessica Hannaman.

Minutes Were Approved on May 26, 2021.