

OPEN MEETING MINUTES
Waukesha County Human Services Center
Virtual Microsoft Teams Meeting
Coordinated Services Team (CST)
July 26, 2023

Present CST Committee: Health & Human Services-Child Welfare and Protection Services (Fred Garcia), Health & Human Services-Children who are Mentally Disabled (Lithda Fischer (Vice Chair)), Health and Human Services-Mental Health and Alcohol and Drug Abuse Services (Eve Altizer (Chair)), Health and Human Services-Mental Health and Alcohol and Drug Abuse Services (Amanda Huber), Health & Human Services-Responsible for Economic Support Programs (Bob Alioto), Parent Representative (Hugh Davis), Parent Representative (Lon and Maureen Plestina), Public Defender's Office (Maura McMahon), Public Health (Mary Heather Carlson)

Absent CST Committee: Horning Middle School (Angie Krueger), Waukesha Police Department (Officer Jason Fink)

Guests: Jessica Hannaman, Lexi Sandoval, Vickie Smith

1. Call to Order

Chair Altizer called the meeting to order at 12:01 p.m.

2. Approval of Minutes

Motion: Carlson moved, second by Fischer, to approve the Coordinated Services Team (CST) minutes of June 28, 2023. Motion passed without a negative vote.

McMahon arrived at 12:07 p.m.

3. Committee Business

a. Elections (Term: September 1, 2023 – August 31, 2024)

i. Chair

Motion: L. Plestina moved, second by Alioto, to elect Altizer as the Chair of the Coordinated Services Team. Motion passed without a negative vote.

ii. Vice Chair

Motion: Davis moved, second by McMahon, to elect Fischer as the Vice Chair of the Coordinated Services Team. Motion passed without a negative vote.

b. Membership Reappointments (Term: September 1, 2023 – August 31, 2026)

i. Health and Human Services (Child Welfare and Protection Services)

Motion: Alioto moved, second by Davis, to reappoint the membership of Health and Human Services to fulfill the role responsible for Child Welfare and Protection Services for the Coordinated Services Team. Motion passed without a negative vote.

ii. Horning Middle School

Motion: L. Plestina moved, second by Alioto, to reappoint the membership of Horning Middle School to fulfill the role representing the largest school district in the county and any cooperative educational service agency for the Coordinated Services Team. Motion passed without a negative vote.

c. System of Care Overview

Huber and Davis gave an update on the System of Care Summit that was held in April 2023 and facilitated by the Department of Health Services (DHS). System of Care follows the wraparound principles and extends the process and array of services and development of the provider network. The purpose of the summit was to share information and data collected on Systems of Care and develop a six-year strategic plan. From this data, five committees were formed to create an objective, including workforce, governance and funding, state partnerships, public, physical, and mental health, and peer and crisis support. By January 2024, the goal of each committee is to create one objective with two to three key results. The overall goal is to have the written and final strategic plan completed by February 2024.

The Wisconsin START Initiative evaluates the service systems for people with intellectual and developmental disabilities and mental health needs. For more information on this initiative, go to: <https://www.dhs.wisconsin.gov/dms/start.htm>.

d. 2024 CST Workplan

Altizer provided an update from the meeting with Karen Bittner, DHS contract advisor, regarding the goals and ideas for the 2024 CST application and workplan. Some of the goals and ideas included:

- Satisfaction survey goal is to have 75% of the youth complete and return the survey (100% of the youth that CST works with receives the survey)
- Enrollment goal is to serve 150 youth in 2024 (as of today, 116 youth have been served in 2023)
- Continue the weekly Triage meetings with systems partners. Triage meetings are for various division representatives to staff cases with imminent needs.
- Begin having the Service Facilitators promote CST meetings at the admission stage as well as during family reviews
- Track the number of days the youth within the programs spend in shelter care or secure detention
- Continue to work on adding the Child and Adolescent Needs and Strengths (CANS) results to the electronic health records

e. Discussion of Future Agenda Items

- September meeting will include a presentation from two of the four ARPA awardees

4. Committee and Organizational Updates

a. HHS Staff Liaison

There were no HHS Staff Liaison updates.

b. Comprehensive Community Services (CCS)

CCS has had a total of 49 admissions so far in 2023 and is currently hiring for a Senior Mental Health Counselor.

c. Coordinated Services Team (CST)

There were no additional CST updates.

d. Children and Family Services Advisory Committee (CAFSAC) Updates

The July CAFSAC meeting focused on the elections and a presentation from American Recovery Plan Act (ARPA) awardees. McMahon was elected as the new Chair of CAFSAC.

e. Mental Health Advisory Committee (MHAC) Updates

There were no MHAC updates.

5. Agency Updates/Announcements

The Clinical Services Division is expanding their clinic-based child and adolescent psychiatry services with the recent hire of Dr. Krasucki. Dr. Krasucki will be contracting with the clinic two days per week beginning August 17 and will begin seeing clients in early September. Clients who are not currently established in the Clinic would need to be referred through the Open Access intake process. Current CCS program participants can be referred through CCS. At this time, referrals should be limited to youth aged 5-18.

The Wisconsin Family Ties Children Come First Conference will be held at the Kalahari Resort in Wisconsin Dells on November 6 and 7. For more information, go to:
<https://www.wifamilyties.org/children-come-first-conference/>.

6. Discussion Items for Next Agenda

- No meeting in August
- September – ARPA Awardee presentations

7. Public Comment

There was no public comment.

8. Adjourn

Motion: McMahon moved, second by Davis, to adjourn the CST meeting at 1:00 p.m. Motion carried unanimously.

9. Next Meeting

The next meeting is scheduled for September 27, 2023, at 12:00 p.m. in Room 114 of the Waukesha County Health & Human Services Center.

Respectfully submitted by Jessica Hannaman.

Minutes Were Approved:  _____ Date: 9/27/23