

OPEN MEETING MINUTES
Waukesha County Human Services Center
Virtual Microsoft Teams Meeting
Coordinated Services Team (CST)
February 24, 2021

Present CST Committee: Danielle Birdeau, Bobbi Borchardt, Fred Garcia, Amanda Huber (Chair), Theresa Imp, Angela Krueger, Maura McMahon, Vickie Smith

Absent CST Committee: Hugh Davis, Tracy Loken Weber (Vice Chair)

Guests: Jeannine Eng, Jessica Hannaman, Bonnie Knippel, Janelle McClain, Courtney McElmeel, Mary Tomter

1. Call to Order

Chair Huber called the meeting to order at 12:06 p.m.

2. Approval of Minutes

Motion: Krueger moved, second by Borchardt, to approve the Coordinated Services Team (CST) minutes of January 27, 2021. Motion passed without a negative vote.

Birdeau arrived at 12:15 p.m.

3. Committee Business

- **Open Discussion on Needs/Gaps in Services**

Attendees discussed the needs and gaps in services, as well as ideas of how to improve the ability to serve the youth of Waukesha County, including:

- Housing
- Access to services for guardians of youth
- Transportation for in-person services
- Helping those in need connect with the appropriate information on how to apply for or where to find resources

- **Recruitment for Additional Family Representation**

Some suggestions in which family engagement could be increased during the meetings included:

- Personal invite to the meeting
- Send a monthly newsletter to participants in the program which would include the committee's mission statement and a link to the meeting
- Discuss with new clients to make them aware of the committees
- Utilize list serve to send out agendas
- If possible, give option to come to meeting in-person

4. Reports

- **HHS Staff Liaison**

- **Comprehensive Community Services (CCS)**

Huber announced that there are currently 32 youth dually enrolled in CCS and CST. Waukesha County is continuing to look at options to increase contract services and expand with the current contracts.

If a client is looking for assistance, they can call the Outpatient Clinic at 262-548-7666 and ask to speak with Youth CST/CCS Outreach. The client will then be connected with Huber or Hannah Tarnow for further guidance on the next steps.

Smith stated she is the manager of the waiver program and is working with the State of Wisconsin to switch the referral process from Compass to Waukesha County. Waukesha County will take all referrals effective May 1.

- **Coordinated Services Team (CST)**
There was no additional CST report.

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

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

- COVID vaccines – additional information can be found at:
www.waukeshacounty.gov/covid19
- School District of Waukesha (SDW) using a phone notification system to advise parents of their child's absences from virtual classes
- The annual Critical Needs Presentation to the HHS Board

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

Huber explained that MHAC will co-present with the Substance Use Advisory Committee (SUAC) to collaborate on the Needs Presentation for the HHS Board meeting on March 18.

5. Agency Updates / Announcements

There were no agency updates or announcements.

6. Discussion Items for Next Agenda

- Presentation on Intensive Trauma Services (ITS) and Parent Coaching Services with Hilary McElroy from Anu Family Services
- Discuss how to move forward on providing information and resources to members of the community outside of the committee

7. Public Comment

There was no public comment.

8. Adjourn

Motion: Krueger moved, second by Imp, to adjourn the CST meeting at 12:43 p.m. Motion carried unanimously.

9. Next Meeting

The next meeting is scheduled for March 24, 2021, at 12:00 p.m. as a virtual meeting through Microsoft Teams.

Respectfully submitted by Jessica Hannaman.

Minutes Were Approved on March 24, 2021.