

OPEN MEETING MINUTES
Waukesha County Human Services Center
Virtual Microsoft Teams Meeting
Coordinated Services Team (CST)
January 25, 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 (Amanda Huber), Health & Human Services-Responsible for Economic Support Programs (Bob Alioto), Health and Human Services-Mental Health and Alcohol and Drug Abuse Services (Eve Altizer (Chair)), Horning Middle School (Angie Krueger), Parent Representative (Hugh Davis), Parent Representative (Lon and Maureen Plestina)

Absent CST Committee: Public Defender's Office (Maura McMahon), Public Health (Pat Pearcy)

Guests: Jessica Brost, Jessica Hannaman, Cassie Heeps, Maddy Keefe, Joe Kiel, Zoe Penczykowski, Ron Pupp, Vickie Smith

1. Call to Order

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

2. Approval of Minutes

Motion: Garcia moved, second by Krueger, to approve the Coordinated Services Team (CST) minutes of November 16, 2022. Motion passed without a negative vote.

3. Committee Business

a. Election (Term: January 25, 2023 – August 31, 2025)

i. Curtis Meins (Parent Representative: A parent of children who are involved in 2 or more systems of care)

No vote occurred as Curtis Meins is no longer interested in becoming an official member.

b. Addiction Resource Council (ARC) Youth Prevention Education/Programming Presentation – Joe Kiel, Cassie Heeps, and Jessica Brost, Community Education & Program Specialists, Addiction Resource Council, Inc.

Kiel, Heeps, and Brost displayed and reviewed a PowerPoint titled "Programming for Adolescents."

Davis arrived at 12:08 p.m.

To schedule one of the programs or to learn more, visit www.yourchoiceprevention.org, call 262-524-7921, or email Jessica Brost (jbrost@arcouncil.net), Joe Kiel (jkiel@arcouncil.net), or Cassie Heeps (cheeps@arcouncil.net).

c. Follow-Up Discussion on Children's Intake and Functional Screen Process

There was no follow-up discussion on the Children's Intake and Functional Screen Process.

d. Discussion of Future Agenda Items

- February - Review of Youth Services Guide by Huber
- March - Crisis Intervention (Altizer to reach out for a presenter)
- April – Faith based community presentation (Plestina to reach out for a presenter)
- Lighthouse Project

4. Committee and Organizational Updates

a. HHS Staff Liaison

Pupp reported that Waukesha County received \$350,000 in American Recovery Plan Act (ARPA) funding. Community agencies will be able to bid on these funds to implement new and innovative services and get their staff trained in evidence-based practices. Requests for proposals will be released in March and agencies can apply for up to \$100,000.

The Children’s Long-Term Support (CLTS) waiver program added another unit of staff to eliminate the waitlist by early spring 2023.

b. Comprehensive Community Services (CCS)

The CCS and CST teams are now comprised of 3 Mental Health Professionals, 8 Service Facilitators, a full-time Outreach Coordinator, a full-time Quality Assurance Specialist, 2 Supervisors, one Coordinator, and one Human Services Support Specialist. There are currently 2 open positions to fill before the teams are fully staffed.

CCS is working with the outreach team to establish a new process to meet weekly to ensure adequate and continuous support to families on the list for admission. This will provide the families with ongoing support, including the monthly caregiver support group, while they are waiting for admission.

Children’s Intake is utilizing a new referral form within the electronic medical records to streamline the referral process.

Youth Triage is a weekly meeting to staff complex cases with urgent needs. In 2022, 47 cases were staffed. Based on these meetings, data is being collected on the trends of gender, age, substance use issues, systems involved in, and whether it is an adoption or guardianship situation. This data will be used to better track how families are being matched with services through the County. The data is currently showing that guardianship or adoption situations are at a greater need for support.

The program goal for 2022 was to serve 75 youth. The actual totals were 61 in CCS and CST combined and 12 in strictly CST for a total of 73 youth served. The goal for 2023 is to serve 150 youth. So far in 2023, there have been 7 admissions with an additional 2 pending.

c. Coordinated Services Team (CST)

There were no additional CST updates.

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

Huber provided an update from the January CAFSAC meeting. Some of the topics included:

- Eric Calvino, Child & Family Division Coordinator, presented on the evolution of child protective services
- Children’s Long-Term Support (CLTS) waiver program updates
- ARPA updates
- Critical Needs presentation discussion

e. Mental Health Advisory Committee (MHAC) Updates

There were no MHAC updates.

5. Agency Updates/Announcements

Plestina shared that they had a positive experience with Granite Hills Hospital and would recommend it for a Behavioral Health resource for youth.

6. Discussion Items for Next Agenda

- Huber to present on the Youth Services Guide in February
- Membership updates
- Review goals of the CST committee

7. Public Comment

There was no public comment.

8. Adjourn

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

9. Next Meeting

The next meeting is scheduled for February 22, 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: 02/22/23