

**OPEN MEETING MINUTES**  
**Waukesha County Human Services Center**  
**Virtual Microsoft Teams Meeting**  
**Coordinated Services Team (CST)**  
**June 23, 2021**

**Present CST Committee:** Danielle Birdeau, Hugh Davis, Amanda Huber (Chair), Angie Krueger, Tracy Loken-Weber (Vice Chair)

**Absent CST Committee:** Bob Alioto, Carly Corcoran, Fred Garcia, Maura McMahon, Vickie Smith

**Guests:** Pamela Brees, TJ Findley, Jessica Hannaman, Courtney McElmeel, Rachel Sauer, Mary Tomter

1. **Call to Order**  
Chair Huber called the meeting to order at 12:11 p.m.
2. **Approval of Minutes**  
Motion: Birdeau moved, second by Loken-Weber, to approve the Coordinated Services Team (CST) minutes of May 26, 2021. Motion passed without a negative vote.
3. **Committee Business**  
This topic has been tabled until a future meeting.
4. **Education Presentation: Peer Support Program – Shannon Hammer, Lutheran Social Services**  
TJ Findley and Rachel Sauer, Certified Peer Specialists, provided an overview of Certified Peer Specialists and the services offered by Lutheran Social Services (LSS) – Friendships Unlimited.

Friendships Unlimited is a daytime recovery center for adults living with any mental health diagnosis. Recently, Friendships has begun working with 15-17-year olds through one-to-one peer support and group sessions.

A Certified Peer Specialist is someone who lives with their own mental health diagnosis but receives formalized training to use their recovery experiences to assist others in their journey. Because recovery is different for each individual, each person needs their own specialized plan to assist with their specific needs and goals. A Peer Specialist is not considered a therapist and therefore can only discuss things they have personally experienced and talk about skills they used to move forward.

The certification process to become a Peer Support Specialist requires a 2-week training course. Once the course is completed, a state exam must be passed to become certified. Recertification must be completed every 2 years and requires 20 hours of Continuing Education Units (CEU). A minimum of 1.5 hours must be in each of the following five categories: cultural competence, ethics and boundaries, substance use specific, mental health specific, and trauma-informed care.

Some of the services provided by LSS include:

- Peer Support Specialist services for one-to-one peer support. This requires a referral from the individual service facilitator.
- Wellness Recovery Action Plan (WRAP) helps the individual learn about their own recovery and the challenges to overcome.
- Group support from peer run and co-facilitated groups

**5. Committee and Organizational Updates**

- **HHS Staff Liaison**

Birdeau reported that all departments are currently working on their budgets. The annual Public Hearing is being held on July 8 at HHS at 8:30 a.m. Clinical Services has resumed to in-person; however, the Counseling and Wellness Unit recognizes that in-person services do not always work for everyone and have expanded the Telehealth platform to accommodate this. There will be two child prescribers joining the clinic team in the next few months. A contracted psychiatrist will be starting on Monday June 28 and will start seeing patients mid-July. There will be an Advanced Practice Nurse Prescriber (APNP) starting in August who specializes in working with children.

At this time, there has been no guidance on meetings being held virtually or in-person. It has been left at the discretion of individual committees of how they want to handle it.

- **Comprehensive Community Services (CCS)**

CCS is working to expand their services with service facilitators, internal prescribers, and external agencies.

- **Coordinated Services Team (CST)**

Huber announced that CST has received supplemental grant funding. The funding will be used to work with Wisconsin Family Ties to host future parent education series.

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

There were no CAFSAC updates.

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

There were no MHAC updates.

**6. Agency Updates / Announcements**

There were no agency updates or announcements.

**7. Discussion Items for Next Agenda**

- Discussion on virtual, in-person, or hybrid meetings going forward
- Voting for Chair, Vice Chair, and Membership Terms in July

**8. Public Comment**

There was no public comment.

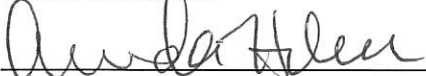
**9. Adjourn**

Motion: Loken-Weber moved, second by Birdeau, to adjourn the CST meeting at 1:00 p.m. Motion carried unanimously.

**10. Next Meeting**

The next meeting is scheduled for July 28, 2021, at 12:00 p.m. as a virtual meeting through Microsoft Teams.

*Respectfully submitted by Jessica Hannaman.*

Minutes Were Approved:  Date: 07/29/21