

**OPEN MEETING MINUTES**  
**Waukesha County Human Services Center**  
**Virtual Microsoft Teams Meeting**  
**Coordinated Services Team (CST)**  
**September 28, 2022**

**Present CST Committee:** Health & Human Services-Children who are Mentally Disabled (Lithda Fischer (Vice Chair)), 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), Public Defender's Office (Maura McMahan)

**Absent CST Committee:** Health & Human Services-Child Welfare and Protection Services (Fred Garcia), Health and Human Services-Mental Health and Alcohol and Drug Abuse Services (Amanda Huber), Public Health (Pat Pearcy)

**Guests:** Jessica Hannaman, Maddy Keefe, Lon Plestina, Maureen Plestina, Ron Pupp, Vickie Smith

**1. Call to Order**

Chair Altizer called the meeting to order at 12:03 p.m. Introductions were exchanged among the committee members and guests.

**2. Approval of Minutes**

Motion: Krueger moved, second by McMahan, to approve the Coordinated Services Team (CST) minutes of July 27, 2022. Motion passed without a negative vote.

**3. Committee Business**

**a. Elections (Term: September 1, 2022 – August 31, 2025)**

**i. Lon and Maureen Plestina (Parent Representative: A parent of children who are involved in 2 or more systems of care)**

Motion: Alioto moved, second by Krueger, to appoint membership of the Parent Representative seat to Lon and Maureen Plestina for the Coordinated Services Team. Motion passed without a negative vote.

**b. Wisconsin Family Ties Updates – Hugh Davis, Executive Director, Wisconsin Family Ties**

Davis displayed and reviewed a PowerPoint titled "This is Wisconsin Family Ties".

The overall goal on involvement with a family is to decrease over time but all situations are different and dependent on what services the family needs. There is no set timeline, and the Parent Peer Specialist (PPS) will work continuously to help the family be able to deal with the situations themselves. The PPS works out a plan with the family to determine the frequency of contact, but it is typically weekly or monthly as needed and agreed upon.

The PPS is part of the recovery team in Comprehensive Community Services (CCS) and CST, if the family chooses to have them be a part of it. In CCS, the PPS is authorized into the recovery plan and the service is reimbursed through Medicaid.

**c. Discussion of Future Agenda Items**

Attendees discussed potential topics for future meetings. Some of the topics included:

- October – Positive Youth Initiatives in Waukesha County presentation
- November – Children’s Intake and Functional Screen Process in Secure Detention presented by Altizer and Smith
- Pupp to reach out to Dr. Samantha Wilson regarding an adoption/attachment presentation for January or February 2023.
- Hope Squad - Krueger to connect with Social Worker from Elmbrook School District
- Your Choice – Krueger to connect with someone regarding a future presentation for CST

**4. Committee and Organizational Updates**

**a. HHS Staff Liaison**

Smith stated that the Children’s Long-Term Support Waiver Program (CLTS) still has a waitlist. CLTS has hired additional staff, including contracting with Professional Services Group (PSG) for 2023, to help eliminate the waitlist. A Quality Assurance worker has been hired and will be starting on October 17.

**b. Comprehensive Community Services (CCS)**

Altizer announced that CCS continues to grow the vendor network in preparation for the program expansion. Several agencies have been onboarded and are ready to begin accepting referrals. CCS works strongly with Children’s Intake to do the assessment to screen the youth for eligibility.

Tracy Allman started recently as a Human Services Supervisor and Megan Lamster will be joining the team as a Human Services Supervisor. Due to the expansion, CCS is also recruiting for five additional Service Facilitators.

The CCS team is currently working on sending out the Family Satisfaction Surveys. The goal is to have 75% returned by the deadline of October 24.

**c. Coordinated Services Team (CST)**

Altizer reported that CST submitted their annual application at the end of August for 2023 funding. The goals are to continue to expand services and continue building collaboration with the community, Child Welfare, and Youth Justice partners.

The Youth Triage group meets weekly and includes representatives from across different divisions to staff cases.

CCS and CST is working in collaboration with the Clinical Division to provide the ability for their vendors to enter notes via an electronic health records system.

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

Smith gave an update from the September CAFSAC meeting. Some of the topics included:

- Brainstorming session on the unmet needs in the community to plan for the 2023 presentation to the Board. The needs focused on mental health and substance abuse and its impact on the community.
- How to operate as a committee regarding subcommittees within the group

**e. Mental Health Advisory Committee (MHAC) Updates**

There were no MHAC updates.

**5. Agency Updates / Announcements**

The Wisconsin Family Ties Children Come First Conference will be held November 7 and 8 at the Kalahari Resort in Wisconsin Dells. There will be in-person and virtual options. The keynote speakers will be Alfie Kohn and Dr. Lori Desautels. For more information or to register to attend, go to: <https://www.wifamilyties.org/children-come-first-conference/>.

The Caregiver Community support group meets virtually on the last Thursday of every month to discuss how to build healthy boundaries and identify supports. If interested in attending, RSVP to Kirsten Jones: [kejones@waukeshacounty.gov](mailto:kejones@waukeshacounty.gov).

**6. Discussion Items for Next Agenda**

- October – Positive Youth Initiatives presentation

**7. Public Comment**

There was no public comment.

**8. Adjourn**

Motion: Davis moved, second by Krueger, to adjourn the CST meeting at 1:01 p.m. Motion carried unanimously.

**9. Next Meeting**

The next meeting is scheduled for October 26, 2022, 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: \_\_\_\_\_

11/3/22