

OPEN MEETING MINUTES
Waukesha County Human Services Center
Virtual Microsoft Teams Meeting
Coordinated Services Team (CST)
November 17, 2021

Present CST Committee: Bob Alioto, Eve Altizer (Chair), Hugh Davis, Fred Garcia, Amanda Huber, Angie Krueger, Brianne Ortega, Vickie Smith (Vice Chair)

Absent CST Committee: Maura McMahon

Guests: Jeannine Eng, Zoey Gollinger, Jessica Hannaman, Ron Pupp

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. Davis arrived at 12:04 p.m.

2. Approval of Minutes

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

3. Committee Business

a. Review Statutes and Items Required for Committee

Altizer shared videos titled "CST Coordinating Committee: Parts 1 and 2". The videos can be found at: <https://wiwraparound.org/overview/>.

b. Evaluate the Mission of CST

Attendees discussed the memberships and mission of CST. Some of the topics included:

- Diversity of members lacking (many members are County employees)
- The economic support seat representative could be changed to someone more appropriate for the position
- Creating a subgroup to focus on membership and retention, specifically addressing the requirements of membership and exploring options to recruit youth and parents (Garcia and Krueger volunteered to work on this)
- Create a welcome packet or binder for new members (Huber and Alioto to work on this)
- Michelle Lim will be including a CST summary in the Foster Care Licensing Newsletter for January 2022
- Wisconsin Family Ties is currently researching ways to recruit parent memberships:
 - A survey was sent out to Coordinating Committees throughout Wisconsin to find out about parent participation
 - Will be creating focus groups with parents in various parts of Wisconsin to gather feedback in regard to what would enhance their willingness to participate

c. Discuss Agenda Items for 2022

- January – Garcia and Krueger to present on membership recruitment and retention
- Overview of the referral and screening assessment process
- Interagency Agreement review
- Discussion on the initiative for a parent support group

4. Committee and Organizational Updates

a. HHS Staff Liaison

There were no updates from the HHS Staff Liaison.

b. Comprehensive Community Services (CCS)

CCS will be recruiting for a Quality Assurance (QA) Specialist in January 2022.

The Children's Long-Term Support (CLTS) Waiver Program and Child and Family (C&F) Division are partnering with the Clinical Services Division to streamline the referral process.

c. Coordinated Services Team (CST)

There were no CST updates.

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

There were no CAFSAC updates as the meeting is being held on November 18, 2021.

e. Mental Health Advisory Committee (MHAC) Updates

The November MHAC meeting discussed the needs presentation for 2022. The focus for the presentation will be on crisis stabilization and access to affordable housing in Waukesha County.

5. Agency Updates / Announcements

The November meeting for the Special Services Advisory Committee (SSAC) was canceled due to lack of quorum.

The Children with Special Needs (CSN) waiver program is under the 12-month mark for the waiting list.

Wisconsin Family Ties held a Children Come First Conference in early November with approximately 400 in-person and 150 virtual attendees. The slides and audio from the conference will be available on the Wisconsin Family Ties website in the near future.

6. Discussion Items for Next Agenda

- Garcia and Krueger to present on recruitment updates
- Huber and Alioto to present welcome binder updates
- Interagency Agreement review

7. Public Comment

There was no public comment.

8. Adjourn

Motion: Davis moved, second by Smith, to adjourn the CST meeting at 12:56 p.m. Motion carried unanimously.

9. Next Meeting

The next meeting is scheduled for January 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: _____

02/23/2022