

**OPEN MEETING - MINUTES**  
**Waukesha County Health and Human Services**  
**Mental Health Advisory Committee (MHAC) Meeting**  
**And**  
**Substance Use Advisory Committee (SUAC) Meeting**  
**January 13, 2020**

**Present MHAC Members:** Susie Austin, Danielle Birdeau, Lauren Clark, Linda Cole, TJ Findley, Jessica Grzybowski, Shannon Hammer, Mary Madden, Maura McMahon, Helen Prozeller, Shannon Stydahar

**Absent MHAC Members:** Cathy Friend, Amy Machgan

**Present SUAC Members:** Susie Austin, Marla Bell, Tom Graves, Lauri McHugh-Badura, Pat Miller, Patrick Reilly, Kevin Schaefer

**Absent SUAC Members:** Peter Brunzelle, Lindsay Just, Dennis Williams

**HHS Board Liaisons:** (None Present)

**HHS Staff Liaisons:** John Kettler

**Guests:** Mireya Garcia, Shari Kleppke, Tyler Libbey (proxy for Brunzelle), Courtney McElmeel, Amanda Rodriguez, Kurt Roskopf, Chelsey Wasielewski (proxy for Just)

**1. Call to Order**

Mental Health Advisory Committee Co-Chair Madden called the meeting to order at 1:37 p.m. Introductions were exchanged among the committee members and guests.

Cole and Reilly arrived at 1:38 p.m. Graves arrived at 1:40 p.m.

**2. Review and Approval of Minutes**

**a. Mental Health Advisory Committee: November 11, 2019**

Motion: McMahon moved, second by Clark, to approve the Mental Health Advisory Committee Minutes of November 11, 2019. Prozeller abstained. Motion passed without a negative vote.

**b. Substance Use Advisory Committee: November 12, 2019**

Motion: Schaefer moved, second by Austin, to approve the Substance Use Advisory Committee Minutes of November 12, 2019. Motion passed without a negative vote.

**3. Committee Business**

**a. Mental Health Advisory Committee: CCS Coordinating Committee Quorum**

Motion: Birdeau moved, second by Austin to approve setting the CCS Coordinating Committee quorum to five voting members, two of which must be consumers. Motion passed without a negative vote.

**b. Substance Use Advisory Committee: Special Election for Vice Chair**

Rob McCreddie has accepted a position outside of Waukesha County, so he will be unable to fulfill his role for Vice Chair of the Substance Use Advisory Committee.

Motion: Schaefer moved, second by Bell, to approve Reilly as Vice Chairperson of the Substance Use Advisory Committee. Motion passed without a negative vote.

**4. Bylaws Update / Work Plan**

McClain distributed and reviewed a document titled "Waukesha County Health and Human Services Board Bylaws."

Workgroups were established to update the committees' bylaws, and have a draft copy ready for committee review at the February meeting.

The Mental Health Advisory Committee bylaws workgroup consists of: McClain, Haas, Birdeau, Cole, and Findley.

The Substance Use Advisory Committee bylaws workgroup consists of: McClain, Schaefer, Kettler, and Graves.

Motion: Stydahr moved, second by Prozeller, to lower the quorum to a fixed quorum of five (5) voting members for the Mental Health Advisory Committee. Motion passed without a negative vote.

Motion: McHugh-Badura moved, second by Bell, to lower the quorum to a fixed quorum of five (5) voting members for the Substance Use Advisory Committee. Motion passed without a negative vote.

**5. 2020 Community Needs Joint Presentation**

**a. Update from November 25 Meeting with HHS Board Chair, Supervisor Nelson**

Cole gave a brief background of the purpose to the November 25 meeting with HHS Board Chair Nelson as it regarded the joint community needs presentations.

Kettler added that the presentations should be:

- Prioritized by level of importance
- Costs should be included
- Simple and concise

**b. 2020 Community Needs Joint Presentation**

Attendees agreed that the MHAC and SUAC will present both committees' needs jointly, as the co-occurring disorder diagnosis is becoming more prevalent, so a need that would affect one committee would also be a need for the other.

The MHAC and SUAC will discuss their committee needs at their February meeting, and list one or two needs per committee. The chairs will then communicate and create a single list. The final presentation will be presented at the March committee meetings for approval; however, by that time, the presentation will have already been sent to the HHS Board because they will be meeting later that week.

**6. Reports**

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

Birdeau stated that the next CST meeting will be on January 22 at noon. CST services are being coordinated through the Counseling and Wellness unit.

**b. HHS Board Liaison**

No report.

Birdeau left at 2:51 p.m.

**c. HHS Staff Liaison**

Kettler reported that the outpatient clinicians have transitions to the Matrix model.

On Thursday, at WCTC, there will be two presentations for the program, "Marijuana and the Brain." One presentation will be from 11:30 a.m. - 12:30 p.m., and the other will be from 6:30 p.m. - 7:30 p.m. CEUs are available for attendees.

Kettler's substance use and mental health supervisor position has been posted. Kettler is now in a coordinator role, with one of the main focuses being on grants.

Patrick Cork is temporarily filling the role of Clinical Services Division manager.

Kettler reviewed the grants that are continuing on:

- State Opiate Response (SOR)
- Urban, Black, and Hispanic Substance Use Treatment
- Urban Youth Prevention
- Substance Use Block

Waukesha County received a supplement reward for the Substance Use Block Grant. After the application process was complete, all three agencies that applied for prevention dollars will receive the amount the requested. The agencies are: Elevate, Inc.; Your Choice to Live; and Addiction Resource Council (ARC).

Waukesha County did not receive a grant to implement the Women's Health and Recovery Project (WHARP); however, the County will continue to develop the model.

McMahon left at 3:00 p.m.

**d. Comprehensive Community Services (CCS) Coordinating Committee**

Hammer stated that the last meeting was the joint meeting in November. The next meeting, on January 27, will be discussing what it means to be moving to an open meeting format, as January's meeting will be the first open meeting for the CCS Coordinating Committee.

**e. Peer Specialists of Waukesha County**

Austin reported that the next meeting will be next week.

A peer specialist training will be held at the end of March, but the details have not been finalized. There will be curriculum changes in the future, but the state still needs to review the information.

There is a bill in congress to allow recovery coaches to bill for Medicaid, but that will create conflicts for the peer specialists.

**f. Community Health Improvement Planning Process (CHIPP)**

Theresa Imp provided copies of the following documents that were distributed and Madden reviewed: "CHIPP; 2017-2021; Mental Health Action Team," "CHIPP, 2017-2021; Nutrition and Physical Activity Action Team," and "CHIPP, 2017-2021; Opiate Action

Team.”

**g. Suicide Prevention Initiative**

Madden stated that if anyone would like to be involved and receive notices from the Suicide Prevention Initiative, they should send her an e-mail to be added.

The quarterly meetings will continue in 2020, and will be held at the Mental Health Center.

If you know of an organization that would be interested in Question, Persuade, Refer (QPR) training, please contact NAMI.

**h. Heroin Task Force (HTF) Harm Reduction Pillar**

Kettler stated that the HTF is considering what they are going to focus on after the CHIPP Initiative project is complete. Participants may be moved between the pillars.

Reilly gave a presentation on the syringe exchange program.

The HTF will be sending out certificates to those organizations in the community that are practicing best practices.

**7. Ongoing Business / Community Initiatives**

NAMI's Blue Jean Bingo is moving to the new Brookfield Conference Center, near the new Marcus Movie Tavern, on May 1.

The 6<sup>th</sup> annual Jump for Archie will be a 2-day event on May 15 and 16. Everything is still in the planning phase; however, McHugh-Badura is planning on a walk on Saturday, as well as offering QPR and Narcan training.

**8. Agency Updates / Announcements**

Dr. O. Kirk Yaukler has left ProHealth.

**9. Discuss Items for Next Meetings Agendas**

- Community Needs
- Committee Bylaws

**10. Public Comment**

Citizen member Roskopf gave a public comment.

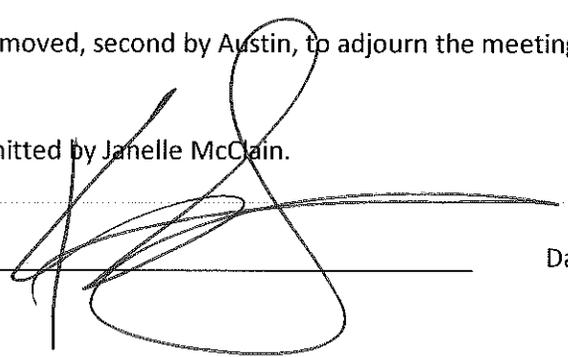
Grzybowski left at 3:29 p.m.

**11. Adjourn**

Motion: Schaefer moved, second by Austin, to adjourn the meeting at 3:30 p.m. Motion carried unanimously.

Minutes respectfully submitted by Janelle McClain.

Minutes Were Approved:



Date:

2/18/20