

OPEN MEETING MINUTES

Waukesha County Human Services Center Coordinated Services Team (CST) June 24, 2020

Present CST Committee: Bobbi Borchardt, Hugh Davis, Fred Garcia, Amanda Huber, William Seymour, Vickie Smith, Tracy Loken-Weber

Absent CST Committee: Theresa Imp, Maura McMahon, Mai Thao, Kathy Mullooly

Guests: Mireya Casarrubias, Katrina Duncan, Hailey Langloff, Holly Norkofski (proxy for Maura McMahon), Hannah Stadler, Mary Tomter

1. **Call to Order**

Chair Huber called the meeting to order at 12:02 p.m. Casarrubias did roll call for attendance amongst the committee members and guests.

2. **Approval of Minutes**

With the additional amended information of the foster parents calling the county to speak with the children with special needs program to enroll in the waiver program, and anyone from the public that would like to enroll in the waiver program, the person should call 414-345-6338.

Motion: Seymour moved, second by Weber, to approve the CST minutes of February 26, 2020. Motion passed without a negative vote.

3. **Committee Business**

Discussion of other educational topics for the remainder of the year

Huber led a discussion in regards of what other education topics can be brought in for the meeting.

- Giving the families a telehealth option, Karen Bittner.
- Talk to parents enrolled in the waiver program and how they have dealt with the COVID-19.
- AODA for Youth by HHS speakers Amanda Huber and Kris Daul.
- A support group for grandparents, Grandparents raising grandchildren.
- Lad Lake and the services that are provided for the youth; shelter care and visitations of the families and kids.
- Mental Health Services provided by Health and Human Services Department.

4. **Open discussion**

How has COVID-19 affected your organization and delivery of services?

Smith spoke about the Waiver and CCOP program. At this time there is not any in person home visits, however virtual phone call visits were done. As of May 13, 2020 the workers were able to do in-home visits, however it is at the discretion of the family. Weekly COVID-19 visits newsletter were provided to caregivers, this provided information and changes for those that were enrolled in the program, and resources for children with special needs. A monthly newsletter that is not specifically regards to COVID-19 will start in July of 2020. In person summers camps this summer have been closed. However, there are several virtual camps being offered this summer by different agencies.

Huber reported Counseling and Wellness. The program has been providing services through telephone calls. The program has been able to maintain the number of youths in their program and are planning on adding more with their admission process. The clinical division is working on a phase back plan, this plan will include how many clients would be in the building, what would be the parameters look like for protecting the providers and the families receiving the services. One third of the youth in the program is being served well with just audio, 1/3 of services provided with video, and 1/3 of the youths in the program, they are struggling to connect with.

Garcia reported that PPE equipment have been given to social workers and clogged masks to the clients that are being served by the social workers. Social workers are still going to the clients homes and following CDC orders of being 6 feet apart and social distancing, some of the meetings have been outside. Clients are struggling in not being able to see their provider face to face.

Court hearings are still occurring and are held through Zoom. A return to work policy is being worked on, but currently workers go in and out and mostly work remotely. Garcia informed the committee that the workers have had a hard time keeping track of the youth, as many leave their homes without permission. And just recently the courts have allowed to restart doing sanctions again.

5. Introduction of new faculty in the Counseling and Wellness program – Amanda Huber

Huber reported that the Counseling and Wellness program received 2 new service facilitators, Jeannine Eng and Katrina Duncan. The part time position for CST was filled by Hannah Stadler, and the prescriber for youth and medication was filled by Tammy Langhoff.

6. Reports

a. HHS Staff Liaison

Telehealth has still been the major way of communicating and providing services to the clients and families. Clients that need face to face had their appointments moved to the Mental Health center. Phase 1 will be worked on when the clients would be able to come into HHS to get their services rather than at the Mental Health center.

Open access has become a virtual service at this time, as the building is still closed to clients.

b. Child and Family Services Advisory Committee (CAFSAC) Liaison

There was no report.

7. Agency Updates / Announcements

Huber announced she will be on leave for August and September and is working with Seymour while she is out.

8. Discussion Agenda Items for Next Agenda

Neal Petersen has retired and has been emailed as to who may replace him.

9. Public Comment

There was no public comment.

10. Adjourn

Motion: Smith moved, second by Loken-Weber, to adjourn the CST meeting at 12:39 p.m. Motion passed unanimously.

11. Next Meeting

The next meeting is scheduled for August 26, 2020, at 12:00 p.m. as a virtual meeting.

Respectfully submitted by Mireya Casarrubias.

Minutes Were Approved on July 22, 2020.