

**Draft - subject to change
at the April meeting**

**Bayfield County
Comprehensive Community Service (CCS) Meeting
Via Zoom– Ashland County – Downtown**

January 11, 2022

Members Present: Tom Croteau, Dale Irwin, Thomas Mittelstaedt, Sandra Notzke

Members Excused: Lorna Gamble

Members Unexcused:

Others Present: Shelby Eckland, Elizabeth Skulan, Terry Barningham, Josh Gilbert, Jan Kupczyk, Colleen Grand, Val Levno

Call to order and Introductions

Mittelstaedt called meeting to order at 12:35 pm. Introductions made.

Discussion and Possible Action: Review of the October 12, 2021 BCCS Meeting Minutes

Motion by Irwin, second by Croteau to approve October 12, 2021 meeting minutes, as presented. Motion passed.

Discussion and Possible Action: Plan and Policy Update

Motion by Irwin, second by Notzke to approve plan and policy update. Motion passed.

Dawn provides Equine Assisted Learning to CCS participants in conjunction with Unbridled Hope in Bayfield, WI. The American Psychological Association has specific criteria that needs to be followed for animal assisted therapy. Dawn explained activities she does and how it supports recovery, symptom management and skill building. Grand asked if they match horses with clients' based on similar to characteristics? Clients work with multiple horses to see which horse they bond to the best and how they react to one another. Mittelstaedt also asked if this is an open ended program and if it continues as long as clients continue to benefit? Nixon states that all therapy should have a conclusion. We have the "what will it look like at the end of this" conversation when beginning therapy and throughout therapy so they are prepared to when therapy. Levno thanks Nixon for working with our program since the CCS programs began.

Review Program Report

Enrollment: BCCS enrollment has significantly increased in the last three months. In January alone, they have completed three intakes and have several more scheduled. There has been an increase in referrals of children. 80% of referrals are coming from Bayfield County Human Services. Previously most referrals were coming from MMC – Behavioral Health Unit.

Mittelstaedt asked if Covid has affected enrollment. Levno said yes, each program has had a decrease in participants due to not wanting services. Mainly before having things such as Telehealth, PPE, or direction on how to provide services safely. She also states that we are now in a better place to provide these services and minimize any potential risk of Covid-19 transmission within the CCS programs.

Staffing: BCCS staff has been stable. They have an intern that is working with the program from September 2021 to May 2022.

Provider Network: After increasing the number of contracted providers for Individual Skill Development and Enhancement (ISDE), there was several who resigned causing a lack of skilled ISDE providers. Innovative Wisconsin has hired a new CCS Program Manager that will begin end of January or beginning of February. Once this person is in place, they will provide 20 hours a week of ISDE and be in a place to hire additional ISDE staff. North Country Independent Living has hired a third Peer Specialist, bringing the programs specialists up to three. They have also hired a part time ISDE provider and have advertised for another ISDE provider.

Levno talked with Northland College students, informing them that there are jobs here when they graduate.

The program is in the process of rate settings and contracting for 2022.

Marketing and Outreach: Ashland Homeless Shelter has opened. We will be referring CCS participants to them and they will also be referring people in the shelter to our programs.

The State Satisfaction Surveys are to be discussed at the April 12th 2022 meeting.

Both programs are working with the CATCH Program. We are using a safety plan in which law enforcement has access to. These plans are to be done with appropriate authorizations and safeguard. It allows CCS participants who participant to let emergency services know what they would like to have happen when they are in crisis. The end result we are looking for is to reduce emergency detentions and better support CCS participants when in crisis.

Children Services:

Because we have had more ISDE provider, we are able to provide more services to children.

New Business:

No new business.

Opportunity for Public Comment (Limit 3 minutes):

No public comment.

Other (Informational Items):

Gilbert asked if CCS could be a possible long-term program such as CSP or Inclusa, that could include a grace period (Ex. 1-3 months) if a participant is looking to leave. With this process, a drop in service can be provided so they learn to see what it's like doing things on their own or depending on themselves. Gilbert asked if there could be testimonials for CCS participants leaving the program. There has been plenty of participants, along with himself that have enjoyed the program and their services. This should be known within a brochure or informational item to represent the programs. Mittelstaedt asked if there is an exit interview for either program. Levno stated that CCS participants have had up to six months in transition planning when they are leaving CCS because they no longer need services. This is a time when no services other than a monthly check with their service facilitator for the CCS participant allowing the CCS participant an opportunity gain confidence or identify additional support that needs to be put in place. Croteau says we have to look at state policies because CCS differs from other programs in terms of guidance with these sort of situations. Levno brought up our participants do not know who is on the Committee. This can be found on both counties websites and it will show who represents each program. Gilbert asked if there could be a page on the county website directed to the Coordination Committee itself to put any thoughts or opinions and Barningham said we could make an email that does not show any specific names but anyone within the Coordination Committee can answer any questions or concerns they have. All in all, a newsletter was brought up to go along with this which would not include their personal contact information but their name and who to contact to get ahold of them.

Recruitment brochure for Coordination Committee members for both programs were updated.

Future Meeting Dates: future meetings to be held virtually via Zoom until further notice.

- April 12, 2022 at 12:30 p.m.
- July 12, 2022 at 12:30 p.m.
- October 11, 2022 at 12:30 p.m.

Motion to adjourn.

Motion to adjourn by Irwin, second by Croteau. January 12, 2022 meeting adjourned. Motion passed.

Minutes submitted by: Shelby Eckland, Administrative Assistant – Ashland County

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***Ashland County and Bayfield County Regional
Comprehensive Community Service (CCS) Meeting
Via Zoom– Ashland County – Downtown***

January 11, 2022

Members at Large: Valerie Levno, Thomas Mittelstaedt

Ashland County: Terry Barningham, Colleen Grand, Jan Kupczyk, Josh Gilbert

Bayfield County: Tom Croteau, Dale Irwin, Sandra Notzke

Members Excused: Lorna Gamble

Members Unexcused: None

Others Present: Elizabeth Skulan, Shelby Eckland

Call to order and Introductions

Mittelstaedt called meeting to order at 12:35 pm. Introductions made.

Discussion and Possible Action: Review of the October 12, 2021 Regional Meeting Minutes

Motion by Irwin, second by Croteau to approve October 12, 2021 Regional meeting minutes, as presented. Motion passed.

Equine Therapy Presentation – Dawn Nixon, PsyD, LP, IMH-E

Dawn provides Equine Assisted Learning to CCS participants in conjunction with Unbridled Hope in Bayfield, WI. The American Psychological Association has specific criteria that needs to be followed for animal assisted therapy. Dawn explained activities she does and how it supports recovery, symptom management and skill building. Grand asked if they match horses with clients' based on similar to characteristics? Clients work with multiple horses to see which horse they bond to the best and how they react to one another. Mittelstaedt also asked if this is an open ended program and if it continues as long as clients continue to benefit? Nixon states that all therapy should have a conclusion. We have the "what will it look like at the end of this" conversation when beginning therapy and throughout therapy so they are prepared to when therapy. Levno thanks Nixon for working with our program since the CCS programs began.

Review Program Report

Enrollment: Enrollment is down for ACCS. However, ACCS continues to get a significant number of referrals each month. There were three discharges in December that no longer needed our services due to recovery. BCCS enrollment has significantly increased in the last three months. In January alone, they have completed three intakes and have several more scheduled. There has been an increase in referrals of children. 80% of referrals are coming from Bayfield County Human Services. Previously most referrals were coming from MMC – Behavioral Health Unit.

Mittelstaedt asked if Covid has affected enrollment. Levno said yes, each program has had a decrease in participants due to not wanting services. Mainly before having things such as Telehealth, PPE, or direction on how to provide services safely. She also states that we are now in a better place to provide these services and minimize any potential risk of Covid-19 transmission within the CCS programs.

Staffing: In ACCS, there are two positions open for Service Facilitator and one for a Mental Health Professional. The Mental Health Professional position is more complicated to fill due to it needing experience and a licensed therapist requirement. BCCS staff has been stable. They have an intern that is working with the program from September 2021 to May 2022.

Provider Network: After increasing the number of contracted providers for Individual Skill Development and Enhancement (ISDE), there was several who resigned causing a lack of skilled ISDE providers. Innovative Wisconsin has hired a new CCS Program Manager that will begin end of January or beginning of February. Once this person is in place, they will provide 20 hours a week of ISDE and be in a place to hire additional ISDE staff. North Country Independent Living has hired a third Peer Specialist, bringing the programs specialists up to three. They have also hired a part time ISDE provider and have advertised for another ISDE provider.

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Children Services:

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New Business:

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Opportunity for Public Comment (Limit 3 minutes):

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Other (Informational Items):

Gilbert asked if CCS could be a possible long-term program such as CSP or Includa, that could include a grace period (Ex. 1-3 months) if a participant is looking to leave. With this process, a drop in service can be provided so they learn to see what it's like doing things on their own or depending on themselves. Gilbert asked if there could be testimonials for CCS participants leaving the program. There has been plenty of participants, along with himself that have enjoyed the program and their services. This should be known within a brochure or informational item to represent the programs. Mittelstaedt asked if there is an exit interview for either program. Levno stated that CCS participants have had up to six months in transition planning when they are leaving CCS because they no longer need services. This is a time when no services other than a monthly check with their service facilitator for the CCS participant allowing the CCS participant an opportunity gain confidence or identify additional support that needs to be put in place. Croteau says we have to look at state policies because CCS differs from other programs in terms of guidance with these sort of situations. Levno brought up our participants do not know who is on the Committee. This can be found on both counties websites and it will show who represents each program. Gilbert asked if there could be a page on the county website directed to the Coordination Committee itself to put any thoughts or opinions and Barningham said we could make an email that does not show any specific names but anyone within the Coordination Committee can answer any questions or concerns they have. All in all, a newsletter was brought up to go along with this which would not include their personal contact information but their name and who to contact to get ahold of them.

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Motion to adjourn

Motioned to adjourn by Irwin, second by Gilbert. January 12, 2022 Meeting
Adjourned. Motion passed.

Minutes submitted by: Shelby Eckland, Administrative Assistant – Ashland County