



Dane County Department of Human Services Behavioral Health Division

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CCS Coordination Committee Minutes

Zoom Virtual Meeting

March 12, 2025

12:00-1:30 p.m.

Present: Linda Aroonsavath, Melodie Berry, Kimberly Disch-French, Colleen Dunahee, Amber Hofmaster, Matt Julian, Corri Kohn, Jamie Mulry, Tyson Rittenmeyer, Vanessa Statam, Julie Meister (chair)

Absent (Members): Michelle Danielson, Chloe Moore, Tracey Scherr

Present (Non-Members): Jennifer Ramaker, Niki Parker

1. Public comment time (5 min/speaker max. up to 15 minutes total allocation)

No public comments.

2. Comments about, or corrections to, 1/15/2025 minutes.

- a. Approval of minutes

Minutes reviewed and approved.

3. Progress update (as of 3/7/2025)

- a. CCS enrollment update: 2,535 total participants

- i. Adults = 1,828 (up 20)

- ii. Youth = 707 (up 15)

Total enrollments this period = 126 Total discharges this period = 91 Net change in enrollment = +35

4. 2024 MHSIP Results (Jenna)

- a. Final response rate of 31% (best ever for CCS program)

Data Analyst, Jenna Ramaker, shared the results of the 2024 MHSIP consumer satisfaction surveys and answered Committee questions.

5. QI Plan (Julie)

- a. Brainstorming new QI goals.

Julie reviewed recommended changes to the 2025 CCS QI Plan including removal of goals that have been achieved. Two new goals identified to add to 2025 QI plan:

- ***Increase response rate for disenrolled participants to 20% or greater. The response rate for disenrolled participants is significantly lower than for currently enrolled participants.***
- ***Reduce barriers for Dane County residents who are homeless and seeking CCS services by CCS Intake staff engaging in a pilot of being present at the Beacon day resource center on a regular schedule to facilitate referrals. CCS Intake will also explore with Beacon ways to facilitate communication between individuals utilizing the Beacon and CCS resources (service facilitation agencies and/or CCS Intake).***

Committee reviewed updated QI Plan; 2025 CCS QI Plan approved.

6. Brochure redesign update
 - a. CCS participant quotes

Julie reviewed the current version of the brochure with the Committee, redesign continues to be in progress. Julie requested that CCS Coordination Committee consumer participants email any quotes they would like to have considered for inclusion in the brochure.

7. Items for future meetings:
 - a. Brochure redesign update (ongoing)
 - b. QI Plan (May)
8. Completion of timesheets.
 - a. Julie will email timesheets to those that need them to review. Either sign electronically with Adobe Acrobat or send email back to Julie confirming that you agree with time sheet (counts as your signature) and Julie will submit to payroll.

Next Meeting
5/21/25, 12:00-1:30pm
Zoom Virtual Meeting