



Dane County Department of Human Services
Division of Adult Community Services

Director – Lynn Green
Division Administrator – Todd Campbell

CCS Coordination Committee Minutes

Madison Central Library, 1st Floor Conference Room
January 16, 2019
12:00-1:30 p.m.

Present (members): Mary Bixby, Dorothy Hawkins, Valerie Henderson, David Kuehne, Renee Sutkay, Julie Meister (chair), David Weber

Absent (members): Gala Gardiner, Linda Kustka, Anna Moffit, Peggy Spiewak, Lindsay Wallace

Present (Non-Members): Jenna Ramaker, Holly Rasmussen, Torrie Kopp Mueller

1. Public comment time (5 min/speaker up to 15 minutes). **None**
2. Comments about, or corrections to, 11/14/18 minutes.

Renee Sutkay motioned to approve the minutes, Dorothy Hawkins 2nd, minutes approved.

3. Guest speaker, Torrie Kopp Mueller, Homeless Services Consortium.

Torrie Kopp Mueller gave a presentation on Homelessness in Madison/Dane County and how it is connected to the CCS program and fielded questions.

4. Progress update (as of 1/15/19)
 - a. CCS enrollment update (977, up 54 since 11/30/18)
 - i. Adults = 705
 - ii. Youth = 272
 - iii. Discharges = 298 total since program began in 2015
 - b. CCS State site visit will be in June 2019

Julie gave an update on numbers. Julie discussed and fielded questions on the upcoming CCS State site visit.

Julie notified the Committee of the bi-lingual intake worker's work start date.

5. CCS QA/QI Plan for 2019
 - Proposed additions/items accomplished.
 - Approve if able/ready.

Julie presented, discussed and fielded comments and questions on the CCS Quality Improvement Plan. Jenna will present at the May 2019 meeting.

Renee suggested changing #3 to “as requested” or to remove it. Julie suggested adding hyperlinks to the web site sections in the online Provider Directory. Dr. Henderson and Julie Meister suggested added an agency collaboration to the Quality Improvement Plan. Renee Sutkay suggested adding time to the Service Director agenda for networking. Dr. Henderson and Renee Sutkay commented that they enjoyed the Service Facilitation Agencies and Array Agency Forum/Consortium. Mary Bixby suggested having a CCS booth at the Disability Pride Festival. Julie suggested having a CCS NAMI Walk Team. The Committee agreed to add and define an agency collaboration topic during 2019.

Julie presented on Issue #4 and requested if it could be removed based on the improvement of numbers in 2018. The Committee agreed to delete the Issue #4. Julie suggested her bringing the CCS Statistics Report to each meeting to discuss and report on numbers.

Julie presented the update/change to #5.

Julie proposed removing #6 because we provided and summarized the provider survey.

Julie proposed retaining #7 on psychiatry services

Julie presented proposed changes to #8.

Julie proposed changes to #9. Dr. Henderson suggested adding a goal regarding intake.

Julie proposed retaining #10 and #11.

Julie proposed adding #12 regarding MA covering AODA residential treatment.

6. CCS Plan Update

Did not address this agenda item due to time constraints. Deferred to March meeting.

7. Topics for next meeting:

- Finalize QA/QI 2019 Plan
- Finalize CCS Plan

8. Completion of timesheets.

Next Meeting: **3/20/19, 12:00-1:30pm at Madison Central Library, 1st Floor Conference Room**