

**NORTH CENTRAL REGION COMPREHENSIVE COMMUNITY SERVICES PROGRAM
COORDINATION COMMITTEE**

April 19, 2022

Call Meeting to Order: The North Central Region Comprehensive Community Services Program Coordination Committee meeting was called to order by Chair Alicia Carlson at 3:03 p.m. on April 19, 2022, via Zoom and in person in Taylor County with all counties in the region represented.

Voting Members Present:

From Iron County: Cally Bucknell and Brianna Thomas

From Taylor County: Scott Mildbrand, Erin Meyer, Cathy Taber and Cody Miller

From Sawyer County: Hailey Sands and Alicia Carlson

From Price County: Chana Rymarkiewicz

Voting Members Absent: Nancy Campbell-Kelz

Others Present: Cheryl Ketelhut, NCR-CCS Administrator, Sarah Reese-Socha, Director Price County HHS, Suzanne Stanfley, TCHS Director, Tru Lor, DHS Area Administration Karlie Pierson, DHS Area Administration and Tori Borman TCHS Administrative Assistant

Approve Agenda: Scott Mildbrand motioned to approve the agenda of 14 items and Erin Meyer seconded. The Motion carried.

Attendance Recording: Completed and recorded as indicated above.

Approve Minutes of the February 15, 2022, Meeting: Scott Mildbrand motioned to approve meeting minutes of the February 15, 2022 meeting and Cathy Taber seconded. Motion carried.

Public Comments: None were presented.

Provider Updates: There are no new providers, however, Cheryl Ketelhut reported that a process of re-approaching qualified providers in Price County will be happening. Cheryl Ketelhut states she will update at next meeting regarding this and the details that follow. In addition, Cheryl Ketelhut reported a conversation with a new provider who is interested in service for all those enrolled in CCS, especially Tribal Members, specifically in Sawyer County.

NCR-CCS Policy Approval: None.

NCR-CCS Form Approval: None

Election of New Chairperson: In the last meeting, February 15, 2022, it was announced that Committee would need a new Chairperson to comply with the Bylaws. Scott Mildbrand was nominated by Cally Bucknell, Iron County and seconded by Alicia Carlson, Sawyer County. Motion carried with 8 yeas. Scott Mildbrand is now the Chairperson, and he took over the meeting.

Quality Improvement Plan Review: Referenced the handout, 2022 Annual Quality Improvement Plan that was sent to the committee members prior to the meeting. Cheryl Ketelhut reviewed the handout with the committee and discussed the goals in depth.

County Updates:

- Chana Rymarkiewicz in Price County reports that they have two consumers enrolled in the CCS program and 5 more possible. Reports Price County has two consumers enrolled in the CSP but will be transitioning to CCS.
- Hailey Sands reported on behalf of Sawyer County with having 7 consumers enrolled in the program and hoping to have two more enrollees in the next couple of weeks. Hailey did express the difficulties of contacting clients.
- Cally Bucknell reported on behalf of Iron County, and reports the County has three enrolled, but potentially have 4 more. Cally reported they have their first dually enrolled individual (CCS/CLTS), so that is a learning curve for them.
- Cheryl Ketelhut for Taylor County reports that currently the program has 36 enrolled clients. Cheryl states that there is new staff in ADRC and Probation, so will be reaching out to those agencies to discuss the referring process and information regarding the CCS Program, specifically CCS is not a court ordered program, all voluntary. Cheryl stated a process that Taylor County is going to try to keep the clients interested in the program with the waitlist that can happen with being down a worker.

Administrator's Report: Cheryl Ketelhut explained the North Central Region Comprehensive Services – Enrollment Data handout by stating the numbers of consumers enrolled and where each county is for hospital stays. Sub-committee was discussed and scheduled to meet on Thursday, June 9th at 3 pm to discuss receiving survey responses and updating the CCS Brochure.

Schedule Next Meeting: Next meeting is June 21, 2022, at 3:00.

Adjourn: Motion to adjourn by Alicia Carlson, second by Cally Bucknell. Motion carried. Meeting adjourned at 3:51 p.m.

Respectfully Submitted, Tori Borman, TCHS Administrative Assistant

NORTH CENTRAL REGION COMPREHENSIVE COMMUNITY SERVICES PROGRAM COORDINATION COMMITTEE

February 15, 2022

Call Meeting to Order: The North Central Region Comprehensive Community Services Program Coordination Committee meeting was called to order by Chair Alicia Carlson at 3:04 p.m. on February 15, 2022, via Zoom and in person in Taylor County with all counties in the region represented.

Voting Members Present:

From Iron County: Cally Bucknell and Brianna Thomas

From Taylor County: Scott Mildbrand, Erin Meyer, Cathy Taber and Cody Miller

From Sawyer County: Hailey Sands and Alicia Carlson

From Price County: Chana Rymarkiewicz

Voting Members Absent: Nancy Campbell-Kelz

Others Present: Cheryl Ketelhut, NCR-CCS Administrator, Sarah Reese-Socha, Director Price County, Suzanne Stanfley, Taylor County Director, Tru Lor, DHS Area Administration and Tori Borman TCHS Administrative Assistant

Attendance Recording: Completed and recorded as indicated above.

Introduce New Member: Cody Miller will be the new member for Taylor County.

Approve Minutes of the December 21, 2021, Meeting: Scott Mildbrand motioned to approve meeting minutes of the December 21, 2021, meeting and Cathy Taber seconded. Motion carried.

Provider Updates: There are no new providers, however, Cheryl Ketelhut stated the contracts are in place for 2022. Sacred Heart collaborates with Prevea Health, meaning Taylor County can utilize Prevea as a CCS Provider, once the CCS specific requirements to become a provider are met. A frustration was expressed with Chapter 36 and Medical Assistance Requirements. Requiring mental health therapists be CCS providers and bill CCS for services. This means that often times people have to choose to be in CCS or stay with their non-CCCS provider therapist. If the clients sees Mental Health Therapist at Aspirus; CCS is not an option as they will not be CCS providers for any program in the State. It was noted that DHS will look at these requirements in the future, however the Medical Assistance rules will not be determined by them, therefore will remain the same.

Committee Chair – In April a new Chairperson will need to be elected. It is stated in the Bylaws, every other year, a new Chair has to be appointment with rotating counties. Iron or Price County would be the choice for this upcoming election. Alicia Carlson, current Chairperson explained the process of what she currently does. No decision was made.

NCR-CCS Policy Approval: None.

NCR-CCS Form Approval: None

Quality Improvement Plan Review: Refer to handout of 2021 Annual Quality Improvement Plan that was sent to the committee members prior to the meeting. Cheryl Ketelhut explained what this all entails for the new members and relayed that her and Alicia Carlson, Chairperson will have to meet regarding the 3rd goal, under the first item and will update the committee at the next meeting, in April. Cheryl Ketelhut, CCS Supervisor and Erin Meyer, BRI Manager will collaborate with each other and discuss the goal for Employment Related Skill Training. In discussion, it was recommended to create a sub-committee for Q&A which will entail, members from Taylor, Sawyer, Iron and Price Counties to develop a way to get more feedback on surveys from CCS consumers. The meeting will take place March 29th, 2022. Erin Meyer motioned to approve the Annual Quality Improvement Plan. Cally Bucknell seconded. Motion was carried.

County Updates:

- Alicia Carlson reported on behalf of Sawyer County with having 7 consumers enrolled in the program, but still receiving referrals. Alicia explains the difficulty and struggle they are having to find recruitments as a Clinician is needed and has been advertised for two years.
- Cally Bucknell reported on behalf of Iron County, and explains Functional Screens are being completed, but adults have higher needs and CSP is more appropriate.
- Chana Rymarkiewicz in Price County reports that they have one consumer enrolled in the CCS program. Reports Price County has two consumers enrolled in the CSP but will be transitioning to CCS.
- Cheryl Ketelhut for Taylor County reports regarding staff and their caseloads. With one staff member being transitioned strictly to a CLTS Case Manager, due to increase of the numbers and being a state mandated program, leaving the other CCS Facilitators to absorb those cases.

Administrator's Report: Cheryl Ketelhut explained the North Central Region Comprehensive Services – Enrollment Data handout by stating the numbers of consumers enrolled and where each county is for hospital stays. Cheryl Ketelhut relayed she received the certification last Friday and will mail out to each county as it is required to display in their agency's lobby.

Schedule Next Meeting: Next meeting is April 19, 2022, at 3:00. It should be noted that the date of the August 2022 meeting was discussed due to State meeting scheduled on the same day.

Adjourn: Motion to adjourn by Cally Bucknell, second by Chana Rymarkiewicz. Motion carried. Meeting adjourned at 4:12p.m.

Respectfully Submitted, Tori Borman, TCHS Administrative Assistant