

Department of Human Services

117 East Fifth Street

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Joint Meeting of

**Ashland County and Bayfield County
Local Comprehensive Community Services (CCS) Coordination Committees**

And

**Ashland County and Bayfield County Regional
Comprehensive Community Services Coordination Committee**

October 13th 2020 at 2:30 p.m.

Remote/Zoom Meeting

Join by the link sent you via email or by phone

715-312-626-6799 US (Chicago)

Meeting ID: 738 091 9485

Password: CCS

Ashland CCS Committee:

Thomas Mittelstaedt
Terry Barningham
Bad River Tribal Representative

Josh Gilbert
Vacant

Vacant
Jan Kupczyk

Bayfield CCS Committee:

Cheryl Hanson
Thomas Mittelstaedt
Lorna Gamble

Dale Irwin
Andrew Austin

Karlan Williams
Kari Lind

Regional CCS Committee:

Ashland County: Terry Barningham, Vacant, Jan Kupczyk, Josh Gilbert, Vacant, Bad River Tribal Representative

Bayfield County: Tom Croteau, Dale Irwin, Karlan Williams, Lorna Gamble, Andrew Austin, Vacant

Members-At-Large: Val Levno, Thomas Mittelstaedt

Bayfield CCS: Notice is hereby given, in the event the standing committee does not have a quorum, the County Board Chair or Vice Chair may act as an ex officio member (County ordinance, Chapter 3, section 2-3-1 (c))

Any person wishing to attend who, because of a disability, requires special accommodations, should contact the Ashland Community Service Programs at 715-682-7171 at least 24 hours before the scheduled meeting time, so appropriate arrangement cans be made.

Agenda

1. Call to Order and Introductions
2. Role Call
3. Discussion of Simplified Roberts Rules of Order
4. Attendance Policy Review
5. Agenda for Ashland CCS only:
 - A. **Discussion and Possible Action:** Review and Approval of the July 14, 2020 Meeting Minutes (Handouts 4,5)
6. Agenda for Bayfield CCS only:
 - A. **Discussion and Possible Action:** Review and Approval of the July 14, 2020 Meeting Minutes (Handouts 4,5)
7. Agenda for Regional CCS only:
 - A. **Discussion and Possible Action:** Review and Approval of the July 14, 2020 Meeting Minutes (Handouts 6,7)
8. Review Program Report (Handouts 8,9)
9. Children Services
10. **Discussion and Possible Action:** New Business
11. Opportunity for Public Comment (Limit 3 minutes please)
12. Other (Informational Items)
13. Future Meeting Dates -
 - A. To be determined
14. Motion to Adjourn

C: Ashland County Board Chair, Dick Pufall

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Ashland County Administrator, Clark Schroeder
Ashland County Clerk, Heather Schutte
Bad River Tribal Chairman, Mike Wiggins Jr.
Bayfield County DHS, Sarah Traaholt
Bayfield County DHS, Nina Bucher
Bayfield County Clerk, Scott Fibert
Bayfield County Administrator, Mark Abeles-Allison
Bayfield County Board of Supervisors Chair, Dennis Pocerlich
Red Cliff Tribal Chair, Richard A. Peterson
WI DHS Area Administration, Becky Boquist
Ashland Daily Press

Bayfield County
Comprehensive Community Service (CCS) Meeting
Conference Room A– Ashland County – Downtown

July 14, 2020

Members Present: Cheryl Hanson, Thomas Mittelstaedt, Lorna Gamble, Dale Irwin, Karlan Williams

Members Excused: Andrew Austin

Members Unexcused:

Others Present: Terry Barningham, Val Levno, Jan Kupczyk, Joshua Gilbert, Becky B., Elizabeth Skulan, Clark Schroeder, Shelby Eckland

Call to order and Introductions

Mittelstaedt called the meeting to order at 2:32 p.m. Introductions made.

Discussion and Possible Action: Review of the January 14, 2020 BCCS Meeting Minutes

Motion by Williams, seconded by Hanson to approve January 14, 2020 BCCS meeting minutes, as presented. Motion passed.

Review Program Report

BCCS census staying around 21 participants. Christopher Beirl hired as a BCCS Service Facilitator. There is an open Service Facilitator position. In contracting process with WI Family Ties for certified parent peer specialist services. Reviewed programs response and service provision since mid-March around COVID-19 issues. Most services provided by phone or audio/video internet platform such as Zoom.

Children Services

Levno stated that due to safety issues because of COVID-19, we are not able to provide several services. Telehealth is being used frequently. Teens/adolescence doing really well with this, while younger children struggling with sitting still longer than 15 minutes. Williams wonders what actions will be taken with schooling this year. Levno informs that DPI sent memos to all schools with recommendations and a few options on how to open schools safely.

New Business

2019 Quality Assurance Report was reviewed.

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Opportunity for Public Comment (Limit 3 minutes)

None.

Other (Informational Items)

None.

Future Meeting Dates

- October 13th, 2020 – Bayfield County Department of Human Services, 117 E 5th St. Washburn, WI at 2:30 p.m. or remote via Zoom.

Meeting adjourned

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

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

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**Ashland HHS and Bayfield County DHS
Regional Comprehensive Community Service (CCS) Coordination Meeting
EOC Room – Bayfield County**

January 14, 2020

ACCS Members Present: Terry Barningham, Josh Gilbert, Jan Kupczyk,

ACCS Members Excused: None

ACCS Members Unexcused: None

BCCS Members Present: Cheryl Hanson, Karlan Williams, Lorna Gamble, Dale Irwin

BCCS Members Excused: Andrew Austin

BCCS Members Unexcused: None

Members-At-Large: Val Levno, Thomas Mittlestaedt

Others Present: Shelby Eckland, Becky Boquist, Elizabeth Skulan, Clark Schroeder

Call to order and Introductions

Mittelstaedt called the meeting to order at 2:32 p.m.

Discussion and Possible Action: Review Minutes from January 14, 2020 Meeting

Motion by Kupczyk, seconded by Levno to approve January 14, 2020 minutes as presented. Motion passed.

Review Program Report

Levno states the programs are taking with referrals and moving forward with intakes. ACCS census has been around 65-67 participants and BCCS census is staying around 21 participants. Christopher Beirl was hired as a BCCS Service Facilitator. There is still an open position for a BCCS Service Facilitator. WITC and Northland College interns will be working with ACCS fall of 2020. We are in the contracting process with WI Family Ties for certified parent peer support services. Reviewed programs response and service provision since mid-March around COVID-19 issues. Most services provided by phone or audio/video internet platform such as Zoom.

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Children Services

Levno stated due to safety of Covid-19, most things we provide we cannot do. Telehealth being used frequently, teens/adolescence doing really well with this, younger children struggling with sitting still longer than 15 minutes. Williams wonders what actions will be taken with schooling this year. Levno informs that DPI sent memos to all schools regarding recommendations and a few options on how to run the school.

New Business

2019 Quality Assurance Reports were reviewed. The Ashland report had pages missing. The corrected handout will be emailed to committee members and posted on the Ashland County website.

Opportunity for Public Comment (Limit 3 minutes)

None.

Other (Informational Items)

None.

Future Meeting Dates

- October 13, 2020 – Bayfield County Department of Human Services, 117 E 5th St. Washburn, WI at 2:30 p.m. and/or via Zoom.

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- October 13th, 2020 – Bayfield County Department of Human Services, 117 E 5th St. Washburn, WI at 2:30 p.m. or remote via Zoom.

Meeting adjourned

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

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**Comprehensive Community Support
Ashland County Oversight
Bayfield County Oversight
October 13, 2020**

Enrollment:

Ashland														
	Sept	Aug	July	2020 1 st Qtr	2020 2 nd Qtr	2019 1 st Qtr	2019 2 nd Qtr	2019 3 rd Qtr	2019 4 th Qtr	2019	2018	2017	2016	2015
Total	63	66	68	111	83	111	94	88	110	188	133	118	132	78
# of Children	10	11	11	18	13	18	14	15	22	28	15	13	15	10
Intakes	6	5	8	34	16	32	16	22	39	109	63	62	78	78
Discharges	9	7	8	41	18	30	30	17	33	111	54	48	76	24
Referrals Closed	3	5	5	6	10	13	16	11	15	58	44	53	54	41
Referrals Pending	7	10	11	10	7	8	6	10	7	5	17	11	4	9
Referrals Received	7	8	6	45	26	40	29	36	49	155	114	120	135	148

Bayfield														
	Sept	Aug	July	2020 1 st Qtr	2020 2 nd Qtr	2019 1 st Qtr	2019 2 nd Qtr	2019 3 rd Qtr	2019 4 th Qtr	2019	2018	2017	2016	2015
Total	20	23	21	29	21	40	34	34	33	56	59	72	62	35
# of Children	2	4	3	6		9	8	6	6	14	9	12	4	5
Intakes	1	2	0	5	0	9	5	6	5	25	22	36	37	35
Discharges	4	0	0	6	0	11	6	6	9	32	28	35	28	8
Referrals Closed	0	0	5	3	9	2	2	2	1	7	14	26	24	22
Referrals Pending	4	1	3	7	5	2	1	1	1	4	5	6	8	8
Referrals Received	2	1	2	12	6	7	7	7	9	30	36	62	61	65

Staffing:

- April Sirek, Functional Screener (both CCS programs)/Service Facilitator (ACCS) has resigned effective Oct 9.
- Ashland CLTS/CCS Service Facilitator – Colleen Douglass started 8-26-20
- Northland College fall intern – Sasha; will now include direct service with focus on ACCS QA
- WITC fall intern – Jordan; beginning Aug 24; will now direct service and some ACCS QA
- Tom Croteau hired as BCCS supervisor, Mental Health Professional and Substance Abuse Professional July 27, 2020.
- Natali Fellows hired at BCCS Service Facilitator July 27, 2020.

Provider Network:

- Headwaters gave both CCS programs a 30 day notice.
- GT Independence has done interviews and one person is in the hiring process.
- North Country Independent Living Center has agreed to move into Individual Skill Development and Enhancement. In rate setting/contracting process. Their Certified Peer Specialist (CPS) is at capacity and they are hiring another CPS.
- A new agency from downstate is looking at moving into Ashland/Bayfield counties to serve children in CCS/CLTS.
- Contracting with WI Family Ties for a parent peer specialist.

Best Practice:

- COVID 19:

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- Variances needed to provide services safely during COVID 19 applied for and received.
- Signatures
- Looking at ways to safely provide services with cooler weather coming
- Training:
 - CCS/CST State Meeting Sept 9
- Working with programmer of Management Information System (MIS) to improve MIS.