

**New Horizons North Comprehensive Community Support
Ashland and Bayfield County Regional Coordination Committee
February 9, 2016 held at New Horizons North**

Members Present: Val Levno, Anita Haukaas, Linda Bailey, Martha Scott, Karlan Williams, Joan Haukaas, Rick Whiting

Members Absent: Kari Williams, Nicole Gurnoe, Julie Newago, Linda Jorgenson

Other: Megan Luger

- At 3:24, Karlan calls to order the Regional Coordination Committee.
- Val reviewed the structure of how future meetings will be ran to increase productivity.
- Minutes from the December 8th meeting were reviewed. Val L motioned to accept the minutes as read; Anita H seconded. All for, motioned carried.
- There was no public comment
- A handout was provided to the Committee that went over Roberts Rules of Order to refresh member's memory of the functionality of the meetings.
- Val presented program enrollment data for the Ashland County program.
 - Open discussion on why some referrals were not admitted into the program and an explanation on what "referral closed" meant:
 - Participant had inadequate funding or no Medical Assistance
 - Wrong diagnosis to qualify for the program
 - Referral came from a third party and the potential participant decided against the program
 - Potential participant did not have an active role in the referral process/no contact
- Langston Hughes is going to be holding a training seminar on February 23, 2016 on clinical documentation. This will be held at the Ashland Campus of Wisconsin Indianhead Technical College from 8:30 a.m.-12:00 p.m.
 - Committee members are welcome to attend this seminar.
 - Langston will also be speaking to the Coordination Committees on February 22, 2016. This meeting will be to address questions by the Committee as well as discuss the Committee's role in the CCS Programs. Other counties will also be invited to this seminar, which is scheduled to be held at New Horizons North at 3:00 p.m.
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- ACCS Areas of Concerns:
 - Attendance at meetings and possible solutions. Linda B motioned to move the location of the meetings back to the Great Lakes Visitor's Center whenever possible. Martha S seconded. All for, motioned carried.
 - The possibility of phone conferencing was discussed. If a committee member is unable to make it to the meeting, but would like to telephone in, they are welcome to do so. Arrangements will be made to accommodate.

- Bayfield County has approved the Participant Membership to be increased to 5 in total. There was open discussion on the need to add as many members to increase the opportunities to make quorum and be able to pass items necessary for the program.
- Adding members will increase the quorum requirements. Linda B will supply copies of other Committee's bi-laws to look into how we can avoid increase quorum requirements while recruiting new members.
 - Bi-laws will be discussed at the next meeting as the Committee will need to adopt a set.
 - Val Levno presented the Committee with information from the Plan and Policies in regards to the Committee for possible new recruits/members.
 - There was open discussion on general appearance of information. Taking out of the Plan and Policies will be too lengthy and cause disinterested if a person is presented with a large span of reading in the beginning. Packet should include the purpose of the committee, how often they meet, as well as be easy to understand and include a way to apply.
 - Recruitment at the beginning of the Committee was CSP consumers that would be possibly moving into CCS.
 - The need now exists for Parents/Young Adult membership and AODA geared Participants.
 - Martha spoke about her experience in being on the committee and how to better approach explaining the process for CCS, as well as included Participant stories in brochures for other folks to read about how the program is helping others like them.
 - Martha also touched on the confusion of being on MAP and possible outcomes of losing MAP and being automatically discharged from the program and the stresses it could cause.
 - Val and Julie will connect to put together a new member recruitment brochure with the possibility of including Martha's experience.
- Linda B motioned for the Regional Committee to allow for increased Participant membership to be more than 1/3. Rick W seconded. All for, motioned carried.
 - Both Counties are hopeful to have 5 Participant members in their Committees that will serve for the Regional as well.
- Linda B motioned to adjourn the Regional Coordination Committee. Val seconded, all for. Motion carried.

Minutes submitted by Megan Luger