

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

**Bayfield Members Present:** Anita Haukaas, Karlan Williams

**Bayfield Members Absent:** Linda Jorgenson, Nicole Gurnoe, Julie Newago

**Other:** Val Levno, Linda Bailey, Martha Scott, Rick Whiting, Megan Luger

- The Bayfield County Coordination Committee did not have enough members present for a quorum.
- Val reviewed the structure of how future meeting will be ran to increase productivity
- There was no public comment
- Val presented program enrollment data for the Bayfield 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
- Open discussion on the agenda layout and necessity to have both the “Opportunity for Public Comment” and “Consideration for Public and Participant Input.”
  - “Opportunity for Public Comment” is for the general public to comment on the program.
  - “Consideration for Public and Participant Input” is for those involved with the program directly to voice issues or concerns.
- Val will be performing a Participant Walk Through to identify any areas of concerns or issues with the referral/admission process and present the results of this walk through at the next meeting.
- 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.
    - Availability of the Great Lakes Visitor’s Center will be called on and if available, the meeting will be held there, rather than New Horizons.
- There was open discussion on the attendance issues the Committee has been experiencing.

- 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.
  - 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.
- Discussion on 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.
  - Val and Julie will connect to put together a new member recruitment brochure with the possibility of including experience.
- The Committee was given the Satisfaction Survey results to review.
  - Rick W requested the Survey results be presented in two forms: one with the results of those participants not receiving peer support, and the other with the results of those who do receive peer support. New Horizons will update the results and present the two sets of data at the next Coordination Committee.
  - The Committee also discussed having Participants review the program as a whole at the time of their annual review in more detail than just the Satisfaction Survey.
- The next meeting is scheduled for April 12, 2016. New Horizons will check on availability of the Great Lakes Visitor's Center Multi-Purpose room and inform the committee as to the location of the meeting.

Minutes submitted by Megan Luger