

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

August 13, 2019

**Members Present:** Cheryl Hanson, Thomas Mittlestaedt, Karlan Williams

**Members Excused:** Nicole Gurnoe, Linda Jorgenson

**Members Unexcused:** Andrew Austin

**Others Present:** Terry Barningham, Val Levno, Nettie Titel, Joan Haukaas, Nancy Schouten, Jayme Tamble, Laura Ihm, Darrell Doan, Mike Pieterek, Jared Wolak

**Call to order and Introductions**

Mittlestaedt called the meeting to order at 2:38 p.m. Introductions made. A quorum was not present at Aug. 13, 2019 meeting, so the meeting was informational only.

**Discussion and Possible Action: Review of the June 11, 2019 Meeting Minutes**

**Discussion and Possible Action: Review of the July 9, 2019 Meeting Minutes**

**Discussion and Possible Action: Review and discuss joint agenda format**

No action, due to lack of a simple majority.
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**CCS Program Transition Status Report – CCS Administrator Val Levno**

Levno presented an overview on the transition from New Horizons North to the counties. Levno is working on increasing services from existing providers and recruiting new providers.

North County Independent Living Center has now contracted with us. NCILC work out of their own homes.

Headwaters, Inc. will have two peer specialists in October.

NorthLakes Community Clinic does not have a contract with us for peer support.

**Review Program Report**

Program report reviewed. Both counties enrollment has dropped. Levno is still holding back on outreach. She will start outreach in September.

Billing – Some of our contracted vendors are now entering their own progress notes into the MIS system. This will help everyone get information faster and save time.

Inclusa – We are contracting with Inclusa. We are defining the county roles and Inclusa’s roles to make sure people are not doubled billed.

Service Director – is 9 months pregnant. A plan is in place to make sure people continue to get the help they need.

Reviewed participant story.

Discussion of bringing a Vendor and Provider list to our next meet. Levno will bring what the service facilitators use.

### **Children Services**

Levno is doing some outreach to some providers that helps children. Group discussed the supports available to children.

### **New Business**

Levno stated adult brochures have been updated. The committee reviewed and gave feedback. There are some issues with how big the logos were. Hanson is going to tweak them and bring them in for the next meeting.

### **Opportunity for Public Comment (Limit 3 minutes)**

None.

### **Other (Informational Items)**

The group discussed some ideas of how to get information about the coordination committee to participants. One idea is to make a list of the committee members that Service Facilitators would give to participants during the Service Planning meeting. The Service Facilitator would explain what the committee is and does. It would be a good time to let the participants know they can contact coordination committee members. A second idea was for the committee to write a letter to participants that would explain what the committee is and how they can help. Mittlestaedt and Schouten stated that was a great idea. Schouten volunteered to draft a letter for the next meeting. They will also discuss process at the next meeting too.

Discussion on whether it would be a good idea to change “public comment” to “participant comments”. It was stated that it might help the participants understand they have a voice.

**Discussion and Possible Action: Recommendations that should be forwarded to the Regional Coordination Committee for consideration**

None

**Future Meeting Dates**

Mittlestaedt stated that we have been meeting on a monthly basis. He was wondering if the committee feels as if we could move it back to quarterly. Schouten suggested to move it to bi-monthly. Everyone agreed. The next meeting will be in Washburn in Conference Room A.

Tuesday, October 8, 2019 at 2:30 p.m. – at Bayfield County Community Programs, Conference Room A in Washburn, WI.

Future meeting dates will be discussed at the October meeting.

**Motion to adjourn.**

Meeting adjourned at 3:25 p.m.
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Minutes submitted by: Nettie Titel, Administrative Professional – Ashland County