

**COORDINATED SERVICES TEAM (CST) COORDINATING COMMITTEE  
DECEMBER 22, 2016**

Susan Younger called the meeting to order at 9:14 am and gave the open meeting statement.

**ROLL CALL:**

**Members Present:** Laurie Schmidt, Dan Naylor, Jody Muck, Jeanine Rysewyk, Arthur Bolen, Alisha Haase, Jill Amos-Polifka, Bruce Rathe, Susan Younger, Jan McDonough

**Members Absent:** Jesse Cuff, Chris Machamer, Shannon Kelly, Sherrie Nichols

**Others Present:** Gerald Murphy, Dawn Quait

**REVIEW AND APPROVE AGENDA:** Laurie Schmidt made a motion to change the order of #1 and #2 on the agenda. Seconded by Jill Amos-Polifka. Motion carried with no negative vote.

**APPROVAL OF MINUTES:** Jill Amos-Polifka made a motion to approve the minutes from the October 21, 2016 meeting. Seconded by Jody Muck. Motion carried with no negative vote.

**PUBLIC COMMENT:** None

**COMMITTEE MEMBERSHIP UPDATES**

- Dan reviewed a handout on Consumer/Parent/Youth Participation on Coordination Committees and Sub-Committees. Our Committee is well represented with three consumer members. Dan will speak about leadership of the Committee at the next meeting.
- Dan handed out and reviewed the CST Sample Binder Table of Contents. Dan suggested each Committee member should have a binder with this information.
- Dan handed out and reviewed the 2017 CST Regional and Statewide Meetings schedule. Consumer Involvement is the topic for the February 8 meeting.
- Laurie sent out invitations to six school districts. She heard back from four school districts. Susan will invite them to attend the next meeting. Suggestion to have CST staff do a presentation at the next meeting.
- Discussed the multi-agency release of information form. Corporation Council had okayed the use of this form for the CCS Program but not for the CST program. Our sample form was HIPAA compliant. Susan will follow-up with Corporation Council in order to get this resolved.
- How to increase parent involvement: Lots of ideas were shared by our committee parents. Moving forward, Susan and the CST staff will invite parents who have kids in the program to attend a meeting to see if they would have interest in being on the coordinating committee.
- Location Change – tabled.

**PRESENTATION ON HUMAN TRAFFICKING:**

Jody Muck introduced Dawn Quait from 5 Stones of the Fox Valley. Dawn handed out information on raising awareness about the dangers and magnitude of human trafficking. Dawn also reviewed a power point presentation.

**ACCESS TO MENTAL HEALTH SERVICES** – tabled.

**NEXT MEETING DATE:**

The next meeting date is Friday, February 24 in Room 1037.

**ADJOURN:** Bruce Rathe made a motion to adjourn. Seconded by Laurie Schmidt. Motion carried without a negative vote. The meeting was adjourned at 10:39 am.

Submitted by,

Beth A. Hintz, Clerk Typist III

These minutes will be posted to the website prior to approval from the Committee and are considered to be in draft form until approved at the next scheduled meeting.