

COMPREHENSIVE COMMUNITY SERVICES (CCS) COORDINATING COMMITTEE

DECEMBER 19, 2017

CALL TO ORDER AND OPEN MEETING STATEMENT: Jan McDonough called the meeting to order at 9:33 am. and gave the open meeting statement.

ROLL CALL:

Members Present: Shannon Kelly, Sherrie Nichols, Jan McDonough, Bruce Rathe, Jody Muck, Thiago Souza, Laurie Schmidt

Members Absent: Jill Amos-Polifka, Jesse Cuff, Art Bolen, Alisha Haase, Jeanine Rysewyk

Others Present: Julie Shew, Cristin Bauch, Brenda Rice

REVIEW AND APPROVE AGENDA: Jody Muck made a motion to approve the agenda. Seconded by Laurie Schmidt. Motion carried with no negative vote.

APPROVAL OF MINUTES: Bruce Rathe made a motion to approve the minutes from the October 27, 2017 meeting. Seconded by Jody Muck. Motion carried with no negative vote.

PUBLIC COMMENT: None

INTRODUCTIONS: Everyone introduced themselves. Brenda Rice is the new CCS Program Technician.

PROGRAM AND REFERRAL UPDATE: As of December 19, 2017:

31 cases are open or in the process of service planning
2 cases were discharged (did not successfully complete the program)
11 cases are in the referral process

Each facilitator has an average of 12 cases. We will be hiring two more service facilitators.

PROVIDER UPDATE: Jan handed out the 2017 CCS Staff Listing. All providers are certified and are servicing clients. Only one person is able to provide AODA counseling. A Rehabilitation Worker would work with clients on their daily living skills. A Family Aide works with the entire family unit.

SATISFACTION SURVEYS: Were sent out and were due December 16, 2017. They were submitted directly to Lori Martin. We will receive a report in February. There was a 60% return rate.

CCS AUDIT 12/20/2017: Last year we only had two clients and received a one year certification. Lori Martin came last Thursday and reviewed the program. A shortfall is that one-third of the CCS Coordinating Committee needs to be made up of consumers.

CONSUMER ROLE IN CCS COMMITTEE MEETINGS: We would like to have another adult and youth consumer on the Committee.

NEXT MEETING DATE: Friday, February 23, 2017.

ADJOURN: Laurie Schmidt made a motion to adjourn. Seconded by Jody Muck. Motion carried without a negative vote. The meeting was adjourned at 10:00 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.