

**COORDINATED SERVICES TEAM (CST) COORDINATING COMMITTEE
APRIL 27, 2018**

CALL TO ORDER AND OPEN MEETING STATEMENT: Cristin Bauch called the meeting to order at 8:33 am. and gave the open meeting statement.

ROLL CALL:

Members Present: Art Bolen, Jan McDonough, Cristin Bauch, Bruce Rathe, Laurie Schmidt, Alisha Haase, Sherrie Nichols, Jesse Cuff

Members Absent: Shannon Kelly, Jody Muck, Jeanine Rysewyk, Thiago Souza, Jill Amos-Polifka

Others Present: Lori Martin, Ann Jadin, Tom Jadin

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

APPROVAL OF MINUTES: Laurie Schmidt made a motion to approve the minutes from the December 19, 2017 meeting. Seconded by Sherrie Nichols. Motion carried with no negative vote.

PUBIC COMMENT: None

INTRODUCTIONS: Everyone introduced themselves.

CST WAIT LIST UPDATE: Cristin has contacted everyone on the wait list. Three kids are off the wait list and have begun receiving services. The wait list is not on a first come, first serve basis. Clients are served depending on their level of need. The average time on the wait list is about one month, if there is a high level of need. Those on the wait list are given other resources while they wait for CST services.

CST REFERRAL UPDATE: Cristin contacts the family within two weeks of receiving a referral. Although the person making the referral make think the case is a priority, the family does not always feel that way. CST is a voluntary program.

REVIEW REFERRAL FORM: Cristin reviewed each section of the updated referral form. The new form is longer. Cristin felt the need for more information. Cristin has worked on the form with the other social workers for several months. Schools, law enforcement and Agency social workers are the biggest referral sources. Cristin will be meeting with all school districts and district police liaisons to review the form. The form can now be filled out on the computer and would then be e-mailed. Most referrals should be made electronically.

The referral form should be filled out with the parents and not behind their backs. Committee members suggested listing some examples of trauma such as divorce or moving. Suggested listing sensitive issues that parents don't want to talk about or don't want services for. A short program description should be added.

Cristin and Jan will be meeting on a regular basis to discuss which program is the best fit for the family so that two referral forms don't have to be filled out.

PRESENTATION BY ANN JADIN, NAMI:

Jan introduced Ann Jadin from NAMI Fox Valley. NAMI has opened an office in the Woods Mall in Waupaca.

Ann reported NAMI serves Outagamie, Calumet, Northern Winnebago and Waupaca Counties. Any services offered in Appleton can also happen in Waupaca County. NAMI partners and collaborates with many different groups to provide services. NAMI's mission is to work to support and empower everyone touched by mental illness. We commit to eliminate stigma and nurture recovery through advocacy, education, support and outreach. NAMI's vision is to envision a community, free of stigma, that supports and promotes mental health and recovery. They have a staff of 20 that work out of an office in Appleton. Ann reviewed a power point presentation and passed around brochures and handouts which explained the different services offered.

NEXT MEETING DATE: The next meeting is scheduled for June 22, 2018 in Room 1037 on the first floor of the Waupaca County Courthouse. Bruce Rathe is arranging for a representative from DVR to give a presentation.

ADJOURN: Bruce Rathe made a motion to adjourn. Seconded by Laurie Schmidt. Motion carried without a negative vote. The meeting was adjourned at 10:03 am.

Submitted by,

Beth A. Hintz, Program Assistant

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.