

**Richland County Health and Human Services  
Comprehensive Community Services (CCS)  
Coordination Committee Meeting  
December 6, 2017**

The December 6, 2017 meeting of the CCS Committee was held at 2:00 pm in Conference Room G at Richland County Health and Human Services.

**Committee Members Present:** Myranda Culver, Kerry Severson, Faye Burghagen, Mary Chris Walling, and Joy Burnham.

**Others Present:** Meghan Rohn

**Members Absent:** Joseph Collins, Betty Collins, Ashley Houman.

**Call Meeting to Order:** The meeting was called to order by Myranda Culver at 2:02 pm.

**Approve the Agenda and Posting:** A motion was made by Kerry Severson and was seconded by Faye Burghagen to approve the agenda and the postings for the December 6, 2017 meeting. Motion carried.

**Approve Minutes:** A motion was made by Faye Burghagen and was seconded by Mary Chris Walling to approve the minutes for the June 29, 2017 meeting. Motion Carried.

**Citizen Comments:**

**Richland County CCS Program Updates:** Myranda Culver discussed the continued struggle with turnover and noted three more service facilitators have resigned since our last meeting. All of these resignation were for different reasons and two of those positions have already been refilled. The third vacancy is the Psychiatric RN position which is still in the process of being filled. Myranda noted that times like these cause concern regarding the level of service being provided. Consumers are doing fine in spite of the changes but it seems like staff are always in crisis mode. Myranda explained that Cindy Robinson was hire initially as the CST Coordinator but has recently become a CCS facilitator as well.

**CCS Consumer Graph:** Myranda distributed the CCS consumer graph for everyone to review. She highlighted that as of December 1<sup>st</sup> we have 43 program participants, 18 children and 25 adults, and have some referrals being processed in addition. Faye noted she found it interesting that there are more males than females. Myranda noted that this used to be the other way around and can change but noted they have had a lot of male children come in as well. Faye was also surprise by the number of clients with schizophrenia.

**Regional CCS Updates:** Myranda discussed the effort for the three counties to hold regular regional committee meetings but noted they have found this to be difficult. It was noted all of the counties are having difficulty establishing these meetings on the local level as well. It has been decided these regional meetings will be put on hold since they are not mandated. Faye suggested hold a meeting utilizing the telehealth equipment and Myranda explained this has been discussed as an option however the equipment is different in each county and is not compatible. Faye noted a conference call may also be an option. The region will continue to do regional trainings and maintain a regional website.

Myranda discussed the creation of contracts and noted the billing process for providers to verify cost assignment was streamlined. A rate sheet is required before we will contract with them and this has helped establish a more accurate price. For CRS and CCS this will now be a requirement and the cost will need to be consistent between the three counties.

Kerry Severson questions how our participant numbers compare to other counties in the region. Myranda noted that Sauk County is currently at 100 but is a much bigger county. Columbia's number are much closer to ours.

**Review of CCS Plan:** Myranda distributed the CCS Plan for everyone to review. Each year there the plan is updated and the changes are reviewed. Myranda noted the biggest change this year has been staff turnover. Our service array has remained the same, however we have added providers. Faye suggested people take the plan home to have more time to read and review it and it can be brought back in January to approve it. Myranda stressed the importance of having a quorum at the next meeting so this plan can be approved.

**Other Agenda Items:**

**Next Meeting: January 10, 2017 2:00 pm:**

**Adjourn:** A motion was made by Mary Chris Walling and was seconded by Joy Burnham to adjourn the meeting. Motion carried. Meeting was adjourned at 2:35p.m.

Respectfully Submitted,

Meghan Rohn  
Confidential Administrative Secretary