

## Coordinated Services Team Initiative Project Directors' Meeting

Holiday Inn Convention Center, Stevens Point  
Tuesday, October 11<sup>th</sup>, 2011

### 1. Welcome – Kenya Bright and Dan Naylor

- Kenya welcomed the group. She is the Integrated Services Section Chief for the Bureau of Prevention, Treatment, and Recovery. Marie Danforth sends her regrets – she was unable to attend. Kenya introduced Jamie McCarville who is currently taking on the CST responsibilities previously held by George Hulick and Nancy Marz.
- The 10/1/11 – 9/30/12 CST contracts are still being reviewed by the Department. There are some sites' work plans and budgets that need revising; once all have been approved, the process will move forward and contracts will be sent. If you have any questions, please contact Jamie McCarville (608) 267-7712, [Jamie.mccarville@wisconsin.gov](mailto:Jamie.mccarville@wisconsin.gov).

### 2. Introductions / Round Robin

**Group Question:** *What are some examples of benefits or positive outcomes of the CST process for service providers (e.g. therapists, social workers, law enforcement, teachers...)*

- Dan Naylor and Lori Martin, White Pine Consulting Service
- Kenya Bright, Bureau of Prevention, Treatment and Recovery
- Janae Goodrich and Tim Connor – UW Population Health, currently working on completion of the 2010 statewide CST/ISP annual report as well as planning for the 2011 Family Satisfaction Survey.
- Rob Valentine, Marinette County – in the process of transitioning ISP to CST and integrating with CCS. ISP target group focused on meeting criteria for intensive in-home therapy; they are now working to expand the target group spread the CST process throughout the community.
- Sally Raschick, Division of Mental Health and Substance Abuse Services – will be speaking later today about the Healthy Transitions grant.
- Carol Pulkrabek, Eau Claire County – crisis response plans are helpful when working with law enforcement.
- Georgien Walls, Green County – four social workers and a community member have been trained as service coordinators.
- Tammy Holman, Price County – shared feedback from several providers. A guidance counselor shared appreciation for the community collaboration brought by CST. A family skills worker shared that the support and unity provided by the team is helpful to families. A public health nurse appreciates that teams work together and are on the same page.
- Jenny Bisonette, Lac Courte Oreilles (LCO) Band of Lake Superior Chippewa Indians – awareness of teaming is spreading to other agencies.
- Ruth Reines, Washington County – transitioning from ISP to CST; diversion of children from the juvenile justice system; CST is a more productive way of doing business.
- Mike Marlett, Washington County – CST goes beyond traditional case management in partnering with families, providers, and natural supports.
- Rachel Orth and Amy LaDuke, Manitowoc County – there are a growing number of teams; families trust service providers and the supportive team process.
- Celsey Wiemerslage, Vernon County – shared how the team process has been successful in working with individuals with AODA issues in their county.
- Megan Skemp, Grant County – we're all working together for the best of the family; unconditional care is important.
- Trinke McNurlin, Sawyer County – sometimes progress is small, but it's important to remind service providers that progress has been made; team process has been helpful in recognizing there are some community needs
- Kristine Buehler, La Crosse County – CST has been partnering with NAMI

- Roger Klug, Northland Community Services, Marquette County – shared a story of how the team process and plan of care helped the school respond to a tough situation; providers appreciate that “you’re not alone”
- Mike Roroff, Northland Community Services, Juneau County – increased buy-in by providers, teachers/guidance counselors are referring children & families to CST; police chief allowed an officer to help with a child’s transition to a new community; officer makes a point to build a positive relationship with children & families
- Carrie Krajewski, Oconto County – county has developed a group to focus on transition issues for youth transitioning from foster care back into the community.
- Shauna Vaughan, Waupaca County – the family’s voice is heard.
- Vicki Gehrke, Waupaca County – working to have their CST staff focus in different areas like mental health, AODA, juvenile justice, etc. Brainstorming as a team can help give different perspectives to children’s behaviors. Shared a couple of success stories. Each person shares a small piece of the puzzle.
- Lori Cerutti, Iowa County – Iowa County has just begun developing CST
- Lisa Holtebeck, Ozaukee County – shared how team support has helped a little girl who was involved with police and experiencing problems at school.
- Kelly Bueschel and Julie Scheder, Shawano County – a number of teams are facilitated by other departments (social workers, therapists, school staff)
- Laura Scheder, Ashland County – the CST process has allowed us to work with families who typically “slip through the cracks”.
- Debbie McGrain, Kenosha County – teaming process allows us to “put the pieces of the puzzle together”; schools have been very receptive of the process.
- Kim Ford, Bad River Band of Lake Superior Chippewa Indians – the Indian Child Welfare (ICW) office is very supportive of the CST process, and reports that parents have become more trusting of ICW workers and of the system in general.
- Nanette Gokee, Red Cliff Band of Lake Superior Chippewas – in general, therapists, social workers, and law enforcement are supportive of the team process.
- Laura Braenne, Washburn County – families see that they’re not alone and that service providers are supportive of them.
- Amanda Muma, Clark County – collaboration with W2 program has been beneficial to their CST process.
- Dottie Moffat, White Pine Consulting – provides training and technical assistance to CST tribes and counties in Northern Wisconsin.
- Jillian Smart, Lac du Flambeau Band of Lake Superior Chippewas – teams have helped children transition from an out-of-home treatment program back to the community.
- Lauren Martin, Fond du Lac – police are reporting they have less involvement thanks to crisis response plans. School personnel appreciate the bigger picture and everyone being on the same page.
- Lisa Malecki, Waukesha County – there has been a decrease in out of home placements and hospitalizations.
- Kristin Veleke, Kewaunee County – families tell their story once, instead of separately to each provider; crisis response plans helpful to law enforcement; Guardian Ad Litem attends team meetings.
- Amy Perez and Anna Verhulst, Menominee County – the team process is very helpful with school situations; communication between school, parents and other agencies has greatly improved; now there is intervention before youth are charged with a crime; principals are wanting to make referrals – need to expand number of teams.
- Angie Moran – Waukesha Regional Office
- Leslie Shelby, Racine County – currently transitioning from ISP to CST, expanded target population, juvenile justice and child protective service workers have been trained in CST process.
- Julie Butz, Jefferson County – helps put things in perspective for families when law enforcement are a part of the team and planning.

- Nicole Doorneck, Jefferson County – more providers are becoming involved on teams, e.g. Birth to 3 staff, and doctors; communication between providers and parents has greatly improved as a result of the team process.
- Barb Gang, Jefferson County – Children’s Long Term Support (CLTS) unit provides wraparound for families on the CLTS waiting list; working on sustainability and tapping into resources like Targeted Case Management
- Nancy Koene, Sheboygan County – helps families see the larger system.
- Eddie Ritsman, Sheboygan County – can be helpful to meet in therapists’ offices, if they are otherwise not available to attend team meetings.
- Sarah Nelson, Portage County – works with CLTS waiver and Comprehensive Community Services (CCS); uses the team process with the families she works with; appreciates the support of the teams
- Margaret Buhk, Door County – monthly plan of care accountability and updates, provide stronger follow-through of cross-system treatment/support objectives. Service providers more inclined to seek consultation between systems, optimizing expertise and resources. Consultation between system providers gives team members a sense of extended collaboration and support. Opportunities exist for mental health providers to meet quarterly for updates and professional development.
- Rebecca Westrick, Rock County – CST is an avenue people can turn to for help. Meetings are more productive. One father with years of experience in the system including a child in out-of-home placements gave the service coordinator a high-five and said “this is the best meeting I have ever been to”.

### 3. Bureau and White Pine Consulting Updates

#### A. *State Staff Update – Kenya Bright*

- There is currently a 40% vacancy rate at Bureau of Prevention, Treatment, and Recovery. The Secretary’s office has given approval to fill most of the positions, but it’s a slow process. They’re hoping to have someone in the position formerly held by George Hulick by the end of the year (part of this person’s responsibility will be to oversee and support CST).

#### B. *CST funding: Current and Future – Kenya Bright*

- October 1<sup>st</sup> CST contracts haven’t been sent out to the counties & tribes yet. The Secretary’s office is conducting an extensive review of all contracts, which has significantly slowed the process. Jamie sent a notice to a few sites who need to make corrections on their budgets and/or work plans prior to approval. Any questions/concerns, please contact Kenya at (608) 267-9392, [Kenya.bright@wisconsin.gov](mailto:Kenya.bright@wisconsin.gov), or Jamie at (608) 267-7712, [Jamie.mccarville@wisconsin.gov](mailto:Jamie.mccarville@wisconsin.gov).
- Funding for CST – the last Request for Proposals (RFP) for counties and tribes interested in applying for CST grant funding was 2008. The Department is in the process of developing a 2012 RFP for remaining counties and tribes who have not previously received CST grant funding. Once all counties and tribes have had the opportunity to apply, the focus of future funding may shift from CST development to sustainability of sites with CST.

#### C. *Site grant contribution update (“match”) – Kenya Bright*

- When Act 334 was passed, the “match” for sites was set at 20%. This is in conflict with the 2008 CST RFP which has a graduated match requirement (33% match years 1 – 3; 50% match year 4; and 100% match in year 5). The Department is looking into the possibility of changing the legislation to match the RFP language, putting more a focus back on financial sustainability.

#### D. *Family Satisfaction Survey – Tim Connor and Dan Naylor*

- The “CST Family Satisfaction Survey” is a tool that is typically distributed to families involved in ISP/CST toward the end of each year. The Bureau of Prevention, Treatment and Recovery in partnership with Wisconsin Families Ties usually coordinates the distribution, collection, and analysis of the data.

In 2009, an alternative survey and method were used. Coordinated by the University of Wisconsin Survey Center, the Division of Mental Health and Substance Abuse Services utilizes an annual “Youth Services Survey for Families” survey that measures parents’ satisfaction related to mental

health services their child is receiving. In 2009, these surveys were also sent to families of children enrolled in ISP and CST, allowing a comparison of results of parents' satisfaction toward mental health services for children who are enrolled in and ISP/CST and for children who are not involved in ISP/CST.

Results of the 2009 survey differed from what has been typically collected via the CST Family Satisfaction Survey, showing lower satisfaction in some areas. Tim and others are taking a deeper look at the results to better explain the differences. A recommendation will then be made regarding the 2011 survey tool and method.

- Please contact Tim Connor with questions, suggestions, or concerns: (608) 261-6744, [tim.connor@wisconsin.gov](mailto:tim.connor@wisconsin.gov)

#### **E. Evaluation – Tim Connor and Janae Goodrich, UW Population Health**

##### Data Quality Reports

- Janae reported. An analysis of the data submitted by CST sites into the CITRIX web system revealed several issues such as missing and partial data. Several sites were contacted by Janae and asked to update their data. When entering data, it is important not to leave fields blank (instead of a "0") – if there's a blank field, it can't be assumed that the data should be "0", so the data is thrown out. She thanked sites for their help and diligence in addressing and fixing their data issues.

##### 2010 Annual Report

- Draft sections of the 2010 Statewide Annual Report are complete. Tim shared several highlights of the report including:
  - A section that speaks to the scope of the statewide use of the collaborative team process by highlighting its use in other initiatives such as Comprehensive Community Services and the Regional Partnership Grant Initiative.
  - A section that gives an overview of the stages of CST site development from forming a coordinating committee to implementation and sustainability;
  - As in past reports, this report includes information on cost savings as collected in the Systems Update Survey. In 2010, 75% of sites reported a cost savings. There was also good feedback on challenges and recommendations: 52% of sites mentioned it's difficult to keep community members engaged in the process; 15% sited child and family member engagement as an issue; 21% of sites noted financial sustainability as an issue. Recommendations included: more CST process training (30%), training on engaging community partners, and an increase in funding (8%).
  - The 2010 report will also include an analysis of the CANS data submitted by sites.

##### CANS Update and Data

- Tim and Janae did an analysis of children's CANS data at time of enrolled vs. time of discharge to determine areas of difference, and found changes in the number of CANS items that were identified as needs at time of enrollment vs. the number of CANS items that were identified as needs at time of discharge. Some examples include:
  - Risk Behaviors – 59% of youth had no risks at time of discharge (rating of 0 or 1), with an additional 11% having reduced risks as compared to time of enrollment.
  - Functioning Items – 30% of youth had no needs at time of discharge, and an additional 26% had reduced risks.
  - Caregiver items – 53% of caregivers had no actionable needs at time of discharge, and an additional 8% had reduced needs.
- The mental health version of the CANS (CANS-MH) has been used by ISP and CST sites for the past couple of years. The decision was recently made to transition to the use of the comprehensive version of the CANS (CANS-COMP) being used by the Department of Children and Families (DCF). Tim Connor has visited all five regional CST meetings to discuss use of the CANS-Comp. Overall, sites respond positively to the switch. One common topic of concern is DCF's use of an algorithm to determine a child/youth's level of need that then corresponds to a level of care/placement.
  - Tim gave a quick overview of the DCF algorithm. More information, including a full

description of the algorithm can be found on the WI Child Welfare Professional Development System website: <http://wcpds.wisc.edu/cans/Default.aspx>

- L1 & 2 – lower level needs – basic foster care recommended
  - Level 3 & 4 – appropriate for group home level treatment or moderate foster care
  - Levels 5 & 6 – appropriate for out of home placement in residential care or specialized foster care
- With regards to CST, one of the outcomes we have historically accredited (at least in part to) the collaborative team process is a decrease in out-of-home/restrictive placement for children involved in CST. Applying the algorithm to our CST CANS data may allow us to make inferences regarding level of need/placement need of children at time of enrollment and at time of discharge.
  - Will data be available to individual counties? Right now, the algorithm is not included in the CITRIX data system, but may be in the future if this type of information is found to be useful to sites. The algorithm is currently programmed into the WISACWIS system.
  - As a result of visiting the five regional CST meetings as well as individual discussions with sites, an overwhelming majority of sites are in favor of utilizing the Comprehensive version of the CANS. We will be utilizing some of DCFS's training resources when they are online. The Strengths and Needs Assessment Summary has been updated to include the CANS-MH items.
  - **UPDATE:** on 10/21, Tim announced that the DCFS CANS Comprehensive online training/certification system is ready for use. For more information, please visit: [http://www.wicollaborative.org/CANS\\_Comp.htm](http://www.wicollaborative.org/CANS_Comp.htm), or contact Tim Connor at: (608) 261-6744 or [tim.connor@wisconsin.gov](mailto:tim.connor@wisconsin.gov).

#### **F. CST Update – Dan Naylor and Jamie McCarville**

- Jamie updated
  - It can be difficult to keep up with the statewide CST e-mailing list. Wondering if a list serve would be helpful to sites?
  - CST contracts – please touch base with your fiscal person at least quarterly to keep track of the status of your CST budgets. Contact Jamie (608) 267-7712 or White Pine Consulting (715) 258-5430 if you have any questions regarding your contract, budget, or expenditures.
- Dan updated
  - The Children and Youth Committee of the State Mental Health Council is developing an outline of CST talking points for public presentations that will be available for sites to use. Dan encouraged ongoing communication with legislators, for example – including them on your coordinating committee mailing list, and inviting them to visit a coordinating committee meeting – keeping them informed of what you do.
  - Planning for annual CST site visits is underway. Each year 2 – 3 CST sites are visited by a group representing DHS, DCF, and Wisconsin Family Ties. Other possible visitors include representation from the Department of Public Instruction and the Department of Corrections. The purpose of the visit is to observe an individual sites' CST process by attending a coordinating committee meeting including meeting with parents and service providers. We are planning for a visit to Dodge County in early fall, as well as 1 or 2 other sites this year
  - The CCF Advisory Committee is looking for parent representatives to serve on their committee – expenses related to meeting attendance will be covered. If you know of a parent that may be willing & able to be a part of the committee, please contact Dan Naylor (715) 258-5430, [whitepine@mwwb.net](mailto:whitepine@mwwb.net).
  - CST-related training opportunities in 2012 may include workshops such as: developing and maintaining coordinating committees, public relations, targeted case management, conflict management, and crisis response planning. If you have a request for training, please contact Lori at White Pine Consulting (715) 258-5430, [whitepine@mwwb.net](mailto:whitepine@mwwb.net).
  - Transition from ISP to CST for the 18 ISP sites is going well. If you have questions or concerns regarding this, please contact Dan.

#### 4. Wisconsin Family Ties (WFT) Update

- The 2011 Children Come First Conference will be November 17<sup>th</sup> & 18<sup>th</sup> at the Kalahari Resort in Wisconsin Dells. For more information including registration and a conference brochure, visit the WFT website: [www.wifamilyties.org](http://www.wifamilyties.org). They are also in need of nominations for annual awards given at the conferences.
- There is a vacancy at WFT for an Ozaukee county advocate. For more information, please contact Hugh Davis (608) 267-6866.

#### 5. Wisconsin Council on Children and Families (WCCF) – Sabrina Gentile

- **Please note:** Sabrina covered a myriad of topics and had several handouts available. Below is a summary of the topics she discussed. The handouts will be posted on our “WI Collaborative” website: [http://www.wicollaborative.org/trainings.htm#PD\\_Mtg](http://www.wicollaborative.org/trainings.htm#PD_Mtg) under “Notes from Past Meetings”. You can also visit the WCCF website: [www.wccf.org](http://www.wccf.org), or contact Sabrina at [sgentile@wccf.org](mailto:sgentile@wccf.org) for more information.
- “31 ways in 31 days” is a blog dedicated to examining how the 2011 – 2013 budget affects children and families – <http://wisdkids.blogspot.com/search/label/31waysin31days>.
- Reviewed Wisconsin’s New Voter Photo ID Law (handout). If a person is eligible to vote but doesn’t have a WI ID, they are eligible to receive a free state ID. February 2012 will be the first time ID will be required in order to vote. For more information, please visit the Government Accountability Board website: <http://gab.wi.gov> or call 1-866-VOTE-WIS.
- Reviewed a summary of fall legislation topics including WCCF’s position on each bill and current status (handout). There are several bills on the WCCF “watch list” including AB220/SB164 (workplace wellness programs tax credit), AJR21 (creating a rainy day fund), AB30 (foster care that is not regulated by the state), and AB225/SB160 (Federal treatment of capital losses). In addition, there are several bills related to legal and illegal immigrants on their watch list (AB222, AB255, AB173, and SB137).
- Handout – “Overview of Consequences of Wisconsin DHS Proposal to cut \$554 million from Medicaid”.
  - On 9/30/11, DHS released plans to cut \$554 million from Medicaid. Key aspects of the proposal require federal approval through a waiver from the Centers for Medicare & Medicaid Services (CMS).
  - The handout offers a preliminary assessment of the likely consequences of the proposed changes relating to BadgerCare Plus, with regard to the “maintenance of effort” waiver portion of the DHS proposals and the benchmark plan.
  - Check out [www.wccf.org](http://www.wccf.org) for updates

#### 6. Youth and Young Adults – Transition into Adulthood – Sally Raschick

- Historically, different systems developed their own plans for transitioning children to the adult system. The Federal government offered grants to help States focus on better practices for planning for transition. Wisconsin is one of 7 states to receive the most recent round of grants.
- Sally highlighted some of the support available – for example there is support available in the child welfare system for young adults who have been in foster care.
- The Department of Public Instruction (DPI) sponsors the Wisconsin Statewide Transition Initiative (WSTI). The purpose of WSTI is to improve transition programs and services so that students with disabilities can make a successful transition from high school to postsecondary education or training, employment and/or independent living. The WSTI project provides personnel development, support services, and information dissemination to promote understanding and implementation of the Individuals with Disabilities Education Act (IDEA) of 2004 transition requirements and effective practice. For more information, visit their website: <http://www.wsti.org/>
- Wisconsin has completed two years of a five-year grant; and is currently working to create greater awareness of the subject of transition. Wisconsin’s grant site is Wraparound Milwaukee; the model works on issues identified by the youth (youth-driven). One of the challenges is moving from a family-driven, youth-guided process to a youth-driven family-guided model. Want to ensure the youth voice. The goal to expand this beyond Wraparound Milwaukee is to utilize methods to involve youth in the process.
- Barb Gang shared what they are doing in Jefferson County. Have a youth committee attended by 8

youth from different school districts where youth identify what they want to do in the community – for one project, for example, they organized a dodge ball tournament. Other areas of identified need include – not having things to do with their time, not feeling safe in the community, not being involved in the religious community.

- For more information on this topic, please contact Sally Raschick at: (608) 261-9313, [sally.raschick@wisconsin.gov](mailto:sally.raschick@wisconsin.gov).

**7. Breakout Sessions (*Notes from each session are attached*)**

- CANS
- Transition to Adulthood
- New sites / Open forum
- Transition of ISP sites to CST

Tim Connor  
Sally Raschick  
Lori Martin  
Dan Naylor

**CANS Breakout Session  
CST Statewide Project Directors Meeting  
October 11<sup>th</sup>, 2011**

**Facilitator:** Tim Connor, [tim.connor@wisconsin.gov](mailto:tim.connor@wisconsin.gov), (608) 261-6744

**Note Taker:** Janae Goodrich

**UPDATE:** on 10/21, Tim announced that the DCFS CANS Comprehensive online training/certification system is ready for use. For more information, please visit: [http://www.wicollaborative.org/CANS\\_Comp.htm](http://www.wicollaborative.org/CANS_Comp.htm), or contact Tim Connor at: (608) 261-6744 or [tim.connor@wisconsin.gov](mailto:tim.connor@wisconsin.gov).

- There is concern regarding the current unavailability of rater training, especially from sites who have had turnover and do not currently have any staff trained as CANS raters. Tim is unsure when the online training system will be available, but will let people know ASAP.
- Individuals previously certified as CANS-MH raters can continue to use the CANS-MH until training on the Comprehensive version is available.
- There is a draft updated CST Assessment Summary that incorporates the CANS-Comprehensive items. The plan is distribute it to sites within the next couple of weeks pending final review.
- Question regarding how to blend WISACWIS with Citrix data entry system for CST. CPS workers should be able to print off the scores out of WISACWIS for entry into Citrix. There is concern regarding double entry (into the WISACWIS and Citrix systems). Although there aren't current efforts to facilitate data sharing between the two systems, this is something that should be looked into.
- Several people voiced concern about not wanting CST data in WISACWIS if the child is not already involved in the child welfare system. There is concern about the number of people that would have access to the data and the stigma of being "in the system". Supervisors can look at what cases their workers are accessing in WISACWIS and can place restrictions on access; maybe CST data could be restricted (comment that every county does this differently).
- Discussion regarding how to collaborate with the child welfare (CW) system to compete the CANS-Comp. Concern that the two systems (CW and CST) will not rate the assessment the same way. Tim suggests that this is an individual issue, not a system issue – it isn't an issue that is inherent in the CANS or in the training. One option is to have an internal DHS/DCFS discussion regarding the facilitation of CANS implementation across systems.
- Discussion regarding the perception that CST workers will be rating the CANS with the goal of developing strengths and needs and that CPS workers will be rating the CANS with placement and payment for placement in mind. Tim noted that the DCFS algorithm discussed earlier today makes it difficult to override sections that aren't rated accurately, but that this is being looked at.
- Suggestion that everyone should get training – not only on CANS, but on seeing/recognizing mental health and other symptoms. Training should be holistic and cross-system in order for this collaboration to work.
- One county has a supervisors' meeting and a monthly section meeting where CANS issues are discussed
- Tim could do monthly conference calls to discuss CANS issues – participants thought this was a good idea.
- An FAQ's section on CANS on the website would also be helpful – especially with regards to some of the more abstract CANS items.
- The Citrix system isn't set up for people to enter CANS data yet, but that is a future goal. For now, get trained in rating the CANS-Comp and begin using it. Data can be entered into Citrix retroactively once it becomes available.

**Transition to Adulthood Breakout Session  
CST Statewide Project Directors Meeting  
October 11<sup>th</sup>, 2011**

**Facilitator:** Sally Raschick, (608) 261-9313, [sally.raschick@wisconsin.gov](mailto:sally.raschick@wisconsin.gov).

The breakout was attended by three CST representatives. In this discussion, we moved from the earlier discussion about transition as a stage of life, challenges experienced during transition, etc., to a discussion about the Transition to Independence Process (TIP) model and what it has to offer.

We discussed the TIP guidelines, similarity between CST core values and the core practices in TIP. The discussion was informal and much of the information was shared in response to questions.

We discussed that the intent is not to expect people to “do TIP”, but rather to allow TIP to inform their practice in whatever platform/model they already work. Much of the time was spent exploring how that might be done. What would happen if a young person is already part of a team? How would it be different if you were starting a new team with an adolescent who has never been in CST before? What are the implications for how a team functions if you are also working independently with a youth to help him or her identify issues they’d like their team to address? We also talked at great length about who might be the transition facilitator/navigator/guide for a youth. Much of the discussion focused on what you would need to consider if you wanted to incorporate TIP practices into your work. In most of the questions, there were no “answers”, rather there were issues to consider as you decide how to integrate the ideas and practices into your thinking and planning.

The training available on the internet for free was also discussed.

For more information, please contact Sally Raschick at: (608) 261-9313, [sally.raschick@wisconsin.gov](mailto:sally.raschick@wisconsin.gov)

**Transition from ISP to CST Breakout Session**  
**CST Statewide Project Directors Meeting**  
**October 11<sup>th</sup>, 2011**

**Facilitator:** Dan Naylor, (715) 258-5430, [whitepine@mwwb.net](mailto:whitepine@mwwb.net)

Representatives from Kenosha, Racine, Waupaca, Rock, Washington, and Sheboygan Counties attended.

- Kenosha County updated that their coordinating committee has been revitalized and is meeting regularly. They have been working on their Interagency Service Agreement.
- The updated legislation, Act 334, did not implement the graduated 33% - 50% - 100% match historically required of CST sites; rather, it states a match requirement of 20% (the amount historically required of ISP's). The state is currently considering whether or not to recommend a change from 20% to the graduating match. The purpose of the increasing match is to gradually increase local responsibility for the financial sustainability of their CST.
- Several sites are combining committees such as Comprehensive Community Services (CCS) and the CST Coordinating Committee into one. This effort may also help bring in more sustaining funds.
- You can't match Federal dollars with Federal dollars. There is a document available in Module 4 of the CST Resource Handbook for New Sites entitled "Guide for Meeting Site Contribution Requirements" that offers several examples of activities that can be used for CST match including time invested by agency partners attending coordinating committee and family team meetings. A copy of this document can be downloaded at: [http://www.wicollaborative.org/handbooks.htm#New\\_Sites](http://www.wicollaborative.org/handbooks.htm#New_Sites)
  - Waupaca has changed some job descriptions to incorporate facilitation of team meetings
  - Rock County's interagency agreement notes that the time invested by service providers such as teachers is provided as in-kind. This kind of language designating the responsibilities/commitment of providers is common in interagency agreements. If you'd like to see samples, please contact Lori at White Pine: [whitepine@mwwb.net](mailto:whitepine@mwwb.net), (715) 258-5430.
- Jefferson County shared that they have strong participation of schools, which has allowed them to grow and sustain their initiative after the grant ended.
- Rock County has a strong partnership with their juvenile justice system.
- Issue of evaluation and monitoring needs to be refined and information made available locally. Sites need to be able to present outcomes to stakeholders and legislators. Highlighting that CST is a public/private partnership is important. There are some examples of sites that have done their own cost-savings evaluation such an analysis Calumet County did on their out of home care budget.
- Washington County is developing a consortium of school districts and private agencies to meet regularly. Currently there are working with providers to address the need of respite.
- Any chance of CST becoming a mandated initiative/service? Probably not at this time. We need to translate the CST process into data that promotes the effort. We also need to develop stronger partnerships across systems. Discussed some challenges in working with school districts – some schools may advocate for removal of children to a more restrictive setting. At some point, CST staff need the support of a higher system to work with superintendents and/or boards. It's important to highlight the long term benefits to the Districts of working together. Also helpful to fund the "champions" who can attest to the value of involvement in CST. Dan noted that training, consultation, and connections are available regarding these issues.

**New Site / Open Forum Breakout Session  
CST Statewide Project Directors Meeting  
October 11<sup>th</sup>, 2011**

**Facilitator:** Lori Martin, (715) 258-5430, [whitepine@mwwb.net](mailto:whitepine@mwwb.net)

**Present:** Amy Perez and Anna Verhurst, Menominee County; Julie Butz, Nicole Doorneck, and Barb Gang, Jefferson County; and Shauna Vaughan, Waupaca County

- Topic: How to keep families and team members invested in the process instead of going from crisis to crisis.
  - Group emphasized the importance of using the process to guide the team's activities, as well as the importance of building a strong foundation by doing activities such as: Roles, Strengths and Goals exercise; establishing a team mission statement; development of team rules/participant rights.
  - All of these activities help clarify the team process, help get people on the same page, and begin trust-building
  - Ideally, these activities should be done right away (first team meetings), but it's also o.k. to take a "time out" at any time during the team process to complete or revisit these activities
- Topic: Difficult to facilitate a team when you're also the family's CPS worker
  - Whether or not a person can or should "wear two hats" is dependent on the person, their skills as a facilitator, and their relationship with the family. There are examples across the state of service providers (teachers, therapists, social workers, etc.) who facilitate teams, but it can be a difficult situation. If there isn't availability of an alternative service coordinator, one option is to co-service coordinate/facilitate with another "neutral" person.
- Topic: Families who don't want certain providers on the team
  - In most cases, the providers will be involved in the life of the child and family (and making decisions) whether or not they are on the team. Having providers at the table with the family and team (hopefully including individuals who are supportive of the child and family) is most often better than having them not be included. In most cases, having this type of discussion with families causes them to reconsider whether or not to have certain individuals on their team.
  - Other options – is there an alternative provider from that agency who could be on the team in place of the person the family does not want, such as a supervisor or co-worker? Is the person they don't want on the team a necessary team member, or someone who may not need to be involved at the table in every meeting (for example, it may be appropriate for a police officer to be involved during Crisis Response Planning, but not necessary during the rest of the planning process)?
- Attendees expressed interest in an "ask the expert" training session where new sites could ask team process questions to a panel of experienced service coordinators.