

**Community Service Network 4 Meeting
Rockland Public Library, Rockland
October 29, 2007**

Approved Minutes

Members Present:

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| <ul style="list-style-type: none"> • Karina Patton, ESM • Bonnie York, Merrymeeting Behavioral • Tammy Swasey-Ballou, NAMI-ME Families | <ul style="list-style-type: none"> • Stephanie Field, St. Andrews Hospital • Bob Fowler, Sweetser • Alex Veguilla, Sweetser Peer Center | <ul style="list-style-type: none"> • Paula Greenleaf, Transition Planning Group |
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Members Absent:

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| <ul style="list-style-type: none"> • AIN • Community Mediation Services | <ul style="list-style-type: none"> • Miles Memorial Hospital • MCMHC/Pen Bay Healthcare | <ul style="list-style-type: none"> • Spring Harbor • Waldo County General (excused) |
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Others Present: Alan LeTourneau, ESM; Dana Bontatibus, Sweetser

Staff Present: DHHS/OAMHS: Don Chamberlain, Leticia Huttman, Teresa Mayo, Sharon Arsenault, Naya Blue. Muskie School: Elaine Ecker.

Agenda Item	Presentation, Discussion
I. Welcome and Introductions	Don opened the meeting and participants introduced themselves.
II. Review and Approval of Minutes	The August minutes were approved as written. A member requested follow-up on items OAMHS agreed to send out electronically.
III. Work Plan Subcommittee Reports	<p>Peer Support & Recovery The subcommittee distributed notes from their meeting, which they reported focused on defining the role of the part-time position for peer services development work, and how expansion could happen in this CSN.</p> <p>The position as envisioned will:</p> <ul style="list-style-type: none"> • Cover Knox, Waldo, and northern Lincoln counties • Work CSN-wide, not just with one agency • Do grassroots organizing, networking, and develop consumer contacts and local “programs” based on local input • Travel to communities for organizing and program development, tap into community resources • Require access to laptop, cell phone, and office space as base from which to travel • Rotate between particular localities to develop strength and sustainability for emerging local groups and programs <p>The subcommittee asked for feedback from the CSN and will meet again to continue work. Input from group:</p> <ul style="list-style-type: none"> • Definitely like the idea of traveling. • Person should hook up with Consumer Council System, especially the Statewide Coordinating Committee, since they are beginning work on formation of local councils. • OAMHS would like to start this soon. <p>ACTIONS: Subcommittee will continue work on the following and report at the next meeting: 1) break down the \$45K budget (salary, travel, program development); 2) refine qualifications for position for job description and advertising.</p>

Agenda Item	Presentation, Discussion
	<p>Hospital/ISP/Readmissions Notes from the subcommittee meeting were distributed. The subcommittee experienced difficulty working on the issues and determined they could make no reasonable recommendations without data specific to CSN 4. They would like a breakdown of statewide numbers by CSN and/or county, in order to know if the issues are indeed problems in this CSN. Don indicated that some of the data could be broken down by CSN and some could not: Standard 5, probably yes; Standard 16, hospital admissions, yes; Standard 18 is presumed to be an issue statewide.</p> <p>ACTION: OAMHS will work on providing requested data for CSN 4.</p> <p>Don asked if there were other issues the CSN wanted to work on while OAMHS works on data requests—no members responded.</p>
<p>IV. Report from Spring Harbor on Gatekeeper Function</p>	<p>The Spring Harbor member was not present to report on this item; however, some of the information given at the recent Portland CSN meeting was passed along re: admission requests to Riverview from February 21 to August 31:</p> <ul style="list-style-type: none"> • Received 214 calls for Riverview admission: 86 admitted to Riverview, 38 admitted to Spring Harbor, 90 withdrawn or treated elsewhere. • 38 people, who would previously gone to Riverview, admitted to Spring Harbor. • S.H. will provide additional data on disposition of the 90 withdrawn or treated elsewhere. <p>A member asked if the data sheet was available electronically. Elaine will inquire and send out, if so.</p>
<p>V. Other</p>	<p>Richardson Hollow—Sweetser Update Don reported on the effects of Richardson Hollow closing in this CSN, noting that Merrymeeting Behavioral Services picked up Daily Living Supports clients and staff from Rockport. He also informed that Richardson Hollow chose not to follow through with sale to Sweetser. Any other issues in this CSN?</p> <ul style="list-style-type: none"> • Status of records left with Richardson Hollow? New case managers are uncertain how to access those. Don: At this point, records belong to Richardson Hollow, and presume they are located in their offices in Lewiston and Dixmont. • Bob Fowler said Sweetser has been sending releases to Richardson Hollow, and they have been responsive. • Personnel records are outside purview of DHHS—Dept. of Labor issue. • Sweetser initially picked up some Daily Living Support services to be sure they were covered, but have now turned over to other providers, since they no longer provide that service. <p>ACTION: OAMHS will see what they can do about getting information to case management agencies about how to request client records from Richardson Hollow.</p> <p>Budget Work Groups: Administrative Burden, System Redesign, Rate Standardization Don reported on the Rate Standardization Work Group, of which he is a member. The work group:</p> <ul style="list-style-type: none"> • Is researching other states to determine benchmarks—states to compare with Maine. Many states have managed care, so the Medicaid structure differs. • Has agreed on basic structure for rate setting, which includes staff salary/benefits costs, supervision costs, direct and indirect costs—divided by productivity. • Will submit its preliminary report in January.

Agenda Item	Presentation, Discussion
	The other work groups have been sharing pertinent information, Don said. Their preliminary reports are due early in November, and when available, will be provided to CSN members.
VI. Public Comment	No members of the public commented at this time.
VII. Agenda for Next Meeting	<p>This CSN will not meet in November.</p> <p>Agenda items for December: Report from Peer Support & Recovery Subcommittee Budget/Budget Work Groups/Legislative Update</p>