

**Community Service Network 4 Meeting  
DHHS Rockland Office, Rockland  
September 14, 2009**

**DRAFT Minutes DRAFT**

**Members Present:**

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| <input type="checkbox"/> Allies Inc.<br><input type="checkbox"/> <b>Break of Day, Inc. MH Group</b> – Kimberly Greenleaf, Murlyn Greenleaf<br><input type="checkbox"/> Community Care<br><input checked="" type="checkbox"/> <b>Consumer Council</b> – Troy Henderson (for D. Darling), Melissa Caswell<br><input checked="" type="checkbox"/> <b>ESM</b> – Peggy Rice | <input type="checkbox"/> Merrymeeting Behav Svcs (MBHA)<br><input checked="" type="checkbox"/> <b>Mid-Coast Mental Health Ctr (Pen-Bay)</b> – Martha Marchut<br><input type="checkbox"/> NAMI-ME – Families<br><input checked="" type="checkbox"/> <b>Riverview Psychiatric Center</b> – Steven Thebarge<br><input type="checkbox"/> Spring Harbor Hospital | <input checked="" type="checkbox"/> <b>St. Andrews/Miles Hospital</b> – Stephanie Field, Erin K. Barter (Intern)<br><input checked="" type="checkbox"/> <b>Sweetser</b> – Leslie Mulhearn<br><input checked="" type="checkbox"/> <b>Sweetser Peer Center</b> – Troy Henderson (for S. Metzger)<br><input type="checkbox"/> Waldo County General Hosp |
|--|---|--|

**Others Attending:**

- |   |   |
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| <input checked="" type="checkbox"/> <b>AIN</b> – Monica Elwell<br><input type="checkbox"/> APS Healthcare<br><input type="checkbox"/> Assistance Plus | <input checked="" type="checkbox"/> <b>Family Member</b> – Tammy Swasey-Ballou<br><input checked="" type="checkbox"/> <b>MMC/Empl Svcs Network</b> – Mary Campbell<br><input type="checkbox"/> Oceanway Manor |
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**Staff Present:** DHHS/OAMHS: Don Chamberlain, Leticia Huttman, Sharon Arsenault, Marya Faust, Brion Gallagher. ;

**Muskie School:** Phyllis vonHerrlich

17 Present

Agenda Item	Discussion
I. Welcome and Introductions	Sharon Arsenault welcomed attendees; introductions followed.
II. Review and Approval of Minutes	June 9, 2009 minutes were reviewed and accepted as presented. <b>Action:</b> June 9, 2009, minutes approved.
III. Review Direction for the CSN per 7/09/09 memo	Marya Faust reported. A 7/9/09 memo outlined the new structure and schedule. New structure: quarterly regional meetings, with a monthly call-in session, which will be a venue to raise issues and gather information. CSN will form work groups to address coordinated and integrated care and will select to work one of two issues to work on (Improved Access to Services or Continuity of Information – see agenda item IV). OAMHS will evaluate how the new structure works.
IV. Continuity of Care Workgroup <ul style="list-style-type: none"> <li>• Functions</li> <li>• Issues</li> <li>• Implementation</li> </ul>	Marya Faust reported. Each CSN will form a work group to address continuity of care (refer to August 9 memo to all CSNs). The Continuity of Care Work Group will report back to the full CSN at quarterly meetings. Leadership will come from within the CSN and in CSN 4 shared by a provider and consumer group. Membership will be from the CSN membership, although not necessarily the person who attends the quarterly meetings. A sign-up list was circulated. Muskie will contact CSN 4 members not present today to identify their representatives. The CSN membership will select the topic to work on first - either Improved Access to Services or Continuity of Information - with work on the other topic to follow. Minutes from all the CSNs will be

	<p>on the web site. By a vote of 9 – 3, Improved Access to Services was selected as the focus for CSN 4. It was clarified that at least three consumers must be on the work group.</p> <p><b>Action:</b> Continuity of Care Work Group leadership will be shared by a provider group and a consumer group. Leslie Mulhearn, of Sweetser, and Melissa Caswell, of Consumer Council System, will convene the CSN 4 Continuity of Care Work Group.</p> <p><b>Action:</b> CSN 4 focus: Improved Access to Services.</p> <p><b>Action:</b> Muskie will assist with email contact to CSN 4 members not present to identify their representatives to the work group.</p>
<p>V. Monthly Conference Call</p>	<p>The first call-in (August) went well. Guidelines to improve quality of call: 1) 10:55 to 11:05 AM will be set as time to join; conversation to begin at 11:05 AM; 2) use of mute button will be emphasized; 3) purpose of venue will be clarified – an opportunity to raise issues and share information; appropriate state follow-up will take place if there is an issue. A brief summary of the call-in will be posted.</p> <p>OAMHS needs to know ahead of time who will be calling in (email announcement with the agenda indicates how to do this).</p>
<p>VI. Meeting / Activity Reports</p>	<p>Consumer Council of Maine – CSN 4 (local)</p> <ul style="list-style-type: none"> <li>• Currently doing outreach. Regular meeting is the third Thursday of the month, 7 – 9 PM (Lighthouse Museum in Rockland).</li> <li>• Resource book has been discussed, no movement on this presently</li> </ul> <p>Consumer Council of Maine – State</p> <ul style="list-style-type: none"> <li>• At the last state meeting Leticia Huttman, Don Chamberlain, and Jim Schmidt (of KBH Club Houses) attended to present information on Peer Support.</li> <li>• CCS of Maine made an Issues Statement regarding the Employment Support Networks, specifically the way in which consumers are compensated for their participation. The current method of needing to negotiate is not acceptable. CCSM feels their members' contributions are valuable and need to be appropriately acknowledged.</li> <li>• CCSM needs more consumer involvement and urged provider agencies to make sure clients are aware of local programs. CSN 4 does not currently have a representative to the Statewide Consumer Council.</li> <li>• A consumer conference entitled "Uniting Maine's Consumer Movement Through Principle Centered Leadership" will be held October 1 &amp; 2, 2009, in So. Portland. Call 1-888-375-5969 for more information. Brochure will be sent to state and to Muskie with request to send to statewide email list.</li> </ul> <p><b>Action:</b> Flyer for the October conference will be sent to Sharon Arsenault at DHHS and to Muskie, with the request that it be sent out to the CSNs across the state.</p> <p>Employment Support Network</p> <ul style="list-style-type: none"> <li>• The coordinator has been in the position for six months, now. The caseload is twenty. Work is moving forward, although it takes time. They are beginning to look at educational opportunities. The Need for</li> </ul>

	<p>Change survey has been very helpful. Sweetser will start a vocational group in Brunswick next month. Many businesses are involved and the CSN 4 initiative is moving in a positive direction. Statistics on client activities and placements will be available at the next meeting.</p> <p><b>Crisis Quarterly Meeting</b></p> <ul style="list-style-type: none"> <li>• The Crisis group met at noon prior to this meeting (at this location). They are looking at crisis data.</li> <li>• They have discussed using a regional format for meetings (using two regional meetings, which are already held) as opposed to the full CSN focus, since the geographic area functions as two groups without overlap. Moved and seconded: To no longer have the CSN 4 District MOU meeting, and to use the smaller meetings (Lincoln County and Mid-Coast Region) for the purpose that the CSN 4 Crisis Quarterly meeting now fulfills, with the condition that all those who need to participate would be involved. After discussion, the motion failed to pass. It was agreed that the issue will be revisited and that a formal proposal will be prepared. It was noted that changes have been made in other regions.</li> </ul> <p><b>Action:</b> The Crisis Group will continue to meet in its current form.</p> <p><b>Peer Support Development</b></p> <ul style="list-style-type: none"> <li>• Group met in June. Focus forums have been held to learn what consumers want (opportunities to come together, self-help opportunities, and education to support change). They will be offer WRAP, Pathways to Recovery, and BU Recovery Workshop (Connections). Pathways will be first (8 of the 12 slots now filled); they need assistance in promoting, and they are looking for a space (send information re: free space to Troy Henderson at <a href="mailto:twhhope@yahoo.com">twhhope@yahoo.com</a>). A Recovery Group is being held at Belfast High School, and a second session is an option if there is interest.</li> <li>• <b>Action:</b> Muskie will assist by sending out announcement re: Pathways to Recovery program to be offered.</li> </ul>
VII. Other	<p>Other issues:</p> <ul style="list-style-type: none"> <li>• New provider: Break of Day, Inc. MH Group. They provide in-home support and case management in Kennebec Knox, Lincoln, Sagadahoc, and Waldo counties; a skills program will be coming in January.</li> <li>• Flexible Funds – Sweetser has WRAP Flexible Funds program in place.</li> <li>• Changes to rules re: ACT services are in final review. Changes will provide flexibility and will be effective October 1; question of retroactivity needs to be clarified.</li> <li>• CSN 4 Employment Support Network meeting: September 23, 1 – 3, at Rockland DHHS.</li> </ul>
VIII. Public Comments	None
IX. Meeting Recap & Agenda for Next Meeting.	<p>Actions:</p> <ul style="list-style-type: none"> <li>• June 9, 2009, minutes approved.</li> <li>• Leslie Mulhearn &amp; Melissa Caswell will convene Continuity of Care Work Group. Muskie will assist by use of email to identify members for work group.</li> <li>• Improved Access to Services is the initial focus for the work group.</li> <li>• Muskie will assist with email contact to members not present to identify their representatives to work group.</li> </ul>

- Flyer for the October conference will be sent to Muskie (with the request that it be sent out to the CSNs across the state) and to Sharon Arsenault at DHHS.
- The motion to change the Crisis Group quarterly meeting failed to pass, and the Crisis Group Quarterly Meeting will continue in its current form regarding the Regional MOU.
- Muskie will assist the Peer Support work by sending out announcement regarding the Pathways program being offered.

Next Meeting:

- Structure of Crisis Quarterly Meeting
- Other Issues as identified through monthly phone call-in meeting
- Issues as identified by OAMHS