

Community Service Network 5 Meeting
DHHS Offices, Lewiston
August 17, 2009
Minutes DRAFT

Members Present:

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| <input checked="" type="checkbox"/> Alternative Services, Inc. , Kim Lane
<input type="checkbox"/> Androscoggin Home Care & Hospice
<input type="checkbox"/> Beacon House Social Club
<input type="checkbox"/> Bridgton Hospital
<input type="checkbox"/> Central Maine Medical Center
<input checked="" type="checkbox"/> Common Ties MH Coal. , Craig Phillips
<input type="checkbox"/> Community Concepts Excused Absence
<input checked="" type="checkbox"/> Consumer Council , Stephanie Crystal Wolfstone-Francis
<input checked="" type="checkbox"/> ESM , John Carroll | <input checked="" type="checkbox"/> Evergreen Behavioral Svcs/Franklin Hospital , April Guagenti
<input type="checkbox"/> Evergreen Behavioral Svcs/Franklin Hospital, Dalene Sinskie
<input checked="" type="checkbox"/> Friends Together , June Watson
<input checked="" type="checkbox"/> Lutheran Community Services , Scott Morrison
<input type="checkbox"/> Merrymeeting Behav. Svcs., James Talbott Excused Absence
<input checked="" type="checkbox"/> MMC/employ. Serv. Network , Deborah Rousseau
<input type="checkbox"/> Oxford County Mental Health , Ron McHugh | <input checked="" type="checkbox"/> Peer Ctr-100 Pine St (Common Ties) Dale Grace MacDonald
<input type="checkbox"/> Possibilities Counseling – Kate Marble
<input checked="" type="checkbox"/> Riverview Psychiatric Center , Lauret Crommett
<input type="checkbox"/> Rumford Hospital
<input checked="" type="checkbox"/> Spring Harbor Hospital – Lynn Suggs
<input type="checkbox"/> St. Mary's/Sisters of Charity Health
<input type="checkbox"/> Stephens Memorial Hospital
<input checked="" type="checkbox"/> Sweetser , Mary Gagnon, <i>sub</i>
<input checked="" type="checkbox"/> Tri-County Mental Health Services , Chris Copeland |
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Others Attending: Assistance Plus – Olivia Lake,
OAMHS Staff Present: Sharon Arsenault, Don Chamberlain, Leticia Huttman, Cynthia McPherson, Ron Welch, Marya Faust, Brion Gallagher
Muskie, Linda Kinney
Presenter:

Agenda Item	Discussion
I. Welcome, Introductions and Reminder to sign in	Sharon Arsenault welcomed the group and introductions were made.
II. Minutes – Review & Approval of previous meeting minutes	Minutes were reviewed and accepted without changes
III. Review Direction for the CSN per 7/09/09 memo	<p>Ron summarized the distributed memo at the meeting entitled <i>“CSN Continuity of Care Work Groups...August 9, 2009”</i>. He stated the mission of the CSNs is to stay the same but the actual meetings are officially going from monthly to quarterly, staggered over each 3-month quarter. Ron informed the group that the primary purpose of the CSNs is to provide coordinated and integrated care. This will be done by addressing 2 specific areas: 1) Improved Access to Services, and 2) Continuity of Information. Each quarterly CSN meeting will have, as part of its agenda, reports from each Continuity of Care Workgroup. Discussions and motions may ensue but it is felt this will be a more efficient use of everyone’s time.</p> <p>The first monthly teleconference call will take place tomorrow, August 18th. Marya informed everyone that this venue will be a way to impart information to all and to hear about issues pertaining to CSNs; it will not be a discussion forum.</p>

<p>IV. Continuity of Care Work Group</p> <ul style="list-style-type: none"> • Functions • Issues • Implementation 	<p>Ron explained that today the group must choose one of the two topic areas that each CSN will address over the next 2 years, one topic per year. He again explained that these workgroups are not restricted to CSN members but may engage anyone else who can help get the work done. Not all consumers need to be part of these workgroups; however there needs to be a minimum of 3 consumers on each committee. Concern was expressed that some consumers who might like to volunteer might need some kind of training on committee work and they were informed this would be taken under consideration. When asked if consumers could submit travel expenses for attending these workgroup meetings, the answer was “yes.”</p> <p>The team leader needs to be a member of the work team but decisions about where to meet, who will be the note recorder, etc. are the local workgroup’s responsibility. The workgroups may also feel free to add subtopics under the topic they chose to work on.</p> <p>Ron asked for a volunteer to take the responsibility of convening the workgroup but that this doesn’t mean they are necessarily volunteering to be the lead. At the first meeting of the workgroup a leader should be chosen who should be a member of the CSN, and they will report back at each quarterly meeting.</p> <p>Everyone was then asked to vote on which of the 2 topics they wanted to work on first. This produced much discussion and requests for more information, direction, structure and leadership from the Department. After informing the group that someone from the Department could be consulted at times to ensure the direction being taken was correct, a topic was chosen.</p> <p>Motion: CSN 5 will work on the topic <u>Continuity of Information</u>.</p> <p>Action: Scott Morrison volunteered to convene the first meeting on Sept. 21st at Lutheran Services at 55 Center St, Auburn from 1:00 pm to 3:00 pm. All CSN members are encouraged to attend this first meeting or to send a rep.</p> <p>Action: Sharon Arsenault will present an outline for this first meeting and an agenda will be sent ahead of time.</p>
<p>V. Monthly Conference Call</p>	<p>This first call will take place tomorrow, Aug. 18, from 11:00 to 12:00 noon. The calls are mainly to get information to CSNs in a timely manner because meetings are now quarterly rather than monthly. Information on how to access this call was sent out to all CSN members. People who have issues that they would like to see addressed during these calls should email Linda Kinney at lkinney@usm.maine.edu prior to the start of meetings. Again, this is not a time for long discussions. but Ron encouraged everyone to join in.</p>
<p>VI. Meeting/Activity Reports</p> <ul style="list-style-type: none"> • Consumer Council of Maine: local and statewide • Employment Support Network • Crisis Quarterly Meeting • Other? 	<p><u>Consumer Council of Maine</u> – Dale Grace was not feeling well the day of the meeting so he didn’t feel he was reliable enough to report out. The local council hasn’t been meeting, but some members have been going to Rumford to help start a council. They meet at the Rumford Library. They are now getting word that Farmington would also like to start a local council.</p> <p><u>Employment Support Network</u> – Angela Desrochers has resigned as of July 31. A new person has been hired in her place, Travis Dunbar, who started today. He hopes to be in host areas within the next 2 weeks. They are still meeting monthly and working on how to access employment services in this CSN. Membership has expanded and is open to providers and employers. Four people attended the ESN meeting, but there have generally been 8 or 9 in attendance.</p> <p><u>Crisis Quarterly Meeting</u> – April said the first meeting of all crisis staff met on July 17. All directors and staff from 4 programs were there to talk about protocols and to develop systems that would be consistent throughout the region. They decided to hold the next quarterly meeting at Rumford.</p>

	<p><u>Other:</u></p> <p><u>Children's MH</u> meets quarterly and the next meeting will be at St. Mary's. They will look at reports that crisis needs to send out, what works and what doesn't.</p> <p><u>Peer Centers</u> are having a retreat at the Winthrop YMCA camp. They will have workshops on Voices of Amistad, making memory wreaths, and scrap-booking, along with other fun activities. There are still openings. There is a \$35.00 charge for one night, but the other night has been taken care of. For more information, contact June Watson.</p>
VII. Other	<p>Ron complimented agencies on the lack of critical incident reports during the contract review. Cindy McPhearson mentioned that a crib sheet document has been developed on filling out these reports, and if anyone wanted a copy to please see her at the end of the meeting.</p>
XIII. Public Comment	<p>There were no public comments.</p>
IX. Meeting Recap & Agenda for Next Meeting	<ul style="list-style-type: none"> ▪ The Continuity of Care Workgroup to meet on the 3rd. Monday in September – Topic chosen: Continuity of Information. ▪ The first monthly conference call will take place tomorrow, Aug. 18, 11:00 am to 12:00 noon. ▪ WRAP – Chris Copeland is checking on funds. ▪ Employment Support Network – Angela has resigned and Travis Dunbar is the new staff person. ▪ Rumford local peer support group is being formed and will meet on the last Wednesday of the month at 10:00 to 12:00 at the library.