



ROCK COUNTY HUMAN SERVICES DEPARTMENT  
ADOLESCENT SERVICES  
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## COORDINATED SERVICES TEAM (CST) COMMITTEE Minutes for September 14, 2012

**PRESENT:** Gabrielle Berget, Beth Blum, John Dalee, Tina Day, Amanda Galaviz, Heather Helgestad, Steve Howland, Lance Horozewski, Alicia Oczus, Jennifer Patridge, Carol Plante, Cheri Salava, Carol Trout, John Weber, Barb Werfal, Rebecca Westrick, and Greg Winkler

**ABSENT:** Tera O'Connor, Jessica DuBois, Marci Bullen, Jennifer Fay, Kelley Fearn, Michael Gray, Nancy Hagen, Misty Frutiger, Don Oswald, and Teresa Hermanson

### **Call to Order**

Chairperson Horozewski called the meeting to order at 8:30.

### **Approval of the Agenda**

Ms. Salava moved to approve the agenda, seconded by Ms. Westrick. Carried.

### **Approval of the Minutes of July 27, 2012**

Ms. Westrick moved to approve the minutes, seconded by Ms. Berget. Carried.

### **Citizen Participation and Announcements**

Welcome extended to Mr. Howland. No comments from citizens at this time.

### **Mission Statement**

*"Our mission is to collaborate with children and families to be safe and successful in the home, school and community through a family-centered and strength-based team"*

Above statement from minutes was reviewed. Committee agreed clarifying children and families "with complex multiple needs" could be done within the values statements and thus avoid what may be seen as labeling in the mission statement. Motion made by Mr. Winkler to adopt the above mission statement officially. Motion seconded by Ms. Werfal and carried.

### **Interagency Agreement**

Mr. Horozewski stated an interagency agreement is required for schools, counseling centers, nonprofit agencies and all other partners involved in the CST process. Ms. Westrick added that this agreement serves as what governs and gives accountability to CST. The copy in the packet would include a signature page for all partners to sign off on, respecting the wishes of the child and parents as to who is or is not invited in. On recommendation relayed on behalf of Ms. O'Connor, Mr. Horozewski asked for volunteers to serve with her on a subcommittee to review it for changes in language or practice. He will contact schools for a representative, accepting these volunteers today: Ms. Day, Ms. Galaviz and himself.

### **CST Brochure**

The Committee observed that a draft brochure circulated was designed for professionals to hand to families as opposed to being picked up in information display racks.

### **Additional Business**

Due to the number of forms in the packet, the Committee was directed to look thru them and check if they are understandable for families. Ms. Day shared one form is intended as an index page but has a section reviewing what the committee still needs to approve, although samples are in the packet. These include the brochure, the interagency agreement, conflict resolutions, an evaluation form, and a closure survey. Ms. Werfal pointed out the clarity and usefulness of the Child-Family-Team page.

In answer to an inquiry on caseloads, these averaged 40 per year with a single case manager, but under this year's expansion will serve more, with four service coordinators who can facilitate seven to ten families. Behavioral health researchers identify gaps to serving children's as 1) team-based approach, 2) mentoring / peer support, 3) child psychiatric help, 4) community based case managers approach for children, and 4) insurance coverage for certain mental health services. The CSP area gained attention in Janesville with the recent grant-funded studies of frequent arrests being tied to early truancy; however, impact of a solution is limited by grant funding being time limited.

Future agenda items and suggestions include:

- \*Follow up on interagency agreement and other forms yet to be approved by this committee
- \*Peer support discussion and how to implement it
- \*Rock Community Network representative to discuss the grant study mentioned
- \*Crisis Intervention Techniques (CIT) curriculum review; discuss advantage of CIT certified law enforcement officers for better response to mental health related calls. Ms. Day suggested inclusion of law enforcement representation on the team may help clients get more comfortable if contact with them is needed.
- \*Learn of changes in the Detention Center
- \*Have program spotlights to help this Committee learn aspects of team member roles.

The next meeting will cover juvenile diversion and the DD Board. Use name cards with name and agency at meetings to assist with who is who and their roles.

### **Time and Date of Next Meeting**

The next meeting is at 8:30 on December 14<sup>th</sup>, in Room D/E at Job Center. Motion by Ms. Day to adjourn was seconded by Ms. Galaviz. Adjourned at 9:25.

Respectfully submitted,

Gay McRoberts, Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

cc: Committee Members  
Marie Danforth