



## Collaborative Resources Education Services Technology

(CREST)

Regional Management Team Agenda

November 8, 2017

1-3:00 PM

Olmsted County Community Services

2117 Campus Drive SE, Rochester, MN Rm 161 – main floor

1:00-1:15 Welcome/Introductions

1:15-1:30 Meeting Minutes approval

1. Motion for approval made and approved

1:30-1:45 Budget Update

- i. Coming close to year end – where are we at with spending?
  1. Please contact Candace in terms of tracking payment.
  2. Finance folks should have all dollars spent by the end of December.
- ii. Need for any further budget modifications?
  1. DHS decided that they need approval for all modifications. Candace is looking at developing a format that works to meet DHS's expectations.
  2. This is a two year budget, which is important for finance departments for remember.
  3. Candace would like this submitted mid-December if possible.
  4. This is for CSP dollars as well.
- iii. Training budget
  1. The goal is to get this in before the end of the year. Trainers have found that the short notice is difficult to fit in their schedule. This is still possible

1:45-2:05 Strategic Plan updates

1. Language changes were discussed along with a handout of the new changes.
  - a. Access to services was edited to reflect greater collaboration between counties.

- b. Creating an online forum to discuss practices across counties for workers to access
- c. We discussed greater engagement with the LAC groups and county participants
  - i. We would encourage bi-annual updates from an LAC liaison to update the CREST group.
- d. Updating the strategic plan language had minimal changes
  - i. The strategic plan will be reviewed monthly was the only language change.

2:05-2:25 By-Law Review

- 1. The changes made were fairly small
  - a. Update October 2017
  - b. Added language to reflect at least one consumer from each county, but the group may continue if active member is not present.
  - c. The chair shall be the meeting facilitator, if possible. The vice-chair will fill in as needed.
  - d. CREST coordinator will facilitate if necessary
  - e. The committee as a whole will be active in the revenue management.

2:25-2:40 Training Opportunities

- iv. MH Forum – Nov 9<sup>th</sup>
- v. Need one staff per county to help with registration. It sounds like most counties are represented.
- vi. There are 3 door prizes available

2:40-3:00 Other

- vii. Risk Assessment/Desk Audit/Site Visit – Questions?
  - 1. Please let Candace know when these are done.
  - 2. These are to be done by end of December
  - 3. These are to be kept on record at Olmsted County
- viii. Grant Closeout Evaluation – Questions?
  - 1. This is a new form for any sub-grant for vendors over 5K per vendor. Please get these from the provider and include your county.
  - 2. Done by the end of the year.
- ix. Elections – review By-Laws before the elections for duties of Officers
  - 1. We will need to vote by the end of the year (December voting).
  - 2. Please contact Lynn with your nominations
  - 3. Secretary will rotate and Brandon Smith will be next on the rotation.

4. The roles takes minute notes and email them back to Lynn quickly to get out to the greater group.
  5. Open floor nominations: One for chair (Peggy)
  6. Clarification of chair role
    - a. Meeting before the CREST agenda
    - b. Facilitate the meeting
    - c. Then they would have a better idea of the flow of the meeting
    - d. Other tasks as assigned: subcommittee groups are an example of said tasks
    - e. May need to say a word or two to the directors as needed.
- x. County Updates
1. HV- moving to a new building soon.
  2. SCHRC- January 24-26 is the annual DRP symposium at the Holiday Inn in Owatonna.
  3. Fillmore- New manager doing well. All positions are filled and things are going well.
  4. Wabasha County- 2 cars coming to the MH forum. St. Elizabeth's is operating free of Mayo Clinic at this time.
  5. Houston County- 3 positions open. Intake, CP and forensic social worker. Working on going paperless.
  6. ZVHC-Continuing the status quo. Looking at expanding therapy in Fillmore in 2018. New CEO is a few months in. CCBHC has been very busy resulting in adding staff. Expanded their ARMHS program.
  7. Crisis Response- Stabilization is up and running. CRSEMNI is meeting with local clinics on stabilization to. DHS proposed a 600K budget, which is about 2/3 their previous budget.
  8. Goodhue County- Some agency moving around, possibly looking at adding an Adult Mental Health Case manager.
  9. Olmsted- One program manager gave resignation and it is posted. It does need to be a mental health professional. Reorganization is happening in the county. Public Health will be coming under the human services umbrella.
  10. Regional announcement- There is continued work on the bonding bill for our crisis center. This will become a state proposal for this upcoming legislative session. The language is cleaned up and consistent throughout the state.
  11. DHS-New positions hired. Amanda Calbacher is running the innovations grant. They are interviewing for Faye's vacancy.

Person and family centered practices in co-occurring disorders were discussed and information provided.

xi. IRTS Placement Forms

1. There has been discussion about the need of the placement forms. History was due to IRTS billing counties for individuals that the county was not aware of.
2. The form has changed throughout the year.
3. Some will hand write on the form some instructions for billing.
4. It offers some protection both ways.
5. It may be beneficial to have a phone conference to discuss the need for the form.

xii. Hospital bills

1. Goodhue has gotten a bill from a hospital. They are quoting the statute looking at a stay that occurred when someone could not get into the ARMTC.

xiii. Update on Regional Coordinator Position:

1. Open through the 21<sup>st</sup>
2. Feedback from directors has been built into the job description

xiv. Statewide Meeting – Nov 2<sup>nd</sup> update

1. Innovation Grant
  - a. ITV meeting to discuss this grant. It is for innovation for funding alternative treatments.
  - b. The grant application is for over 2 million.
  - c. Animal/pet certifications were an option discussed.
    - i. There is support for having a companion for improvement of individuals' mental health.

*Next meeting scheduled for December 13, 2017*