

# CONVERSATIONS

November 8, 2011

## **LEFT SIDE** **INFORMATION – GREEN**

1. State Advisory Council Openings – information/application

## **REPORTS - BUFF**

1. Administrators Report – November 2011
2. Adult Crisis Response Program – November 2011
3. ICRS Program – November 2011
4. Prepetition Screening – November 2011
5. AMHC Housing Programs – Douglas County HRA – YTD November, 2011
6. Douglas County Flexible Funding Report – October, 2011
7. Milestones Intensive Residential Treatment – July-September, 2011

## **RIGHT SIDE**

### **DAILY AGENDA: WHITE**

### **FINANCIAL STATEMENTS: BLUE**

1. For period ending October 31, 2011

### **APPLICATIONS/PROPOSALS (ACTION NEEDED): PINK**

1. Six Week Parenting Education and Skills program – Grant County Social Services - \$9,900.00
2. Clinical Supervision Costs – MS, LMFT – from July 1, 2011 – December 31, 2011

### **PROGRAM OPENINGS – YELLOW**

1. Prairie Community Services

## Conversations..

Tuesday, November 8, 2011~ 9:00 a.m. – 1:00 p.m. (lunch provided)

Hoffman Community Center, 127 Main Ave, Hoffman, MN 56339

Please RSVP to [front@co.grant.mn.us](mailto:front@co.grant.mn.us) or -218-685-8206 by NOON on Friday, Nov. 4, 2011

**SPECIAL NOTE: Meeting Packet materials are posted at [www.r4sconversations.org](http://www.r4sconversations.org) website PRIOR to the meeting for your review. You do NOT have to print these items—they will be included in the meeting folder.**

### AGENDA

- |   |   |                               |
|---|---|-------------------------------|
| Welcome & Introductions   | 9:00 – 9:20   |                               |
| 1. Approval of Agenda*Additions, *Clarifications, *Changes  | 9:20—9:25   |                               |
| 2. Approval of summary of October 11, 2011 “Conversations...”   | 9:25—9:30   |                               |
| 3. PRESENTATION: Trish Cleek: <i>SOS / DHS Fergus Falls Community Dental Clinic</i>   | 9:30—9:45   |                               |
| 4. Meeting Packet Information – Joyce Pesch   | 9:45—9:50   |                               |
| 5. Financial Report—Joyce Pesch   | 9:50—10:00  |                               |
| A. Monthly Report   |   |                               |
| B. Applications/Proposals (ACTION NEEDED)   |   |                               |
| 6. AMHI Administrator Report - Joyce Pesch  | 10:00-10:10   |                               |
| 7. Update of 2012 AMHC Work Plan and Budget   | 10:10—10:15   |                               |
|   | <b>Break</b> <b>10:15 - 10:30</b>   |                               |
| 8. Region 4-S AMHC Governing Board Report – Joanie Murphy   | 10:30—10:35   |                               |
| 9. State Advisory Council   |   |                               |
| 10. State Liaison Report - Lorraine Pierce  | 10:35—10:45   |                               |
| 11. Update on the Wellness Screenings   | 10:45—10:55   |                               |
| 12. Work Teams and Task Forces Meet   | 10:55—11:45   |                               |
| A. Transportation   | B. Training & Education   | C. Services for Hard to Serve |
| D. Integrated Physical & Mental Health  | E. Housing  | F. Crisis Response            |
| 13. Reports from Work Teams & Task Forces   | 11:45—Noon  |                               |
|   | <b>“Working” Lunch ~ Noon – 12:30</b>   |                               |
| 13. (Continued) Reports from Work Teams & Task Forces   | 12:30—12:45   |                               |
| 14.. Updates —Community-Based Adult Mental Health Services  | 12:45—12:50   |                               |
| A. Socialization Projects: <i>Douglas, Pope, Stevens, Traverse</i>  | B. Employment – including <i>Douglas Co. Social Services, Prairie Community Service</i> |                               |
| C. Housing – include <i>Bridges-like and Shelter Plus Care</i>  | D. Crisis Response  |                               |
| E. Aftercare Services: (1) Intensive ARMHS (2) Aftercare Nurse  | F. Milestones IRTS (Intensive Residential Treatment Services)                           |                               |
| G. ICRS Team: (1) Program Report (2) Board Report   | H. Community Behavioral Health Hospitals  |                               |
| I. Safety Net – including Flexible Funds  | J. Training and Education   |                               |
| K. Day on the Hill  | L. Douglas County Saturday Transportation   |                               |
| M. Warm Line  | N. Pope County Drop In Center   |                               |
| O. Stevens Co Drop In Center  | P. Traverse Co Support Group  |                               |
| Q. Web Site – <a href="http://www.r4sconversations.org">www.r4sconversations.org</a>  | R. Homeless to Housed Committee   |                               |
| S. Public Relations - Anti-Stigma Campaign – <a href="http://www.reallifeconversations.com">www.reallifeconversations.com</a> |   |                               |
| T. Transportation   | U. Grant County Socialization   |                               |
| V. Health Screenings  |   |                               |
| 15. Announcements   | 12:50—12:55   |                               |
| 16. Agenda for December 13, 2011 “Conversations...”   | 12:55—1:00  |                               |

**ADJOURN**

**1:00**

**PLEASE NOTE:** Cancellations for “Conversations...” meetings will be listed on the following: KSAX-TV, KIKFM(100.7 FM), KXRA(1490 AM), KMRS (1230 AM), KKOK (95.7 FM), [www.r4sconversations.org](http://www.r4sconversations.org), and at 218-685-8229

Category: BASE INITIATIVE FUNDING	2011 budget	Through October 2011 approved changes	Revised Budget	Subtotals/Totals	YTD Expenses paid as of October 31, 2011	Unpaid Balance	Per Cent of Planned Expense
Fun Bunch - Pope	\$ 13,680.04	\$ (2,000.00)	\$ 11,680.04		\$ 5,537.15	\$ 6,142.89	47.41%
Stevens County Socialization	\$ 10,465.68		\$ 10,465.68		\$ 5,021.64	\$ 5,444.04	47.98%
Traverse County Socialization	\$ 9,638.81	\$ 431.00	\$ 10,069.81		\$ 10,069.09	\$ 0.72	99.99%
Douglas County Socialization	\$ 14,678.88		\$ 14,678.88		\$ 14,678.88	\$ -	100.00%
Pope County Drop In Center	\$ 15,928.00		\$ 15,928.00		\$ 11,946.00	\$ 3,982.00	75.00%
Stevens County Drop In Center	\$ 21,743.80		\$ 21,743.80		\$ 19,945.49	\$ 1,798.31	91.73%
Grant County Drop In Center & Socialization	\$ 13,192.00	\$ (4,000.00)	\$ 9,192.00		\$ 2,596.62	\$ 6,595.38	28.25%
Warm Line	\$ 13,447.00		\$ 13,447.00		\$ 11,973.62	\$ 1,473.38	89.04%
Leisure time activities/Foster Social Support				\$ 107,205.21		\$ 25,436.72	
CONVERSATIONS web site	\$ 2,000.00		\$ 2,000.00		\$ 739.44	\$ 1,260.56	36.97%
Public Relations	\$ 4,000.00		\$ 4,000.00		\$ 3,644.28	\$ 355.72	91.11%
Training Committee (including Day on the Hill)	\$ 13,900.00		\$ 13,900.00		\$ 8,280.03	\$ 5,619.97	59.57%
DBT Training	\$ 1.00		\$ 1.00		\$ -	\$ 1.00	0.00%
Employment WRAP Training	\$ 4,000.00		\$ 4,000.00		\$ 4,161.24	\$ (161.24)	104.03%
Dimensions of Wellness Series	\$ 1.00		\$ 1.00		\$ -	\$ 1.00	0.00%
Educating about Mental Illness, Treat, Recovery				\$ 23,902.00		\$ 7,077.01	
Douglas County Employment	\$ 15,000.00	\$ 4,918.00	\$ 19,918.00		\$ 5,213.02	\$ 14,704.98	26.17%
PCS Employment (Grant, Pope, Stevens, Traverse)	\$ 44,894.28		\$ 44,894.28		\$ 28,886.50	\$ 16,007.78	64.34%
Supported Employment				\$ 64,812.28		\$ 30,712.76	
Douglas County Saturday Transportation	\$ 20,000.00	\$ (10,000.00)	\$ 10,000.00		\$ 9,746.50	\$ 253.50	97.47%
Client Access SS Reimbursements	\$ 15,000.00	\$ (7,000.00)	\$ 8,000.00		\$ 3,307.40	\$ 4,692.60	41.34%
Transportation				\$ 18,000.00		\$ 4,946.10	
Flexible Funding/Consumer-through LAC	\$ 6,500.00	\$ (3,000.00)	\$ 3,500.00		\$ 2,200.00	\$ 1,300.00	62.86%
Transitional Housing/non housing portion	\$ 20,900.00	\$ 4,000.00	\$ 24,900.00		\$ 21,000.00	\$ 3,900.00	84.34%
Connect people to resources, meet basic needs				\$ 28,400.00		\$ 5,200.00	
ITV							
ARMHS Group Skills		\$ 100.00	\$ 100.00				
Incentive Funding (managed by PCS)	\$ 3,710.00	\$ 990.00	\$ 990.00		\$ 1,420.00	\$ 1,200.00	54.20%
Skill Development/Activities of Daily Living		\$ (1,090.00)	\$ 2,620.00			\$ 1,200.00	
Transitional Housing/Housing Portion	\$ 20,900.00	\$ 4,000.00	\$ 24,900.00		\$ 21,000.00	\$ 3,900.00	84.34%
R4South Housing Project #1	\$ 98,986.51	\$ (72,581.00)	\$ 26,405.51		\$ 12,836.00	\$ 13,569.51	48.61%
R4South Housing Project #2		\$ 34,500.00	\$ 34,500.00		\$ -	\$ -	
Deposit Assistance (Do. Co. HRA Managed)	\$ -		\$ -			\$ -	
Housing Supports				\$ 85,805.51		\$ 17,469.51	
IIRT - Intensive Residential Treatment	\$ 33,331.00	\$ 11,569.00	\$ 44,900.00		\$ 34,749.14	\$ 10,150.86	77.39%
IIRT - Group Residential Housing/Non-PA Eligible	\$ 4,003.00		\$ 4,003.00		\$ 2,570.22	\$ 1,432.78	64.21%
Intensive Residential Treatment				\$ 48,903.00		\$ 11,583.64	



## Proposal for Conversations

### Issue:

We have been addressing, via Child Protection as well as through Rule 79 AMH, parents who are SPMI and have significant trouble connecting and engaging with their children and parenting their children in a productive way for the parent and the child. This creates significant stress for the parent and makes it difficult to stabilize their mental health.

### Proposed Solution:

We would like to do a 6 week program with intensive one on one parenting education and skills as well as the continued ongoing services that we already offer those parents. We have chosen 4 parents, two who are only AMH Rule 79 clients and two who are dual Rule 79/SMI with current child protection cases. We propose that a skills worker work with these parents twice a week for up to two hours each session and address basic parenting skills and working with the parents on engaging/connecting with their children and building a better relationship with their children. We would do this in conjunction with the regular services we offer these parents (individual therapy, medication management, ARMHS, CSP and in one case even adult foster care) and their families (intensive in-home, CMH for the children if appropriate and individual services for the children, public health, etc).

The theory is that parents who are SPMI or SMI may need additional assistance in these skills so they have the same opportunities as other parents to engage with their children and keep their children in their home. Removal of children because of a parent's instability seems like it would exacerbate the parent's MH issues as well as create trauma for the child.

We are prepared to work with Lutheran Social Services on this and have determined that an intensive 6 week program for 4 parents would **cost \$9,000 for travel, and a total of 8 hours per week of skills work for the family. This is the request we make of the AMHI. Here is the Breakdown:**

4 hours a week (per family/parent) x 4 clients= 16 hours a week x 6 weeks=96 hours x \$75 per hour= \$7200

Travel .75 hour per session x 8 meetings per week x 6 weeks= 36 hours x \$75 per hour = \$ 2,700

Total:\$9,900

This would be the max so a \$9,000 request seems appropriate

This is not an MA billable service, CTSS is the billable service for children and it has to be focused solely on the child, this obviously focuses on the parent's status and ability and works solely to enhance that. We believe there will be benefits to the whole family but the parent is the focus.

We realize this is not a long term solution and know that it would not be funded into next year, that's why we would like to do an intensive program. We also will report back to the AMHI how it went as I think this possibly is a need in other counties and the group could decide if this is an ongoing program that they would want to support.

## Joyce Pesch

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**From:** Stacy Hennen  
**Sent:** Saturday, November 05, 2011 9:41 PM  
**To:** Joyce Pesch  
**Cc:** Ben Schulz  
**Subject:** RE: Proposal for Conversations

This will be done in conjunction with the parent's ongoing services, not as a replacement for ARMHS or even the services that are in there for the family if there is a CP or CMH case. The parent's unique DA along with services they already have will drive this. Their needs have been assessed already, because they have case management or we are currently finishing the assessment for Rule 79. Their particular strengths and weaknesses, and how that plays out with the characteristics of their children, including ages, developmental level, etc, will be the focus of the education. The illness management recovery practices will be used; education, motivation, cognitive behavioral strategies, are all consistent with what we will be doing.

Not all of the families we are looking at are CP, actually of the 4 half are and half are not, they are open in AMH only. This focuses on the unique challenges these parents face because they are trying to maintain their mental health and engage with their children as a parent. I think these parents sometimes struggle more with the day to day basic parenting because their mental health is a barrier. The services that children's services provides are more geared toward the child and sometimes the family unit as a whole. This proposal deals with the parents, not children. How will this particular parent, using the assessments and ongoing individual therapists assistance, learn best, cope best and learn to engage with their children so they feel connected as well as their kids feeling that way. We are trying to avoid the removal of children from parents when we feel the biggest barrier or issue is their MH. Hope that answers your questions.

Stacy

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**From:** Joyce Pesch  
**Sent:** Wednesday, November 02, 2011 11:11 AM  
**To:** Stacy Hennen  
**Cc:** Ben Schulz; Joyce Pesch  
**Subject:** RE: Proposal for Conversations

Stacy:

It will be on the agenda for next Tuesday.

From my perspective:

Will LSS be doing individual assessments to determine the individual learning styles and preferences of the parents? Will the strategies of Psychosocial Rehabilitation or the evidence based practice of Illness Management and Recovery be incorporated into the curriculum in any way?

What I am attempting to ascertain is what makes this project design unique to parents with a major mental illness vs any other parent with child protection involvement.

You could update the written information or present it at the meeting. I will leave it up to you.

Joyce

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**From:** Stacy Hennen  
**Sent:** Wednesday, November 02, 2011 12:25 AM  
**To:** Joyce Pesch

## Joyce Pesch

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**From:** Jim Pew [jpew@scmcinc.org]  
**Sent:** Tuesday, October 11, 2011 1:39 PM  
**To:** Joyce Pesch  
**Subject:** Request to Consortium  
**Attachments:** James Pew.vcf

Joyce,

Stevens Community Medical Center - Behavioral Medicine Department would request funding for providing clinical supervision for a MS, LMFT (Master degree and licensed marriage and family therapist). This supervision is being provided by a Psy.D., Licensed Psychologist and with the Rule 47 requires 2 hours per 2000 hours worked. I would request \$ 5000 to cover the period from July 1, 2011 to December 31, 2011.

James Pew, Director Behavioral Medicine

**Prairie Community Services Inc  
Program Openings**

Name	Location	Type of License	Current census		Wheelchair Accessible	Contact Name	Number
			Capacity	In the home			
<b>Residential</b>							
Beachwood	Spicer	203 - Adult Foster Care	4	3	no	Karen Rosman-Bangasser	320-894-9876
Driftwood	Morris	203 - Adult Foster Care	4	3	yes	Michale Bankord	320-760-5341
Lanewood	Badger	203 - Adult Foster Care	4	3	yes	Carmen Olson	218-463-0446
Spurwood	Benson	203 - Adult Foster Care	4	3	no	Michale Bankord	320-760-5341
Trailwood	Fergus Falls	203 - Adult Foster Care	4	3	no	Nicolle Braaten-Toso	218-998-3048
Valewood	Marshall	203 - Adult Foster Care	4	3	no	Claudia Cravens	320-287-0664
Brentwood	Marshall	Intensive Residential Treatment	10	7	yes	Claudia Cravens	320-287-0664
Deerwood	New London	203 AFC/Waivered	4	3	yes	Karen Rosman-Bangasser	320-894-9676
Starwood	Starbuck	203 AFC/Waivered	4	3	no	Keith Lundsetter	320-763-6528
Willow	Fairfax	203 AFC/Waivered	4	3	yes	Joyce Evenson	507-381-4727
Courtwood Apartment	Roseau	N/A	1	0	yes	Carmen Olson	218-463-0446
Driftwood Apartment	Morris	N/A	1	0	yes	Michale Bankord	320-760-5341
Otterwood Apartment	Fergus Falls	N/A	2	0	no	Nicolle Braaten-Toso	218-998-3048
Parkview Apartment	Hancock	N/A	2	1	no	Michale Bankord	320-760-5341
<b>Community Based Services</b>							
	Douglas, Stavens, Grant, Pope, Traverse	ARMHS, Supportive Employment, ILS, SILS, PCA, Respite, CSP, Residential Crisis Beds	N/A	N/A	N/A	Leanne Hammen	320-585-6107

For more information about PCS programs or program availability please visit our website,  
[http://www.access.sfn.org/Services\\_Page/Residential-PCS/DW/Topen\\_beds.asp](http://www.access.sfn.org/Services_Page/Residential-PCS/DW/Topen_beds.asp)  
 or contact Chad Meyer (Administrator) at 320-589-4915

## ADMINISTRATORS REPORT

November, 2011

1. Just a reminder of these steps in our new registration policy:

*At the close of the meeting after being dismissed by the facilitator Deb Hengel, consumers and LAC members **who want to be paid a per diem and mileage** for attending the meeting will sign the voucher sheet.*

*Both the sign in and the sign out sites will be manned by Region 4 South staff. If you must leave before the meeting ends, see the Region 4 South staff person who checked you in. She will note the time and have you complete the voucher sheet.*

2. Your meeting materials contains information on and an application for State Advisory Council (for mental health), specific to us are three consumers and two family members. Give it some thought – and contact Bruce Weinstock with any questions you may have.
3. Our Consortium area is one of the first to enroll people with disabilities into Special Needs Basic Care. This is because we have only one plan choice – Prime West. The initial mailing - notifying people of the managed care program called Special Needs Basic Care (SNBC) and the legislation enrolling them in a SNBC unless they choose not to join – will be sent the week of November 7, 2011.
4. It is still not too late to have people register for a Wellness Screening. Traverse County's is tomorrow, November 9, 2011 and Grant County's is November 15<sup>th</sup>. Call Misty at 1-888-762-2951 to schedule an appointment. You do not have to be from that county to go to that county's site, but you do have to reside in the Consortium Service area.
5. For those who have not done so yet, it is also not too late to complete and turn in the transportation survey requested by the Transportation Workgroup. I will also share LAC needs assessment information with them, but they need to hear from you as well.

Joyce Pesch, Administrator, 218-685-8229, joyce.pesch@r4south.org

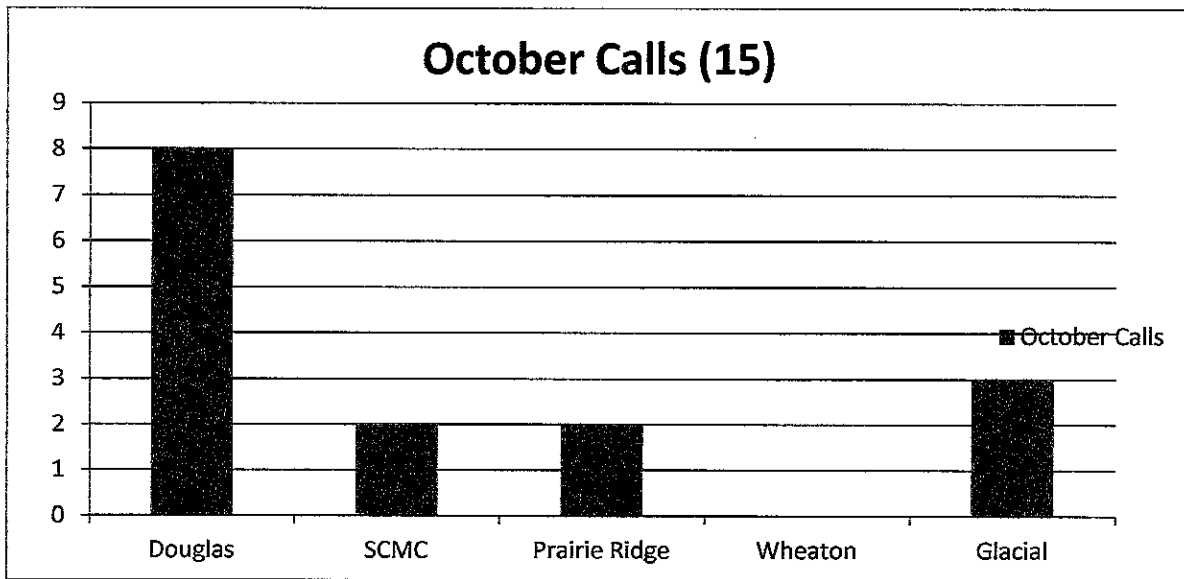
## Region 4 South Mental Health Crisis Teams

PO Box 222 Elbow Lake, MN 56531  
Phone: 218-685-8230 Fax: 218-685-6414

www.r4sconversations.org

### Region 4 South Adult Mental Health Consortium Mobile Crisis Program November 2011

The crisis team has completed the three staff trainings on the new updates in the Procentive medical records software system which will allow crisis staff the ability to enter in billing components. The crisis team manager did a site visit in Brainerd and met with the director of Northern Pines crisis response programs which was beneficial for Region 4 South continuous growth as their program operates in the community and emergency room. The crisis manager attended a two day training, along with Michele Bankord of PCS who is host of 3 crisis beds for the mobile crisis response team, on Recognizing and Responding to Suicide Risk: Essential Skills for Clinicians. The crisis response manager is planning on hosting a mini-session with crisis staff to cover the material that was obtained at this training. The crisis team is looking at hosting an event for continuous training before the end of the year for crisis staff and other area clinicians. The crisis team is looking at starting to do ride alongs with local law enforcement to increase awareness on both ends for the future collaboration when the mobile crisis response team is community based.



Kesha Anderson LMFT  
Crisis Program Manager  
218-685-8230  
Kesha.anderson@r4south.org

REGION 4 SOUTH WARMLINE  
6pm-10pm 7 days a week  
Local: 1-320-298-4404  
Toll Free: 1-866-290-6333



**REGION 4 SOUTH**  
**AN ADULT MENTAL HEALTH CONSORTIUM**

**Intensive Community Rehabilitation Services Team**  
**Report November 2011**

Greetings:

Just a quick note to update everyone on Intensive Community Rehabilitation Services. ICRS currently has 54 consumers and is continuing to accept new referrals, including those with an Axis II diagnosis.

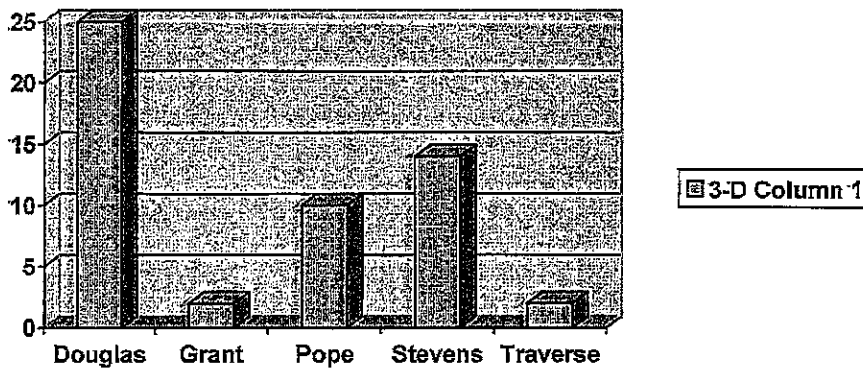
Please feel free to contact me with any questions or concerns you may have.

Heather Danner, LSW  
 ICRS Team Leader  
 320-335-5100

**Client Admissions and Discharges for October:**

	<u>Admissions</u>	<u>Discharges</u>	<u>Total Clients</u>
October 2011	2	0	54

**Consumers by Location**



## Joyce Pesch

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**From:** Anna Olson [anna.olson@mail.co.douglas.mn.us]  
**Sent:** Friday, November 04, 2011 3:22 PM  
**To:** Joyce Pesch  
**Cc:** 'Heidi Corder'  
**Subject:** douglas county flex fund report

Hi Joyce,

The Douglas County Flex fund began the month of October with a balance of \$1,262.04. Expenses and deposits are as follows:

### Expenses:

\$103.00 medical premium for a consumer who intends to pay this back to the flex fund  
\$38.00 community education classes for a consumer

### Deposits:

\$50 that was issued in Sept. to help a consumer purchase a bike was redeposited/check voided  
\$52 paid back on behalf of the consumer who needed assistance with medical premium

The ending balance for October is \$1,223.04

Please let me know if you have any questions or need additional information! Thanks!

### Anna Olson

Social Worker  
Douglas County Social Services  
809 Elm St. Ste #1186  
Alexandria MN 56308  
Direct Line: (320) 762-3823  
[anna.olson@mail.co.douglas.mn.us](mailto:anna.olson@mail.co.douglas.mn.us)

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# MILESTONES

IRTS & CSS Services  
 620 9<sup>th</sup> Avenue West, Alexandria, Minnesota 56308  
 Phone (320) 763-3466 \*\*\* Fax (320) 763-3227

## Quality Assurance Report, 2011, 3<sup>rd</sup> Quarter

Date Report Completed: 10/31/11

### I. Bed Utilization Statistics

#### ADMISSION STATISTICS

Five County Area	CRISIS	RESPIRE	PROGRAM
Douglas, Pope, Stevens, Grant, and Traverse	3	5	14
Outside of Five County Area	0	0	5
Hubbard, Otter Tail, Todd, Benton, Stearns			

#### DISCHARGE STATISTICS

Respite to Program	0	Transfer w/in facility
Crisis to Program	0	Transfer w/in facility
Crisis to Respite	0	Transfer w/in facility
Program to Respite	0	Transfer w/in facility
CBHH or other in-patient	2	Discharge from facility
AFC or Group Home	1	Discharge from facility
Other (Family, friends, unknown.)	2	Discharge from facility
Independent Living	14	Discharge from facility

**Crisis Calls:** Seven crisis calls were received from various sources; ICRS/Crisis Response Team (3); Douglas Co. Hospital ER (1); SCMC (1); Glenwood Hospital ER (1); and Productive Alternatives (1). Of the 7 calls, 2 clients admitted. Of the five not admitted; (1) was not an appropriate referral; (2) occurred because all beds were full; (1) client walked out of the ER; and (1) No staff available.

<u>Bed Utilization</u>	<u>Billed Days</u>	<u>Total Billable Days Possible</u>	<u>Occupancy Rate</u>
July, 2011	215	279	77%
August, 2011	205	279	73%
September, 2011	215	270	80%
Average for 3 <sup>rd</sup> Quarter:	212	276	77%

### II. Satisfaction with Services

#### Consumer Satisfaction

During 3<sup>rd</sup> quarter, a total of 32 consumer satisfaction forms were received. Overall, the responses were quite positive. Several positive comments were written and two included: "I only needed 2-3 days to 'put my thoughts together' after a number of stressors built on top of me. I appreciate the help Milestones gave me to get things more manageable. Thank you!" Another client wrote, "Keep up the excellent work!! I've never felt more comfortable than when I'm here at Milestones in the positive and supportive

environment. Thank you all & keep up the great work!" There were no negative comments made on the surveys. The overall ratings probably were the highest ever received!

### County Satisfaction

During 3rd quarter, a total of 41 county satisfaction surveys were mailed to county case managers, ICRS Team members and CSP workers. A total of 12 surveys were returned (12/41 or 29%). Several positive comments were received, including: "(Client) really benefited from the support he was given, a safe place to be supported to get back on track. All goals set for (Client) at Milestones were accomplished!" And, "(Client) is a hard one to respond to treatment. I love that you do IMR groups but think it may be hard for her to grasp." One negative comment was received, "Reports of client drinking in her room during her stay are concerning (Received these reports after her stay was completed). Client was deceptive and staff also were unaware until after the client was discharged.

### Family Satisfaction

During 3<sup>rd</sup> quarter, a total of 18 family surveys were mailed, with three responses (3/18 or 2%). All three surveys which were returned indicated a positive level of satisfaction. Two positive responses included, "This is a very good place; Thanks" and "Your staff did a very good job with my son. Did more than the (other places). My husband and I thank you very much."

**III. Reviewing critical incidents and other significant incidents, including (were policies and procedures followed, evaluating staff's response, assessing whether the critical incident could be avoided or from re-occurring, review of policies, procedures, training, or recipients ITP in response to the findings):** Two Critical Incident Reports were filed with the Licensing Department at DHS. The first involved a client needing being hospitalized at the CBHH. The other involved a client eloping and getting intoxicated with possible sexual assault having happened. Zero Vulnerable Adult Reports were filed. The incident involving the potential sexual assault was overlooked in regards to a VA report. One should have been filed. However, law enforcement and the county case manager were both contacted by phone in a timely manner. Sixteen Accident/Incident Reports were filed. They covered the gamut of possibilities with the potential sexual assault the most serious. All others were minor with zero harm having occurred to clients. Medication errors accounted for four and all were considered to be minor. Relapse on alcohol accounted for three and again, all involved no harm to clients.

**IV. Self-monitoring of compliance including (evaluating compliance with variance, action taken to improve compliance variance):** I completed a self-audit form for records completion. The form has resulted in more timely and complete production of records.

Recommendations:

1. Milestones will continue to work at 100% staff coverage for appropriate crisis referrals.
2. Audits will continue.
3. Staff will make timely VA reports when indicated.

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David H. Peterson, MSW, LICSW  
Treatment Director & Mental Health Professional

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Date

Staff Members Who Reviewed Above Plan/Date: \_\_\_\_\_

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**November 2, 2011**  
**Region IV South Consortium Housing Report-**  
**November- 2011**

***BRIDGES***

**January**

9 Families assisted; all in Douglas County \$2,766.00

**February**

9 Families assisted; all in Douglas County \$2,627.00

**March**

9 Families assisted; all in Douglas County \$2,866.00

**April**

10 Families assisted; all in Douglas County \$3,206.00

**May**

10 Families assisted, all in Douglas County \$3,191.00

**June**

10 Families assisted, all in Douglas County \$3,135.00

**July**

8 Families assisted, all in Douglas County \$2,937.00

**August**

7 Families assisted, all in Douglas County \$2,455.00

**September**

6 Families assisted, 5 in Douglas County, 1 in Pope County \$1,818.00

**October**

7 Families assisted, 5 in Douglas County, 2 in Pope County \$2,148.00

**November**

7 Families assisted, 4 in Douglas County, 3 in Pope County \$1,865.00

YTD TOTALS

<b>Security Deposit</b>	\$	-0-
<b>Admin Fee</b>	\$	3,140.00
<b>Rent</b>	\$	32,402.00
<b>Total Expenditures 2011</b>	<b>\$</b>	<b>35,542.00</b>

***Consortium – Project #1***

**January**

22 Families assisted; 19 in Douglas County, 3 in Pope County \$7,658.00

**February**

22 Families assisted; 19 in Douglas County, 3 in Pope County \$7,708.00

**March**

20 Families assisted; 17 in Douglas County, 3 in Pope County \$6,889.00

**April**

17 Families assisted, 14 in Douglas County, 3 in Pope County \$5,995.00

**May**

17 Families assisted, 14 in Douglas County, 3 in Pope County \$5,988.00

**June**

12 Families assisted, 9 in Douglas County, 3 in Pope County \$4,601.00

**July**

8 Families assisted; 7 in Douglas County, 1 in Pope County \$3,626.00

**August**

9 Families assisted, 7 in Douglas County, 2 in Pope County \$3,810.00

**September**

11 Families assisted, 9 in Douglas County, 2 in Pope County \$3,927.00

**October**

10 Families assisted, 8 in Douglas County, 2 in Pope County \$2,902.00

**November**

7 Families assisted, 3 in Douglas County, 4 in Pope County \$2,317.00

**YTD TOTAL**

Security Deposit	\$	-0-
Admin Fee	\$	6,975.00
Rent	\$	55,421.00
<b>Total Expenditures 2011</b>	<b>\$</b>	<b>62,396.00</b>

***Consortium – Project #2*****September**

4 Families assisted, all in Douglas County \$1,143.00

**October**

10 Families assisted, 9 in Douglas County, 1 in Pope County \$3,136.00

**November**

16 Families assisted, 13 in Douglas county, 3 in Pope county \$4,658.00

**YTD TOTALS**

Admin Fee	\$	1,350.00
Rent	\$	4,279.00
<b>Total Expenditures 2011</b>	<b>\$</b>	<b>8,937.00</b>

## ***SHELTER PLUS CARE - Pope & Douglas Counties***

### **January**

14 Families assisted; 12 in Douglas County, 2 in Pope County \$5,282.00

### **February**

14 Families assisted; 12 in Douglas County, 2 in Pope County \$5,307.00

### **March**

14 Families assisted; 12 in Douglas County; 2 in Pope County \$5,292.00

### **April**

14 Families assisted; 12 in Douglas County, 2 in Pope County \$5,423.00

### **May**

12 Families assisted; 10 in Douglas County, 2 in Pope County \$4,672.00

### **June**

11 Families assisted; 9 in Douglas County, 2 in Pope County \$4,072.00

### **July**

11 Families assisted; 10 in Douglas County, 1 in Pope County \$4,022.00

### **August**

10 Families assisted, 9 in Douglas county, 1 in Pope County \$3,643.00

### **September**

6 Families assisted, 5 in Douglas County, 1 in Pope County \$2,437.00

### **October**

5 Families assisted, 4 in Douglas County, 1 in Pope County \$2,124.00

### **November**

3 Families assisted, 2 in Douglas County, 1 in Pope County \$1,436.00

### **YTD TOTALS**

<b>Security Deposit</b>	\$	-0-
<b>Utility Deposit</b>	\$	-0-
<b>Utility Reimbursement</b>	\$	991.00
<b>Admin Fee</b>	\$	3,420.00
<b>Rent</b>	\$	43,707.00
<b>Total Expenditures 2011</b>	<b>\$</b>	<b>48,118.00</b>

### **Section 8 Waiting List**

Douglas & Pope Counties 289  
Stevens & Traverse Counties (est) 14  
Grant County (est) 12

# INITIATIVE

## SECURITY AND UTILITY DEPOSIT PROGRAM

2011

Balance Forward			\$ 8,442.00
April	Alexandria Light & Power	\$150	\$ 8,292.00
	Lincoln Square Townhomes	\$150	\$ 8,142.00
	Dan Rehousky	\$150	\$ 7,992.00
	Lakes Village Apartments	\$150	\$ 7,842.00
May	The Alexson	\$150	\$ 7,692.00
June	Royal Manor Apts	\$150	\$ 7,542.00
	Alexandria Light & Power	\$150	\$ 7,392.00
	JeffScott2, LLC	\$150	\$ 7,242.00
	MG Properties	\$150	\$ 7,092.00
July	Vans Binsbergen & Associates	\$150	\$ 6,942.00
August	Nicollet Meadows Housing	\$150	\$ 6,792.00
	Callaghan Court-Glenwood Man	\$145	\$ 6,647.00
	Mike Swartz	\$150	\$ 6,497.00
	Mary Sucksdorff	\$150	\$ 6,347.00
September	Alexandria Light & Power	\$150	\$ 6,197.00
	Broadway Apartments	\$150	\$ 6,047.00
	Woodhill Apartments	\$150	\$ 5,897.00
	Lakes Village Apartments	\$150	\$ 5,747.00
	Alexandria Light & Power	\$150	\$ 5,597.00
	Michael Dinsmore	\$150	\$ 5,447.00
October	Jim Larson	\$150	\$ 5,297.00
	Viking Village Apts LLC	\$150	\$ 5,147.00
	Alan Schmitz	\$150	\$ 4,997.00
	Harold Kail Trustee	\$150	\$ 4,847.00

## Joyce Pesch

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**From:** Pierce, Lorraine A (DHS) [Lorraine.Pierce@state.mn.us]  
**Sent:** Thursday, November 03, 2011 7:42 AM  
**To:** Gerry Schmidt (gschmidt@co.carver.mn.us); Reller, Lorie; Becky Tripp; Don Janes; Margaret Williams; Pat Boyer; joaniemurphy@co.stevens.mn.us; Joyce Pesch; mike.woods@mail.co.douglas.mn.us; rhonda.antrim@co.traverse.mn.us; Stacy Hennen  
**Subject:** FW: State Advisory Council/Children's Subcommittee Agenda & Openings  
**Attachments:** sacapplication.docx; application p1.docx; application p2.docx

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**From:** \*DHS\_MHAdvisory DHS  
**Sent:** Wednesday, November 02, 2011 12:55 PM  
**Subject:** State Advisory Council/Children's Subcommittee Agenda & Openings

The links to the State Advisory Council and Children's Subcommittee November 3 agenda and October 6 minutes can be found on our website at <http://mentalhealth.dhs.state.mn.us>. (click on Calendars and Agendas or Meeting Minutes on left side).

In addition, the State Advisory Council and Children's Subcommittee will have openings for the following positions in January 2012.

### **State Advisory Council:**

- Three consumers of mental health services
- Two family members of persons with mental illnesses
- A parent of a child with an emotional disturbance
- A representative of the discipline of psychology
- A representative of the discipline of nursing
- A metro county commissioner

### **Children's Subcommittee:**

- Two representatives of advocacy groups for children who have emotional disturbances
- A parent of a child with an emotional disturbance
- A person who works with children who have emotional disturbances who have committed status offenses
- An urban and a rural county social service agency representatives
- A representative of a local corrections department
- A representative of educators currently working with children who have emotional disturbances
- A person knowledgeable about the needs of children who have emotional disturbances of minority races and cultures
- A hospital-based provider of children's mental health services
- A consumer of adolescent mental health services
- A rural county commissioner
- A state legislator

Terms of membership are for four years. Application forms are attached. State Advisory Council applications should be submitted to the Secretary of State. Children's Subcommittee applications are two pages and should be submitted to me by mail, fax or email. If by email, please scan and attach the application so that the signature is included.

While the Governor may make appointments to the Council beginning in January, he has the authority to wait until June 30. Children's Subcommittee appointments most likely will be made in January.

Additional background information and governing state and federal statutes are available on the Council website above.

Please share this with others who may be interested. Feel free to contact me if you have any questions.

Bruce Weinstock  
Director  
State Advisory Council on Mental Health & Subcommittee on Children's Mental Health  
Department of Human Services  
PO Box 64981  
St. Paul, MN 55164-0981  
651-431-2249; Fax: 651-431-7566  
[Bruce.Weinstock@state.mn.us](mailto:Bruce.Weinstock@state.mn.us)

Caution: This e-mail and attached documents, if any, may contain information that is protected by state or federal law. E-mail containing private or protected information should not be sent over a public (nonsecure) Internet unless it is encrypted pursuant to DHS standards. This e-mail should be forwarded only on a strictly need-to-know basis. If you are not the intended recipient, please: (1) notify the sender immediately, (2) do not forward the message, (3) do not print the message and (4) erase the message from your system.

# STATE OF MINNESOTA OPEN APPOINTMENTS APPLICATION FOR SERVICE ON STATE AGENCIES, BOARDS, COUNCILS, COMMISSIONS or TASK FORCES

*All information on this form is available to the public upon request.  
By request, this application will be made available in alternative format (for example, braille, large print, audio tape, or computer disk.)*

**Part I: Tell us about the Position to which you are applying**

*\* Indicates information that will appear on the Office of the Secretary of State web site: www.sos.state.mn.us*

AgencyName: \* State Advisory Council on Mental Health

PositionSought: \_\_\_\_\_  
(Enter category of membership position sought.)

(Please write the Name of board, council, commission or task force to which you are applying.)

**Part II: Tell us about Yourself**

*\* Indicates information that will appear on the Office of the Secretary of State web site: www.sos.state.mn.us*

Applicant Name: \* \_\_\_\_\_  
(First Name) \_\_\_\_\_ (Last Name)

Preferred Mailing Address: \* \_\_\_\_\_  
(Street) \_\_\_\_\_ (City) \_\_\_\_\_ (State) (Zip) \_\_\_\_\_

E-MAIL: \* \_\_\_\_\_

Work Phone: \* ( ) - \_\_\_\_\_  
Home Phone: ( ) - \_\_\_\_\_

County: \_\_\_\_\_  
Have you ever been convicted of a felony: Yes \_\_\_\_\_ No \_\_\_\_\_

MN House of Rep District: \_\_\_\_\_ U.S. House of Rep District: \_\_\_\_\_  
Did the Appointing Authority suggest you submit your application? Yes \_\_\_\_\_ No X

*Please attach a current resume and a cover letter that would demonstrate your interest and qualifications to the Appointing Authority.*

**Part III: OPTIONAL STATISTICAL INFORMATION**

*The following information is optional and voluntary. Information is collected for, and compiled in, the annual report on the open appointments process pursuant to MN Stat §15.0597*

Sex: _____ Female Male	Age: _____	Disability: _____ Yes No	Political Party: _____ Democratic-Farmer-Labor Independence Republican No Party Preference Other _____	Hispanic, Latino, or Spanish origin? Yes _____ No _____
Race: (As listed on United States Census 2010) (Pick as many as apply)	White _____ American Indian or Alaska Native _____ Asian Indian _____ Black, African Am., or Negro _____ Chinese _____			Guamanian or Chamorro _____ Filipino _____ Korean _____ Japanese _____ Native Hawaiian _____
Samoan _____ Vietnamese _____ Other Asian _____ Other Pacific Islander _____ Other Race _____				

**Part IV: Signature and Submittal Instructions**

I swear that, to the best of my knowledge, the above information is correct and that I satisfy all legally prescribed qualifications for the position sought.

(Signature of Applicant) (\* If another person or group is nominating the applicant, the applicant's signature indicates consent to nomination.) \_\_\_\_\_ (Date) \_\_\_\_\_

**MAIL, FAX, OR SUBMIT APPLICATION IN PERSON, TO:**  
Office of the Secretary of State, Open Appointments  
180 State Office Building  
100 Rev. Dr. Martin Luther King, Jr., Blvd  
St. Paul, MN 55155-1299

**FAX:** (651) 296-9073  
**Phone:** (651) 556-0643  
**Email:** open.appointments@state.mn.us

Applicants will not receive an acknowledgment of submitted applications; the appointing authority will notify you if an interview is desired.

**FOR OFFICE USE:**  
Sub by AA: \_\_\_\_\_  
AA: \_\_\_\_\_  
Trans Date: \_\_\_\_\_

*Summary of the October 11, 2011 "Conversations ..." Meeting of the Region 4- South Adult Mental Health Consortium serving Douglas, Grant, Pope, Stevens and Traverse Counties*

**"A Conversation ..."**

**October 11, 2011 ~ Those Attending:**

*Iver Aal	Stevens Co. Resident	*Carroll Anderson	Pope Co LAC – Consumer
*Kesha Anderson	Reg 4-S Crisis Program	*Diane Barduson	Douglas Co. Consumer, Socialization & Drop In Cntr Coord
*Fay Beman	PCS	*Rebecca Berg	Residential Living Solutions
*Sue Boese	CHBB – Alexandria	*Sharon Booen	Pope Co. LAC
*Randy Bouwman	Pope Co. LAC	*Edith Brasel	Pope Co. LAC – Consumer
*Laurie Burns	Stevens Co. Human Services	*Fran Cin	Life Center - SCMC
*Heather Danner	Reg 4-S AMHC ICRS Team	*Alicia Davidson	Reg 4-S AMHC
*Patricia Eggers	Grant Co. Consumer & Socialization	*Mark Erickson	Stevens Co. Resident
*Vonnie Evavold	REM Central Lakes, Inc.	*Judith Fox	Traverse Co. Socialization – Consumer
*Leanne Harmsen	PCS, Pope LAC, Stevens LAC	*Gloria Jahrman-Johnson	Pope Co. Consumer
*June Kedor	Douglas Co. - Consumer	*Amy Kiehn	Douglas Co. Consumer
*John Kiehn	Douglas CO. Resident	*Bill Klein	Lakeland Mental Health Center
*Marilyn Kluver	PCS-Alderwood	*Fonda Knudson	CSN
*Kay Lagred	Pope Co. Public Health	*Shelly Leonard	Pope Co. Consumer, LAC, WCP Drop In Cntr Coord.
*Claudia Liljegren	Lakeland Mental Health Center	*Char Lundebrek	Pope Co. Human Services
*Keith Lundsetter	PCS	*Carolyn Mallery	Douglas Co. Consumer
*Elsa Manning	Douglas Co. Resident	*Kayla Mattocks	PCS
*Chad Meyer	PCS	*DeeAnn Miller	Pope Co. Human Services
*Joyce Moen	Pope Co. Resident	*Joanie Murphy	Stevens Co. Human Services
*Michaela Niblett	PCS – Castlewood	*Jane Nygaard	Douglas Co. Resident
*David Pearson	Pope Co. Consumer	*Joyce Pesch	Reg 4-S AMHC
*David Peterson	Milestones – IRTS	*Mary Petersen	Douglas Co. Social Services
*James Pew	Life Center – SCMC	*Lorraine Pierce	MN DHS – Mental Health Division
*Yolanda Polman	Vocational Rehab Services	*JuliAnn Randall	Douglas Co. Consumer
*Anita Renstrom	Douglas Co. LAC & Consumer	*Corrina Rost	PCS-Glenwood
*Danie St. John	PCS-Maplewood	*Karen Salem	Douglas Co. Resident
*Ben Schulz	Grant Co. Social Services	*Karen Schulz	Pope Co Consumer, FUN Bunch Coord.
*Rita Smith	Douglas Co. Consumer	*Julie Sonju	Douglas Co. LAC, Consumer
*Deb Stark	Stevens Co. Social Club	*Cheryl Starner	Grant Co. LAC
*Jed Stump	PCS	*Sandy Tubbs	Douglas Co PH & Stevens Traverse Grant PH
*Lucille Tullis	Pope Co LAC – Consumer	*Ken Volk	Douglas Co Consumer
*Mary Volk	Douglas Co Consumer	*Gloria Wartner	Pope Co. Resident
*Emma Westrom	Grant Co. Consumer	*Deb Hengel	Facilitator

**ADDRESS ADDITIONS / CHANGES:**

ADD: John Kiehn  
1815 Aga Dr. #102  
Alexandria, MN 56308  
johnkiehn@hotmail.com

**Mailing Address for Region IV S Adult Mental Health Consortium**

Correspondence, bills or vouchers  
should be mailed to  
Region 4 South AMHC  
PO Box 222  
Elbow Lake, MN 56531

***Region IV-S AMHC Administrator:***

Joyce Pesch  
joyce.pesch@r4south.org  
PHONE: 218-685-8229  
FAX:

*Summary of the October 11, 2011 “Conversations ...” Meeting of the Region 4- South  
Adult Mental Health Consortium serving Douglas, Grant, Pope, Stevens and Traverse Counties*

**Purpose of Meeting Tuesday, October 11, 2011 held at Hoffman Community Center – Hoffman, MN**

Welcome & Introductions

1. Approval of Agenda \*Additions, \*Clarifications, \*Changes –
2. Approval of summary of September 13, 2011 “Conversations...” meeting.
3. Meeting Packet Information – Joyce Pesch
4. “Day at Home” Report – Cheryl Starner
5. Financial Report – Joyce Pesch
  - A. Monthly Report
  - B. Applications/Proposals (ACTION NEEDED)
6. AMHC Administrator’s Report – Joyce Pesch
7. Region 4-South Adult Mental Health Consortium Governing Board Report – Joanie Murphy
8. State Advisory Council Report
9. State Liaison Report –Lorraine Pierce
10. 2012 Budget & Work Plan
11. Work Teams and Task Forces Meet
  - A. Transportation
  - B. Training & Education
  - C. Services for Hard-to-Serve
  - D. Integrated Physical and Mental Health
  - E. Housing
  - F. Crisis Response
12. Reports from Work Teams and Task Forces
13. Updates- Community Based Adult Mental Health Services:
  - A. Socialization Projects – Douglas, Pope, Stevens, Traverse
  - B. Employment – *Douglas Co. Social Services, & Prairie Community Services*
  - C. Housing – *include Bridges-like and Shelter Plus Care*
  - D. Crisis Prevention
  - E. Aftercare Services: (1) Intensive ARMHS (2) Aftercare Nurse
  - F. Milestones IRTS (Intensive Residential Treatment Services)
  - G. ICERS (Intensive Community Rehabilitative Services) Team (1) Program Report (2) Board Report
  - H. Community Behavioral Health Hospitals
  - I. Safety Net – including Flexible Funds from each county
  - J. Training and Education
  - K. Day on the Hill
  - L. Douglas County Saturday Transportation
  - M. Warm Line
  - N. Pope County Drop In Center
  - O. Stevens Co Drop In Center
  - P. Traverse County Support Group
  - Q. Web Site – [www.r4sconversations.org](http://www.r4sconversations.org)
  - R. Homeless to Housed Committee
  - S. Public Relations - Anti-Stigma Campaign – [www.reallifeconversations.com](http://www.reallifeconversations.com)
  - T. Transportation
  - U. Grant County Drop-In Center
  - V. Health Screenings
14. Announcements
15. Agenda for November 8, 2011 “Conversations...”

*Summary of the October 11, 2011 “Conversations ...” Meeting of the Region 4- South  
Adult Mental Health Consortium serving Douglas, Grant, Pope, Stevens and Traverse Counties*

**THE SUMMARY:**

**Introductions...** Name and role in the AMHI ...

**1. Agenda Approval, Additions:** Approved as presented

**2. Approval of September 13, “Conversations...” Summary:** Approved as printed

**3. Meeting Packet Information – Joyce Pesch**

3-A. Information –

[1] Cold Weather Rule Information – regulated utilities

[2] Crisis Housing Fund

3-B. Program Openings –Prairie Community Services openings. *Reminder given to all provides that programs opening information can be sent to Joyce Pesch to have it included in the “Conversations...” meeting packets.*

3-C. Reports including in meeting packet:

[1] Administrator’s Report – October 2011

[2] Adult Crisis Response Program – October 2011

[3]ICRS - Intensive Community Rehabilitation Services – Program – October 2011

[4] Prepetition Screening – October 2011

[5] Douglas County Transitional Housing – July-September, 2011

[6] Douglas County Employment Grant - July-September, 2011

[7] Douglas County Socialization /Drop In Center – July-September, 2011

[8] Grant County Flexible Funding – July-September, 2011

[9] Grant County Flexible Funding – July-September, 2011

[10] Grant County Mental Health club – July-September, 2011

[11] Pope County Transitional Housing and Flexible Funding – Jul-September, 2011

[12] Pope County FUN Bunch (Socialization) – July-September, 2011

[13] Pope County Community Partners Drop In Center – July- September, 2011

[14] Stevens County Transitional Housing - July- September, 2011

[15] Stevens County Flexible Funding - July- September, 2011

[16] Stevens County Social Club - July- September, 2011

[17] Stevens County Adult Mental Health Drop In Center - July- September, 2011

[18] Traverse County Transitional Housing and Flexible Funding - July- September, 2011

[19] Traverse County Socialization - July- September, 2011

[20] Douglas County HRA - - R4 Housing Programs – October, 2011

[21] Region 4-South WarmLine - July- September, 2011

[22]PCS Supportive Employment – April – June, July-September, 2011

[23]Reallifeconversations.com Statistics – April-September, 2011

3-D. Financial Statements

[1] For Period ending September 30, 2011

3-D. Applications/Proposals (Action Needed)

[1] Traverse County LAC – flexible funding request for \$848.00

[2] Lakeland Mental Health - \$5000.00 supervision cost for a new staff member working toward licensure as LICSW

3-E. Program Openings

[1] Prairie Community Services

- Comments: Narrative Summary with charts prepared to reflect the quarterly reports. Information for these narrative reports was from the wording from the 2011 application. Project contact persons should inform Joyce Pesch if any changes are needed or if there is a better way to describe any of the project activities.
- Noted that the reallifeconversations.com website has an average of 491 visitors a month.
- Proposed Comprehensive Budget AMHI Grant 2012 and the Narrative for the 2012 Work Plan are included in the meeting folder.

*Summary of the October 11, 2011 “Conversations ...” Meeting of the Region 4- South  
Adult Mental Health Consortium serving Douglas, Grant, Pope, Stevens and Traverse Counties*

**4.”Day at Home” Report – Cheryl Starner:** Cheryl Starner, representing the Education and Training Work Group that planned the First Annual “Day at Home” gave this report. This event was held on Friday, September 30 at the Broadway Ballroom, Alexandria. When she requested people to stand who attended this event over half of the October “Conversations...” attendees stood. She reported that the morning session was education for consumers and professionals to help prepare their stories to share with their Legislators. People seemed to be very engaged in this process.

DHS Commissioner Lucinda Jesson gave the keynote talk during lunch.

The afternoon session was to be an opportunity for people to meet with their State Representatives and/or Senators. However, none of the seventeen legislators invited were in attendance. The planning group had indications that four would be attending. Since there was no legislators in attendance there was no reason for the afternoon session, and it was cancelled.

Commissioner Jesson did do a question and answer with the group during the time the event organizers attempted to contact legislators.

A written summary of the event, evaluations and a copy of news article about The “Day at Home” event from October 5, 2011 edition of the Echo Press (Alexandria) were provided to “Conversations...” participants.

As follow up to this, e-mails and phone calls have been received from some legislators. Cheryl Starner will compile these and all September 30 attendees will receive a copy.

**5.Financial Report – Joyce Pesch**

[A.] Monthly Report – for period ending September 30, 2011. Comment that many bills were approved the previous week and are not reflected on this report. Comment that Administrator is not concerned with the “percent of planned expense” numbers as some projects indicate a greater percentage than expect, but others are under spending. Some examples given Grant Co. MH Club and Public Relations are under spending; while Flexible Funding is right on track. Housing shows under spending, but this is because of the HRA has been slowed up in getting people into housing because of the time needed for inspections to be done. Assurance given that the AMHC has the resources to fund the requests being made today under the Applications/Proposal (action needed) segment of our agenda.

Noted that the last half of the financial report is the Crisis Budget.

Noted that our AMHC budget was reduced by \$56,081.00 for July-December, 2011. This resulted in a final base grant for 2011 of \$802,872.00. Crisis Budget was unchanged (\$313,616.39). So our final total budget for the AMHC is \$1,116,488.39.

[B] Applications /Proposals (ACTION NEEDED)

[1] Lakeland Mental Health Center (LMHC) – request of \$5000.00 for supervision cost for a new staff member working toward licensure as LICSW (Licensed Independent Clinical Social Worker).

Discussion included: [QUESTION] Is the same amount as previous? [REPLY] LMHC has had two similar requests. This one is for the Glenwood Staff. Noted that each staff person under this type of program is required to stay with LMHC for three years post licensure or they have to repay this \$5,000.00. Noted that this request is about building the capacity of the mental health system. [COMMENT] AMHC Administrator recommended the following budget line adjust to cover LMHC’s \$5,000 request: \$3000.00 out of Grant CO. Mental Health Club and \$2,000.00 out of Public Relations.

[C] We are paying for someone else’s licensure. SCMC has not made this type of request.

[C] Just because SCMC’s has not in the past, doesn’t mean they couldn’t in the future.

[C] Noted that the Glenwood LMHC office works hard to find LICSWs, but they have not had many replies. Therefore LMHC needs to provide training for staff.

[C] Concern expressed that we were setting a precedent.

[C] Noted that new county social workers are requiring additional clinical supervision.

[Q] Do we have the money for this request?

***Summary of the October 11, 2011 “Conversations ...” Meeting of the Region 4- South Adult Mental Health Consortium serving Douglas, Grant, Pope, Stevens and Traverse Counties***

[R] At this time we do. However there is no room in the 2012 budget for this project with our current funding level – unless we make changes.

Clarification requested: Will the clinical supervision indicated in the request be covered in 2011?

[R] In 2012 this will be LMHC.

Clarification requested: Does the individual pay anything for supervision, as this happens in some places?

[R] We are offering to cover supervision costs in response to the difficulty we have in recruiting LICSW. If the person does not honor the requirement to stay with LMHC for three years post licensure, then they will pay for the supervision cost.

[C] The person receives 200 hours of supervision for 2000 hours of work. Supervision is approximately 8 hours / month.

**ACTION: Recommend to the Governing Board of the Region 4-S Adult Mental Health Consortium to approve the request from Lakeland Mental Health Center for \$5,000.00 to cover costs of increased supervision (for a new staff member working toward licensure as LICSW (Licensed Independent Clinical Social Worker).**

**Motion made by Joanie Murphy, with second by Marilyn Klaver.**

**Vote taken by hand count. 31 “YES” and 15 “No” Motion Carried**

[2] Traverse County LAC request of \$848.00 for flexible funding

Discussion included: Clarification requested as to what amount in the printed e-mail is the request amount: maximum of \$2,000.00 or \$848.00. [R] The amount being requested is \$848.00 because this is the amount used in the previous 12-month. Noted that this is in keeping with the AMHC’s policy for Flexible Fund requests: *No request can be for more than \$2,000.00 as a time, nor can the request exceed the amount used in the previous 12 months.*

**ACTION: Recommend to the Governing Board of the Region 4-S Adult Mental Health Consortium to approve the request from Traverse County LAC for \$848.00 for Flexible Funds project.**

**Motion made by Mary Petersen with second by Cheryl Starner**

**Voice vote taken. Motion APPROVED**

**6. AMHC Administrator’s Report –** Written report included in meeting packet. Comments included:

- (1) RE: New check-in / registration procedures instituted effective September, 2011. Reminder that at the beginning of the meeting, everyone must **check in** on the registration list to get their meeting packet and this also serves as the meal cont. At the end of the meeting people who complete a voucher for mileage and/or per diem must check out with the normal voucher process. Noted that if you do not sign out they will not get a check for per diem and/or mileage.
- (2) RE: Crisis Housing Fund: information included in today’s packet as a reminder to people of the Crisis Housing Fund. Noted that there is 5-day turn around period. Comment that this is a resource to access prior to before accessing AMHC’s funds.
- (3) Noted that for persons who are under Section 8 Housing or are in low-income housing, if they are hospitalized, the housing program **must** recalculate the hospitalized person’s income.  
[C] This also includes persons who are in an IRTS.

[Q] Can you go back and request the Crisis Housing Funds? [R] No, because “crisis” is in the moment. Also noted that MN Crisis Housing program only does direct vendor payments. Further clarification provided that the Crisis Housing Fund is a flexible pool of money to provide short-term housing assistance to persons with serious and persistent mental illness whose income is being used to pay for an inpatient psychiatric treatment of 90 days or less. This could be in an IRTS or a hospital.

*Summary of the October 11, 2011 “Conversations ...” Meeting of the Region 4- South Adult Mental Health Consortium serving Douglas, Grant, Pope, Stevens and Traverse Counties*

- (4) RE: MN Cold Weather Rule – information included to help people be aware that all regulated utilities are under this rule. Noted that neither fuel oil nor LP gas dealers are regulated utilities so the Cold Weather Rule does not apply to these businesses. People should make contact now with these vendors before a situation occurs. Noted that WCMCA ([www.wcmca.org](http://www.wcmca.org)) has a couple of energy assistance programs: (1) Fuel Assistance and (2) Reach Out for Warmth. Noted that Reach Out for Warmth as specific dollars for persons with SPMI. This can be accessed through case managers.

**7. Region 4-South Adult Mental Health Consortium Governing Board Report** – Joanie Murphy reported that the AMHC’s Joint Powers Board (JPB) meeting is October 12, 2011. At this meeting they will review the 2012 Action Plan and 2012 Budget. Governing Board is recommending to the JPB some changes in the AMHC’s by-laws:

(a) Recommend that each county have a vote on the Governing Board. This in reference to one person- Rhonda Antrim who serves as the director of two county agencies: Pope Co. Human Services and Traverse County Social Services. The change in by-laws would be that Ms. Antrim would have two votes – one for Pope County and one for Traverse County.

(b) Recommend to change by-laws to require an annual audit of the books of the AMHC. This reflects a best practice standard.

Joanie also reported:

- Staff person on ICRS, Kathy Erickson, has resigned. The Governing Board will change this position from administrative support to a Mental Health Practitioner.
- Governing Board approved all recommendations from the August “Conversations...” meeting.

**8. State Advisory Council Report** – None

**9. State Liaison Report:** Lorraine Pierce provided the following comments:

\* Noted that people on Medicaid as disabled will have the opportunity to be part of a managed care system. They will be able to choose between Special Needs Basic Care (PrimeWest) and Medicaid fee for service. Noted that if you don’t respond you will automatically be enrolled in managed care. Noted the “fee for service” vendor is paid directly by DHS. Managed Care- PrimeWest gets a certain amount a person needs and has a network of providers. Managed Care requires that a person has all the services a person needs. Also covers Dental Care. Noted the individuals can call either Senior Linkage Line or the Disability Linkage line for assistance with the decision between the managed care and fee for service options. Contact number for both of these Lines will be included in the mailing.

Clarification requested: What is the difference between Medicaid and Medicare?

[R] Medicaid is for poor, disabled and is administered by the State. Medicare is for older persons and is administered through Social Services.

[C] A “Conversations...” participant noted that in a recent Consumer Reports that PrimeWest was rated very highly.

\*The AMHC 2012 Budget is just for one year. Beginning in 2012, the AMHI’s are to be planning for what they really want and need. The 2013 grant will not be based on historic award amounts, but must show a request that has value and shows results for the region.

**10. 2012 Budget & Work Plan:**

A. Changes on the “Proposed Comprehensive Budget” were made as follows:

- \* Traverse County Socialization changed to \$10,538.81
- \* Warm Line changed to \$13,849.79
- \* Total Projected grant costs – AMHI - \$748,702.82 (Grant award is \$746,702.82)

B. AMHC Administrator provided written Narrative for the Work Plan and read through the narrative. Additional information needed from the Work Teams and/or comments were as follows:

- (1) 402X- COMMUNITY EDUCATION AND PREVENTION - From Education and Training: How

*Summary of the October 11, 2011 “Conversations ...” Meeting of the Region 4- South Adult Mental Health Consortium serving Douglas, Grant, Pope, Stevens and Traverse Counties*  
many participants for the 2012 Day at Home in Region IV?

- (2) 416X-TRANSPORTATION Transportation – Number of clients? What is the variety of options? What is the unduplicated number and/or number of rides for 2012?
- (3) 418X -CLIENT FLEX FUNDS – Need to change term “transitional housing” to be more clear.
- (4) 436X - CRISIS STABILIZATION PCS bed is a one-step down from the crisis stabilization bed for Stevens Travers and Pope Counties. The Crisis Stabilizations provided by Milestones, Productive Alternatives are for those people who are “hardest to serve” and in need of 24 hour observation.
- (5) 455X-OUTPATIENT MEDICATION MANAGEMENT – This is only for AMHC funded clients. This is not the psychiatric medication monitoring.

Discussion followed and included:

- [Q] Where do we come up with the extra \$2,000.00? RE: Total projected grant costs of AMHI – \$748,702.82 (Grant award is \$746,702.82) [R] AMHC Administrator noted that she was not uncomfortable with this difference between budget and grant award because of such things as there most likely be a cost sharing for Pope County Drop In Center resulting in less AMHC grant funds need.
- [Q] Why do we retain an attorney? [R] Our attorney is paid monthly based on the hours that the attorney bills. The majority of the billing hours are for his attendance at the JPB and/or Governing Board meetings.
- [C] Comment from participant that this \$1,000.00 a month is a small amount for a budget of \$1.1 M. It is well worth it to have the attorney in attendance at these meetings.
- [Q] Is it the intention to have the budget balanced at this “Conversations...” meeting? [R] No, not here. There are no significant pieces in each dollar amount that need to change.
- Clarification requested of the two amounts: budget and grant award. [R] Total Projected grant costs – AMHI = \$748,702.82. Grant award is \$746,702.82.
- [Q] Why was the pre-petition screening decreased so significantly? [R] For 2011 the planning was for five counties receiving this. Now we have time data to put together a realistic budget.
- [Q] Will this position continue in 2012? [R] This BRASS Code is allowed. DHS has said we can propose to use our funds for this. But if the DHS review process deems that this is not acceptable to DHS, our Budget will be returned. We will know by the end of the year.
- [Q] Why the significant decrease in non-Medical Assistance for ICRS?
- [R] The reason is that we have chosen to have psychiatrist embedded in team so we have used this line item to subsidize. In 2012 we anticipate continuing psychiatric access – facilitate appointments with Mental Health provider to arrange and bill for psychiatric time.
- [Q] Will people be able to stay with their own psychiatrist? [R] This has not yet been decided. Situation is that the ICRS’ plan must coordinate with psychiatrist’s plan. It makes it easier if there is only one.
- [Q] Will ICRS Team remain 24 hours? [R] Right now we have maintained a staff person 24 hours. But, this staff person rarely responds to a crisis because of the Crisis Response program.
- [C] Very frequently the ICRS is phone support. This is still in the budget.
- Noted that the dollars pulled out are primarily from the psychiatric piece.
- [Q] Which line items relate to transportation? [R] Client Access SS Reimbursement.
- [C] The number in Audit line item appears to be incorrect. If the audit is \$4,000.00 and 10% is the factor then the budget number should be \$400.00 and not \$40.00 as itemized. Note this number was changed on the budget.
- [Q] Question posed by consumer from Pope County as to why their transportation was not covered when they went to dentist in Fergus Falls? [R] They didn’t receive mileage because a person with MA coverage must use the closest provider. Clarification is that this question was not related to the AMHC Transportation program.

**ACTION: Recommend to the Governing Board of the Region 4-S Adult Mental Health Consortium to approve the 2012 Work Plan and 2012 Budget as adjusted (AMHC portion=\$746,789.00 and Crisis Response = \$300,936.00)**

**Motion made by Carolyn Mallery with second by Deb Stark**

**Vote taken by hand count. “Yes” = 55 “No” = 0 Motion APPROVED**

- 7 -

*Note: These summary notes are a reflection of the discussions held at the October 11, 2011 “Conversations...” Meeting. They are not an approved record of the Region 4-South Adult Mental Consortium until they reviewed at the Nov. 8, 2011 meeting.*

*Summary of the October 11, 2011 "Conversations ..." Meeting of the Region 4- South  
Adult Mental Health Consortium serving Douglas, Grant, Pope, Stevens and Traverse Counties*

**11. Work Team and Task Forces Meet:**

A. Transportation; B. Training & Education; C. Services for Hard-to-Serve; D. Integrated Physical & Mental Health; E. Housing; and F. Crisis Response.

**12. Reports from Work Teams and Task Forces: Comments presented during large group report are indicated in ITALIC in each Work Group's report.]**

**A. Transportation -** Note Taker: Amy Kiehn Persons in Attendance: Judith Fox, Pat Eggers, Danielle St. John, Amy Kiehn, Liz Hinds, Fay Beman, John Kiehn

**AGENDA:**

1. Action item from last month: survey of workers regarding transportation programs and needs, and gaps. Joyce has them ready to send out.
2. What is being done in counties with transportation dollars? Only Stevens has done anything. They have a free bus pass for anyone going to the Drop In Center or Social Club event.

**ACTION ITEMS** **PERSON(S) RESPONSIBLE** **TIMELINE**

1. Go back to counties to get info on what is being done with transportation dollars.

**B. Training & Education -** Note Taker: Karen Salem Persons in Attendance: Keith Lundsetter, Ben Schulz, Fonda Knudson, Karen Salem, Iver Aal, Cheryl Starner, Gloria Johnson

**AGENDA:**

1. What do we want to do about the Echo Press article? Perhaps if legal, post it online. Ask the AMHC Lawyer, Justin Anderson.
2. Possibly meet in Fergus Falls for organizing since BCOW is involved, not just Hoffinan.
3. Instead of large bus for "Day on the Hill," now perhaps do a van with each county represented to see the legislators and tell them about "Day at Home."
4. Discussion of facility in different place (i.e. maybe in Fergus Falls if we find a free facility).
5. RSVP from legislators better next year. Also be prepared to have your picture taken.
6. Plan for 250+ next year.
7. Order for next year: three different workshops, especially one with CEU's? Or, maybe not breakout sessions. Perhaps keep it the same until fully successful.
8. Devise a survey for legislators (i.e. When can you come? Etc.)

**C. Services for Hard-to-Serve –** Note Taker: Heather Danner Persons in Attendance: Fran Cin, Lucille Tullis, Char Lundebrek, Dave Peterson, Rebecca Berg, Karen Schulz, Sue Boese, John Cosco, Mary Petersen, Alicia Davidson, Chad Meyer, Heather Danner, Laurie Burns

**AGENDA:** 1. Handouts not completed. E-mail them to TCM.

2. Acute Psychiatric beds in hospital. 2012 – Position we want initiative to take Crisis workers (up to 3 days) Team of individuals. Board and Lodge? Provide services in safe environment.
3. Crisis bed availability
  - Staffing – availability is difficult to staff for crisis.
  - Clients in crisis
  - Crisis vs. respite
  - Medical fragile

**ACTION ITEMS** **PERSON(S) RESPONSIBLE** **TIMELINE**

1. Alicia will e-mail surveys to County Case Managers
2. Chad will bring flyers on Board and Lodge. Transition from Milestones or CBHH

*LARGE GROUP REPORT: In 2012 would like to see AMHC provide crisis team in safe environment – maybe in a person's home. Need for Board and Lodge in this area? Want information on transition.*

*Summary of the October 11, 2011 "Conversations ..." Meeting of the Region 4- South  
Adult Mental Health Consortium serving Douglas, Grant, Pope, Stevens and Traverse Counties*

**D. Integrated Physical & Mental Health- Note Taker:** Sandy Tubbs **Persons in Attendance:** Edith Brasel, Randy Bouwman, June Kedor, James Pew, Gloria Wartner, Joyce Moen, Mark Erickson, David Pearson, Carroll Anderson, Sharon M. Booen, Michaela Niblett, Dawn Hartman, Sandy Tubbs, Rosemarie Johnson, Kay Lagred

AGENDA:

1. Wellness brochures – Quote of \$314.00 for 500 Brochures – APPROVED by the group.  
Intended to distribute to drop-in centers with mental health screenings, at mental health centers. Additional brochures may be available to supplement. Jim Pew following up.
2. Screenings – Brochures distributed. Dates reviewed. Members encouraged to reach out to individuals that are not currently connected to community services, but are still in need.
3. Physical activity at Drop-In Centers – Sometimes scheduled but not always held as scheduled. Individuals need to take personal responsibility. Physicians need education. Combine physical activity with Socialization group. Competition to promote physical activity, good nutrition.

<u>ACTION ITEMS</u>	<u>PERSON(S) RESPONSIBLE</u>	<u>TIMELINE</u>
1. Wellness Brochures – approved purchase of 500	Joyce will order	
2. Wellness screenings	Douglas County Public Health	
3. Request for information from Drop-In Centers “What kind of physical activity is being offered?” “What works?”	One person from each county to report: Pope – Edith Brasel Douglas – June Kedor Grant – Rosemarie Johnson Stevens – Liz Hinds Traverse – Judith Fox	

**E. Housing – Note Taker:** Carolyn Mallery **Persons in Attendance:** Shelly Leonard, Jane Nygaard, Carolyn Mallery, Leanne Harmsen, Deb Stark, Diane Barduson, Elza Manning

AGENDA:

1. Group reviewed responses received from all County Case managers:  
All recipients of Transitional Housing dollars (SPMI or SMI) must have exhausted all other funds. Douglas County Case Manager researches other fund sources. All requests must go through case managers. Pope Co case manager gives list of resources to consumer. It is up to the consumer to make the calls. Traverse county use Transitional Housing funds only after there are no other funds available. One time funding for that specific item. Counties have covered: security and utility deposits, rent, respite, homemaking, meds on emergency basis, car repairs, utility shut off notices, repairs to homes, move someone from unsafe living arrangements, homeless, gas vouchers, gym memberships, home phone bills, child respite.
2. List of questions/steps:
  - A. How are these issues connecting to your mental health?
  - B. Discuss with client whether or not there is a plan to keep the problem from happening again.
  - C. Set up to assist consumer – not enable them.
  - D. Relate somehow to consumer’s housing and ability to stay in their home.

<u>ACTION ITEMS</u>	<u>PERSON(S) RESPONSIBLE</u>	<u>TIMELINE</u>
1. A visit with Jill at WCMCA regarding single males with criminal records.		

*Summary of the October 11, 2011 “Conversations ...” Meeting of the Region 4- South  
Adult Mental Health Consortium serving Douglas, Grant, Pope, Stevens and Traverse Counties*

**F. Crisis Response-** Note Taker: Marilyn Kluver Persons in Attendance: JuliAnn Randall, Jed Stump, Ken Volk, Corrina Rost, Joanie Murphy, Marilyn Kluver, Sarah Boll, Anita Renstrom, Julie Sonju, Kayla Mattocks, Lorraine Pierce, Mary D. Volk

**AGENDA:**

1. Crisis Team – We already have GPS’s (ready for when we go into the community).
2. Regarding Jail and Crisis Team - Kesha has met with a medical doctor that works at the jail. Needs to re-approached due to the non-supportive response at that time.
3. Last month – Consolidate phone lines (Too difficult to do so.)
4. CIP officers will be the ones contacting First Link when going community based.
5. Offer training to Law Enforcement once the community based is up and running (to regain credibility). Suggested ride-alongs with law enforcement for paid training.

<u>ACTION ITEMS</u>	<u>PERSON(S) RESPONSIBLE</u>	<u>TIMELINE</u>
1. Contact jails to see about crisis team in jails to meet mental health needs.	1. Kesha	Will start process
2. We are exploring other ways to get ideas (Brainerd) to go to ER and Community Based	2. Kesha	1 month

*LARGE GROUP REPORT: Transition into community based. Staff needed – but credentialing takes a long time. Maybe working in jails, need to reestablish contact with area jails.*

**13. Updates from Community-based Adult Mental Health Services**

- A. Socialization Projects – Douglas, Pope, Stevens, Traverse B. Employment – *Douglas Co. Social Services & Prairie Community Services*
- C. Housing – *include Bridges-like and Shelter Plus Care* D. Crisis Response
- E. Aftercare Services: (1) Intensive ARMHS (2) Aftercare Nurse F. Milestones IRTS (Intensive Residential Treatment Services)
- G. ICRS (Intensive Community Rehabilitation Services) Team (1) Program Report (2) Board Report
- H. Community Behavioral Health Hospitals I. Safety Net – including Flexible Funds –all counties J. Training and Education
- K. Day on the Hill L. Douglas County Saturday Transportation M. Warm Line N. Pope County Drop In Center
- O. Stevens Co Drop In Center P. Traverse County Support Group Q. Web Site – [www.r4sconversations.org](http://www.r4sconversations.org)
- R. Homeless to Housed Committee S. Public Relations - Anti-Stigma Campaign – [www.reallifeconversations.com](http://www.reallifeconversations.com)
- T. Transportation U. Grant County Drop-In Center V. Health Screenings W. Wrap Trainings

**14. Announcements –**

- \* Stevens County socialization activity on October 30 at the Drop In Center at 4:30 p.m.
- \* Douglas County socialization activity on October 26 at the Eagles.
- \* Extra packets available from the Sept. 30 “Day At Home” event
- \* Noted that the Hoffman Community Center will be available for our use on November 8 (no elections)

**15. Agenda for November 8, 2011 “Conversations...”**

- (1) Work Team Meetings
- (2) Update on Wellness Screenings

**2011 “Conversations...” Meeting Schedule –**

**December 13**