

CONVERSATIONS

January 10, 2012

LEFT SIDE

INFORMATION – GREEN

1. Approval letter – 2012 AMHI grant plan
2. Memo from Shelley White, Program Consultant, DHS
3. Extension of application period – State Advisory Council

REPORTS - BUFF

1. Administrators Report – January 2012
2. Adult Crisis Response Program – January 2012
3. ICRS Program – January 2012
4. Prepetition Screening – November, January 2012
5. Incentive Program – annual, 2011
6. Warm Line – Oct-Dec 2011
7. Warm Line – annual 2011
8. Lakeland Mental Health Center – Access; July-Sept, 2011
9. Lakeland Mental Health Center – Access - Oct-Dec, 2011
10. Pope County Transitional Housing – Oct-Dec, 2011
11. Pope County Flexible Funding – Oct-Dec, 2011
12. Pope County Mental Health Transportation – Annual 2011
13. Pope County – Prairie Partners Drop In Center, Oct-Dec 2011
14. Pope county Prairie Partners Drop In Center, annual 2011
15. Pope County F.U.N. Bunch – Oct-Dec 2011
16. Pope County F.U.N. Bunch – annual 2011
17. Douglas County Socialization/Drop In Center, Oct-Dec 2011, 2011 total client count
18. Douglas County Flexible Spending – Nov, Dec, 2011
19. Grant County Mental Health Club – Oct-Dec 2011, ytd totals
20. Grant County Transitional Housing – Oct-Dec 2011
21. Stevens County Transitional Housing – Oct-Dec 2011, annual count
22. Traverse County Flexible Funding – Oct-Dec 2011, annual count
23. Traverse County Transitional Housing – Oct-Dec 2011, annual county
24. Traverse County Support Group costs - 2011
25. Traverse County Socialization – Oct-Dec 2011, annual 2011
26. Grant County – Parenting Skills for SPMI Population – Oct-Dec 2011

RIGHT SIDE

DAILY AGENDA: WHITE

FINANCIAL STATEMENTS: BLUE

1. For period ending December 31, 2012

APPLICATIONS/PROPOSALS (ACTION NEEDED): PINK

PROGRAM OPENINGS – YELLOW

1. Prairie Community Services

Conversations.

Tuesday, January 10, 2012 ~ 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 or -218-685-8206 by NOON on Friday, January 6, 2012

SPECIAL NOTE: Meeting Packet materials are posted at 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
- Please note: there is a recycling bin available for empty plastic water bottles. Your use of this bin will be appreciated!*
1. Approval of Agenda*Additions, *Clarifications, *Changes 9:20—9:25
 2. Approval of summary of December 13, 2011 “Conversations...” 9:25—9:30
 3. Meeting Packet Information – Joyce Pesch 9:30—9:35
 4. Financial Report—Joyce Pesch 9:35—9:45
 - A. Monthly Report
 - B. Applications/Proposals (ACTION NEEDED)
 5. AMHI Administrator Report - Joyce Pesch 9:45—9:55
 6. Region 4-S AMHC Governing Board Report – Joanie Murphy 9:55—10:00
 7. State Advisory Council
 8. State Liaison Report - Shelly White 10:00—10:10
 9. Results of the Ad Hoc group: Targeted “Reach Out for Warmth” 10:10—10:15
- Break** 10:15-10:30
10. DISCUSSION & ACTION: Changes to “Conversations...” format/schedule for 2012 to reflect the Conversations’ line item budget reduction in the 2012 Budget 10:30—11:10
 11. Identify 2012 Work Groups and their charge for 2012 11:10—Noon
- Lunch ~ Noon – 12:30**
12. Updates —Community-Based Adult Mental Health Services 12:30—12:45
 - A. Socialization Projects: *Douglas, Pope, Stevens, Traverse*
 - B. Employment – *inc. Douglas Co. Social Services, Prairie Community Service*
 - 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 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. Warm Line
 - M. Pope County Drop In Center
 - N. Stevens Co Drop In Center
 - O. Traverse Co. Support Group
 - P. Web Site – www.r4sconversations.org
 - Q. Homeless to Housed Committee
 - R. Transportation
 - S. Public Relations - Anti-Stigma Campaign – www.reallifeconversations.com
 - T. Grant County Socialization
 - U. Health Screenings
 13. Announcements 12:45—12:50
 14. NEXT Agenda 12:50—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 and at 218-685-8229

Category: BASE INITIATIVE FUNDING	2011 budget	Through December 2011 approved changes	Revised Budget	Subtotals/ Totals	YTD Expenses paid as of December 31, 2011	Unpaid Balance	Per Cent of Planned Expense
Fun Bunch - Pope	\$ 13,680.04	\$ (2,000.00)	\$ 11,680.04	\$ 10,661.54	\$ 1,018.50	91.28%	
Stevens County Socialization	\$ 10,465.68		\$ 10,465.68	\$ 10,465.52	\$ 0.16	100.00%	
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	\$ 17,053.00	\$ (1,125.00)	107.06%	
Stevens County Drop In Center	\$ 21,743.80		\$ 21,743.80	\$ 21,841.77	\$ (97.97)	100.45%	
Grant County Drop In Center & Socialization	\$ 13,192.00	\$ (7,000.00)	\$ 6,192.00	\$ 4,392.59	\$ 1,799.41	70.94%	
Warm Line	\$ 13,447.00		\$ 13,447.00	\$ 14,630.51	\$ (1,183.51)	108.80%	
Leisure time activities/Foster Social Support				\$ 104,205.21	\$ 412.31		
CONVERSATIONS web site	\$ 2,000.00		\$ 2,000.00	\$ 948.42	\$ 1,051.58	47.42%	
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	\$ (2,000.00)	\$ 11,900.00	\$ 12,841.26	\$ (941.26)	107.91%	
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				\$ 21,902.00	\$ 306.80		
Douglas County Employment	\$ 15,000.00	\$ 4,918.00	\$ 19,918.00	\$ 14,219.54	\$ 5,698.46	71.39%	
PCS Employment (Grant, Pope, Stevens, Traverse)	\$ 44,894.28		\$ 44,894.28	\$ 43,772.01	\$ 1,122.27	97.50%	
Supported Employment				\$ 64,812.28	\$ 6,820.73		
Douglas County Saturday Transportation	\$ 20,000.00	\$ (10,000.00)	\$ 10,000.00	\$ 9,935.50	\$ 64.50	99.36%	
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	\$ 4,757.10		
Flexible Funding/Consumer-through LAC	\$ 6,500.00	\$ (3,000.00)	\$ 3,500.00	\$ 3,048.00	\$ 452.00	87.09%	
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	\$ 4,352.00		
ITV		\$ 100.00	\$ 100.00	\$ 100.00	\$ -	100.00%	
ARMHS Group Skills		\$ 990.00	\$ 990.00	\$ 1,700.00	\$ 920.00	64.89%	
Incentive Funding (managed by PCS)	\$ 3,710.00	\$ (1,090.00)	\$ 2,620.00	\$ 3,710.00	\$ 920.00		
Skill Development/Activities of Daily Living				\$ 3,710.00	\$ 920.00		
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	\$ (86,581.00)	\$ 12,405.51	\$ 2,428.00	\$ 9,977.51	19.57%	
R4South Housing Project #2		\$ 34,500.00	\$ 34,500.00	\$ 22,399.00	\$ 12,101.00	64.92%	
Deposit Assistance (Do. Co. HRA Managed)	\$ -		\$ -	\$ 1,950.00	\$ (1,950.00)		
Housing Supports				\$ 71,805.51	\$ 24,028.51		
IRT - Intensive Residential Treatment	\$ 33,331.00	\$ 11,569.00	\$ 44,900.00	\$ 34,749.14	\$ 10,150.86	77.39%	
IRT - Group Residential Housing/Non-PA Eligible	\$ 4,003.00		\$ 4,003.00	\$ 3,162.04	\$ 840.96	78.99%	
Intensive Residential Treatment				\$ 48,903.00	\$ 10,991.82		

Lakeland Mental Health Outpatient Access Improvement	\$ 4,000.00	\$ 10,000.00	\$ 14,000.00		\$ 14,000.00	\$ -	\$ 100.00%
D.B.T. Therapy - Non-PA eligible/PPP	\$ 11,720.00		\$ 11,720.00		\$ 11,481.72	\$ 238.28	97.97%
Adult Outpatient Psychotherapy					\$ 25,720.00	\$ 238.28	
Nursing Support/Non MA/Non Medicare	\$ 3,000.00	\$ 3,000.00	\$ 6,000.00		\$ 6,329.95	\$ (329.95)	105.50%
Intensive Aftercare - non ARM/HS/non CSP	\$ 9,000.00	\$ 6,000.00	\$ 15,000.00		\$ 16,592.82	\$ (1,592.82)	110.62%
Health Screenings/Brochures	\$ 1.00	\$ 6,500.00	\$ 6,501.00		\$ 3,671.59	\$ 2,829.41	56%
Basic Living/Social Skills/Community Interventions					\$ 27,501.00	\$ 906.64	
IGRS - Non MA	\$ 180,636.00		\$ 180,636.00		\$ 147,796.89	\$ 32,839.11	81.82%
Assertive Community Treatment					\$ 180,636.00	\$ 32,839.11	
CONVERSATIONS	\$ 33,000.00	(4918.00)	\$ 28,082.00		\$ 33,320.66	\$ (5,238.66)	118.65%
Prepetition Screening for Commitment	\$ 81,633.00	\$ (18,500.00)	\$ 63,133.00		\$ 58,029.41	\$ 5,103.59	91.92%
Project Administrator - includes payroll costs	\$ 98,662.00		\$ 98,662.00		\$ 125,870.48	\$ (27,208.48)	127.58%
Fiscal/billing costs - Grant County Social Services	\$ 17,400.00		\$ 17,400.00		\$ 17,400.00	\$ (27,208.48)	100.00%
TOTALS: BASE INITIATIVE GRANT	\$ 858,953.00	\$ (56,081.00)	\$ 802,872.00		\$ 742,652.25	\$ 60,219.75	92.50%
Category: CRISIS RESPONSE	2011 Budget	Budget changes	Revised Budget	Subtotals	YTD Expense	Unpaid Balance	% Spent
Crisis Stabilization Beds	\$ 10,000.00		\$ 10,000.00		\$ 3,740.86	\$ 6,259.14	37.41%
Crisis Stabilization Beds - GRH	\$ 2,000.00		\$ 2,000.00		\$ 2,308.23	\$ (308.23)	115.41%
Crisis Stabilization Residential				\$ 12,000.00		\$ 5,950.91	
Crisis Assessment and Intervention	\$ 257,102.39		\$ 257,102.39		\$ 263,733.05	\$ (6,630.66)	102.58%
Crisis Assess, Intervention, Community Stabilization				\$ 257,102.39		\$ (6,630.66)	
Project Administrator	\$ 27,114.00		\$ 27,114.00		\$ 27,114.00	\$ 27,114.00	0.00%
Fiscal Host/Employer of Record Costs	\$ 17,400.00		\$ 17,400.00		\$ 19,200.00	\$ (1,800.00)	110.34%
TOTALS: CRISIS RESPONSE GRANT	\$ 313,616.39		\$ 313,616.39		\$ 288,982.14	\$ 24,634.25	92.15%
REVENUES	\$ 1,172,569.39				\$ 1,031,634.39		
INITIAL BASE GRANT AWARD	\$ 858,950.00						
					<i>Receipts as of 12/31/2011</i>		
CRISIS SERVICES GRANT AWARD	\$ 314,577.00						
CRISIS SERVICES EARNED INCOME	\$ 2,039.39						
TOTAL: BASE FUNDING	\$ 858,950.00						
TOTAL: CRISIS RESPONSE	\$ 313,616.39						
TOTAL PROJECTED REVENUES	\$ 1,172,566.39				\$ 912,127.43		77.79%

**Prairie Community Services Inc
Program Openings**

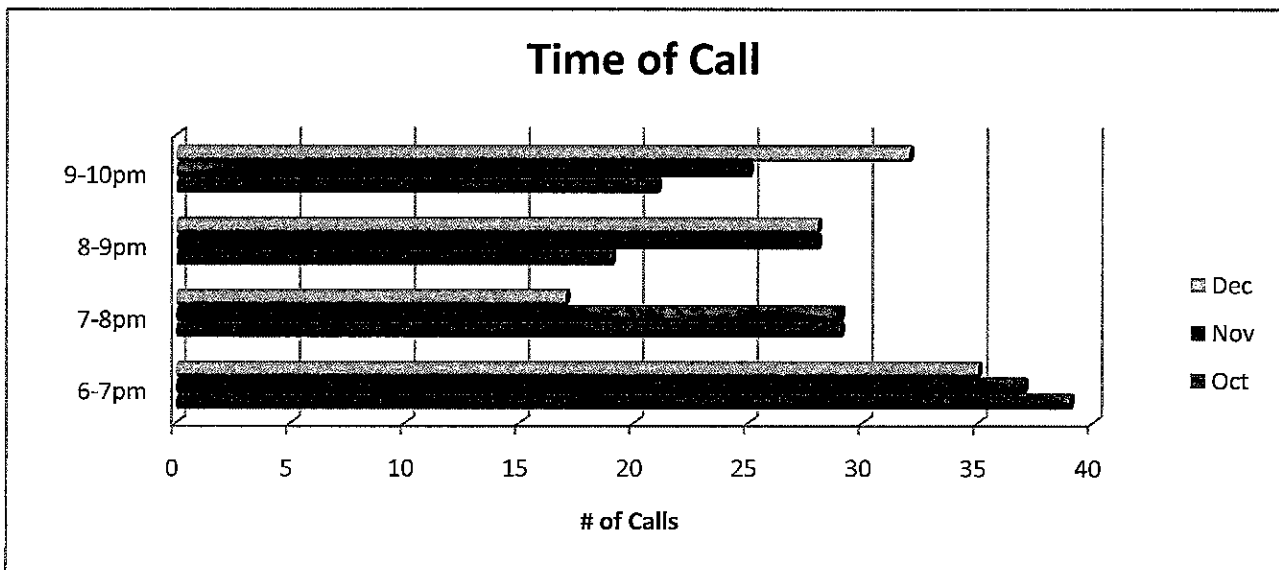
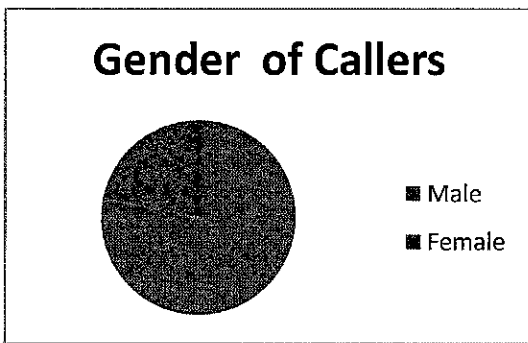
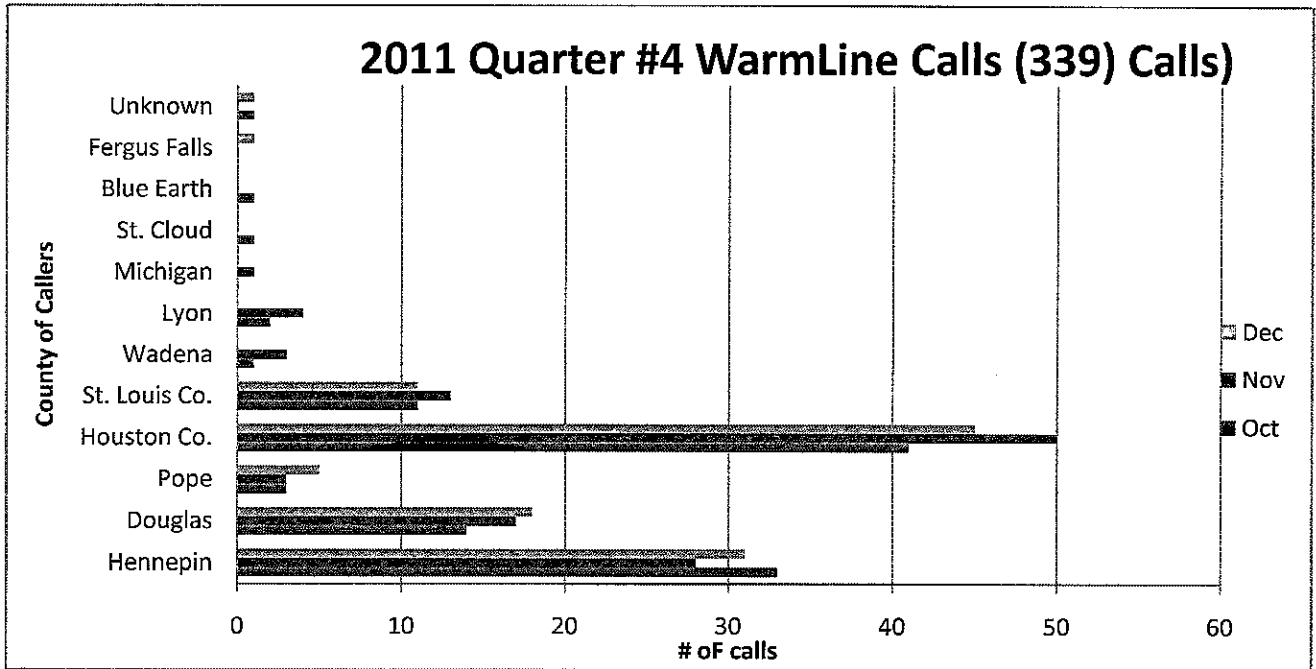
Name	Location	Type of License	Current census Capacity	Current census In the home	Wheelchair Accessible	Contact Name	Number
Residential							
Beachwood	Spicer	203 - Adult Foster Care	4	3	no	Karen Rosman-Bangasser	320-894-9676
Castlewood	Alexandria	203 - Adult Foster Care	4	3	yes	Keith Lundsatter	320-763-6528
Lanewood	Badger	203 - Adult Foster Care	4	3	yes	Carmen Olson	218-463-0446
Spiritwood	Spicer	203 - Adult Foster Care	4	0	no	Karen Rosman-Bangasser	320-894-9676
Sprucewood	Benson	203 - Adult Foster Care	4	3	no	Michelle Bankord	320-760-5341
Tigerwood	Morris	203 - Adult Foster Care	4	3	yes	Michelle Bankord	320-760-5341
Trailwood	Fergus Falls	203 - Adult Foster Care	4	3	no	Nicolle Braaten-Toso	218-998-3048
Valerwood	Marshall	203 - Adult Foster Care	4	3	no	Claudia Cravens	320-287-0664
Brentwood	Marshall	Intensive Residential Treatment	10	8	yes	Claudia Cravens	320-287-0664
Deerwood	New London	203 AFC/M/alvered	4	3	yes	Karen Rosman-Bangasser	320-894-9676
HJ Janson	Alexandria	203 AFC/M/alvered	4	2	yes	Keith Lundsatter	320-763-6528
Pinewood	Alexandria	203 AFC/M/alvered	4	3	no	Keith Lundsatter	320-763-6528
Shorewood	Starbuck	203 AFC/M/alvered	4	3	yes	Keith Lundsatter	320-763-6528
Starwood	Starbuck	203 AFC/M/alvered	4	3	no	Keith Lundsatter	320-763-6528
Willow	Fairfax	203 AFC/M/alvered	4	3	yes	Joyce Evenson	507-381-4727
W/renwood	Renville	203 AFC/M/alvered	4	3	yes	Jennifer Knight	320-979-7568
Courtwood Apartment	Roseau	N/A	1	0	yes	Carmen Olson	218-463-0446
Driftwood Apartment	Morris	N/A	1	0	yes	Michelle 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	Michelle Bankord	320-760-5341
Community Based Services							
	Douglas, Stevens, Grant, Pope, Traverse	ARMHS, Supportive Employment, ILS, SILS, PCA, Respite, CSP, Residential Crisis Beds	N/A	N/A	N/A	Leanne Harmsen	320-585-6107

For more information about PCS programs or program availability please visit our website.
http://www.access.sfnhs.org/Services_Page/Residential-PCS/DW/Topen_beds.asp
 or contact Chad Meyer (Administrator) at 320-589-4915

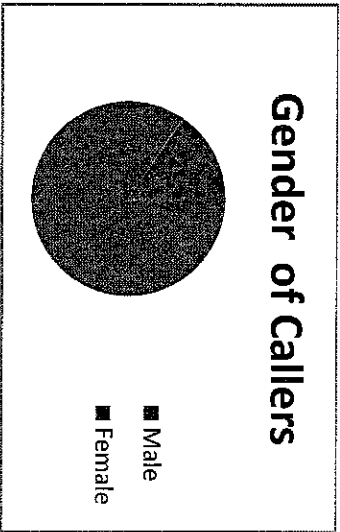
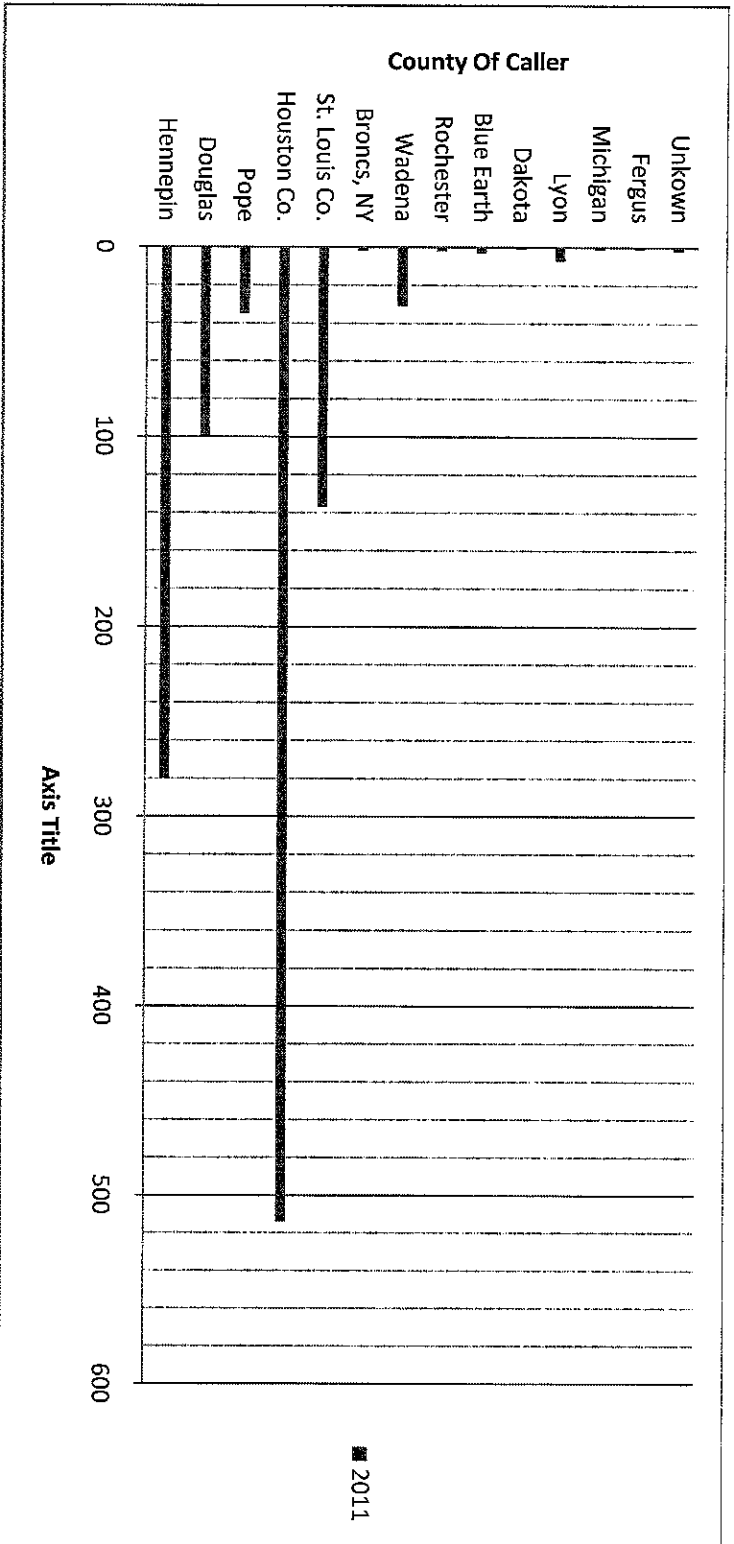
ADMINISTRATORS REPORT
January 2012

1. Please note the memo from Shelley White, our new program consultant. Because of a division meeting, she will not be joining us this month, but plans to be here in February with up to date information for us.
2. Our 2012 AMHI Adult Mental Health Grant Plan has been approved as submitted. A copy of the approval letter is in your materials. The first of the planning sessions for the “rebasings” of the adult mental health grants is scheduled for Monday, January 9, 2012. Several of us will be attending and hopefully will have some concrete information on the process to share with you at the CONVERSATIONS meeting.
3. Final Expenses – For those vendors who made the extra effort to get the December vouchers to me so they could be paid out of 2011 grant funds, thank you. I appreciate the extra effort that I know you put into doing that.
4. CONVERSATIONS per diems and mileage – just a reminder to all consumers who were at the December meeting. The checks for this meeting were issued at the end of December. You will NOT be receiving a check from us in January. The January meeting expenses will be paid to you in February, and then we will be back on schedule.
5. In your materials today you have a “consent form”. This is a release allowing us to identify you as a consumer of mental health services in materials that we produce about the CONVERSATIONS advisory board, including the meeting summary. We appreciate it when you choose to let us do that, as it helps our Consortium to identify the level of consumer and local advisory council involvement we have on an ongoing basis. If you would like to give us permission, please sign and date the form and return to Joyce or one of her staff today. We will continue to have copies of this form with the sign in materials each month, so you may give your consent at any meeting.

Joyce Pesch
218.685.8229
joyce.pesch@r4south.org



2011 Total Warmline Calls (1,116 Calls)

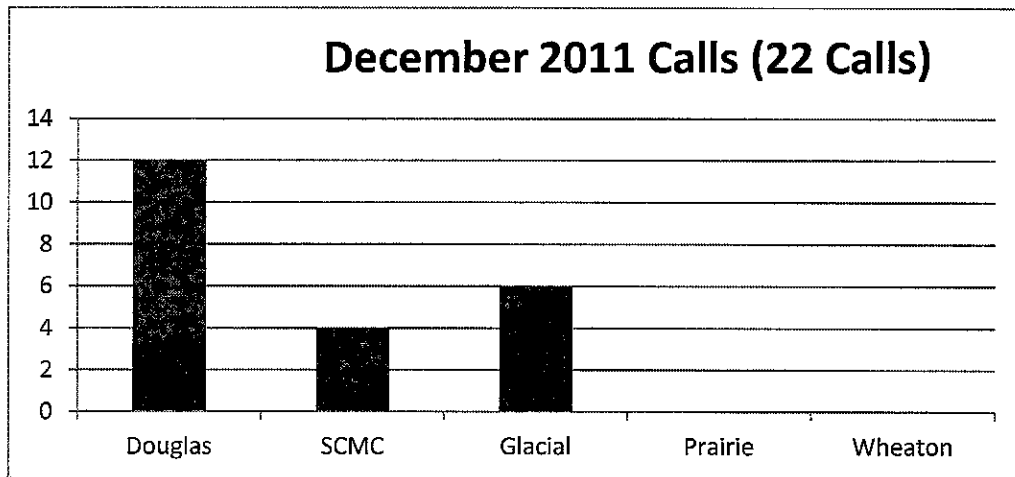


Region 4 South Mental Health Crisis Teams

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

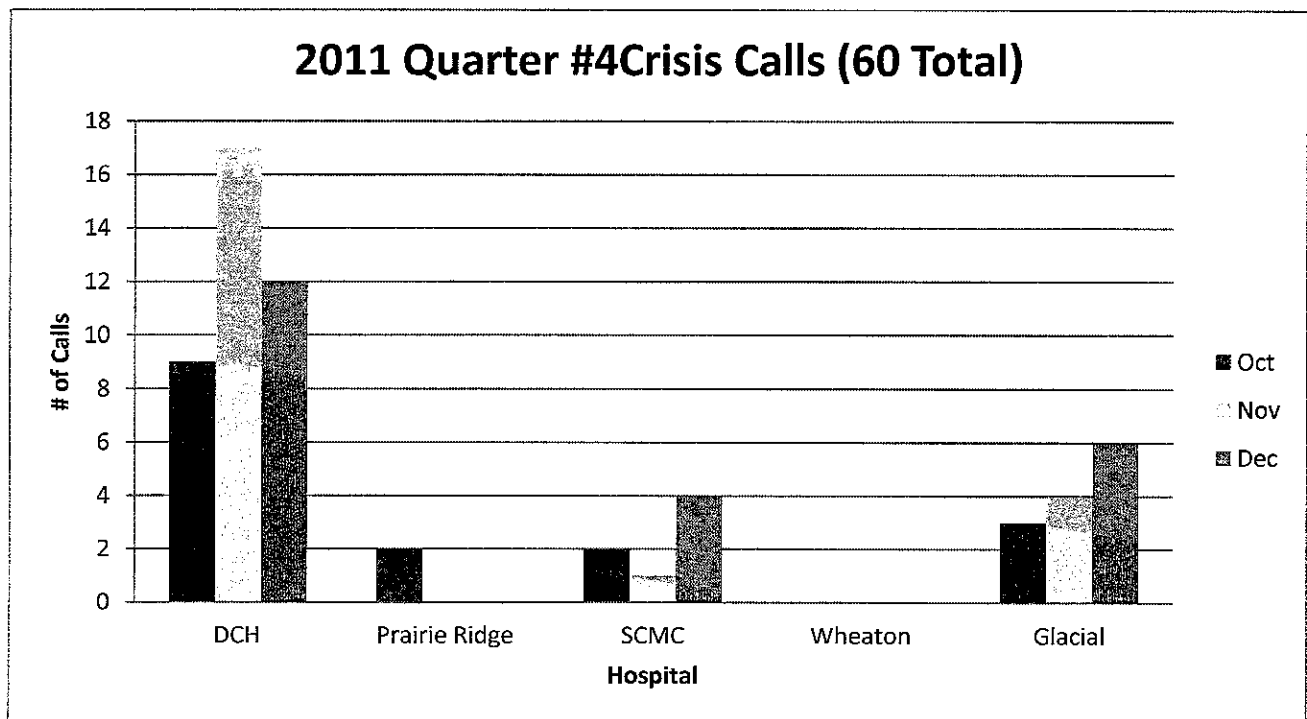
www.r4conversations.org

Region 4 South Adult Mental Health Consortium Mobile Crisis Program January 2012 2011 Quarter #4 Report

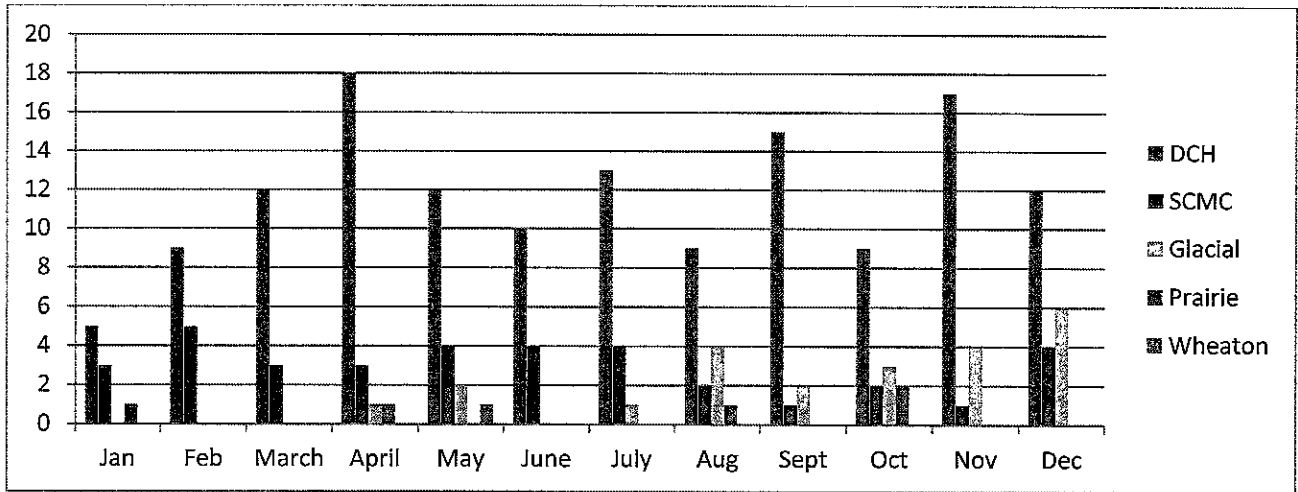


REGION 4 SOUTH WARMLINE
6pm-10pm 7 days a week
Local: 1-320-298-4404
Toll Free: 1-866-290-6333

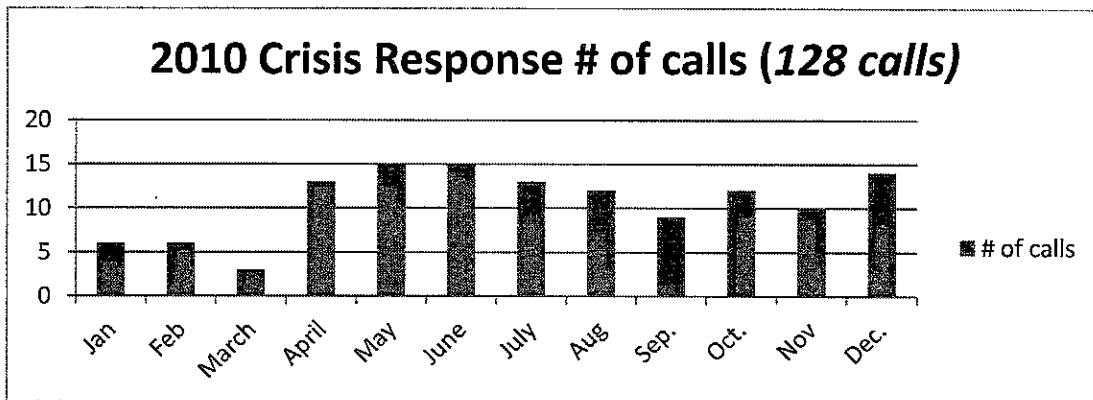
Kesha Anderson LMFT
Crisis Program Manager
218-685-8230
Kesha.anderson@r4south.org



2011 Total Crisis Response Calls (206 Calls)

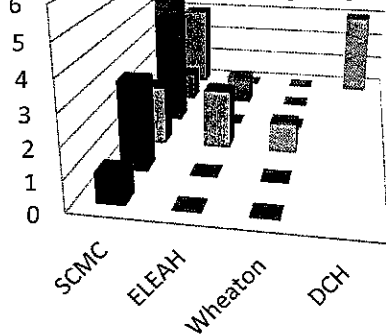


2010 Crisis Response # of calls (128 calls)

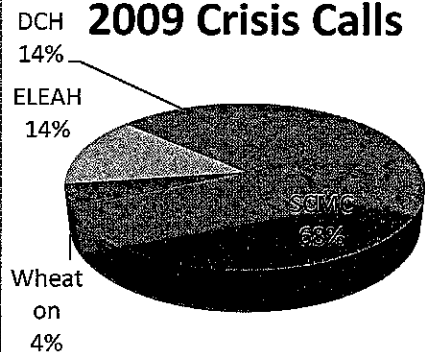


2009 Total Crisis Response

Calls (23)



2009 Crisis Calls



Region 4 South ~ Adult Mental Health Consortium

PREPETITION SCREENING STATISTICS

DECEMBER 2011 STATISTICS

Total Petitions Filed: 2

Total Hearings Attended: 4

	Petition	Hearings	Stay Of Commitment	Dismissed	Commitment	# With Case Management Prior To Screening	# Without Case Mgmt Prior to Screening
Grant							
Pope							
Stevens	1	2			1	1	
Traverse	1	2		1			1
Total	2	4		1	1	1	1

2011 YEAR TO DATE STATISTICS

(Note: Jan-March N/A)

Total Petitions Filed: 15

Total Hearings Attended: 22

	Petition	Hearings	Stay Of Commitment	Dismissed	Commitment	# With Case Management Prior To Screening	# Without Case Mgmt Prior to Screening
Grant	1	2			1	1	
Pope	7	8	4	1	2	2	5
Stevens	3	5		1	2	1	2
Traverse	4	8	2	1	1		4
Total	15	18	6	3	6	4	11

Please feel free to contact Alicia Davidson if you have any comments, suggestions, or questions regarding these statistics and/or the Prepetition Screening program.

Respectfully Submitted,

Alicia Davidson, BSE, MHPractitioner
Prepetition Screening Coordinator

32 Central Ave S, Suite 8

PO Box 222

Elbow Lake, MN 56531

Cell #~ (218) 401-0337

Office #~ (218) 685-8228

Fax #~ (218) 685-6414

Email ~ alicia.davidson@r4south.org

Region IV South
AMHI

RE: Incentive Program
Report for All of 2011

Unduplicated
number of
consumers

Beginning
Balance

\$3,710 Incentives

affected

Duplicated

Progress Follow through

January-11		No Requests	0			NA	
February 2011		No Requests	0			NA	
March-11	\$120	Wal-Mart -reissued Aug 23, 2011	1			Improvement but slow	
April-11	\$100	Alexandria Chamber Bucks-X	1		4	Able to Master	
May-11	\$50	Alexandria Chamber Bucks-X	1			Improvement but slow	
June-11	\$50	Alexandria Chamber Bucks-X	1			No improvement, same goal new approach	
July-11	\$0	No Requests	0			NA	
August-11	\$50	Alex. Chamber Bucks-Changed Wal-Mart 11.11	1			Follow up due 2.18.12-5.18.12	
August-11	\$100	Morris Dairy Queen	4			One Great Improvement, 2 Improvement but slow, 1 No Improvement trying new goal	
August-11	\$50	Morris Translt			4	Same as above	
August-11	\$50	Common Cup Morris			4	Same as above	
August-11	\$200	Alexandria Chamber Bucks	1			Able to Master	
August-11	\$200	Alexandria Chamber Bucks	1			Able to Master	
August-11	\$130	Wal-Mart	1			Improvement but slow	
August-11	\$125	Pamida Glenwood	1			Improvement but slow	
August-11	\$125	Pamida Glenwood	1			Great Improvement	
August-11	\$125	Pamida Glenwood	1			Great Improvement	
August-11	\$125	Pamida Glenwood	1			Great Improvement	
September-11	\$125	Pamida Glenwood	1			Great Improvement	
October-11							

November-11	\$100	Alexandria Chamber bucks	1		Follow up due 2.18.12-5.18.12
December-11	\$120	Wal-Mart		1	Follow up due 3.27.11-6.27.12
December-11	\$120	Wal-Mart	1		Follow up due 3.27.11-6.27.12

\$ 1,940.00 Total Incentive Dollars Approved So Far.

Report By: Michele Bankord
 Program Administrator for PCS

18 Unduplicated

November 10, 2011

Third Quarter 2011
Lakeland Mental Health Center – Alexandria

Clients provided services by Kathryn Lichty, MSW

Total unduplicated clients – 12 (for period July 1-Oct 31, 2011)
4 children/adolescents
8 adults
3 adult clients returned/re-opened

Clients with SPMI diagnosis – 4 new, 3 returning
Clients with SMI diagnosis – 4
Clients with SED diagnosis – 1

Clients by diagnosis:

- 5 persons with Major Depression (*plus 2 returning clients*)
- 0 persons with Other Depressive Disorder
- 0 persons with Mood Disorder NOS (*plus 1 returning client*)
- 1 Bipolar Disorder
- 8 persons with Anxiety DO/Generalized Anxiety DO (*plus 3 returning clients*)
- 3 person with Post Traumatic Stress Disorder (*plus 2 returning clients*)
- 1 persons with Adjustment Disorder
- 1 person with Borderline Personality Disorder (*plus 1 returning client*)
- 1 person with Other Personality Disorder
- 1 persons with Attention Deficit Hyperactivity Disorder
- 1 person with Disruptive Behavioral Disorder
- 1 persons with Substance/Alcohol Abuse (*plus 1 returning client*)

Oct-Dec 2011
Lakeland Mental Health Center – Alexandria

Clients provided services by Kathryn Lichty, MSW

Total unduplicated clients – 18 (13 new and 5 returning)
6 children/adolescents
12 adults

Clients with SPMI diagnosis – 4 (all new clients)
Clients with SMI diagnosis – 8
Clients with SED diagnosis – 2
Clients with ED diagnosis – 4

Clients by diagnosis:

7 persons with Major Depression (*7 new, 1 returning*)

0 persons with Other Depressive Disorder

2 persons with Mood Disorder NOS (*1 new, 1 returning*)

1 Bipolar Disorder (new)

9 persons with Anxiety DO/Generalized Anxiety DO/Panic DO (*7 new, 2 returning*)

2 persons with Post Traumatic Stress Disorder (new)

2 persons with Adjustment Disorder (*1 new, 1 returning*)

1 (new) person with Somatization Disorder

1 (returning) person with Attention Deficit Hyperactivity Disorder

1 person with Substance/Alcohol Abuse

POPE COUNTY HUMAN SERVICES
 211 EAST MINNESOTA AVENUE, SUITE 200
 GLENWOOD, MN 56334
 (320) 634-5750 FAX (320) 634-0164

P O P E MINNESOTA
 C O U N T Y



TRANSITIONAL HOUSING-POPE COUNTY

October – December 2011

Number of Clients Served.....12
 Starting Balance.....\$5,561.42
 Total Dollars Expended.....\$3,448.66
 Ending Balance in Transitional Funds.....\$2,112.76

10/19/11	pest control	70.00	5,491.42
10/19/11	housing	315.00	5,176.42
10/19/11	housing	200.00	4,976.42
11/04/11	transportation	150.00	4,826.42
11/04/11	Respite bed	300.00	4,526.42
11/04/11	Groceries	18.92	4,507.50
11/18/11	care repair	157.26	4,350.24
11/18/11	utility bill	147.70	4,202.54
11/18/11	housing	239.00	3,963.54
11/18/11	housing	400.00	3,563.54
11/18/11	car repair	192.69	3,370.85
12/09/11	respite	825.00	2,545.85
12/14/11	dog	122.38	2,423.47
12/22/11	auto repair	255.71	2,167.76
12/30/11	dog health	55.00	2,112.76

Pope County did not spend any Flex Funds this past quarter, our balance as of the end of December 2011 is \$235.36.

Pope County MH Transportation Report

Pope County Started with 530.61 in their MH Transportation Funds in April 2011. It was used on the following areas in the past 8 months. In at the end of June 2011 \$3000 was added to our balance. As of 12/16/11 the balance in our Transportation fund is 1,107.21

to barn work with horses (note from therapist)	268.80		530.61
to barn work with horses (note from therapist)	\$291.20		239.41
to DBT (no MA)	\$44.80		194.61
2 Rainbow Rider Punch Cards	\$45.00		149.61
Non MA Mileage	\$14.40		135.21
To DBT (no MA)	51.20		84.01
2 Rainbow Rider Punch Cards	45.00		39.01
		3,000.00	3,039.01
to barn work with horses (note from therapist)	246.20		2,792.81
to barn work with horses (note from therapist)	302.40		2,490.41
To DBT (no MA)	38.40		2,452.01
to barn work with horses (note from therapist)	291.20		2,160.81
to barn work with horses (note from therapist)	212.80		1,948.01
Gas Mart of Glenwood-gas card	25.00		1,923.01
Gas Mart of Glenwood-gas card	105.00		1,818.01
10 Rainbow Rider cards	225.00		1,593.01
Petro Plus gas card	30.00		1,563.01
to barn work with horses (note from therapist)	100.80		1,462.21
To DBT (no MA)	44.80		1,417.41
To DBT (no MA)	32.00		1,385.41
Non MA mileage	34.00		1,351.41
To DBT (no MA)	19.20		1,332.21
10 Rainbow Rider Punch Cards	225.00		1,107.21

If you have any questions you feel free to let me know. Thanks. Char Lundebrek, SW

Community Partners Drop In Center Usage Statistics

Fourth Quarter of 2011
October, November, December

Open 69 days	Total of Consumers, Providers, and Others	Consumers Only	Providers Only	“Others” Only
Number of Visits	888	676	83	129
Daily Average	12.87	9.79	1.2	1.87

The daily average increased by about one person per day this quarter as compared to last quarter. Five new consumers started taking part in activities during the last three months of the year. The total number of unduplicated visitors for the year was sixty-two.

Community Partners Drop In Center 2011 Report

We met our goals of having 62 unduplicated visitors for the year and 13 visitors per day. The numbers are slightly lower than last year's, which we expected to happen as the novelty of the Wii wore off.

During 2011, we had identified a possible new site for the Drop In Center when negotiations with the property owner hit a barrier. We continue to operate at our current location. The Center's space is adequate for our needs most of the time. We will keep looking for other locations in 2012. A larger building would make it easier for us to hold craft classes and exercise classes.

Usage Statistics for All of 2011

Open 277 days <i>Open 318 days in 2010</i>	Total of Consumers, Providers, and Others	Consumers Only	Providers Only	"Others" Only
Number of Visits <i>2010 data in italics</i>	3612	2655	371	582
	<i>4488</i>	<i>3445</i>	<i>382</i>	<i>661</i>
Daily Average	13.04	9.58	1.34	2.10
	<i>14.11</i>	<i>10.83</i>	<i>1.2</i>	<i>2.08</i>

Unduplicated consumer visitors in 2011: 62

Unduplicated consumer visitors in 2010: 64

Shelly Leonard, Center Coordinator
Jean McDermott

FUN Bunch Quarterly Report

Third Quarter 2011

Month	Expenditures		Vendor	Participants	
	Lunches	Events etc		Lunches	Outings
July	\$78.72		A & W	16	NA
	\$19.02		Tom's Food Pride	NA	NA
		\$124.50	Casey's Amusement Park	NA	22
		\$207.25	Godfather's Pizza	NA	NA
Aug	\$12.77		Tom's Food Pride	16	NA
	\$33.14		Tom's Food Pride	NA	NA
		\$284.40	Bus cost paid to Douglas County	NA	NA
		\$33.33	Rainbow Rider cost (for Stevens County)	NA	NA
		\$256.00	King Tut admission	NA	19
		-\$34.67	Reimbursement from StevensCo	NA	NA
		-\$26.67	Reimbursement from DouglasCo		
		-\$8.00	Reimbursement from DouglasCo	NA	NA
		\$187.44	Old Country Buffet	NA	NA
Sept	\$13.40		Pop for lunch	13	NA
	\$0.00		Subway sandwiches for lunch were free	NA	NA
		\$67.41	Tom's Food Pride for sweet corn feed	NA	13
Totals	\$157.05	\$1,090.99		Total participants	45
				Average per event	15
All expenditures		\$1,248.04	Lunches plus events minus reimbursements		

Unduplicated participants year to date (including family, friends, and providers): 56
 40 consumers, 9 family and friends, 7 providers

Two new consumers and two new family and friends began taking part in activities. We are pleased with the participation of consumers' family and friends in the activities because of the importance of these connections in the lives of the consumers.

The expenses for activities were up this quarter because of the cost of the special event bus trip to the Science Museum.

Annual FUN Bunch Report 2011

Lunch Expenditures	Activity Expenditures	Total
\$776.93	\$3,070.21	\$3,847.14
Lunch Participants	Activity Participants	Total
184	298	482

Unduplicated participants in 2011:

48 consumers, 11 family and friends, 9 providers

We had the same number of unduplicated consumers as last year at 48. A few consumers moved or found other social outlets, but we had the same number of new consumers join us this year.

We are continuing to get better at having all who sign up for an event follow through and take part in it. To help consumers be more responsible, we are keeping track of those who cancel at the last minute or do not show up at all. This will also help us see how much improvement we are making in this area.

Another good development is that the number of family and friends taking part in activities has increased from 7 last year to 11 this year. We like to see this because it shows that we are narrowing the gap between consumers and the rest of society.

We held a variety of interesting and fun events while making efficient use of our funds. Professionals have stated that for many consumers, FUN Bunch is a bright spot in their lives.

Sincerely

Karen Schulz

QUARTERLY REPORT – OCTOBER THROUGH DECEMBER 2011

DOUGLAS COUNTY SOCIALIZATION/DROP-IN CENTER

CENTER SUPPLIES AND CENTER ACTIVITIES		\$ 575.00
COORDINATOR'S WAGES AND MILEAGE		1,774.52
ADMINISTRATION FEE		366.97
RAINBOW RIDER TICKETS		247.50
CONSUMER STIPENDS		75.00
HALLOWEEN PARTY	38 PEOPLE ATTENDED	542.92
BUG-A-BOO BAY ACTIVITY	32 PEOPLE ATTENDED	450.09
CHRISTMAS PARTY	58 PEOPLE ATTENDED	1,188.37
	TOTAL AMOUNT SPENT	\$5,220.37

DOUGLAS COUNTY SOCIALIZATION/DROP-IN CENTER SERVED 187 UNDUPLICATED CONSUMERS IN THE YEAR OF 2011.

ATTENDANCE AT THE DROP-IN CENTER IN THE MONTH OF OCTOBER WAS 217 CONSUMERS.
ATTENDANCE AT THE DROP-IN CENTER IN THE MONTH OF NOVEMBER WAS 175 CONSUMERS.
ATTENDANCE AT THE DROP-IN CENTER IN THE MONTH OF DECEMBER WAS 165 CONSUMERS.

THANK YOU.

HEIDI CORDER
PROGRAM DIRECTOR

DIANE BARDUSON
COORDINATOR

Joyce Pesch

From: Anna Olson [anna.olson@mail.co.douglas.mn.us]
Sent: Friday, January 06, 2012 3:47 PM
To: Joyce Pesch
Subject: Douglas County Flex Fund reports Nov/Dec 2011

Hi Joyce,

The Douglas County Flex Fund began the month of November with a balance of \$1,223.04. 3 unduplicated consumers utilized the fund in November and one deposit was received from a consumer who agreed to reimburse the fund for an MA EPD premium that the fund assisted with.

\$51 reimbursement received

Expenses:

\$102.00 Nov/Dec rent
\$ 30.00 Storage unit
\$ 42.72 Dental needs
\$193.00 Rent - extended stay motel

(The \$42.72 Dental and \$193.00 Rent at extended stay motel were both paid on behalf of the same consumer).

Ending balance November 2011 = \$906.32

No consumers utilized the Flex Fund in December. Balance remains at \$906.32 as of 12/31/11.

Please contact me if you have any questions! Thank you!

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

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GRANT COUNTY
MENTAL HEALTH CLUB

FOURTH QUARTER REPORT

2011 Activities	Un duplicated Consumers	Repeat Consumers	Total Consumer Visits
October 10 Barrett Inn Cafe		5	5
October 24 MeeLee Art Exhibit		3	3
November 10 Fidgety Fairy Tales Play Big Chief Cafe		2	2
November 14 Knotty Pine Bar & Grill		7	7
November 28 500 Rummie	2	1	3
December 12 Ruby's Restaurant 3 Door Prizes & Santa Bears		8	8
<hr/>			
Totals	2	26	28
Year to Date Totals	12	76	88

Refreshments were served at each activity.

Report Prepared by Pat Eggers, Co-Coordinator

cc: Joyce Pesch for Conversation Packet
Peggy Sik - Drop-in-Center-Socialization
Amber Ricks, Co-Coordinator

2011 Grant County Transitional Housing Activity

YTD Total
Clients Served

14

Beginning Fund Balance

\$8,783.34

YTD Total
Expense

\$3,246.80

Remaining
Balance

\$5,536.54

January - March 2011

Clients Served	4
Payments:	
Description	Amount
Dep from Initiative	(\$7,000.00)
Medical	\$ 90.00
Housing - Rent	\$ 1,436.12
Transportation	\$ 300.09
Car Repairs	\$315.00
Subtotals 1Q10	\$ 2,141.21

April - June 2011

Clients Served	4
Payments:	
Description	Amount
Medical	\$ 60.00
Housing - Rent	\$ 89.05
Utilities	\$ 108.00
Transportation	\$ 23.80
Subtotals 2Q10	\$ 280.85

July - September 2011

Clients Served	3
Payments:	
Description	Amount
Medical	\$ 116.00
Respite	
Housing - Rent	
Transportation	
Car Repairs	\$ 401.66
Subtotals 3Q10	\$ 517.66

October - December 2011

Clients Served	3
Payments:	
Description	Amount
Rent	
Medical	\$ 183.00
Transportation	
Utilities	\$ 124.08
Car Repairs	
Miscellaneous	
Subtotals 4Q10	\$ 307.08

Stevens County
4th Quarter Report
AMHI

Transitional Housing

2011 unduplicated - 9

Homemaking Service	\$342
Moving expenses	\$265.50
Security Deposit	\$425

Total	\$1032.50
-------	-----------

3 clients

Joyce Pesch

From: Lee Hydeen-Niss [lee.hydeen-niss@co.traverse.mn.us]
Sent: Tuesday, January 03, 2012 3:58 PM
To: Joyce Pesch
Subject: Quarterly reports
Attachments: support group budget.doc

Here are my quarterly reports.

Flexible Funds requests and budget

Annual Unduplicated : 7

Additional Funds requested in October and granted \$848.00

Two Request

-Request for bus pass to enable individual to attend support group and other appropriate social activities during the two coldest winter months: \$50.00

-Request for bus pass for two months while recovering from surgery so client can access support group and be able to access other necessary community environments: \$50.00

Current balance: \$838.83

I. Transitional Housing Fund requests and budget

Annual Unduplicated 6

Four requests:

-Request to assist with late payment of rent due to hospitalization : \$50.00

-Request to assist client with paying application fee for subsidized housing: \$35.00

-Request to assist client with apartment deposit and first month's rent following hospitalization and placement in IRTS: \$1,060.00

-Request to assist client with deposit for telephone so can have access to make mental health and medical appointments: \$67.30

Current balance: \$8,915.55

**TRAVERSE COUNTY SOCIALIZATION ACTIVITY UNDUPLICATED REPORT
JAN - DEC 2011**

	A	B	C	D	E
154					
155					
156					
157					
158	Oct-11	Library Tea & Games	6		
159	Oct-11	Bowling & Pizza	7		
160	Oct-11	Birthday Cake & Coffee	11		
161	Oct-11	Halloween Dinner	12		
162	Oct-11	Total # of Participants		36	
163		Oct Unduplicated = 0			
164		Unduplicated Participants YTD = 38			
165					
166	Nov-11	Library Tea & Games	5		
167	Nov-11	Bowling & Pizza	6		
168	Nov-11	Birthday Cake & Coffee	13		
169	Nov-11	VFW Turkey Bingo	11		
170	Nov-11	Dinner & Play	11		
171	Nov-11	Craft Fair & Lunch	9		
172	Nov-11	Total # of Participants		55	
173		Nov Unduplicated = 0			
174		Unduplicated Participants YTD = 38			
175					
176	Dec-11	Library Tea & Games	5		
177	Dec-11	Christmas Party	24		
178	Dec-11	High School Christmas Concert	2		
179	Dec-11	Birthday Cake & Coffee	6		
180	Dec-11	Total # of Participants		37	
181		Dec Unduplicated = 1			
182		Unduplicated Participants YTD = 39			
183		Participants this Quarter = 128			128
184					
185					
186		Participants YTD = 466			
187					
188	Dec-11	Submitted by Kathi Schmitz			
189		Socialization Coordinator			

**TRAVERSE COUNTY SOCIALIZATION ACTIVITY UNDUPLICATED REPORT
JAN - DEC 2011**

	A	B	C	D	E
103	MONTH	EVENT	PARTICIPANTS	MO TOTALS	QRT TOTALS
104					
105					
106	Jul-11	Library Tea & Games	12		
107	Jul-11	Wheaton Country Club Noon Lunch	8		
108	Jul-11	Museum Tour/Pie & Coffee	9		
109	Jul-11	Picnic & Fishing	11		
110	Jul-11	Total # of Participants		40	
111		July Unduplicated = 0			
112		Unduplicated Participants YTD = 35			
113					
114					
115	Aug-11	Library Tea & Games	11		
116	Aug-11	Sr Citizen's Picnic	3		
117	Aug-11	County Fair	15		
118	Aug-11	Wheaton Diner Noon Lunch	8		
119	Aug-11	Total # of Participants		37	
120		Aug Unduplicated = 2			
121		Unduplicated Participants YTD = 37			
122					
123					
124	Sep-11	Crandall's Pie & Coffee	8		
125	Sep-11	9/11 Memorial Service	0		
126	Sep-11	Library Tea & Games	12		
127	Sep-11	Wheaton Lanes	13		
128	Sep-11	Advisory Committee Lunch	4		
129	Sep-11	Volleyball Game	0		
130	Sep-11	Total # of Participants		37	
131		Sept Unduplicated - 1			
132		Participants this Quarter = 114			114
133		Unduplicated Participants YTD = 38			
134					
135					
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143					
144					
145	Sep-11	Submitted by Kathi Schmitz			
146		Socialization Coordinator			
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153					

**TRAVERSE COUNTY SOCIALIZATION ACTIVITY UNDUPLICATED REPORT
JAN - DEC 2011**

	A	B	C	D	E
52	MONTH	EVENT	PARTICIPANTS	MO TOTALS	QRT TOTALS
53					
54	Apr-11	Fish Fry	16		
55	Apr-11	Easter Pageant	7		
56	Apr-11	Bowling, Wii Bowling, Darts & Pizza	11		
57	Apr-11	Easter Bingo & Lunch	10		
58	Apr-11	Library Tea & Games	9		
59	Apr-11	Total # Participating		53	
60		Apr Unduplicated Participants - 5			
61		Unduplicated Participants YTD = 30			
62					
63					
64	May-11	Manicure & Meal	3		
65	May-11	Library Tea & Games	11		
66	May-11	WHS Play with Dinner	4		
67	May-11	School Concerts	5		
68	May-11	Burger Night	12		
69	May-11	Memorial Day Service	3		
70	May-11	Total # Participants		38	
71		May Unduplicated Participants - 5			
72		Unduplicated Participants YTD = 35			
73					
74					
75	Jun-11	Library Tea & Games	12		
76	Jun-11	Picnic & Games @ Falk Park	18		
77	Jun-11	Burger Night @ Legion	13		
78	Jun-11	Advisory Committee Meeting	4		
79	Jun-11	Total # Participants		47	
80		June Unduplicated Participants - 0			
81		Unduplicated Participants YTD = 35			
82		Participants this Quarter = 138			138
83					
84					
85					
86					
87	Jun-11	Submitted by Kathi Schmitz			
88		Socialization Coordinator			
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**TRAVERSE COUNTY SOCIALIZATION ACTIVITY UNDUPLICATED REPORT
JAN - DEC 2011**

	A	B	C	D	E
1	MONTH	EVENT	PARTICIPANTS	MO TOTALS	QRT TOTOALS
2	Jan-11	Library Tea and Games	5		
3	Jan-11	Night of the Arts	3		
4	Jan-11	Bowling & Pizza	6		
5	Jan-11	Total # Participating		14	
6		Jan - Unduplicated Participants = 8			
7					
8	Feb-11	Library Tea and Games	4		
9	Feb-11	Sporting Event, Boys Basketball	3		
10	Feb-11	Community Education Class	4		
11	Feb-11	Valentine's Lunch	12		
12	Feb-11	Total # Participating		23	
13		Feb - Unduplicated Participants = 12			
14		Unduplicated Participants YTD = 20			
15					
16	Mar-11	Library Tea and Games	5		
17	Mar-11	Community Ed AARP Class	2		
18	Mar-11	St Patrick's Day Dinner	15		
19	Mar-11	Bowling WII Bowling, Darts & Pizza	13		
20	Mar-11	Church Play	10		
21	Mar-11	Advisory Committee Meeting	4		
22	Mar-11	Total # Participating		49	
23		Mar Unduplicated Participants - 5			
24		Unduplicated Participants YTD = 25			
25		Participation this Quarter = 86			86
26					
27					
28	Mar-11	Submitted by Kathi Schmitz			
29		Socialization Coordinator			
30					
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51					

Joyce Pesch

From: Joyce Pesch
Sent: Sunday, January 08, 2012 7:54 PM
To: Joyce Pesch
Subject: FW: Parenting Skills for SPMI Population (2) Curriculum

From: Stacy Hennen
Sent: Saturday, January 07, 2012 10:40 PM
To: Joyce Pesch
Cc: 'Jody Shaskey Setright'
Subject: RE: Parenting Skills for SPMI Population (2) Curriculum

I'll give it a shot:

We are currently serving 4 (without talking to my staff I can recall 4, it may be 5) consumers and they have been meeting with all the consumers twice a week, following the curriculum that I sent you earlier. We will be measuring outcomes using the Parenting stress inventory. This will be done upon completion so we can get those results to you then. We need some time to compile the info and get everything together, I would expect that we will have more info for you at the end of the next quarter.

Parenting Program Pilot Project Curriculum

This curriculum is based on the Illness Recovery Model which specializes in the care of serious and persistently mentally ill parents. The model of treatment consists of meeting with clients twice weekly to reduce symptoms of mental illness as it impacts parenting. Some clients may need to meet more or less based on their level of impairment. This will be determined by the referral agent (i.e. county social worker, outpatient therapist) as well as client and worker input. The focus of services will be parenting and improving the parent/child relationship, as well as improving the functioning level of parent. The overall goal is for the parent to learn about their mental health condition as it relates to parenting, as well as making progress towards parenting goals and reducing risk factors in the home.

Session 1:

- Crisis plan: development of plan when parent cannot take care of self or children due to mental health needs.
- Contact information of supports for parent
- Safety checklist of concerns.
- Education of children on safety concerns and development of children's crisis plan.
- Therapeutic engagement

Session 2:

- Goal Setting involving client, worker and referral agent input
- Barriers to services i.e. time of day, attendance, transportation
- Benefits to services to parent and children
- Therapeutic engagement

Session 3:

- Practical facts and education regarding specific mental illness
- Therapeutic engagement

Session 4:

- How to decrease symptoms of mental illness that interfere with healthy and effective parenting.
- Therapeutic engagement

Session 5:

- Importance of role modeling healthy behavior as a parent.
- Therapeutic engagement

Session 6:

- Healthy stress and coping skills
- Therapeutic engagement

Session 7:

- Healthy lifestyle i.e. exercise, nutrition, sleep, spiritual health.
- Therapeutic engagement

Session 8:

- Stress management and parenting
- How to cope with symptoms of mental illness and still parent.
- Therapeutic engagement

Session 9:

- Develop and expand social/community supports to improve safety net.
- Therapeutic engagement

Session 10:

- Importance of healthy parent/child interaction
- Communication (power of play) with young children
- Therapeutic engagement

Session 11:

- Family meetings to promote healthy parent/child bond
- Positive communication in family
- Therapeutic engagement

Session 12:

- Healthy relationships and boundaries in the home
- Therapeutic engagement

Session 13:

- Child behavior management strategies to decrease childhood misbehavior and retain healthy parent/child interaction. Examples: 1-2-3 Magic, the Incredible Years, Love and Logic, the Nurtured Heart Approach.

Session 14:

- Importance of routine for self and children.(Household management etc.)
- Importance of consistent use of routine and follow through.
- Discuss barriers to consistent routine as relates to mental health.
- Therapeutic engagement

Session 15:

- Child development specific to children being served.
- Normal developmental milestones.
- Emotional and social development
- Therapeutic engagement

Session 16:

- Maintenance of parenting goals
- Follow-up plan with client i.e phone contact, maintenance parenting sessions
- Review of ongoing safety plan for parent and child/children

Overall comments:

-Parenting program would be ongoing in implementation and mastery of skills.

- Intervention strategies would include: education/teaching, role modeling, coaching, practicing, encouragement, resource mobilization, support network expansion, and crisis management.

Outcome Tool: Parent Specific

Parent Stress Inventory (Short/Long Form)



Minnesota Department of **Human Services**

Date: December 23, 2011

To: Adult Mental Health Initiative Board Chair
Adult Mental Health Initiative Contact
Adult Mental Health Initiative Fiscal Contact

From: David Schultz, Co-acting Director
Adult Mental Health Division

Re: CY 2012 AMHI ADULT MENTAL HEALTH GRANT PLAN

This is to inform you that your Calendar Year 2012 Adult Mental Health Plan has been approved. Please begin to develop a plan for Calendar Year 2013 which will contain a request built on a rebasing of the Adult Mental Health Grants. The CY 2013 Plan will be due in late summer 2012. Plan approvals will continue to be contingent on the County Local Advisory Council providing the Board of County Commissioners a formal report on gaps and service needs.

Please note that Adult Mental Health Grant awards are conditional as in the past and subject to the continued availability of the state or federal funding. Counties that make significant changes to services funded through Adult Mental Health Grants approved in their CY12 grant plan must submit a written request with a revised MH-1 form and receive written approval for the changes at least 30 days before they are proposed to take effect. A "significant change" means that the county proposes to make modifications to their local mental health services where:

- A) services are being added or discontinued; or
- B) the total annual expenditures in any grant category (e.g. Rule 78, Rule 12, Integrated Funds, AMHI funding) is expected to vary by more than ten percent.

The information you provide will be helpful to the State as we support your efforts to develop and maintain an effective recovery and community based mental health system in your county and region.

Thank you for participating in the CY 2012 Plan process. If you have any questions about the details of this memo and related attachments, feel free to contact the Adult Mental Health Program Consultant assigned to your region. Please note that this initial communication is being distributed by email. This will be followed up with a memo sent to the County Board Chair by mail.

Adult Mental Health Initiative Board Chair
Adult Mental Health Initiative Contact
Adult Mental Health Initiative Fiscal Contact
Page 2
December 23, 2011

County Responsibilities in Accepting Adult Mental Health Grant Funding

In accepting Adult Mental Health Grants, it is understood and agreed by the county board that any funds granted pursuant to this application are to be expended for the purposes approved by the Commissioner of Human Services and in accordance with applicable laws and rules. Further,

it is understood that the budgets, expenditures and programs will be subject to periodic review by the Commissioner. The county board and provider agencies under contract to the county board will comply with programmatic and fiscal reporting requirements of the Commissioner. If funds are not being used to implement services consistent with program requirements, they may be withdrawn in accordance with Minnesota Statutes, section 245.483.

It is understood that any county contracts entered into under this agreement must be written to comply with Minnesota Statutes, section 245.466, subdivision 3, and 256M.90 (2003). It is further understood that in assigning and compensating employees, compliance of written personnel policies with Titles VI and VII of the U.S. Civil Rights Act of 1964, the Americans with Disabilities Act, and the Minnesota Human Rights Act, Minnesota Statutes, chapter 363 will be assured.

The county board further agrees to assure compliance with the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13. If the county receives over \$100,000 of federal funds, compliance with Federal Lobbying Restrictions must be followed. The Single Audit Act also applies if the county receives over \$500,000 of federal funding (inclusive of funding from all federal agencies). Documentation of compliance will be monitored by the county board and will be available for audit inspection. We would also encourage you to review your Client Notification of the Right to Appeal to assure that it is consistent with current law.

In accepting Adult Mental Health Grants, the county board assures acceptance by the board of the following responsibilities:

- (1) the county board's careful consideration of all advice received from the local mental health advisory council when developing or amending this grant application and budget;
- (2) that all services will be provided in accordance with needs identified in the individual community support plan where required by state rule or statute;
- (3) that the cost per unit of service will be comparable to the cost of similar services in the same or similar local trade area;
- (4) that the board will identify and recruit qualified consumers and family members for positions funded under this grant;
- (5) that the board will assure that no one is denied services for which they would otherwise be eligible;
- (6) that Adult Mental Health Initiative projects shall be administered in a manner which is consistent with the objectives described in subdivision 2 and the planning process described in subdivision 5, of Minnesota Statutes 245.4661; and
- (7) the services funded under these grants will be provided by individuals who meet the professional qualifications contained in M.S. 245.461 to 245.486.

Adult Mental Health Initiative Board Chair
Adult Mental Health Initiative Contact
Adult Mental Health Initiative Fiscal Contact
Page 3
December 23, 2011

The Adult Mental Health Division believes that the inclusion of all stakeholders in the planning and implementation of the Adult Mental Health Grant Plan results in the best services for the consumers in our state. The input of individuals who receive services in all phases of planning is essential. Adult Mental Health Initiatives are encouraged to utilize grant funds to provide stipends to consumers and family members to attend and participate in meetings.

Adult Mental Health Initiatives are encouraged to adhere to the Minnesota Open Meeting Law to ensure that the public is made aware of and is afforded an opportunity to present its views regarding the local mental health system and the expenditure of public funds which support this system

The Adult Mental Health Division recommends the tribal organizations be included in the development, implementation, and evaluation of all Adult Mental Health Initiative plans.

Fiscal Reporting

Your county is required to report expenditures on the quarterly SEAGR report (DHS-2557) and on the BRASS-Based Grant Report (DHS-2895). If your county has an approved integrated fund, expenditures are to be reported on the DHS-2895. Updated instructions for the reporting of expenditures are distributed annually in the *DHS Summarizes Mental Health Grant Fiscal Information* bulletin. Please consult the most recent version of the bulletin if you have questions.

C: DHS, Financial Management Division
DHS, Mental Health Division

Joyce Pesch

From: White, Shelley M (DHS) [shelley.white@state.mn.us]
Sent: Thursday, January 05, 2012 1:01 PM
To: Joyce Pesch
Subject: Region 4 South

Joyce,

I am sorry that I will not be able to be with you on Tuesday January 10. As you know, the second Tuesday of every month is our division meeting. As you know a new director has been named and it is our first meeting under her direction. My plan is to see you in February where hopefully I will have some news and information to share. I will be at the ITV training on the 2013 plans. I'll wave

Shelley White

Mental Health Program Consultant
DHS-Adult Mental Health
540 Cedar Street
St. Paul, Minnesota 55164-0981
email: shelley.white@state.mn.us

phone: 651-431-2518

fax: 651-431-7566

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St. Paul, MN 55164-0981

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Joyce Pesch

From: *DHS_MHAdvisory DHS [mhadvisory.dhs@state.mn.us]
Sent: Tuesday, December 27, 2011 3:14 PM
To: Undisclosed recipients
Subject: Extension of application period for State Advisory Council on Mental Health and Subcommittee on Children's Mental Health
Attachments: sacapplication.docx; application p1.docx; application p2.docx; Background for Applicants 2012.docx

The application period for the State Advisory Council on Mental Health and Subcommittee on Children's Mental Health has been extended to February 6, 2012.

The following positions up for appointment.

State Advisory Council:

Consumers of mental health services (3)
Family members of persons with mental illnesses (2)
A parent of a child with an emotional disturbance
A representative of the discipline of nursing
A representative of the discipline of psychology
A metro county commissioner

Children's Subcommittee:

Parents of children with an emotional disturbance (2)
A present or former consumer of adolescent mental health services
A person who works with children who have emotional disturbances who have committed status offenses
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 rural county commissioner
One person from a local corrections department
Social services agency representatives (one metro, one rural)
Two representatives of advocacy groups for children who have emotional disturbances
Two parents of a child with an emotional disturbance
A person who works with children who have emotional disturbances who have committed status offenses
Urban and 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.
Representatives of advocacy groups for children who have emotional disturbances (2)
A state legislator

Terms of membership are four years. The Council and Subcommittee usually meet on the first Thursday of the month in St. Paul. In addition to reimbursement for travel, lodging, and meal expense, there is a per diem payment of \$55 per meeting.

Applications are attached with background information.

State Advisory Council applications should be submitted to the Secretary of State, and Children's Subcommittee applications should be sent to me; or you may apply online for either group at <http://www.sos.state.mn.us/index.aspx?recordid=41&page=19>.

Please be sure to specify which position you are applying for under "Position Sought". For example, write "consumer", and not "member".

Applications and more information are also available at the State Advisory Council's website: <http://mentalhealth.dhs.state.mn.us>.

If you have any questions, please contact me at Bruce.Weinstock@state.mn.us or 651-431-2249.

Please feel free to widely distribute this e-mail.

Sincerely,

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

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Summary of the December 13, 2011 "Conversations ..." Meeting of the Region 4- South Adult Mental Health Consortium serving Douglas, Grant, Pope, Stevens and Traverse Counties

"A Conversation ..."

December 13, 2011~ Those Attending:

*Carroll Anderson	Pope Co LAC – Consumer	*Janine Anderson	Pope Co Consumer
*Kesha Anderson	Reg 4-S Crisis Program	*Michelle Bankord	PCS-SVCB
*Diane Barduson	Douglas Co. Consumer, Socialization & Drop In Cntr Coord	*Fay Beman	PCS
*Sarah Boll	PCS	*Sharon Booen	Pope Co. LAC
*Randy Bouwman	Pope Co. LAC	*Edith Brasel	Pope Co. LAC – Consumer
*Kay Brown	West Central Region Behavioral Health Coord		
*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
*Jennifer Filgas	Ombudsman for MH/DD	*Sheri Fish	Douglas Co. Social Services
*Judith Fox	Traverse Co. Socialization – Consumer	*Ken Fridgen	Douglas County Consumer
*Al Glaseman	Douglas Co HRA	*Liz Hinds	Stevens Co LAC
*Gloria Jahrman-Johnson	Pope Co. Consumer	*June Kedor	Douglas Co. - Consumer
*Amy Kiehn	Douglas Co. Consumer	*Bill Klein	Lakeland Mental Health Center
*Fonda Knudson	Consumer Survivor Network	*Kay Lagred	Pope Co. Public Health
*Catie Lee	PrimeWest Health	*Shelly Leonard	Pope Co. Consumer, LAC, WCP Drop In Cntr Coord.
*Char Lundebrek	Pope Co. Human Services	*Carolyn Mallery	Douglas Co. Consumer
*Elza Manning	Douglas Co. Resident	*Kayla Mattocks	PCS
*Chad Meyer	PCS	*DeeAnn Miller	Pope Co. Human Services
*Melody Morgan	Lutheran Social Service	*Joanie Murphy	Stevens Co. Human Services
*Kitra Nelson	Wings Family Supportive 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
*James Pew	Life Center – SCMC	*JuliAnn Randall	Douglas Co. Consumer
*Anita Renstrom	Douglas Co. LAC & Consumer	*Corrina Rost	PCS-Glenwood
*Ben Schulz	Grant Co. Social Services	*Karen Schulz	Pope Co Consumer, FUN Bunch Coord.
*Rita Smith	Douglas Co. Consumer	*Deb Stark	Stevens Co. Social Club
*Cheryl Starner	Grant Co. LAC	*Jeb Stump	PCS
*Lucille Tullis	Pope Co LAC – Consumer	*Gloria Wartner	Pope Co. Resident
*Emma Westrom	Grant Co. Consumer	*Eric Wittbrodt	Dept. of Rehabilitation Services
*Deb Hengel	Facilitator		

ADDRESS ADDITIONS / CHANGES:

ADD: Kay Brown
 West Central Region Behavioral Health Coord.
 1103 N Vine St
 Fergus Falls, MN 56537
klbrown@prtcl.com
 218-205-6499

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: 218-685-6414

*Summary of the December 13, 2011 “Conversations ...” Meeting of the Region 4- South
Adult Mental Health Consortium serving Douglas, Grant, Pope, Stevens and Traverse Counties
Purpose of Meeting Tuesday, December 13, 2011 Held at Hoffman Community Center – Hoffman, MN*

Welcome & Introductions

1. Approval of Agenda *Additions, *Clarifications, *Changes –
2. Approval of summary of November 8, 2011 “Conversations...” meeting.
3. PRESENTATION: Kay Brown, West Central Behavioral Health Coordinator
4. Meeting Packet Information – Joyce Pesch
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 – PROCESS DHS Staff gather input on
“Community Behavioral Health Hospital: Prioritization of Issues”
10. DISCUSSION: Changes to “Conversations...” format/schedule for 2012 to reflect the “Conversations” line item budget reduction in the 2012 Budget
11. 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. ICRS (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. Warm Line
 - M. Pope County Drop In Center
 - N. Stevens Co Drop In Center
 - O. Traverse County Support Group
 - P. Web Site – www.r4sconversations.org
 - Q. Homeless to Housed Committee
 - R. Public Relations - Anti-Stigma Campaign – www.reallifeconversations.com
 - S. Transportation
 - T. Grant County Socialization
 - U. Health Screenings
12. Announcements
13. Agenda for January 10, 2012 “Conversations...”

*Summary of the December 13, 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 November 8, “Conversations...” Summary: Approved as printed

3. PRESENTATION: Kay Brown, *West Central Region Behavioral Health (WCBH) Coordinator*
Comments included: Ms Brown reported that her role is in health care preparedness in the event of a disaster. Her office is connected to CentraCare. Ms. Brown shared that she works with Social Services, Public Health and Emergency Management offices in emergency preparedness. The role of the Behavioral Health coordinator is to coordinate (a) identification of people who are not connected with one of the county agencies; (b) mapping and GPS of places like child foster care sites and/ adult foster care sites; and (c) developing MOU (Memorandums of Understanding) with Counties and the American Red Cross and Mental Health Centers to provide Behavioral Health care at times of disaster. Other tasks include discussion on the role of SOS (State Operated Services), Community Behavioral Health Hospitals and private Mental Health Hospitals in case of a disaster. Ms Brown helps coordinate mental services in the American Red Cross disaster shelters.

She announced that training on “Psychological First Aid” would be held in all counties after the first of the year in 2012. She has a Behavioral Mental Health Committee which includes Bill Klein, Joanie Murphy and John Cosco from our region.

Table top exercises have been conducted to make sure that the things in place will work in time of need. There has also been training on a larger scale at Fort Ripley.

Input was requested from the “Conversations...” group on what would be helpful to meet the behavioral health needs in times of a disaster.

Questions posed included:

[Question] What types of emergency situations is she referring to? [Reply] Natural disasters like the tornado in Wadena or floods could also include a pandemic situation.

[Q] How will medicines/prescriptions needs be addressed? [R] Recommended that people have their own individual plans developed for this issue, which may include having an emergency supply on hand. WCBH might help people get an emergency supply of their prescription medication.

[Q] Regarding a “Mental Health Crisis Plan” – is there something on-line for people to use? [R] FEMA has a sample one on-line. Suggested that people Google in “Emergency Plan for Special Needs” to get to other options.

[Q] Is WCBH working with the established CERT (Community Emergency Response Teams)? [R] Will look into this.

[Q] How will WCBH address the mental health needs of a person who has mental health concerns who may go into a panic situation when they have to leave their home in time of disaster? [R] This is covered in the MOU

[Clarification] A “MOU” is a memorandum of understanding, which is a voluntary agreement between two or more parties.

[Comment] Mental Health partners were part of the ‘mock’ disaster drills held in Grant and Douglas counties.

[Comment/Request] Give an example of what WCBH would do. [R] For example Kay would help provide education on Mental Health needs. Another example is where Kay would be at the EOC (Emergency Operations Center) and help organize psychological first aid in the field.

[Comment/Request] Could the Mental Health Crisis templates be sent to Joyce Pesch so she could have them posted on the Adult Mental Health Consortium’s website? [R] Kay will do this.

[Q] What happens if you are a person living in a Group Home? [R] The Group Home would have a plan in place to address the emergency/disaster issues.

[Q] What about those persons who live in the rural areas of a county? [R] WCBH will arrange for people to go-to-door to check on people’s welfare. Also it is suggested that you make sure you are known to emergency response.

*Summary of the December 13, 2011 “Conversations ...” Meeting of the Region 4- South
Adult Mental Health Consortium serving Douglas, Grant, Pope, Stevens and Traverse Counties*

4. Meeting Packet Information – Joyce Pesch

Reminder that meeting packet items are available on the r4sconversations.org website the Monday morning prior to the meeting. Reminder given that there are two places that people need to “sign-in” with when they come into “Conversations...” The first place is where they sign in for a meeting folder and meal, and the second place is for the meeting attendance list.

4-A. Information –

[1] SOS – Community Behavioral Health Hospital - Worksheet. To be used in the input process.

4-B. Reports including in meeting packet:

[1] Administrator’s Report – December 2011

[2] Adult Crisis Response Program – December 2011

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

[4] Prepetition Screening –November, December 2011

[5] AMHC Housing Programs – Douglas County HRA – YTD December, 2011

[6] Douglas County Flexible Funding Report – October, 2011

[7] Milestones Intensive Residential Treatment – July-September, 2011

Reminder that people should get their 4th quarter and end of the year reports for all AMHC project and programs to Joyce Pesch as soon as they can after January 1, 2012 so that this information can be included in the January 10, 2012 “Conversations...” meeting materials packets.

4-C. Financial Statements

[1] For Period ending November 30, 2011

4-D. Applications/Proposals (Action Needed)

[1] Appoint an Ad Hoc Committee for changes in “Reach Out for Warmth” Criteria

[2] Handouts for the agenda item #10 – CONVERSATIONS BUDGET

4-E. Program 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. NONE*

5. Financial Report – Joyce Pesch

[A] For Period ending November 30, 2011. Comments included: Note that the column in the middle of the second page are the numbers for the revised Base Grant budget (\$802,872.00) and for the Crisis Response Grant (\$313,616.39). Administrator commented that as she looked thorough all the pieces of the budget including the recommendations from last month and factored in the bills which were in the process of being paid, and knowing that there would be a final end of the year check run, she would project that we would have around \$75,000 in under spending. She noted that the under spending was spread through all the projects and line items in the budget.

People were reminded that it is important that we maximize and make best use of the 2011 money by getting all 2011 expense turned in by the end of the business day on Monday, December 26. These expenses should include all services rendered up to this date. Special note was made to those who are the Crisis Team’s mental health practitioners. That way 2011 expense will go into the 2011 budget expense. Any 2011 expense turned in after January 1 is taken out of our 2012 budget.

Project and program contacts were encouraged to look at the line item they are in charge of and look at what bills or expenses they have. Then they should make sure to get these claims to Joyce Pesch ASAP and no later than the end of the business day on Monday, December 26, 2011

[B] Applications /Proposals (ACTION NEEDED)

[1] Appoint an Ad Hoc Committee for changes in “Reach Out for Warmth” Criteria

DISCUSSION included: [Comment] County Case Managers have looked at this and they would like to make the guidelines more generous. Also, they would like to change the name from SPMI-“Reach Out for Warmth”, to something different to clarify the difference between the program for SPMI and the basic “Reach Out for Warmth” program.

[Question] – Will any consumers be part of this discussion? [Reply] Consensus that consumers should be included on this Ad Hoc Committee. Any interested consumer or family members were asked to contact Joyce Pesch before the end of today’s meeting. Comment that all Ad Hoc members would have to be very

Summary of the December 13, 2011 “Conversations ...” Meeting of the Region 4- South Adult Mental Health Consortium serving Douglas, Grant, Pope, Stevens and Traverse Counties flexible with the potential meeting times for the AD Hoc groups because of the short time line.

[Comment] It was noted that if you are protected by the MN Cold Weather Rule, you cannot have a crisis until after this Rule ends, which is April 15.

ACTION: Recommendation to the AMHC Governing Board to approve the recommendation to appoint the adult mental health county case managers, as well as consumers, as an ad hoc committee to revisit the guidelines for the targeted “Reach Out for Warmth” dollars. Authorize this group to revise guidelines as appropriate considering the changes in the 2011-2012 LIEAP program, immediately implement those changes, and report back to the group at their January, 2012 meeting.

Motion made by Bill Klein, with second by Dave Peterson

Vote taken by voice vote. Motion Carried unanimously

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

- Lorraine Pierce has been assigned a temporary (1 year) reassignment. During that time our Program consultant will be Shelly White.
- Region 4 South Adult Mental Health Consortium has been certified as an ARMHS provider effective December 1, 2011. This allows the AMHC to deliver the ICRS (Intensive Community Rehabilitation Services). This ARMHS certification is not meant to put the AMHC in competition with other ARMHS providers. It is only for the ICRS.
- 2012 IRT (Intensive Residential Treatment) rate has been set for Milestones.
- Verbal confirmation that our grant application for 2012 has been approved as submitted. Official letters are being prepared.
- The reduced line item for the 2012 “Conversations...” expenses. We will be working through a process later to address this line item reduction.
- All final 2011 expenses are to be submitted to Joyce Pesch before the end of the business day on Monday, December 26, 2011.
- The monthly expenses for “Conversations...” include all the meals that are ordered based on a “best guess estimate” by the AMHC Administrator. This guestimate is based on the number of people who called in an RSVP and then a look at the “Standing Reservation” list (by which people only call into CANCEL). Based on this guestimate formula there could have been 79 people registered for today’s meeting. Knowing the usual number of people attending, the meal count was lowered to 65 meals. However, there are only 53 people in the room for today’s meeting. Thus more materials were prepared and more meals ordered than needed. Input was requested as to how we can be more precise about the number of people who will actually be in attendance. Suggestions offered included:
 - Renew or review the “Standing Reservation List” Comment: We did do this last January when the Release of Information forms and the Standing Reservation List request form were completed. Comment that maybe people were not fully aware of what they were signing.
 - Question about what people should do if they had RSVPs they were going to attend, but woke up and didn’t feel well enough to attend. [R.] People should call in on Tuesday morning anyway to let AMHC Administrator know of their status change, which would eliminate the designation of a “failed to show”. Noted that a late status change won’t make any difference in the meal count because this number must go to the caterer by noon on the Friday before “Conversations...”
 - Suggested that Joyce contact those that RSVP’s but didn’t come. Noted that this ‘no show’ situation crosses through all the sectors of the stakeholders.
 - Question posed if we did better at an accurate count before we started the “Standing Reservation List?”
 - Comment that the RSVP was necessary to guarantee a meeting folder and a meal.
 - Comment that the “Standing Reservation List” is a perk, so people should take personal responsibility to cancel if necessary because the “no shows”

7. Region 4-South Adult Mental Health Consortium Governing Board Report – Joanie Murphy reported that the Governing Board will be recommending to the Joint Powers board at the December 14 meeting to do an RFP for an entity to take on employees for all consumer directed projects. The Governing Board has developed a Job Description for the Adult Mental Health Consortium Administrator to present to the Joint Powers Board for their

Summary of the December 13, 2011 “Conversations ...” Meeting of the Region 4- South Adult Mental Health Consortium serving Douglas, Grant, Pope, Stevens and Traverse Counties

approval. The 2012 Work Plan will also be presented to the Joint Powers Board for their approval

8. State Advisory Council Report – None

9. State Liaison Report: PROCESS – DHS Staff gather input on “Community Behavioral Health Hospitals: Prioritization of Issues”. DHS Staff was unable to be present at the December “Conversations’...” meeting so the “Conversations...” facilitator lead the group in a process to update the priorities identified in 2009 for the CBHH Legislative Report due in the Spring. The parameters of the process were that the DHS Staff provided a list of the issues (listed in no particular order) and requested that each Adult Mental Health Initiative assign 100 ‘priority points’ to the issues listed. The “Conversations...” group divided into 9 small groups. Individuals in each group were first instructed to identify their personal top three most important issues and also their 3 least important issues. Then the group was to take this information and start their small group discussion of assigning the 100 priority points.

At the end of the discussion the 9 small groups reported their points for each issue. These numbers were then averaged out over the 9 to come up with our AMHC’s number for the priority points. The results:

Recommendations (in alphabetical order)	Priority Points Assigned
Access to, and retention of, basic needs. While the patient is at a CBHH, the CBHH works to retain and facilitate access at discharge to all basic needs (such as stable housing, income supports, employment, food assistance, and health care.)	23
Assessment and co-occurring treatment services at all CBHHS. Assess and provide co-occurring treatment services while patients who have a mental illness, substance abuse disorder, developmental disability, or brain injury are at the CBHH.	6
Communicate with the communities the distinction between commitment and CBHH’s “Continued Stay” criteria.	1
Culturally competent assessment, planning and treatment in CBHH’s. CBHH cultural awareness and expertise to provide care for diverse populations.	2
Discharge based on joint planning. A discharge is planned from admissions with the patient, the local mental health authority, natural supports, community providers and CBHHS staff.	8
Evidenced Based Best Practices (EBP). The CBHHS use Evidence Based Practices (Assertive Community Treatment, Supported Employment, Integrated Dual Diagnosis Treatment, Permanent Supportive Housing, Dialectical Behavioral Therapy, and Illness Management and Recovery) and align these services with community evidence based services.	2
Expedite the transition from emergency departments to CBHH admission. Ensure that the transportation method used is prompt, respectful, and appropriate.	16
Local, reliable, timely access to secure facility for people who have exhibited violent or physically aggressive behavior. May require specialized staff, increased staffing levels, unique facility design or decreased occupancy incorporated at a centralized location to meet regional needs.	12
Local/regionalized admissions and screening system. Communities have direct contact with local admissions people who are knowledgeable about all community resources and consumer/patient information.	5
LOCUS is used as one tool for utilization management and not an exclusive discharge tool. The use of LOCUS needs to be consistent with established standards for the tools.	1
Partnerships between CBHH and community providers. A relationship that facilitates integration of CBHHS and community services including counties and tribes, that solves problems in admissions, treatment provision, discharge planning and follow-up.	6
Physical care, including primary and chronic health care, are available and/or provided in an integrated approach at CBHHS.	4
Physical health care follow up after discharge. Assure that people being discharged from a CBHH have the level of physical medicine care they need when they are living in the community and integrated with community behavioral services, such as home and community based services (e.g., the CADI Waiver)	4
Regional control of CBHH as a State Operated Service. Regions should be part of the decision-making process if CBHHS are to be significantly re-configured or if their management/ownership is to change.	6
Uniform Information Processes with Community Providers. Assure that all documentation, communication, data collection, and utilization management information is gathered and shared in a manner consistent with the practices of community providers.	2
Use of Certified Peer Specialists at al CBHHS.	2
Other:	0
TOTAL	100

Summary of the December 13, 2011 “Conversations ...” Meeting of the Region 4- South Adult Mental Health Consortium serving Douglas, Grant, Pope, Stevens and Traverse Counties

10. DISCUSSION: Changes to “conversations...” format/schedule for 2012 to reflect the Conversations’ line item budget reduction in the 2012 Budget:

The background of this discussion was to address the “Conversations...” line item budget reduction: “Conversations...” is the monthly meeting of the stakeholders of the Region 4 Adult Mental Health Consortium that serves the counties of Douglas, Grant, Pope, Stevens and Traverse. Historically the AMHC budget for the “Conversations...” line item has been around \$33,000.00. In 2010 and 2011 the spending for this component has been closer to the \$35,000 - \$36,000 a year. With under spending in other line items we have been able to cover the expenses for “Conversations...” line item. However we have now had an \$112,000 reduction to the overall AMHC budget so all line items are affected.

The question up for discussion was: “What do we want to do to reduce our costs of ‘Conversations...’ meetings?” It was agreed that the discussion at today’s meeting would be just the start. We would brainstorm some possible solutions, pose questions, and solicit input that would provide people with some ideas to consider until the January meeting. At the January, 2012 meeting we will continue the discussion and decide on some actions steps to reduce the “Conversations...” expenditures to match the budget allotment. Information provided by the AMHC Administrator included a (A) spread sheet of “Conversations...” costs by category as paid in 2010; (B) a table with costs by category 2011 through August (noted that we did not meet in January 2011-weather related cancellation nor in July, 2011-MN State Shutdown); and (C) Attendance and Cost Sampling for (A) per diems and mileage and (B) Meals as supplied by the Dew Drop Inn.

Suggestions for reducing costs with implications or considerations for each suggestion included:

Suggestion	Implications / Considerations
Reduce the number of meetings	-Can we do our work in fewer meetings? -Would work teams meeting outside the “Conversations...” meetings and thus be more costly? -Need to have continuity month-to-month.
Not travel to other towns	-Sometimes we’ve had to because the Hoffman Community Center is busy, or there have been other considerations
Find a no-cost place to hold the meeting	-Hoffman Community Center wouldn’t charge us if we didn’t have the funds. But we have the funds why wouldn’t we pay for the space?
Cancel the meeting if we can’t meet in Hoffman	
Skip the morning snack	-For some people the snack serves as their breakfast because they cannot eat breakfast before they leave their residence since they need to allow a certain amount time between taking their medications and eating. And they need to leave their residence early to get to “Conversations...” on time. -People could bring their own snack – but this might be difficult for those living in a Foster Home
Recycle the meeting folders	
End the meeting at noon – so don’t serve lunch.	
We need to look at all areas to cut, as we need to be responsible.	
Have the meal be smaller and the snack less	
Make lunch an optional item	

**Summary of the December 13, 2011 “Conversations ...” Meeting of the Region 4- South
Adult Mental Health Consortium serving Douglas, Grant, Pope, Stevens and Traverse Counties**

Have people pay for their lunch	
Give people the option to print their own materials	-This could reduce postage, printing and mailing cost -Less printing costs for folders -Need to give consideration to those who would not be able to access materials on line and print them out. A count was taken of people present who would not be able to print out materials (12 out of 53).
More accurate RSVP Count	
Combine postcard with the summary/agenda mailing.	
Delete the agenda in the monthly mailing	-one sheet
Update the data base (eliminate the duplicate agency contacts; eliminate those who are not attending.)	
Eliminate or reduce mailing	

The discussion will continue at the January 2012 meeting with actions to be determined at that time.

11. 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. Warm Line M. Pope County Drop In Center
- N. Stevens Co Drop In Center O. Traverse County Support Group P. Web Site – www.r4sconversations.org
- Q. Homeless to Housed Committee R. Public Relations - Anti-Stigma Campaign – www.reallifeconversations.com
- S. Transportation T. Grant County Drop-In Center & Socialization U. Health Screenings

12. Announcements – Pat Eggers, Grant Co Drop In Center & Socialization announced that Amber Ricks has been hired to be co-coordinator with Pat with the Grant Co. socialization project.

13. Agenda for January 10, 2012 “Conversations...”

1. Discussion and action on “Conversations...” budget reduction
2. 4th Quarter and Year End Reports
3. Identify new work groups and what each group will be charged with
4. Results of the Ad Hoc Group on the Targeted “Reach Out for Warmth”