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# System of Care Collaborative Meeting Minutes

Team Leader: Tonya Brown  
 Scribe (recorder): Eliza Davis  
 Date/Time: November 16, 2010  
 Location: Copperfield

| ATTENDEES           | Dept                           | Present                             | Absent                   | GUEST(s) |
|---------------------|--------------------------------|-------------------------------------|--------------------------|----------|
| Tonya Brown         | PBH                            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |          |
| Ben Millsap         | Monarch                        | <input checked="" type="checkbox"/> | <input type="checkbox"/> |          |
| P. Scott Stoker     | DJJPP                          | <input checked="" type="checkbox"/> | <input type="checkbox"/> |          |
| Martha Sue Hall     | Union Co. District Court       | <input checked="" type="checkbox"/> | <input type="checkbox"/> |          |
| Monvayata Ratchford | PBH                            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |          |
| Christine Beck      | PBH                            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |          |
| Cindy Zeisler       | Daymark                        | <input checked="" type="checkbox"/> | <input type="checkbox"/> |          |
| Chon Black          | YACM                           | <input checked="" type="checkbox"/> | <input type="checkbox"/> |          |
| R Clark-Parker      | Cabarrus County Schools        | <input checked="" type="checkbox"/> | <input type="checkbox"/> |          |
| LaRuth Brooks       | Youth Villages                 | <input checked="" type="checkbox"/> | <input type="checkbox"/> |          |
| Wendy Rice          | Community Specialized Services | <input checked="" type="checkbox"/> | <input type="checkbox"/> |          |
| Paula Harrison      | Davidson DSS                   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |          |
| Jane Cauthen        | Cabarrus DSS                   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |          |
| La Sherre Fuller    | RHA                            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |          |
| Robert Werstlein    | Daymark                        | <input checked="" type="checkbox"/> | <input type="checkbox"/> |          |
| Bonnie West         | Kannapolis Schools             | <input checked="" type="checkbox"/> | <input type="checkbox"/> |          |
| Carroll Lytch       | PBH                            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |          |
| Brandi Weathers     | Rowan Reclaiming Futures       | <input checked="" type="checkbox"/> | <input type="checkbox"/> |          |
| Sarah O'Reilly      | Youth Adult Villages           | <input checked="" type="checkbox"/> | <input type="checkbox"/> |          |

### 1. Review of Minutes

Tonya Brown called the meeting to order. Introductions were made and attendees were welcomed. Minutes from the October meeting were reviewed by the members who attended the November 16 meeting. A motion was made by Sarah O'Reilly to approve the minutes, second by LaRuth Brooks. The motion carried.

### 2. LME Updates

None

### 3. Provider Updates/Announcements

Martha Sue Hall Union Co. DMC follow up on the Family Summit, date to follow.

Dr Robert Westerlein will no longer be attending the SOC meeting. Cindy Zeisler will replacing him on the Collaborative

#### 4. System of Care Updates- Tonya Brown

Mobile Crisis update table for next month meeting.

UM/Residential Placement – Christina Beck

|                           | <b>Level I</b> | <b>Level II</b> | <b>Level III</b> | <b>Level IV</b> | <b>PRTF</b> |
|---------------------------|----------------|-----------------|------------------|-----------------|-------------|
| <b>Cabarrus</b>           | 7              | 13              | 7                | 0               | 8           |
| How many of those in DSS? | 4              | 3               | 1                |                 | 1           |
| <b>Davidson</b>           | 0              | 12              | 13               | 0               | 4           |
| How many of those in DSS? |                | 4               | 4                |                 | 2           |
| <b>Rowan</b>              | 7              | 16              | 12               | 0               | 14          |
| How many of those in DSS? | 2              | 6               | 5                |                 | 4           |
| <b>Stanly</b>             | 2              | 4               | 1                | 0               | 1           |
| How many of those in DSS  | 1              | 3               | 1                |                 | 1           |
| <b>Union</b>              | 7              | 11              | 9                | 2               | 8           |
| How many of those in DSS? | 0              | 5               | 4                |                 | 3           |
| <b>Current #s</b>         | 23             | 56              | 42               | 2               | 36          |
| <b>#s from 10-19-2010</b> | 20             | 58              | 35               | 2               | 40          |
| <b>#s from 8-5-2010</b>   | 14             | 72              | 38               | 2               | 31          |

Residential #s as of 11-16-2010

## 5. By-Laws (hand-out)

Collaborative members reviewed the By-Laws and the following changes were suggested:  
Article V (page 2.) delete Family Court add District Court and or Chief Court Counsel or designee.  
Delete 3<sup>rd</sup> Tuesday in October, January, April and July  
Sections 3 add changes or revision share be vote on and approved by the Executive level.  
Section 8 and the By-law are reviewed by a simple majority.

Tonya motion for approval of the By-Laws, motion carried with majority approved

## 6. Care Review Proposal

Collaborative members reviewed the Care Review Team Policies and Procedures changes were needed.

Target Audience (page 3.)

- CALOCUS of VI and SED dx explain level 6 and what it is CALOCUS is.
- Add Level III and IV to 30 day prior to discharge or step down from residential

Care Review Team Members delete or add (page 4.)

- Youth Village delete
- Add MST/Intensive In-Home
- District Court an or designee

Provider/Agency Expectations

Add higher levels of residential treatment to Intensive in- home services, MST

(Page 10.) Why

Youth Development Center add needing Coordination of Care

Scott Stoker made a motion that Care Review be voted on with the changes. Motion carried with a majority vote.

Scott Stoker motion that the transition start in April with training in January and March, second by Martha Sue Hall the motion carried by majority.

Transition work group for collaborative transition in Union County Court House December 15, 2010 at 2:30 on the 4<sup>th</sup> floor.

Transition team members:

Dr. Carroll Lytch, Martha Sue Hall, Sarah O'Reilly, Ben Millsap, Jane Cauthen and Tonya Brown

## 7. Next Steps

## 8. Should there be a December meeting?

December meeting Canceled. Meeting adjourn

## 9. Time & Date of Next Meeting

January 18, 2011 PBH Copperfield Training Room 2:00-3:30pm

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## ***Meeting Follow-up Summary***

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|                |   |
|----------------|---|
| <b>Topic 1</b> | Transition Team   |
| Action         | Transitioning into County Collaborative   |
| Responsible    | Dr. Lytch, Martha Sue Hall, Sarah O'Reilly, Ben Millsap, Jane Cauthen and Tonya Brown. Union County court house Dec 15, 2010 4 <sup>th</sup> floor. |
| Due Date       | Next meeting January 18, 2011   |
| <b>Topic 2</b> |   |
| Action         |   |
| Responsible    |   |
| Due Date       |   |
| <b>Topic 3</b> |   |
| Action         |   |
| Responsible    |   |
| Due Date       |   |
| <b>Topic 4</b> |   |
| Action         |   |
| Responsible    |   |
| Due Date       |   |
| <b>Topic 5</b> |   |
| Action         |   |
| Responsible    |   |
| Due Date       |   |

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## ***Meeting File Listing***

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### **File 1:**

APPROVAL:

\_\_\_\_\_

(Chair – Name / Date)

\_\_\_\_\_

(Other – Name / Date)

### **Team Goals:**

- 1. Child Family Team Implementation**
- 2. High Risk Team Utilization**
- 3. Crisis Respite**
- 4. Emergency Placement**
- 5. Acquiring Services, Screening Process, & Service Definition**
- 6. Placement & Evidenced Based**

- 7. First Responders**
- 8. How does each system handle crisis cases**
- 9. Every System and county is represented**