

**ROCKINGHAM COUNTY COMMUNITY COLLABORATIVE**  
**January 15, 2008**

**Members Present:**

Anita Knight – Public Health  
Ann Brady – Rockingham County Schools  
Betty Wray – Challenges Group Home  
Connie Windham – Alamance LME  
Debbie Wright – Challenges Group Home  
Ervin Best – Juvenile Justice  
Felissa Ferrell – DSS  
Linda McMahan – Mental Health  
Tara Pierce – Youth Services  
Terry Aiken – Mental Health  
Victor Armstrong – Advanced Health Resources  
Zara Blackwell – Life Turn

(Prior notice was given by Frank Strange, Tee Price, Dawn Johnson and Lynn Wilkins)

Meeting was called to order by Ann Brady. Ann suggested each person introduce themselves, which helps new members and those who can't regularly attend. Tara Pierce was attending for Youth Services in the absence of Tee Price. Anita Knight has replaced Kim Mabry for the Health Department, and this was her first meeting. Anita said the Health Department is still trying to get her email to work, so she hasn't yet read any sent from the collaborative. Victor Armstrong had previously attended as a guest last August presenting information about Advanced Health Resources providing county crisis services; this was his first meeting to be a member of the collaborative.

Minutes of 10/16/07 were approved with no corrections. Motion made by Betty to approve; Felissa seconded.

**Client Updates:**

No one present had any "numbers" to report. Provider/service agencies did each go over the services they provide:

Betty Wray/Challenges – Residential Levels II and III for girls; Community Support

Zara/Life Turn – Residential Level III for boys; Community Support

Victor/AHR – Community Support; Outpatient; Medication Management; Crisis (walk-in open from 8-5:00). Answering questions, Victor stated that regarding crisis, Mondays are always crowded and they average 2-3 per day for walk-ins.

He said that bed days have gone down a lot since beginning, people are getting services now. Also they have a psychiatrist there 2 days per week and a psychologist (PhD) there 5 days and 3 LPC's (one is an RN) and 4 QP's.

Terry/Mental Health – Community Support (approximately 95 consumers); Outpatient; Medication; and they hope to soon have Intensive In-Home services begin; they are currently referring them out for this service.

Tara/Youth Services – Outpatient; CBT groups

Ann/School System – Hope to get Day Treatment soon at schools.

Ervin/Juvenile Justice – Said his caseload has come down a bit with youth now receiving services. He said that Juvenile Justice has a “community commitment status” that a court can impose and explained what that is, where children remain in the community.

Terry asked if anyone is having problems with Value Options. Others said they are getting some denials or services reduced. Zara said she has received denials regarding medical necessity. Betty said that residential is getting to be a problem. Felissa wondered if lack of Care Review could be contributing to denials and should we move forward faster to begin them. Connie said that most communities don't have Care Review going yet. Connie added that the LME UR/STR unit already requires evidence that Care Review has occurred before placements that require State funding are approved, for Alamance and Caswell Counties.

**Parent Support Group:**

Terry has his group; low numbers though and they intend to move the time of day that meetings are held.

**Provider Association:**

Betty said they met last Friday in Graham (she's co-chair). They would like more members. They meet the 3<sup>rd</sup> Friday of each month at the Train Depot.

**Subcommittees:**

*By-Law:* A draft to revise By-Laws had been done but never commented or voted on. Committee needs to meet. Chris will re-send the draft out to all members. Connie will give them a copy of Alamance's as reference to use if needed.

*CFT/Care Review:* Connie said this was a great group to work with. They had accomplished a lot. She reported that they had developed the MOA and it's ready for vote today. They also completed the SOC handbook, which is a procedural guide and will be used in training, and this is also ready for vote today. (Had previously been

emailed to all members to review before today) Ervin said we should thank Connie for her help with all this (the collaborative and subcommittees).

Linda asked about the handbook's abbreviation page and the abbreviation for the Division of Public Health; handbook has "DPDH"; Connie will correct to "DPH." Chris stated that her email address shown on one page (under Care Review) was wrong; should be "ccastle" and not "ccastle"; Connie will correct.

Discussion about the Memorandum of Agreement, which needs to be signed by different agencies. Chris will help get each needed signature. Will get the completed signed page scanned and send to Connie.

With corrections noted, Linda made a motion to approve the SOC handbook and the MOA; Terry seconded. Vote to approve was unanimous.

*Funding:* Ervin questioned whether there was a procedure for being excused from a subcommittee. He is requesting to be off the Funding and Resource subcommittees. It was suggested to try to find a replacement if a person needs to withdraw from a subcommittee. Victor volunteered to be on Funding and Resource subcommittees, replacing Ervin.

Betty said they need guidelines for the \$6,000 flex funding. The Funding subcommittee will meet this Friday morning in Tee's office at 8:30 (January 18<sup>th</sup>).

*Membership:* Terry said they need to set up a meeting time. Victor will be on this subcommittee also. Ann Brady asked to be off this subcommittee.

*Resources:* This subcommittee will meet Friday at 10 am in Tee's office. Connie said that there may be some child substance abuse non-UCR funds available to meet identified needs in the community. She has asked the Resource subcommittee to discuss the needs in this area at its next meeting. Anyone interested in helping identified child substance abuse needs in the community is welcome to attend this meeting. Once identified, Connie will relay the information to the LME.

*Training:* Linda reported that this subcommittee is planning to work on the 7 training modules that are for SOC:

- Module I: System of Care Overview
- Module II: Child and Family Team Overview
- Module III: Community Agency Protocols
- Module IV: Coaching SOC for Supervisors
- Module V: Child and Family Team Facilitation
- Module VI: Local Resource Awareness
- Module VII: Cultural Competency

Plan to do one training for Modules I and II (combined) in April but are still trying to confirm a date since Connie and others who do the training aren't available the date that had been selected. This training will be about 3 hours. Connie will email Chris the dates that are available for those who conduct the training.

Linda said that May 13 and 14 have been selected for the all-day Facilitator Training (Module V) and that this is limited to 25 participants. We will have a form for the April training attendees to fill out that will have a line to ask who their facilitator is, to know who to invite to the May training. Also May 21 was chosen for a "Provider Fair" (Module VI). Chris will be checking with Rockingham Community College about rooms/space for the trainings and fair.

Linda handed out a SOC brochure that was created to send with the training invitations. Members can email Chris with any feedback on the brochure.

Linda asked about brochures needed for CFT and Care Review and would that subcommittee need to create those brochures. It was decided that those aren't necessary to have for upcoming training but the subcommittee can create them; Chris will use Alamance's as a guide for creating them.

Chris added that she had created a brochure for the RC3 and handed out the draft for all to look over. Please email Chris with any feedback.

Linda suggested we add "RC3" to the list of abbreviations that are in the SOC handbook so the earlier motion is amended to include this addition to the handbook.

**Non-UCR:**

Funds approved! Once MOAs are signed, agencies can start spending and sending Connie any invoices.

**New Business/Other:**

Regarding reviewing brochures – decided that these can be shared through email for all to review and provide feedback on, and they can be approved through email.

Felissa shared a handout from NAMI regarding a free education course that is available for parents/caregivers of children/youth with mental health issues. NAMI is a good resource for all. Felissa also handed out copies of an email from Jennifer Rothman of NAMI regarding the course and with Jennifer's contact information for parents who are interested. They are looking for parent trainers. They may use the Haw River training center as a location. She said Forsyth and Guilford counties have had good success with NAMI. Tara will share this information with Youth Services' parenting group.

Connie handed out a flyer for the January 23 Stakeholder's Council meeting. She also provided to all a list of Rockingham County group homes. She said there are 21 Level II beds and 49 Level III beds in licensed facilities in the county. Connie got the list from the website of the N.C. Division of Health Service Regulation (formerly Division of Facility Services).

The LME is no longer writing letters of support for Residential Level III but will for Level II.

The committee discussed the review and approval process for flex funds guidelines to be developed and recommended by the Funding subcommittee, as the full committee will not meet again for several months. After discussion, it was decided an email consensus will be tried with a deadline to respond.

Victor asked how the collaborative defines a member vs. a participant. It was discussed that each member has 1 vote but we need to identify "members" vs. "participants." The By-Laws subcommittee will look at this, and Victor agreed to begin meeting with this subcommittee also. January 22nd at 11:30 was decided on as the meeting time for the By-Laws subcommittee. Chris will email all a copy of the revised/draft by-laws. Everyone should email Ann Brady with comments on the by-laws and Ann will bring them to the meeting on January 22nd.

**Next meeting: March 18, 2:00, in the Children & Family Services building of Mental Health.**

Respectfully submitted,

Chris Castle  
Scribe