

Meeting Minutes-State Interagency Team Meeting

Thursday, June 27, 2019

2:00-4:00

Location: Beech Conference Room

Facilitators: Diane Bugbee and Cheryle Wilcox

Note Taker: Laurel Omland

Present: Karen Price, Karen Bielawski-Branch, Amy Lincoln-Moore, Suzanne Legare-Belcher, Diane Bugbee, Brenda Gooley, Cheryle Wilcox, Laurel Omland, Cindy Tabor, Dana Robson
Sandi Hoffman (p), Danielle Bragg (p)

Regrets: Melanie D’Amico, Morgan Cole, Alicia Hanrahan, Monica Ogelby

| Agenda Item | Discussion Notes | Next Steps |
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| <p>Updates and discussion</p> <ul style="list-style-type: none"> • Mobile Response—standing agenda item • Scheduling LIT Visits • Emergency Dept. Brochure-update and dissemination plan (where- DAs, VFFCMH, VFN, pediatricians, etc.) • Family Services Policy 60 and clarification about CSPs-<i>Cheryle</i> | <p><u>MRSS</u></p> <ul style="list-style-type: none"> • MRSS report nearly completed; will share with Martha Maksym and then have meeting with leaders across AHS. • So. Burlington reps presenting to MRSS team about their mobile outreach. Asked to share info about data specific to kids – profile, disposition. <p><u>Scheduling LIT visits</u></p> <ul style="list-style-type: none"> • SIT coordinators will connect with LIT coordinators to schedule visits and share dates with SIT members to identify which dates members could attend. May identify specific reps based on content need of LIT. Act 264 Board members also invited to attend. • Will generate questions, building upon what was used previously. Will send to LITs in advance of visit so they can prepare for discussion. <p><u>Emergency Dept. Brochure</u></p> <ul style="list-style-type: none"> • Final brochure is available as PDF. Will discuss printing (not glossy so can write), distribution. • Hospital leadership (Sarah Squirrel), AHS leadership (Sarah/Fox), ES directors, CYFS directors, VFFCMH/VFN • Printing budget? • Process for who gives it to the family? <p><u>Family Services Policy 60</u></p> <ul style="list-style-type: none"> • CSPs – regions confused about whether policy is directing to do CSP for truancy. CSP is not required for truancy situation, is an option. Language about truancy was clarified for when FSD gets involved. | <p>LIT visits: watch for schedule and let Cheryle know your availability</p> <p>Next meeting: generate questions</p> |

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| Act 264 Video Viewing! - VFFCMH | Reviewed video and Cindy summarized what narration will cover. Video nearly done, then will finish overlay of narration. Gave feedback on content. | |
| Planning Learning Community Lunch and Learns | <ul style="list-style-type: none"> • Tabled until future meeting <i>Notes from April discussion: In general, members liked this idea, suggested attaching this activity to a SIT meeting (maybe make it at noon w/bring your own lunch), then have SIT at 1 or 1:30. Maybe 3x per year.</i> | |
| ANNUAL LIT Meeting Planning Sept 26th @ WSOC | <ul style="list-style-type: none"> • Outreach to Sara @ WCMH to discuss mock LIT meeting with family present (Diane/Cheryle) • Sue Schmidt? (Dana) • Agenda mock-up • Dept leadership to do welcome? Need to reach out to Monica, Sarah, Ken, Dan. (Cheryle/Diane) • Teams register via Joanne Crawford (joanne.crawford@vermont.gov) | Diane, Cheryle & Dana to follow up on reaching out |
| LIT Practice Guidance | <ul style="list-style-type: none"> • For LITs to help with consistency, clarity who involved | Review for glaring issues |
| Other updates | <ul style="list-style-type: none"> • Statewide bed bugs & hoarding conference July 26th at Norwich University with health inspectors, landlords (Suzanne will send info). Organized by Capstone and AHS Field Svc Directors. • Christine Johnson has begun as DCF-FSD Deputy Commissioner. • DRVT suit against DCF in federal court about restraint/seclusion practices at Woodside. • VFFCMH board of directors voted to say wanted to hire parent reps so more supervision and protection for liability. Impacts stipends vs. employee wage. Appreciates funding for LIT parent reps – DMH, AHS and now AOE has contributed. Expansion of parent rep voice in CSPs beyond just at LITs is using this funding at a more rapid rate and wouldn't be fully covered by current funding. • Reviewing feedback on CSP Form survey and will bring update to next SIT meeting. | |