

## OPEN MEETING MINUTES

Instructions: [F-01922A](#)

Name of Governmental Body: Certified Peer Specialist Advisory Committee (CPSAC)			Attending: See narrative below
Date: 8/9/2019	Time Started: 10:11 am	Time Ended: 2:25 pm	
Location: Wisconsin Department of Agriculture, Trade, and Consumer Protection 2811 Agriculture Drive – Room 106 Madison, WI 53708-8911			Presiding Officer: Joyce Allen, Bureau of Prevention Treatment and Recovery Director

### Minutes

Members present: Peter Brunzelle; Antoinette Chambers; Caitlin Clifford (IPO Autumn Shaffer); Kimberlee Coronado; Shirley Drake; Terry Findley; Roger Frings; Flo Hilliard; Rob Kaminski; Ryan Ramnarace; Christine Richardson; Heidi Roettger; Corbi Stephens; Bethany Sweeney; Michelle Uetz; Victoria Welle

Members excused: Paul Anderson; Andrea Bartels; Tammy Bergum; Lynn Bigboy; Todd Campbell; Nicole Gurnoe; Ellie Jarvie; Kathie Knoble-Iverson; Mary Neubauer; Deb Ramacher; Tim Saubers; Mary Kay Wagner;

Staff: Kenya Bright; Jason Cram; Cory Flynn; Christopher Keenan; Laleña Lampe; Joann Robertson; Teresa Steinmetz; Joann Stephens

Guests: Caroline Crehan; Julia Hawes

-----

**Call to Order:** Ryan Ramnarace called the meeting to order at 10:11 a.m.

**Room and building logistics:** Joann Stephens explained the room and building logistics.

**Welcome and introductions:** Members introduced themselves.

**Description of designated agency seats on committee:** Joann Stephens identified the agency designated seats, individual seats, and how the different seats were chosen. Seats were either chosen by the agency or were by scored applications.

**Overview of parliamentary procedure:** Jason Cram reviewed two documents:

- Roberts Rules of Order- Simplified: Reviewed guiding principles and the definition of a motion
- Parliamentary Procedures at a Glance: discussed abstaining from voting and that if a member abstains from a vote, they will state the reason (conflict of interest may be one reason)

**Announcements:** Ryan Ramnarace asked members if there were any announcements.

- Laleña Lampe stated that the Mental Health and Substance Use Recovery Training Conference will be on October 29-30, 2019 in Wisconsin Dells. A limited number of scholarships will be available for consumers and more information is available on the University of Wisconsin Stevens Point website.
- Joann Stephens stated that the Crisis Intervention Conference will be on September 19-20, 2019 in Wisconsin Dells. A limited number of scholarships will be available for consumers and more information is available on the University of Wisconsin Stevens Point website.
- Michelle Uetz stated that there will be a Parent Peer Specialist Training in Madison beginning on August 21st, 2019. It is open to the entire state. Additional information can be found on the Wisconsin Peer Specialist Employment Initiative website.

**Public comment:** No public comment

**Review and approval of June 18, 2019 minutes:** Victoria Welle motioned that the minutes be approved after spelling corrections be made regarding the names of Ryan Ramnarace and Antoinette Chambers. Seconded by Michelle Uetz. All in favor of approving motion.

**ATI report:** Joann Stephens shared that she, Cory Flynn, Scott Caldwell, Tim Saubers, and 14 Certified Peer Specialist trainers worked on CPS curriculum revisions on August 6-7, 2019. She described the process they used to share the revision ideas that were specific, concrete, and actionable. These revision ideas will be shared with DCTS leadership and then approved revisions will be sent for final editing. The anticipated time of completion is in early 2020. On September 30, 2019, there will also be an all-trainer gathering for CPS development and training. Trainers will receive individual feedback and data regarding their training sessions. Members discussed need for a mechanism for trainers to share ideas and resources.

**Data report:** Chris Keenan presented a revised Data Brief #2 on the peer specialist initiative.

- The first two maps showed the total counts of active certified peer specialists (CPS) by place of residence for 2017 and 2018. There was a 57% annual increase in the number of active CPSs statewide. Newly certified peer specialists composed 43% of active CPSs in 2017 and 60% in 2018.
- The next two maps showed the number of active CPSs per 10,000. In 2017, the statewide count of active CPSs per 10,000 on December 31 was 0.6. In 2018, the statewide count of active CPSs per 10,000 on December 31 was 0.9.
- The last two maps showed the percent of CPSs recertifying and the total count eligible to be recertified. In 2017, 34% of the 589 CPSs up for recertification on December 31 recertified. In 2018, 33% of the 680 CPSs up for recertification on December 31 recertified.
- A member pointed out that the numbers for Barron County did not appear to be correct. Chris Keenan stated he will check the numbers.
- A member asked to see data on people who were once active but are now inactive.
- There was a request to look at what percent of all people chose to recertify since the beginning of the initiative.

**Medicaid service array and billing:** Kenya Bright and Carolyn Crehan, CRS Coordinator, reviewed two documents:

- Forward Health Update dated June 2017 No. 2014-42
- Community Recovery Services (CRS)

Kenya Bright gave an overview of how Medicaid funds services for certified peer specialists. The Forward Health update was regarding Comprehensive Community Services (CCS) benefits and the CCS service array. The service array provides individuals with psychosocial rehabilitation services. The service category of Peer Support describes the allowable services of peer support and states that allowable providers are required to be Wisconsin CPSs. There are other service categories a peer worker can provide if they are not certified, but then the billing is under the professional type of Rehabilitation worker. Kenya Bright also stated that Certified Parent Peer Specialists are billed as a CPS.

Carolyn Crehan reviewed the CRS document. She stated that CRS is offered in 15 counties in Wisconsin. There is a current maximum fee rate of \$9.78 per quarter hour. CRS includes three services:

- Community living supportive services
- Peer support services: Peer support services are provided by CPSs.
- Supported employment services

**Committee development:**

- Committee charter: completed at last meeting
- Survey results: Laleña Lampe reviewed the results of the Subcommittee Design Survey. In summary, most members wanted an Employment subcommittee; next a Curriculum subcommittee; and last a tie between a Professional Development/Training subcommittee and a Data subcommittee.
- Subcommittees: The idea of condensing or combining subcommittees was discussed. It was decided that there would be three subcommittees:
  - Employment

- Professional Development
- Governance

Michelle Uetz motioned that the three subcommittees be Employment, Professional Development, and Governance. Seconded by Bethany Sweeney. All in favor of approving motion.

Kenya Bright suggested that a survey be created online by staff to the committee. Members will choose a first, second, and third choice for what committee they would like to be on. The results will go to the co-chairs who will make the final decisions. The survey will also ask if the member is interested in co-chairing a subcommittee.

Factors to take in to consideration when creating subcommittees include: a balance of substance use lived experience and mental health lived experience; location of members; in-person versus conference call meetings; and CPS versus CPPS.

Roger Frings motioned that a survey be sent out to members to indicate interest in subcommittees. Seconded by Michelle Uetz. All in favor of approving motion.

**Proposed agenda items for October 11, 2019 Certified Peer Specialist Advisory Committee meeting (location: Wisconsin Department of Agriculture, Trade, and Consumer Protection):**

Finalize subcommittees:

- Functions and membership
- Prioritization of tasks and topic areas

Please send proposed agenda items to: Co-chairs, Joann Stephens, and Jason Cram.

**Adjournment:** The meeting was adjourned at 2:25p.m. by Roger Frings, seconded by Terry Findley. All approved.

Prepared by: Cory Flynn on 8/12/2019.

Approved on 10/11/2019