

DRAFT

**Meeting Minutes—Children’s ACT 264 Advisory Board/SPSC Joint Meeting
Waterbury State Office Complex — May 26, 2017**

ATTENDING: Jessica Bernard, Betsy Cain, Kris Holsman-Francoeur, Kathy Holsopple, Tiffany Hubbard, Alice Maynard, Laurie Mulhern, Doug Norford, Cinn Smith, and Matt Wolf.

Guests: DMH Commissioner Melissa Bailey, CDD Dep. Commissioner Reeva Murphy, and IFS Director Cheryle Bilodeau.

Phone: John Pierce

<u>Agenda Items</u>	<u>Discussion Points</u>	<u>Decisions/Actions</u>
Joint ACT264 Advisory Board & State Program Standing Committee Meeting (9:30-12:15)		
A. Assign Timekeeper and Facilitator B. Discussion of information needed from LITs C. Review questions for DMH and CDD guests	<p>Cinn convened the meeting. Alice volunteered to take notes.</p> <p>Members reviewed the current questions in the annual LIT survey in preparation for this fall’s survey. Feedback from this year’s survey was positive in that LIT Coordinators felt better able to answer the questions asked and, with some follow-up, all LITs did submit a response. Questions that were reviewed included the following.</p> <ol style="list-style-type: none">1. What are the LIT’s top 2 strengths?2. What are the LIT’s two biggest challenges?3. What is the name of the LIT’s current Parent Representative? How long served? If there is no Parent Representative, what specific actions has the LIT taken to recruit one?4. What is the estimated number of Coordinated Service Plans written in the region in the previous 12 months? Do you have a method of tracking this number?5. What is the number of CSPs reviewed by the LIT in the previous 12 months?6. What are the names and affiliations of the LITs members? <p>Members discussed the warned proposed question to add this year: Does the LIT believe that it managed to divert any proposed placements of children for residential care and into appropriate care in home, school, and community? If so, how many?</p> <p>The timeline and questions for the guests were reviewed. Members volunteered to take the lead on various points.</p>	<p>It was decided that the current 6 questions are still what the Board wishes to know and believe the Survey Monkey approach works well with follow-up by first Jessica and then, if necessary, by Board members. It is not clear if LITs will be able to answer the proposed seventh question, but we will try it. The Board will also ask the Case Review Committee the same question.</p>