

**Meeting Minutes—ACT 264/SPSC Joint Meeting**

**11.18.2016**

**ATTENDING:** Jessica Bernard, Betsy Cain, Kristin Holsman-Francoeur, Alice Maynard, Doug Norford, Cinn Smith, and Matt Wolf.  
Laurie Mulhern joined via phone.

Agenda Items	Discussion Points	Decisions/Actions
<b>Joint ACT264 &amp; SPSC Meeting (10:05-12:30)</b>		
❖ Review/Approve Minutes	<ul style="list-style-type: none"> <li>Edits to the Act 264 portion of the minutes were suggested, Alice made the edits and the October minutes for Act 264, the joint meeting, and SPSC were approved.</li> </ul>	<ul style="list-style-type: none"> <li>November minutes will be sent by Linda.</li> </ul>
❖ Future Agenda Items	<ul style="list-style-type: none"> <li>Act 264                             <ul style="list-style-type: none"> <li>➤ 2017 SOC Priority Recommendations</li> <li>➤ LIT questions, cover letter, and survey follow-up if necessary</li> </ul> </li> <li>SPSC                             <ul style="list-style-type: none"> <li>➤ NFI redesignation</li> </ul> </li> </ul>	
❖ Other	<ul style="list-style-type: none"> <li>Discussion around a DA that apparently only meets once a month to discuss CSPs and concern for following the law and meeting the need for the community. Is SIT aware of this?</li> </ul>	Jessica will follow up with SIT around CSP concern.
❖ IFS Update—Cheryle Bilodeau, Carol Maloney, & Susan Bartlett	<ul style="list-style-type: none"> <li>LIT Extravaganza had about 80 people in attendance! A PDF from the presentation, as well as links to resources, will be available on the IFS website. Every region of the state had representation at the meeting. Opening statements helped frame the System of Care and give context. Survey results about how the LITs are functioning and referrals to SIT were shared. Workgroups happened in the afternoon, with breakout sessions late in the day for people in leadership roles. Some participant feedback included that the roundtable discussions felt rushed and needed multiple rooms for breakout groups. IFS staff are looking at the generated notes and provided feedback to help plan for next year. IFS is also looking into how to ensure communication is flowing and information is available and getting to interested parties. SIT will be checking in with LITs that asked for consultation during the Extravaganza.</li> <li>Interviews have been completed for the open planning position, but the position is on hold until we know who will be in the role of Deputy Commissioner, which depends on staffing decisions from the incoming administration. There is talk about updating the CSP and whether this new position could help that process. Possibly. Act 264 members let IFS know that they would like to build relationships with the LITs in 2017, assign a board member to be a contact for each LIT, invite them to meetings, and do outreach when needed. Family Services has been paying a lot of attention in the CSP plan, to get kids out of residential placements, not just getting kids into residential through the CSP process. Members voiced concerns around Family Services filling out CSPs without the team and pushing them through CRC. Cheryle will talk about this with SIT (Laurel and Melanie). Educating people and providers about this process will help. Factoring into this is also that there is a lot of staff changeover in DAs and schools and people may need more training about this process to keep kids from going into residential, if preventable.</li> </ul>	

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	<ul style="list-style-type: none"> <li>• Future of IFS—IFS is moving forward and working under the assumption that what they do is not partisan and hopefully won't face major changes. There could be leadership changes, but many IFS positions are not appointed. There are transition documents that each department fills out that will help the new administration get up to speed. Payment reform will also be another change that we must work on together, to try to set up the systems and people for success, while keeping the needs of the individuals/families/communities as the priority. The hope is that payment reform will encourage better outcomes and align medical and emotional/psychological needs. IFS is partnering with other AHS departments and the medical community to discuss the complex needs of families that have medical and mental-health conditions/concerns. The recent Department of Justice salary changes about who can earn overtime pay as an hourly employee vs. being salaried will have an impact on the availability of clinicians who may now have strict 40-hour workweek requirements. This issue might be something that the president-elect addresses early in the new administration, but no one knows for sure what will happen right now.</li> </ul>	
❖ Public Comment	<ul style="list-style-type: none"> <li>• None.</li> </ul>	
	<b>Break 12:00-12:15</b>	
	<b>SPSC Meeting 12:15-2:00</b>	
❖ NFI	<ul style="list-style-type: none"> <li>• <u>NFI Agency Review and Draft Designation Report</u>: discussed the findings of the designation report and areas that were found to have minor deficiencies.</li> <li>• Possible questions for NFI: How do you incorporate family voice? How do you let families know about the Grievance and Appeal process? How do you work with families who don't agree with the plan the clinicians have created? How valued is the family/kids' voice in their plan? How is the current relationship with Family Services? Is the agency able to make their survey available on the Internet? Why did staff have a lower response to use of a standardized tool? High turnover due to compensation, stressful population, going to graduate school; but staff suggested more trainings as a way to retain staff. How does NFI incorporate staff feedback, like the training suggestion?</li> </ul>	
❖ MHBG	<ul style="list-style-type: none"> <li>• We will share minutes between groups.</li> </ul>	
❖ Agenda Items for December Meeting	<ul style="list-style-type: none"> <li>❖ Recovery and Resiliency grant? Kathy</li> <li>❖ SIT/LIT questions finalized</li> <li>❖ Recommendation for NFI's redesignation</li> </ul>	
❖ Future Act 264	<ul style="list-style-type: none"> <li>-Invite Charlie to attend to help brainstorm getting other agencies involved and align DCF, DMH, AOE websites.</li> <li>-Invite Gov. Scott to attend a future meeting</li> <li>-Invite LIT coordinators to Act 264 meetings</li> </ul>	

