

<b>Present (please check)</b> <b>Please circle note-taker</b>		<b>CMHAMM</b> Work Group Meeting Minutes  DATE: July 30, 2004 TIME: 8:00 A.M. – 4:30 P.M.  LOCATION: Manistee/Benze CMH  WORK GROUP NAME: Jail Diversion	cc: Team members (list members' names)  Judi Cates, CEI; Alan Plantt., CEI; Cam Greening, Gratiot; Dave Marshall,, Ionia; Mark Nelson, Manistee/Benzie; Brian Dykes, Newaygo
<input checked="" type="checkbox"/> Judi Cates, CEI	<input checked="" type="checkbox"/> Mark Nelson, MBCMH		Page # _____ 1 _____ of _____ 2 _____
<input checked="" type="checkbox"/> Jay VanDenBrink ICMH <input checked="" type="checkbox"/> Cam Greening, GCMH <input checked="" type="checkbox"/> Julie Vermett, CEI	<input checked="" type="checkbox"/> Alan Platt, CEI  <input checked="" type="checkbox"/> Brian Dykes, NCMH		
Guests:			
<input checked="" type="checkbox"/> Lt. Robert Lancaster, Manistee Jail Administrator	<input checked="" type="checkbox"/> Manistee Sheriff Dale Kowalkowski		
<input checked="" type="checkbox"/> Jeff Conquest, Benzie Jail Administrator			
<b>Topics Discussed</b>	<b>Discussion/Decisions</b>	<b>Action/Responsible Party</b>	
Review Work Plan	The team reviewed the current Work Plan.	Judi will update the Work Plan to reflect today's discussion.	
Review of DCH Jail Diversion Policy and Practice	DCH requested our review and input. Reply is due August 16th. Team members stated it is nice to finally have definitions from the state. They will still get muddled in the minds of Law Enforcement who have a hard time separating outpatient treatment from crisis services. It is difficult for them to understand whom CMH should be serving. CMH must set boundaries and coherently explain to Law Enforcement what we can and cannot do for them. Revision suggestions: 1) Define "Assessment" and "Evaluation" 2) Define Culturally "Sensitive", "Competent" & "Similar" 3) Use words to create a tone of services CMH <u>can</u> "offer" not what CMH will be mandated to provide. Broaden terminology to encompass services beyond just case management. Define collective opinion for CEO's. The team has reservations due to expectations.	Judi will submit the suggestions to the state prior to the deadline.	
Pre-Booking Diversion Development - Standardization of Jail Diversion Training Goals	The team previewed and compared CEI, Gratiot and Ionia's trainings for consistency. The team developed Overarching Goals for Core Curriculums of all Affiliate trainings: - Define Jail Diversion (Pre & Post) - Define Target Population - Appropriate Responses & Interactions with Population: - A) Law Enforcement: Field Services & Corrections - B) Non Law Enforcement: CMH & Other Community Resources. - Emergency/Crisis Response to Target Population The team discussed having court appointed attorneys at trainings. Attorneys requested attendance in Gratiot and Ingham Counties. Attorneys attended training in Newaygo County.	Each Affiliate will determine sequence of core curriculum and tailor their training to meet the goals of the group they are training.	
Pre-Booking Diversion Development - Cross Affiliation Training Table Schedule	Ionia trains annually. Newaygo periodically follows-up with Corrections and Police Departments. Gratiot is looking at a six month plan for follow-up.	The team will develop a cross-affiliation training calendar to meet DCH requirements.	

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Pre-Booking Diversion Development - Forms Development	The team briefly reviewed the pre-booking forms used by Oakland County. Team discussed primary prevention and secondary prevention.  DCH requested a standard Training Sign-in Sheet.  DCH requested a standard Training Evaluation Form.	At the next meeting, the team will further discuss a Secondary Prevention model before it is defined as Case Management. Team members will bring to the next meeting all the forms they feel are needed in their county for Jail Diversion. The team will discuss drafting a "Notice" similar to the Oakland County model. Team members will bring their training sign-in sheets and evaluation sheets to the next meeting to review for standardization.	
Review Outcome Data	Do not list client names. Jail Services & Jail Diversion are different. Clients are logged if they are <u>screened</u> for Jail <u>Diversion</u> , even if they are not diverted. There is a lot of diversion work done with clients, even though not all are diverted at current contact. Our contact with those who do not meet diversion criteria (via screening) still prevents recidivism. Discussion of Axis I (Jail Diversion) and Axis II. Kent County is tracking Axis II.	Team members will continue to gather data and fax to Julie.	
DCH Audit Review	DCH stated Pre-Booking needs work. Tracking is a must for differentiating between Pre and Post Booking. Jail Diversion is separate from Outpatient and Crisis Activity. This is what currently stands in our way of the required standardization.		
Where to we go from here?		Cam – Forms Jay – Data Collection Brian – Coding Mark – What is the animal? Is it billable? What is the productivity?	
TAPA	Judi is talking with Melanie Shaw to have a one day training in Michigan in 2005, on Outcome Measures. Possibly a second day with just CMHAMM.	Judi will continue discussions with TAPA.	