

Present (please check) Please circle note-taker				CMHAMM Work Group Meeting Minutes	CC: Team Members (list members' names)
X	Judi Cates, CEI CMH	X	Julie Vermett, CEI CMH	DATE: July 20, 2006 TIME: 9:30 A.M.– 12:10 P.M. Location: Ionia County CMH Work Group Name: Jail Diversion	Judi Cates, CEI CMH; Alan Platt, CEI CMH; Paula Rinal, MBCMH; Wendy Schultz, GCMH; Vic Guajardo, GCMH; Dave Marshall, ICMH; Brian Dykes, NCMH; Chris VanStee, ICMH; Jay VanDenBrink, ICMH Page # <u> 1 </u> of <u> 2 </u>
X	Jay VanDenBrink, ICMH	X	Dave Marshall, ICMH		
X	Brian Dykes, NCMH	X	Wendy Schultz, GCMH		
X	Paula Rinal, MBCMH	X	Vic Guajardo, GCMH		
Topics Discussed					
Status of this Team				Jail Diversion is no longer an Affiliation Work Group. However, it continues as a committee. Judi stated she has been directed to continue maintaining copies of all current service agreements and gathering all collected outcome data. The team discussed rotating the meeting facilitator versus it remaining one person. The team decided Judi should continue to facilitate the meetings.	
Review of Michigan Department of Community Health's Review of CMHAMM Jail Diversion				Overall, the reviewer was pleased with our work. Judi reviewed the list of suggestions: - Juvenile Jail Diversion. Team members discussed their juvenile involvement, which varies across affiliates due to their individual counties. - Full-time Jail Diversion specialists Affiliation wide. - More Pre-Booking Outcome Data. - Service Agreement end dates. The team discussed their agreements with each county and wording regarding it being continuous versus annual renewals. All eight counties must have the same basic wording. - Frequency of team meetings, we will meet quarterly. - Trainings must take place on a consistent basis. - Jail Diversion Community Task Force. Newaygo, Gratiot, Ionia & Manistee/Benzie staff regularly attend county meetings.	1) Julie will email the basic Service Agreement to team members to be individualized per county. 2) Team members must send copies of their Service Agreements to Julie to be kept on file at CEI CMHA.

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Topics Discussed				Discussion/Decisions	Action/Responsible Party
Medications to Inmates				The team discussed several issues regarding the difficulty of clients being able to continue their psychotropic medications while incarcerated.	<p>1) Judi will pass this issue on to Dr. Henry, Clinical Director and Toby Bayless, Director of Affiliation Operations.</p> <p>2) This topic will be discussed again at the next team meeting.</p>
Training Law Enforcement & Community Members				MDCH requires: - Pre & Post Tests - Sign-in Sheets (draft routed & approved)	<p>1) Julie will email the sign-in sheet & evaluation forms to team members.</p> <p>2) Team members must fax all sign-in sheets to Julie to be kept on file.</p>
Echo/CDT Jail Diversion Screen				<p>The team discussed ways of getting to the screen in CDT.</p> <p>Judi instructed team members to use the screen to track Outcome Data, to run quarterly reports and fax them to Julie.</p> <p>Crisis Services & ACT teams also need to begin using the screen to track pre-booking data.</p>	<p>1) Julie will email the revised Screening form to team members.</p> <p>2) Team members must fax quarterly reports to Julie to keep on file. (Exceptions are Newaygo and Manistee/Benzie who will continue to fax the handwritten logs)</p> <p>3) Judi will get with John Hill to add Cost Center to the screen and to clear up the problem of how diagnosis is pulled and displayed on the report.</p>
Suicide Update				Review of <i>Not on My Watch</i> (DVD); the current <i>Suicide Mental Health Update</i> ; <i>Autopsy of a Suicidal Mind</i> (book); and <i>Suicide Assessment</i> (book). Discussion of Operating Guidelines.	1) Julie will email Ingham County Suicide Detection; Assessment for Involuntary Hospitalization & Housing Placement Operating Guidelines to team.
Next Meeting					<p>October 19, 2006 9:30 A.M.-12:00 P.M. Ionia County CMH</p>
/jv					

