

OPEN MEETING MINUTES

Instructions: [F-01922A](#)

Name of Governmental Body: Certified Peer Specialist Advisory Committee (CPSAC)			Attending: See narrative below
Date: 8/21/2020	Time Started: 12:46 pm	Time Ended: 3:00 pm	
Location: Zoom			Presiding Officer: Teresa Steinmetz, Bureau of Prevention Treatment and Recovery Director

Minutes

Members present: Todd Campbell; Antoinette Chambers; Kimberlee Coronado; Shirley Drake; Terry Findley; Roger Frings; Ellie Jarvie; Rob Kaminski; Kathie Knoble-Iverson; Tori Krohn; Mary Neubauer; Christine Richardson; Tim Saubers; Meagan Sulikowski; Michelle Uetz; Mary Kay Wagner; Victoria Welle

Members absent excused: Lynn Bigboy; Peter Brunzelle; Nicole Gurnoe; Deb Ramacher; Heidi Roettger; Corbi Stephens; Bethany Sweeney

Staff: Kenya Bright; Jason Cram; Caroline Crehan Neumann; Cory Flynn; Anne Larson; Dennis Radloff; Ashley Rogers; Teresa Steinmetz

Guests: Sarah Ashton; Renee Blechner; Dawn Bowers-Winters; Wanda Brewer; Paula Buege; Brittny Calyx, Sarah Coyle; Chelsea Crane; Kim Danko; Kari Forbush; Carmella Glenn; Shauna Grossman; Kimberly Hill; Victor Kilpatrick; Ken Kirby; Amanda McKaig; Kory Morgan; Christina Raychel; Lynelle Saunders; Jamie Smidt; Julia Thoe; Larry Winter

Co-chair nominations and voting results: Jason Cram announced the co-chairs are Vic Welle and Tim Saubers

Call to Order: Vic Welle called the meeting to order at 12:46pm.

Room and building logistics: Ashley Rogers explained the logistics of meeting in a zoom room.

Welcome and introductions: Members and staff introduced themselves. Guests were asked to wait until the public comment period.

Announcements:

- Tim Saubers said there is a certified parent peer specialist training open statewide; also a certified peer specialist training open for Milwaukee County; and one for south central Wisconsin including Dane County; exams next month for both CPS and CPPS; study session dates coming soon; there will be two study sessions for the CPS exam and two for the CPPS exam.
- Mary Kay Wagner announced that the R&R House will be opening on October 15, 2020.
- Meagan Sulikowski announced the ED2 Recovery Conference is free and will be on September 11 and 12, 2020; The Rally for Recovery will also be virtual and will be on September 26, 2020.
- Mary Neubauer announced the Milwaukee Mental Health Task Force has several awards available seeking nominations, including the 2020 Karen Avery Award and the Marie Perry Award

Public comment:

- Kari Forbush asked where the R&R Peer Run Respite House is located. It was answered that it is in Pewaukee.
- Lynelle Saunders asked how many state staff are on the CPSAC and how many are non-state staff. It was answered that state staff are not members and there are 28 seats on the committee; 24 are currently filled. A member roster was shared.
- Renee Blechner asked what the process is to become a member. It was answered that there is an application process, scoring process, and selection process.
- Brittyn Calyx asked how the public comment works. It was answered that it is to maintain transparency, have an open forum, be inclusive of community members, and to raise awareness of what is happening in the community.

Review and approval of May 8, 2020 minutes: Todd Campbell moved to approve. Michelle Uetz 2nd. Vote: Motion passed unanimously; Roger Frings abstained.

Subcommittee report out:

- **Employment:** Need an additional co-chair; had a lack of quorum; discussed future agenda items; next meeting agenda items (list here: Billing and reimbursement for certified parent peer specialist services; DHS 36 defines what a peer is and certified parent peer specialist don't meet that requirement; how to address the issue; Barriers to employment; and reviewing continuing education requirements); sub-committee will be discussing name change; was tabled due to not having forum.
- **Governance:**
 - CPSAC Vacancies: Came up with a letter for those missing three meetings in a row
 - Process for filling vacant seats: DHS will send out request for new members to fill empty seats with application
 - Member term limits- Would like to make changes to term limits; needs to be voted on
 - Discussed how to have a more diverse CPSAC
- **Professional Development:**
 - CPS Trainer Competency document for approval by CPSAC; developing core competencies; developing critical thinking; presentation skills; facilitation skills
 - Robert Kaminski moved to approve. Shirley Drake 2nd. Robert Kaminski rescinded the motion; will return to subcommittee.

Access to Independence report: Tim Saubers gave updates.

- Continuation of Online Trainings and Exams
 - Online CPS and CPPS trainings will continue into 2021
 - 11 online CPS and / or CPPS trainings have or are currently taking place
 - Feedback from participants and trainers has been overwhelmingly positive
 - Highlights include increased accessibility, reduced need to take time off work, alternative learning formats, greater networking opportunities
 - Exam accommodations have been transitioned to meet needs in the online format
 - Readers are available as needed, etc.
 - Technology will continue to be available as needed at no cost to the participant
 - The online format will stay even as we transition into in-person trainings again at some point in the future
- Continued Expansion of Online Offerings
 - CPS / CPPS Community of Practice continue to receive very positive feedback
 - CPS / CPPS Supervisors Community of Practice continue to receive very positive feedback
 - CPS / CPPS Trainers Community of Practice will launch in September on a quarterly basis
 - Quarterly Technical Assistance offerings for the public will be launched in the coming contract year
 - WIPSEI Webinars will be put together to share out information of the revised curriculum
- CPS Curriculum Revision / CPS ToT

- Revision process has been delayed due to Covid-19's impact on UW-Milwaukee
- Will be launched in January 2021
- CPS ToT has been moved to December 2020
- 4 new trainers have been identified and will be brought onboard:
 - Cano Padilla
 - Dominique Christian
 - Tara Wilhelmi
 - Vic Welle
- The CPS ToT selection process included applications, and multiple rounds of interviews with a panel of WIPSEI staff, a trainer, and a community member
- CPPS Curriculum Revision
 - Revision process will follow the same style as the CPS curriculum revision
 - Surveys will be sent out to the CPPS trainers by the end of the month to share feedback
 - A trainer gathering will be held in order for the trainers to review and provide feedback about the curriculum
 - We'll move into a revision workgroup format similar to the CPS curriculum
- Miscellaneous Projects
 - Continued data collection and improvement
 - Additional surveys over 2021
 - Community organization partnerships
- Question from Robert Kaminski: How are exams proctored? Answer: By UW Milwaukee.
- Question from Vic Welle: Will the new certification address the gap in time? Answer: There is a letter from DHS that explains this.
- Question from Robert Kaminski: Do the continuing education hours extend until February? Answer: You can apply hours to either this time period or the next one. It is at the discretion of the CPS.
- Question from Renee Blechner: Does the recertification come by email? Answer: Yes, unless DHS is back in office.
- Tim discussed the document by the RITF; what should cultural competency look like in this document; give feedback to Joann Stephens or Cory Flynn.

Update on Act 122 process: Kenya Bright gave an update on the Act 122 process. It requires DCTS to create a certification for peer recovery coaches and a program; DCTS is writing the statement of scope currently; input will occur from stakeholder advisory group in the future and there will be a public hearing; in process of writing an administrative rule.

- Question from Todd Campbell: Will the Statement of Scope be brought to this committee? Answer: No.
- Question from Mary Kay Wagner: Can someone from this committee be a part of the stakeholder group? Answer: Yes, that's possible.

Discuss Certified Peer Specialist and Certified Parent Peer Specialist opportunities within the GAPS Study:

- Looked at parts of the GAPS Study specific to CPS and CPPS and peer services.
- Discussed the most effective way to look at the GAPS Study; discussed creating an ad-hoc work group to generate ideas or ways to address identified gaps; idea to have at least one person from each sub-committee on the work group; question about bringing others from public into the work group.
- Mary Kay Wagner motioned to form an ad-hoc work group; Antoinette Chambers 2nd; all approved. Motion carried.
- Anne Larson will staff the ad-hoc work group; Volunteers to be on work group include: Antoinette Chambers, Mary Neubauer, Kimberlee Coronado, Renee Blechner, and Paula Buege.

Proposed agenda items for next Certified Peer Specialist Advisory Committee meeting on October 9, 2020:

- Share-out from DCTS internal work group related to the CPSAC
- Report out from new ad-hoc GAPS study work group

Please send proposed agenda items to: either co-chair, Joann Stephens, or Ashley Rogers.

Adjournment: The meeting was adjourned at 3:00 p.m. by Mary Neubauer, seconded by Roger Frings. All approved.

Prepared by: Cory Flynn on 8/21/2020.

Approved on 10/9/2020

DRAFT