

OPEN MEETING MINUTES

Name of Governmental Body: Certified Peer Specialist Advisory Committee		Attending: Members: Randall Brown, Amy Yonker, April Luderus, Chris Bivins, Christopher Zahn, David Stanley, Hugh Davis, Michelle Uetz, Morgan Potter, Kimberlee Coronado, Renee Sommer, Rob Kaminski, Sara Eckland, Sharalane Staples-Skinaway, Shelley DeSmith, Tanya Kraege, Tiffany Koch, Todd Campbell, Ellie Jarvie State and Contract Staff: Kenya Bright, Lynn Maday, Marguerit Galindo, Gaochi Vang, Joannette Robertson, Julie Nalpinski, Katie Sparks, Tiffaney Nielson, Jason Cram, Teresa Steinmetz
Date: 3/8/2024	Time Started: 12:35 pm Time Ended: 1:48 pm	
Location: https://dhs.wisconsin.gov/j/1602312127		Presiding Officer: Randall Brown

Minutes

Call to order: Randall Brown, Co-Chair: called the meeting to order at 12:35 pm.

Zoom Logistics

Marguerit Galindo, discussed Zoom logistics, including renaming to include member or DHS status. Members of the public are welcome to offer comments during public comment time or utilize chat. Otherwise, it is a place for observing. Participants were reminded to remain muted unless speaking, raise hand function to speak and to name themselves prior to speaking. Captions for this meeting are enabled for anyone needing that accessibility feature.

Welcome & Introductions

All members and state/contract staff introduced themselves.

Announcements

No announcements were made.

Peer Values

Randall shared on the peer value of respect.

Public Comments

Lynn facilitates the public comments: Cailey Deml shares about the importance of advocacy and wants to remind others to think of the advocacy part of what we can do in our roles.

In the chat: Kimberlee honors all the powerful and beautiful women in this space today – Happy International Woman’s Day.

Transit Plus is no longer funding cab rides.

Review and approval of December 8, 2023 minutes

Todd Campbell recommends changes – He would like to be listed as attending this meeting and make edits to the spelling of Medicaid. Christopher Zahn requests to be listed as attending this meeting. Hugh Davis made a motion to approve the minutes as amended and Tanya Kraege seconded the motion. Committee votes to approve: Motion for minutes is approved.

Subcommittee report out on general activities and motions

Governance

Ellie, co-chair, reports the subcommittee has not moved forward and she is looking to new members to become a part of the subcommittee and she is looking for another co-chair. If you are interested in Governance Subcommittee, please feel free to reach out to her at elliej@drwi.org or Marguerit Galindo at marguerit.galindo@dhs.wisconsin.gov.

Membership

Kimberlee Coronado, co-chair shares a good bye and thank you to Rob Kaminski and Michelle Uetz for their leadership and for their commitment of service since the committee began (5 years). Jason Cram, Deputy Director of Bureau of Prevention and Treatment Services, presents a certificate of appreciation from DHS to Michelle Uetz and Rob Kaminski while acknowledging their accomplishments and the power of their voices in the peer community and systems change.

Kimberlee, co-chair promotes the Membership Subcommittee, shares the frequency of the meetings, the type of work they do and why it is important to be on the Membership Subcommittee.

Lynn Maday, DHS Staff to Membership Subcommittee, recognizes the new members who are present: David Stanley, Sharalane Staples-Skinaway, and Chris Bivins. She closes with an appreciation for the Membership Subcommittee members for all the additional work they have done since December to fill the vacant seats.

Professional Development

Sara Eckland, co-chair shares the frequency of their meeting (the first Monday of every other month) with the next meeting being on May 1st, 2024. She shares they work on all things relevant to making sure our peers in the state have access to great opportunities to continue learning and growing their skill set and feeling supported in the process. The current status is they have new members, which is exciting as gaining quorum in the last year was difficult. They are working on completing their SWOT and now they are at the place of deciding what they will do next. What project can they come up with and they are excited about the possibilities. Last, Sara mentions she is the only co-chair and she will need to step down from being chair in May as her work responsibilities have changed. So, they are looking for a new chair, so if someone is interested in taking the lead in a subcommittee, this would be an amazing time to step forward. She offers her contact information to answer any questions: sara.eckland@ilresources.org

Employment

Randall Brown, co-chair reports this subcommittee is working on advising the state to create openings and opportunities. They are talking about the importance of creating and supporting agencies and organizations that are peer run and led and not just agencies employing peer support specialists.

Question asked by Sara Eckland: If someone who is not a member of the CPSAC can be a member of the Subcommittee?
Answer: If a CPSAC member identifies them to fulfill a need and invites them in, they can attend a couple of meetings. If the person wants to continue on as a subcommittee member they need to communicate with the co-chairs. This should be reflected in our By-Laws once they get completed – they have not been ratified yet.

DCTS Report

Jason Cram, Deputy Director of Bureau of Prevention, Treatment & Recovery

Jason Cram shares an orientation on the CPSAC and the importance of the role of the staff to the committees. For every official subcommittee, we have a DHS staff assigned to make sure agendas are prepared, the minutes are prepared, scheduling the meetings whether they are in person or hybrid in some cases and helping to some degree with recruitment of individuals to these committees and we may be asked to reach out on behalf of the committee. What we cannot do is facilitate the committee and we should not be creating agenda items that are outside the normal agenda items, in terms of brand-new initiatives the members come up with – those really need to be within the purview of the members. DHS staff

is to serve as a conduit between the DHS and the CPSAC and by that, this means making sure the members & DHS are aware of any new initiatives that might impact either the full committee or the subcommittees. If DHS becomes aware of a new initiative, a new project, or a new program that DHS is undertaken, we need to make sure members are knowledgeable and aware of what is going on. The committee or the subcommittee chairperson should have periodic meetings prior to an upcoming meeting to establish the agenda and to help make sure we have quorum.

Next, how committees operate and how to bring something forth from the subcommittees to the full committee and then, how that then is brought to DHS. This works both ways, we as DHS may have questions, dilemmas, ideas or projects that we really need to get peer input on. We want to get some input whenever we are doing an initiative that will impact a lot of people across WI in the peer community and we don't want to do it alone because we don't want to misstep. DHS might bring the ideas or challenges that we are encountering as a request to help us address those issues or address those challenges by trying to get your feedback on something we are undertaking such as a new initiative. This ensures the committee is aware of it too. This request may be made in the DCTS report, we bring the idea or an issue and the full committee can decide if they want to refer it to a subcommittee – this is one of the purposes of the subcommittees, to address those specific areas. Then, that subcommittee might have a discussion debate and/or research it and then out of that the subcommittee might come to a motion or a vote. Then, that goes to the full committee. The full sits with it for a moment, has the discussion debate, motions and seconds then, votes and it is returned to DHS. All members that we have this exchange of information with, and we rely on you to serve, truly in that advisor capacity to DHS. Likewise, it works the exact opposite too.

There may be ideas that get generated from within, would that be at the full committee level? Which then, gets referred to subcommittees or maybe it could even be at the subcommittee level, and it comes to the full committee. For example, the employment subcommittee might recognize an issue in the system that it would like to see addressed or considered or it may have a solution to a current problem that DHS may not have even identified but there might be something that the subcommittee has done some extensive research on by literature review, having guest speakers or from its own professional and/or personal lived experience. As a subcommittee, you would have that debate discussion and out of that there would be a motion that the subcommittee's position would be XY, and Z and then, someone seconds that motion and there needs to be a majority vote from the members. Then it is brought to the full committee. The full committee goes through the same process (have a debate discussion facilitated by co-chairs, make a motion, second motion, then a majority vote of those present) Then, it goes to DHS for their consideration. Disclaimer: Just because the CPSAC passes through all those processes, doesn't necessarily mean that change is going to take place, but DHS needs to be responsive to the CPSAC, and report back the outcome and whether they will be using the recommendation. It could be a funding issue, legal issue, a process issue or a legislative issue either way there needs to be a response from DHS regarding what we will be doing with the recommendation from the CPSAC.

CPPS Updates

Lynn Maday, Integrated Services Section Peer Coordinator

Lynn Maday reports with the relaunch of the curriculum in September, there was a Training of the Trainers. So there are additional trainers. They had their first CPPS class and that class had a 100% pass rate on the exam taken in February by 14 participants, 3 of them had perfect scores. For the remainder of fiscal year, there are 2 CPPS trainings going on right now and there will be one in May, June, July, and September which will be open statewide. We increased the amount of participants from 16 to 22 so that helps us train more people.

Question by Rob Kaminski: How are we able to support CPPS with continuing education units? Their needs to know are quite different than a CPS. Lynn Maday responds with, these CEUs can be provided by the Communities of Practices by WIPSEI.

Lynn continues with 2024 goals: to deliver presentations, talk to partners and prospective employers. Some people will need a 4 hour presentation and some 10 hour presentations (for the non-certified) so DHS is creating these presentations, getting them approved through DHS and then doing the presentation. She invites those in the space to make known employers to share information with. There is a plan to meet with newly certified CPPS to see how they are doing and what needs to be done to move this initiative forward in a positive way.

Also Lynn shares another goal: Meet with DHS staff and partners on the odd months: The next meetings include meeting with them to develop an FAQ Page and presentation of our employers and stakeholders for a better understanding; then,

provide technical support during the CPPS Trainings to observe and gather feedback on the curriculum, trainers and their future expectations.

Access to Independence - Wisconsin Peer Specialist Employment Initiative (WIPSEI) Report

Gaochi Vang, Peer Specialist Program Manager, provided a report on activities for this contract.

WIPSEI is a three person team: Gaochi Vang, Program Manager; Acienda Yang, Peer Support Community Engagement Coordinator; and vacant, Peer Specialist Workforce Development Coordinator – applications are being accepted through March 15, 2024.

- Quarter 2 - we are now accepting 22 participants per training and there is a discussion to increase the amount of hours for the CPS/CPPS Trainings due to the increase of participants.
- CPS privately funded trainings – 11 there is a pause on privately funded trainings while WIPSEI focuses on state trainings until September 30, 2024.
 - **What is the difference between privately funded trainings and state funded trainings?** Privately funded trainings are agencies, counties or organizations that reach out to WIPSEI when they have funding and would like to fund a CPS/CPPS training. Most private funded trainings are usually specific to certain counties and/or contingent on the funding source determines the counties that they can serve. State funded trainings - are those contracted with DHS each fiscal year, in which WIPSEI has more flexibility determining who (counties or community-specific) the trainings will serve as they can be scheduled statewide and throughout the year.
 - **Does that mean the pool of trainers is your pulling from is the same pool of trainers for privately funded and state trainings?** Yes.
 - **How many CPPS are employed at WIPSEI at the moment?** Answer: 2, they are both CPS' and they are seeking a CPPS to fill the open role.
 - **What is the breakdown is between the state funded and privately funded trainings and the geographic locations throughout the state of each set of trainings?** Answer: This would need to be provided at the next meeting, as the geographical data is not available at the present moment.
 - **Discussion:** Jason Cram shares the state funded trainings was at a total of 8 but with Block Grant carry over funds, DHS was able to fund 7 more for a total of 15 trainings (8 CPPS & 7 CPS) and with that DHS had to consider WIPSEI's capacity too. Kenya shares the private funded trainings have outpaced the state funded trainings but a lot of DHS funding goes toward the entire initiative. Private funders are appreciated because it helps to meet the demand that continues to grow. DHS is always focused on three components: training, continuing education and workforce development. Gaochi mentions, they did have like 6 Training of the Trainers last year and a large part of the focus is to make sure Trainers are getting what they need so the quality of the training does not decrease even as the demand becomes greater.
 - **Would continuing education opportunities come out of the same budget and if so, doesn't that further dilute what state is able to do?** This seems like a problem this committee might have some interest in. Jason Cram responds he thinks that would be a great topic to gain guidance on from this committee. Kenya agrees this would be a great discussion to have.
 - **With privately-funded trainings being paused, wont this bottleneck the trainings for the underserved counties & how does WIPSEI and DHS plan to address these needs?** WIPSEI has already identified the counties the privately-funded and state trainings have not served and they will be addressed with upcoming state trainings. Additionally, WIPSEI offers a prioritization process for those working in the field to be accepted into a training. If an employer has a peer specialist working for them and they need certification to keep their job, they should reach out to Gaochi, Lynn, Marguerit, or Kenya. They can be put on a wait list and/or added to a training that is accepting applications outside their jurisdiction. This will get their application in the process for consideration but does not guarantee them a spot, the application needs to be picked for the training in a competitive process. However, most of the time, if it is a person in the field, they will be added to the training.
 - **Is it ok to redirect employers who call them to WIPSEI?** Yes.
 - **With the number of participants rising, will the amount of time increase too?** We are in consideration of extending the hours of the training and when the number of hours has been decided, it will be updated on the website and social media platforms.

- Exams
 - All 2023-2024 contract year CPS/CPPS exams are scheduled. Check out the exams page on the WIPSEI website for more information: <https://www.wicps.org/exams/>
 - CPS exam on November 15th
 - 62/70 passed
 - Passing rate of 89%
 - CPPS exam on January 15th
 - 14/14 passed
 - Passing rate of 100%
- August 2024 CPS Recertification – 7 CPPS are due to recertify on January 31 & 545 CPS are due to recertify on August 31, 2024
- Working on website to be more accessible. Changes are happening.
- Curriculum revisions are in process with DHS.
- Skill development trainings are now being offered along with communities of practice.
- Collaborating with EOTO for peer mentorship.

UpliftWI Presentation for June 2024-Questions:

Kenya asks the committee if they still want to have a presentation from UpliftWI in June and if so, what questions do we want them to answer?

- How many CPS are working on the warmline, how is recruiting and retention going, and how are they addressing sustainability?
- What are the differences in making the connection when addressing someone on the phone vs. in-person? How do skills differ?

Agenda items for next meeting on June 14, 2024

- Hugh – educating systems (agencies and behavior health clinics) on CPPS/CPS and what advocacy looks like when a peer/parent has found their voice and learns to advocate for themselves & innovative ways for peers to push back when agencies and orgs push against us because they think they have done enough but the family has learned their rights and has greater expectations and a voice to advocate for themselves due to peer support.
- Hugh - CPPS being offered in the CCS system to families
- Kimberlee – visit the CPSAC roster and identify who has what subcommittee
- Sarah – Create space for peers to voice themselves more at the CPSAC level vs. listening to what a bunch of other people are saying to illicit more change.
- Agenda changes: to increase time for discussion and present a topic of discussion – the committee could say this is a really good thing to discuss more about and it could be assigned to a subcommittee to take it on. We could talk about it internally and flush out ideas and bring it to the co-chairs. What would be a good process for creating space for peers to voice themselves?

Adjournment: Motion by David Stanley seconded by Christopher Zahn to adjourn. Motion Carried
Meeting adjourned 2:27 pm

Prepared by: Marguerit Galindo on 4/1/2024.

They have been presented and approved by the governmental body on: 6/14/2024