

**Michigan Department of Health and Human Services
Behavioral Health and Developmental Disabilities Administration
OFFICE OF RECOVERY ORIENTED SYSTEMS OF CARE**

Michigan Youth Treatment Infrastructure Enhancement (MYTIE) Initiative Meeting

MINUTES

DATE/TIME: January 15, 2016; 9:00 am to 11:00 am

LOCATION: Horatio Earle Center
Lake Superior Conference Room
7575 Crouner Drive
Dimondale, Michigan

FACILITATOR: Angie Smith-Butterwick

NOTE TAKER: Recorded

ATTENDEES: **In Person:** Liz Agius, Jennifer Baumann, Daun Bieda, Julia Hitchingham, Janet Kaley, Lauren Kazee, Kim Kovalchick, Anthony Muller, Amy Murawski, Darlene Owens, Larry Scott, Millie Shepherd, Angie Smith-Butterwick, Will Volesky, Jim Wiggins, and Jackie Wood

CONFERENCED IN: Deborah Hollis, Steven Mays, Cyndi Smith and Greg Toutant

TOPIC SUMMARIES

I. Welcome and Introductions – *Larry Scott*

Larry explained that this will be a working meeting using your skillsets to work on deliverables today. He went on to explain that if our deliverables are successful, we will be able to apply for the implementation grant, which is a multi-year grant. Larry welcomed the attendees and everyone introduced themselves, as well as their affiliations.

II. Subcommittee Rosters – *Angela Smith-Butterwick*

Most of the subcommittee rosters are done and those affiliated with a state agency will be on the *Financial Mapping Committee*. Those not assigned to the *Financial Mapping Committee* may be asked for input. Another committee formed is the *Strategic Planning Committee*. The *Financial Mapping Committee* will start sooner than the *Strategic Planning Committee*. Our coach will be sending the materials for these committees sooner rather than later from the Substance Abuse and Mental Health Services Administration (SAMHSA), Center for Substance Abuse Treatment (CSAT). Subcommittee rosters will be sent to everyone by e-mail and if you see changes or have questions, please let Angie know. Moving forward, we will be forming an evidence-based practices subcommittee to decide which will work best for our state and will request input from Lesbian, Gay, Bi-Sexual, Transgendered and Questioning (LGBTQ) resources and other providers. Consumer representatives (16-21 age group who use our services); family members and family caregivers will also be invited.

III. MYTIE Revised Timeline - *Angie Smith-Butterwick*

A MYTIE tentative revised timeline was distributed to the attendees; awaiting approval from SAMHSA/CSAT.

IV. Future Meeting Schedule (handout) - Angie Smith-Butterwick

A list of future meetings has been handed out to all the attendees, which will be the third Friday of the month, 9:00 am to 11:00 am. Those that cannot be here in person can conference in. Subcommittee schedules will be decided by the subcommittee.

V. Written Agreement - Angie Smith-Butterwick

- Roster of participants
- Who is involved

Letters of Commitment from required key partners

- Awaiting letter from Julia Hitchingham. Every other state department has been received.

Will include a Roster of Interagency Council members and agencies represented

- Signed and dated by Council Lead

VI. Financial Mapping Presentation - Larry Scott

Larry explains about the basic deliverables for this grant which will lay the groundwork leading to more details on the subject of financial mapping:

Review of Deliverables:

Deliverable #1: Convene Interagency Council: Representatives from a myriad of stakeholders, such as tribal, *Licensing and Regulatory Affairs*, providers, *Department of Education*, child welfare, drug and mental health courts, *Prepaid Inpatient Health Plans*, *Medical Services Administration* and other entities, including school health centers and *Federally Qualified Health Centers* has been accomplished. All the deliverables demonstrate how we are going to plan to enhance and expand our treatment infrastructure for adolescents 16-21 years of age, with a focus on youth in transition, which is the target population, so keep this population in mind as you develop these deliverables to meet the requirements of this planning grant. The *Interagency Council* develops deliverables two (2), three (3), four (4), and five (5).

Deliverable #2: Financial Mapping

Larry presented a PowerPoint presentation by Doreen Cavanaugh that explains and describes financial mapping, as well as shows a conceptual framework of what financial mapping looks like. Ms. Cavanaugh will be providing technical assistance. Everyone received two handouts of the presentation, as well as other information about financial mapping. A financial mapping webinar presented by Dr. Cavanaugh will be taking place soon and everyone will receive access to the webinar.

Deliverable #3: Workforce Map

Need to determine within Michigan, who and what is the workforce, and if gaps exist. Creative methods have to be chosen to deliver treatment to our adolescent population; adolescents 16-21 years of age and youth in transition. We have some issues in this area that consist of a lack of professionals in this field, and state program density, availability and access, among other issues.

Deliverable #4: Three Year Workforce Training Implementation Plan

Preparing the workforce to address improving treatment to adolescents.

Deliverable #5: Three year strategic plan

Will consist of deliverables #2, 3, and 4

VII. Data - Angie Smith-Butterwick

See handouts for admissions and discharges for Treatment Episode Data Set (TEDS) for FY 2015. The TEDS data reflects all of the adolescent admissions, discharges, and levels of care and broken down by county, service category. The legislative report cannot be broken down; but we can break it down by provider, how much was spent by a provider in each category, and how much was spent in each region and category. If any of you have basic TEDS data that you can run, that will be helpful. Will be looking at agencies that are spending a lot of money who are not reflected here. A representative from Juvenile Justice is expected soon. We are looking forward to seeing the correct year legislative report posted on our website soon. Previous year’s reports are already posted. Will also be working with Su Min Oh, our epidemiologist to develop tables to show where funds are being spent.

Angie and Liz explain the *Youth Treatment Infrastructure Planning Worksheet* and directs the group to break out into workgroups to work on the worksheet, after which they will report back. She goes on to request notes created about the group to be submitted to her at smithA8@michigan.gov for compiling and distribution to the whole group. Angie intervened by asking members if they have any questions and pointed out various aspects of the form to make sure everyone has a clear understanding. Members shared what they gleaned from this exercise. Angie asked everyone to review the forms passed out on Admissions and Discharge data, as well as explained the breakdown items on the forms. If anyone sees anything missing to please let Angie know. Send Angie an e-mail if anyone has any questions to smithA8@michigan.gov.

Liz says she will send out a document Tuesday, Jan 20 which will be the first draft of the workforce development survey. She explains that feedback should be brief.

Angie says committee assignments will be coming out soon and as more information is received from CSAT on financial planning, we will assist you in arranging the first meeting. We will also keep you posted on the two positions; coordinator and assistant.

Next Steps/Action Items:

Action Item	Person(s) Responsible	Deadline
Resend <i>Grant Goals</i> PowerPoint Presentation to Loren, Millie and Jackie	Angie	Completed
Workforce Development Survey – First Draft	Liz	1/19/16

ADDITIONAL INFORMATION

WRAP-UP AND ADJOURNMENT

The meeting ended at 11:00 am

NEXT MEETING

Date/Time: February 19, 2016; 9:00 am to 11:00 am

Location: Horatio S. Earle Learning Center
7575 Crowner Drive
Dimondale, MI 48821-5003