

## MINUTE RECORD

### MICHIGAN DEPARTMENT OF COMMUNITY HEALTH, BUREAU OF SUBSTANCE ABUSE AND ADDICTION SERVICES RECOVERY ORIENTED SYSTEM OF CARE TRANSFORMATION STEERING COMMITTEE PREVENTION WORKGROUP MEETING

<b>WORKGROUP NAME:</b>	Recovery Oriented System of Care (ROSC) Transformation Steering Committee (TSC) Prevention Workgroup
<b>DATE:</b>	March 1, 2012
<b>TIME:</b>	10:00 a.m. – 12:00 p.m.
<b>LOCATION:</b>	Prevention Network, Lansing, MI
<b>CONFERENCE CALL:</b>	Participation was available via phone.
<b>BUREAU OF SUBSTANCE ABUSE AND ADDICTION SERVICES (BSAAS):</b>	Larry Scott, Prevention Section Manager and Project Director
<b>CHAIRPERSON:</b>	Larry Scott
<b>RECORDER:</b>	Lori Caputo

#### INTENDED MEETING OUTCOME

**This meeting was conducted for the following purposes:**

- Review of PowerPoint presentation to ROSC TSC and next steps.
- Expansion of Workgroup/Consortium Membership.
- Strategic Prevention Enhancement (SPE) Project Status.

#### SUMMARY OF KEY POINTS

**Introductions and Welcome:** Brenda Stoneburner led meeting beginning with an introduction of who was on the phone. It was discovered that Gery Shelafoe, Dawn Radzioch, Jill Worden, and Lt. Hughes were on the phone. Round table introductions were conducted.

**Approval of Agenda:** Agenda motioned to approve, Achilles mentioned that the PowerPoint presentation could now be removed from the agenda. Accepted, motion carried.

**Approval of Meeting Minutes:** Minutes from February 2, 2012, were reviewed and accepted, motion carried.

**BSAAS Updates:**

- Larry – Bills are being passed regarding coordinating agencies and delivery of service for prevention, treatment, and recovery. It will only change the administrative aspect. It is currently on the floor of house.

**Review of the PowerPoint Presentation to the ROSC TSC and Next Steps:**

- The PowerPoint presentation was presented in Jackson by Felix Sharpe, division director of BSAAS. It was reported back that the presentation went well. Liz wanted to know how long the presentation took, as well as any feedback that could help clean up the presentation.

**Expansion of Workgroup/Consortium Membership:**

- Michigan Department of Education (MDE) has found representation; however, the individual was not at the meeting today.
- Gery will contact Sarah Derwin to see if she is still able to attend.
- Living Water is added to the list for the faith-based community. Question was asked: “What are we looking for in a person?” Answer: “Someone who can be a liaison between the sectors of the field and represent both.”

**SPE Project Status:**

- **Staffing:** Marie Hanson will be starting Monday March 5, 2012.
- **Environmental Scans:** For the feedback survey, it was agreed overall that more membership is needed. Liz made a request for names for members of SPE to be called Consulting Members. It was agreed to put those names on the membership list. A question for clarity was asked: “How is this work all fitting together? The process is not as smooth as previous projects. There seems to be not enough of the whole picture to understand the purpose of this project.” Liz suggested that Larry and Marie develop a road map showing the purpose of this project, where it is going, as well as what it is trying to accomplish. It was pointed out that there is an overview on the last two screens of the PowerPoint presentation and that could help assist in explaining the purpose of the project. Larry pointed out that what we are trying to accomplish is something that goes beyond this

project – to create prevention prepared communities in the development of a 5-year plan. Another questionnaire will be sent out toward the end of the project. As far as funding, someone will reframe wording as to who the sources are. Preparedness: It was suggested that perhaps BSAAS can clarify on what prevention prepared communities are – Is there a need for basic information on this? Joel will send out a link to dropbox.com (a shareable file system) as a useful tool to share for information. An orientation packet would also be beneficial, with an overview of SPE and where it fits in the development of a long-term plan and ROSC. Liz suggested that having sources to share information could be a useful tool for sustainability. Liz asked for feedback on the survey including how she could re-word questions to be more specific to suit the person filling out the survey. Larry thanked Liz for her review.

Phone calls have been held with each of the five-targeted CA regions to go over their specific region’s identified training needs on the environmental scan. A table showing an overview of training needs identified in each region was reviewed in the meeting. A training plan is being put into place, with both macro-level (e.g., system level) and micro-level (e.g., individual skills) training. The BSAAS Training Cadre will be used for micro-level training. A summary of the calls will be sent to each CA, with a request for potential times to provide face-to-face meetings in their respective regions to meet with the five communities, CAs, coalitions, PIHPs, and providers. The purpose of these meetings will be to provide more detailed information on prevention prepared communities, as well as ROSC, and provide tailored macro-level training. It is anticipated these meetings will be held by mid-April, with other trainings then held from April through July.

**NEXT STEPS**

- Send summaries of calls to CAs.
- Set up meetings for the five-targeted CA regions.
- Have an orientation for new staff coming in.

**ADDITIONAL COMMENTS**

- None.

**ATTENDANCE**

Member and Guest Names		Organization	Affiliation	Present
Elizabeth	Agius	Wayne State University	Member	Yes
Kathleen	Altman	Oakland Coordinating Agency	Member	No
Lori	Caputo	MDCH / BSAAS	BSAAS Staff	Yes
Ken	Dail	Prevention Network	Member	Yes
Kyle	Guerrant	Michigan Department of Education	Member	No
Marie	Helveston	Northern Michigan Sub. Abuse Srvs. CA	Member	No
Denise	Herbert	network180 Coordinating Agency	Member	No
Joel	Hoepfner	Mid-South Coordinating Agency	Member	Yes
Lt. Mindy	Hughes	Michigan Army National Guard, Detroit	Member	Yes (phone)
Stephanie	Lange	Macomb CMH and Macomb High School	Member	No
Achilles	Malta	Kalamazoo Coordinating Agency	Member	Yes
Jim	O’Brien	Western UP Sub. Abuse Srvs. CA	Member	No
Dianne	Perukel	Michigan State Police	Member	No
Dawn	Radzioch	Macomb Coordinating Agency	Member	Yes (phone)
Larry P.	Scott	MDCH / BSAAS	BSAAS Staff	Yes
Gery	Shelafae	Pathways Coordinating Agency	Member	Yes (phone)
Brenda	Stoneburner	MDCH / BSAAS	BSAAS Staff	Yes
Kori	White-Bissot	Lakeshore Coordinating Agency	Member	No
Jill	Worden	BABHA/Riverhaven	Member	Yes (phone)

**NEXT MEETING**

<b>DATE:</b>	April 5, 2012
<b>TIME:</b>	2:00 p.m. – 4:00 p.m.
<b>LOCATION:</b>	Face-to-Face at Prevention Network