

**Otter Tail Family Services Collaborative
Working Together...
Serving Families
...Improving Lives**

**School-Based Mental Health Work Group Meeting
January 31, 2011 11AM - Noon
Thumper Pond, Ottetail MN**

In Attendance:

Shannon Erickson (FFASEC); Bill Klein (Lakeland Mental Health Center-66); Gene Benson (Lutheran Social Services); Todd Cameron (New York Mills ISD #553); John Dinsmore (OTC Human Services); Jeremy Olson (Underwood ISD #550); Kelly Olson (The Village Family Services); Kyle Mack (Prairie St. Johns); and Jane Patrick (Collaborative Coordinator).

1. John Dinsmore welcomed the group and a round of introductions was made.
2. The group reviewed the minutes of the January meeting and the draft FY11 future planning document. The group discussed the potential for developing one consistent survey tool for all the students/families involved with SBMH. Kelly has one from the Clay County TIPS program which we may be able to modify. Jane also reported that we had a previous survey for the SBMH program when it was all under the umbrella of the Collaborative. The group discussed potential research, evidence or key indicators which may be available to determine if there is a direct correlation for improved mental well being with this program. The group agreed the data may not exist but that they would each help to see if something where available which could be directly tied to SBMH programming.
3. The group discussed the fact that student enrollment has declined over the years. A request was made to create an enrollment chart showing the declined over the years.
4. The group developed their FY12 Work Plan and budget. The group agreed to make a request in FY12 for \$75,000 to support prevention, early intervention and specialized mental health services within the eight Otter Tail County School districts. The following work plan was drafted:

FY12 Proposed Work Plan for: School-based Mental Health Work Group				
S	M	A	R	T
<i>What is the <u>Specific</u> task that we want to accomplish?</i>	<i>How will we <u>Measure</u> whether or not we are successful in completing the task?</i>	<i>Is this task truly <u>Attainable</u> with the resources that we have available?</i>	<i>Who will be <u>Responsible</u> for each of the steps necessary to complete the task?</i>	<i>What is the <u>Timeline</u> for completing the task?</i>
<i>We plan to...</i>				
Task #1: Assist in improving the identification of undiagnosed mental illnesses for OTC children	Individual school-based programs will track the number of students they refer for diagnostic assessments and # of students that receive an ED or SED diagnosis.	\$75,000 total allocation from Collaborative; other funding as needed from CTSS/Schools/County	SBMH supervisors will collect the data and the Collaborative Coordinator will compile and report the data.	July 15 October 15 January 15 April 15
Task #2: Ensure that the mental health needs of all students with and without a MH diagnoses are met.	Staff will track the total number of students with whom they have at least one interview throughout the year.	\$75,000 total allocation from Collaborative; other funding as needed from CTSS/Schools/County	SBMH supervisors will collect the data and the Collaborative Coordinator will compile and report the data.	July 15 October 15 January 15 April 15

Task #3: Oversight of individualized school-based programs with service coordination and systems integration.	County, School and MH supervisors and/or staff will meet twice during the school year to address issues within individual programs. The Lg. Work Group will meet 4 times annually to share information, strategies and ideas.	Coordination time needed to arrange and facilitate meetings.	OTC will be responsible for documenting meetings at schools; the Coll. Coordinator will be responsible for joint meetings of supervisors/staff	June 2012
Task #4: Use outcome based measures to evaluate the ability of our services to improve daily functioning of children in OTC.	75% of students served by SBMH programs will improve or sustain their initial Level of Care, as measured by the CASII and/or SDQ.	Data from the CASII & SDQ has been successfully utilized and collected by program staff for more than one year.	SBMH staff will continue to administer assessments; SBMH supervisors will collect the summary data; the Coll. Coordinator will compile and report the results.	July 15 October 15 January 15 April 15
Task #5: Implement a standard customer satisfaction evaluation within SBMH programs	One standard survey form will be developed and administered in all participating districts	Sample surveys to work from will be provided. Staff time needed to collect and compile results.	SBMH staff will distribute surveys; _____ will collect, summarize and report data.	Survey form completed by September 2011; results collected by June 2012
Task #6: Explore options for SBMH programming the OTC schools that do not currently have programming.	Documentation of the meetings conducted to explore options will be completed. If viable options are identified, programs will be implemented as they are developed.	Options can be explored through interagency meetings. Whether or not programs are established will depend on the resources located to develop and sustain individual programs.	County, MH Agencies and Superintendents will identify resources and viable options. The Coll. Coordinator will assist with arranging meetings, and other tasks as needed in facilitating the implementation of viable options.	July - June

FY12 Meeting Schedule: The Large Work Group will meet ___ times annually in conjunction with the CEO Group meetings. The Small Work Group will meet ___ with SBMH supervisors and staff and otherwise as needed. Individual school teams will meet as needed throughout the year.

FY12 Budget Request: \$75,000

5. Updates from schools: Parkers – enrollment in SBMH is up and they are serving more students than ever. Satisfaction levels from the school and families appear good; Fergus Falls School- lost one staff person and has now but replaced them. However revenue for case management is not yet where it needs to be to be sustainable. Perham staff have been spending more time providing mental health support for the students suffering from stress from the basketball player that collapsed on the court which cuts down on billable and also increases more evening sessions; Underwood is doing well with an influx of mental health needs, may need to increase soon; Mills is doing well and had 21 5th and 6th graders show up for a session on conflict resolution. They have hired their former counselor back two days per week to work with character building; Pelican – all going well with the transition to the four day weeks.
6. The meeting was adjourned by consensus. The next meeting of the Large Work Group will be held on March 7, 2011 prior to the CEO Group meeting.