

KEY DISCUSSION TOPICS	
<p>Meeting Date: January 14, 2019</p> <p>MSHN/CMHSP Representatives: In Person: Kim Cereske (BABH), Julie Rookard (CMHCM), Rachelle Page (GIHN), Tim Ninemire (SCCMHA), Dirk Love (SHW) and Dan Dedloff (MSHN)</p> <p>By Phone: Stefanie Zin (CEI), Raquel Sparkman (CEI), Melissa Prusi (BABH), and Shannan Clevenger (LifeWays)</p>	<ul style="list-style-type: none"> • Welcome and Introductions • Review and approve December 2, 2018 meeting minutes • Review follow-up action items • Review and approve current agenda • FY18 Q4 Balanced Scorecard • Regional LEP Language Services • FY19 Guide to Services Handbook Update <ul style="list-style-type: none"> • Standardization of Educational Material/ Brochures/ Forms Across the Region <ul style="list-style-type: none"> ○ Standardized grievance submission form ○ Standardized appeal withdrawal letter • Notification Letters for Homeless/No Address Consumers • Open Discussion • Future Agenda Items • Updates • Next Meeting
<ul style="list-style-type: none"> • KEY DECISIONS 	<ul style="list-style-type: none"> • Welcome and Introductions • The CSC members approved the December 2, 2018 meeting minutes • Review follow-up action items – None. • The CSC members approved the current agenda with an added item. • The FY18 Q4 Balanced Scorecard was reviewed without any member comment. • Regional LEP Language Services were discussed and LEP Services were categorized into six areas. Members will be asked to submit via email their current LEP service providers and the list will be reviewed at the next CSC. • The FY19 Guide to Services Handbook is being reviewed by Ray Printing and is on track for a February delivery. • Standardization of Educational Material/Brochures/Forms Across the Region <ul style="list-style-type: none"> ○ The need for a standardized grievance submission form was discussed and members agreed that the task would be appropriate to undertake by the committee. ○ The need for a standardized appeal withdrawal letter was discussed and members decided that the need was insufficient to undertake the task. • Strategies to address notification letters for homeless/no address consumers were discussed. • Open Discussion: None • Future Agenda items <ul style="list-style-type: none"> ○ Regional LEP language services
<ul style="list-style-type: none"> ○ ACTION/INPUT REQUIRED 	<ul style="list-style-type: none"> ○ Members are requested to email their LEP service providers using the provided format.
<ul style="list-style-type: none"> ✓ KEY DATA POINTS/DATES 	<ul style="list-style-type: none"> ✓ Next CSC meeting: Monday, February 11, 2019 at GIHN-Alma from 9:30am to 11:30am. Call-in capability provided.