

## Meeting Minutes

### Community Supports and Housing Sub-Committee Combined Meeting 1 Civic Plaza 9th Floor, City Council Conference Room, Room 9081 January 30, 2018 from 5:00-7:00pm

#### 1. Attendance

##### Members Present

##### Community Supports

Kathy Finch, Chair  
Nancy Jo Archer, Vice-Chair  
Laura Tuzinowski  
Verner Westerberg  
Melissa Beery  
John Schoeppner  
Paul Hopkins  
Robin Connell  
Hanson Scott

##### Supportive Housing

Robert Baade, Chair  
Sister Agnes Kazmarek, Vice-Chair  
Mark Walch  
Laura Carlisle

##### Technical Advisors

William Narrow

##### Members Excused

##### Staff Members Present

Ellen Braden, COA  
Alex Tonigan UNM/ISR  
Michael Robertson, COA

Cathy Imburgia

#### 2. Call to Order

Chair Kathy Finch called the meeting to order at 5:01 pm with a quorum present

##### Discussion to Approve Agenda

The Agenda was approved with one addition: Update from the Steering Committee

##### Discussion to Approve Minutes

The previous meeting minutes were reviewed and approved.

### 3. Key Items of Discussion

#### A. New Business

Dr. Finch provided a project update that was reported at the last Steering Committee meeting, noting that all but \$4 million of the behavioral health GRT has been allocated.

- Community Engagement Teams have been contracted; 50 peers applied for the peer position.
- Data issues are being addressed to ensure there are processes in place to collect data from the contracts that have been written and awarded.
- The Resource Re-entry Center is slated to open in May – techs will be keeping the facility open overnight.
- The Peer Drop in Center RFP was released yesterday.
- Youth Transitional Living is in review for contract award.
- The City’s Substance Use Intensive Case Management is currently under review.
- Community Connections is being evaluated by ISR and a grant was submitted for additional research.
- The Prevention Subcommittee’s recommendation for training and education is being prepared for RFP; and they are in process of reviewing a broad social marketing communications aimed at connecting to services and overall wellness.
- Triage Centers is currently in state legislation – there is an open hearing on 2/21/18 reference Mary Kay Papen’s Senate Bill 220
- The need to further improve communication and the dissemination of information was also discussed at the steering committee.

There was discussion around the City shuttle proposal. John Schoeppner was invited to the RFP process and provided details and why the route was changed. The current providers for this service is the VIC, and it is in a trial period.

Discussion was held around the “Living Room” concept that is coming out of the crisis subcommittee. It apparently is an adjunct to the ER, that does psych intervention in a non-medical setting.

Considering that remaining GRT allocations are at \$4 million, a question was raised on the status of the CPI business plan and if the intention is to follow the plan as a road map or to use it as a guideline. A follow up meeting with subcommittee chairs and Paul Hopkins is being planned with Katrina to clarify the future work of the Community Supports Subcommittee.

## **B. Old Business**

### **Single Site Supportive Housing Proposal Discussion**

- The Committee first watched a video specific to a single site housing model in Minnesota.
- Dr. Finch distributed a list of services that may need to be included in the proposal.
- The handout that is utilized in developing and rating services for single site by the toolkit was also distributed.
- There was discussion around who would be contractors vs. who would be employees. It was noted that there are multiple levels of single sites, running from the basic to the high-end models.
- The subcommittee was reminded that the voucher stays with the unit.

#### Service considerations included:

- What is the actual level of behavioral health services needed?
- Can we contract with a mental health center to provide the behavioral health?
- Not everyone is amendable to group or individual.
- Discussion on how to treat persons who use meth.
- Main function is to stabilize unstabilized persons.
- If services are on-site, they don't have to be forced.
- We need to find out what the residents actually need on a case by case basis.
- Need an intake coordinator and an occupational therapist.
- Could work with UNM to provide intern occupational therapists.
- Could fund agencies that could identify staff designated to the project.
- Services need to be considered in totality.

Talking about 3 sites ideally, perhaps with different populations. Cathy noted that the first site, which the proposal recommendations are based upon, designates the target population to be 30 – 40 single adults.

#### Suggestions:

- 1 case manager for 20 residents
- Have occupational therapists
- 1 clinician on site
- Need an administrator to integrate all the components.
- Need for building staff (see Dr. Finch's handout)
- Need for dispensary or med tech or be able to receive medications.

- Need to ensure services are for severe mental illness, co-occurring and substance use disorder.
- On site substance use services, including 12 step, Medication assisted treatment, counseling.
- Should transportation be a focus?
- Pharmacy tech would be important to the building – you can contract with a pharmacist or use bubble packs.
- Need to start with end in mind: what are the desired outcomes: What services would lead to those outcomes?
- Assisted Outpatient Treatment (AOT) clients may be part of the population of the single site.

It was suggested to start with minimal services because the BHI funds are now limited. The group agreed to not limit the services due to funding limitations but rather provide service recommendation that will lead to building design considerations. With the help of the Toolkit, other funding resources are to be developed and leveraged.

The subcommittee agreed to finalize the services portion of the proposal at its next meeting on 2/13/18, if possible.

**ACTION:** Alex will merge the lists of supports and subcommittee members will review both lists and provide feedback to Ellen Braden and Cathy Imburgia.

#### **4. Public Comment**

No Public Comment.

#### **5. Announcements and Miscellaneous**

Ellen asked for volunteers to serve on the training RFP and peer drop in RFP committees. Kathy Finch and Robin Connell volunteered for the Peer RFP. Laura Tuzinowski and Nancy Jo Archer volunteered for the training and education RFP.

#### **6. Next Meeting and Adjourn**

The next meeting for Community Supports is scheduled for February 13, 2018 at 5:00 pm to 7:00 pm and for Housing on February 20, 2018 at 5:30 pm to 7:00 pm. **Both Subcommittee meetings will be held at the Department of Family and Community Services Large Conference Room Old City Hall; 5<sup>th</sup> Floor; Room 504; 400 Marquette NW.**

#### **7. Adjourn**

The meeting adjourned at 6:41 pm.