



Wisconsin Recovery Implementation Task Force • 1 West Wilson Street, Room 951 • PO Box 7851 • Madison, WI 53707-7852

Recovery Implementation Task Force Executive Committee

Friday, February 23, 2018

11:00 am - 12:30pm

Conference Call

Committee Meeting Minutes:

Members Attending: Joann, Lalena, Theresa, Michael, Maria, Anneke, Val,

Guests Attending: Elizabeth Viera

Committee Announcements:

Review Minutes from last Committee Meeting:

Meeting Recap: We started with discussing structure. The group gave feedback on the templates developed for the agendas and minutes.

Debrief of last meeting(s):

- **RITF:** Maria began the discussion about the RITF meeting. We identified that the topic got off track a few times during the guest speaker's presentations, and discussed strategies to manage participants. One is to set up the expectations of the group more proactively prior to the guest presentation (ie: remind taskforce members who is there, what they are presenting on, what they need from taskforce and what taskforce may need from them) to target the discussion. We talked about developing and enhancing the chair's skills around this area. Joann mentioned a document created by a past consumer liaison, Wendy Warren. We briefly reviewed Wendy's document and decided to introduce it as a structural training for the whole taskforce and added to the agenda for March. We will also add it to the EC agenda to do a deeper dive and work on skill building at the next EC meeting in April.
- **TE:** Discussed the last meeting, discussion about CPS. Next meeting will be all about CPS, employee handbook, booster training for current CPS. Invite Luann to discuss thoughts about what is in the new training that isn't in the old, begin discussion about

- booster training. Other possible invitees: Paula Buege,
- **QRPE:** Meeting went really well, but none of the RITF members chose to come to it. Val wasn't present at the January meeting and Chris wasn't available for today, so Joann will set up a meeting with Chris, Val and Danielle to set the agenda for the March meeting for this committee.

Action Items (list who is doing what by what timeframe):

- Joann will save the documents as pdfs so that EC members can all access and will send out by Monday, February 26, 2018. Group members will have until next week Friday, March 2, 2018 to give feedback to Joann so she can finalize forms and agenda.
- EC members will review the templates and draft agenda and provide feedback to Joann to finalize forms by Friday, March 2, 2018.
- Joann will add time for structure on RITF agendas and add Wendy's document for March meeting as well as discuss commitment to the meetings both full taskforce as well as committees
- Joann will discuss with Kenya funding to add a one or two day CPS booster training before or after the Peer Recovery training
- Joann will contact individuals listed to be guests and presenters at March meeting (due Monday, February 26)
- Joann will send doodle poll to QRPE leaders and staff to find time to develop the agenda for that committee
- QRPE leaders and staff will complete doodle poll by the end of the day on 2/28/18

Call for next EC Agenda Items:

- Time to discuss / train on leading committees (Wendy's documents:)

Contact Staff Person for Committee: Joann Stephens – Joann.Stephens@wisconsin.gov or 608-266-5380 (office), 608-405-2569

Note: Please refrain from wearing perfumes or scented products to accommodate those with chemical sensitivity or environmental illness, and refrain from flash photography without permission of all present to accommodate those with seizure disorders.

Accessibility: This meeting is accessible to people with mobility impairments. People needing accommodations to attend or participate in this meeting please notify the contact person five days prior to the meeting.

Recovery Implementation Task Force Mission Statement

To transform Wisconsin mental health and substance abuse services to embody recovery, hope, dignity and empowerment throughout the lifespan, in partnership with the DHS-DCTS-BPTR.