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**CSS Committee**  
**Minutes from: December 5, 2006**

Agenda Item	Discussion	Action	Individual Responsible
<b>Committee Projects:</b> Baseline Project	Renamed: Capacity Assessment	Questions being rewritten one more time. Task of doing assessment to be contracted out. Memo already sent to Jennifer Clancy.	Rusty and Rose working on re-writing questions. Follow up discussion with Jennifer Clancy to be handled by Committee Chair- Jerry Doyle
CSS Plan Analysis	Sheri Whitt met with DMH staff: Michael Borunda, Stephanie Oprendeck, Margie Glavianno, Dave Nielson. DMH to provide e-copies of county quadrants; will meet again to discuss CSI info to be shared, plan training and explore poss. of DMH hiring grad students or paid interns to do analysis.	Continue to meet with DMH.	Sheri Whitt

<p>TAY-lessons learned</p>	<p>More to be learned from review of plans submitted by counties now that almost all plans have been reviewed. Interest in learning more about “best practices” in serving TAY. Interest in making specific recommendations to OAC</p>	<p>Once county quadrants received complete detailed analysis of what was proposed by counties. Also draft some recommendations to the OAC including language about encouraging counties to work harder, focusing on outcomes, learning more about programs such as TIP. Possibly draft some questions to ask counties about how they are serving TAY. Also, recruit TAY to participate in committee’s discussion on this topic (perhaps from California Youth Connection.)</p>	<p>Sheri Whitt</p>
<p>MHSA funding in Indian Country</p>	<p>Need information from DMH about what money is flowing into Indian Country. Need to understand the obstacles preventing this from happening and DMH’s plans for correcting.</p>	<p>Mark’s draft letter to be rewritten including an opening paragraph about the importance of counties collaborating with tribal health programs, integrating these programs and doing approp. outreach to unserved populations.</p>	<p>Sheri Whitt</p>

Wellness Centers	Delphine Brody presented preliminary comments on behalf of CNMHC- CNMHC preparing position paper to be presented to CSS Committee	Position paper to be written outlining critical components of Wellness Centers	CNMHC/Sheri Whitt to work with CNMHC regarding when paper is ready for presentation.
<b>Annual Updates</b>	Review of DMH's responses to OAC request for language to be included in Annual Update- summary, Carol Hood suggests there are better ways to capture the information requested than through the annual update process (see CSS Plan Analysis)	Nothing further to be done with Annual Update language- information will be pursued via analysis of three year plans and via capacity assessment.	N/A
<b>CSS Innovation</b>	Copy of document prepared by Sheri Whitt and distributed at Innovation Committee meeting in October distributed to CSS Committee as FYI	No further action to be taken in this area	N/A
<b>CSS Committee Transition</b>	New Committee Structure adopted by OAC at November meeting presented/discussed. Combining CSS with Capitol & IT discussed; deemed impractical. Desire to see CSS combine with PEI and INN.	Two plans of action: 1. CSS Committee Chair to speak with Jennifer Clancy regarding concerns about combining CSS with CAP & IT  2. CSS Committee to look at committee member recruitment	Jerry Doyle          Sheri Whitt will obtain Inn. Comm. Materials; schedule

		strategies and application process used by Innovation Committee. Will discuss these in joint meeting with CAP & IT Committee members during a meeting yet to be scheduled in January.	meeting in January.  Jerry Doyle to speak with Andrew Poat, chair of CAP & IT Committee
<b>Meeting concluded</b>		Next meeting to be scheduled mid-January, including CAP & IT Committee members (pending Jerry Doyle's discussion with Jennifer Clancy about merging committees)	Sheri Whitt to make all meeting arrangements following instructions from Jerry Doyle.