

Torrance Area Planning Meeting Minutes  
December 13, 2007  
9am – 12:30pm

**Present at meeting:** Joyce Ainsworth, Sherry Anderson, Pat Brady, Tammy Calderone, Tim Casey, Bethany Connors, Ruth Cruz, Mary Jo Dickson, Mary Fleming, Brandi Holsinger, Matt Koren, Edna McCutcheon, Sharon Miller, Myrn Montalvo, Nora Novitsky, Kim Patterson, Brandi Phillips, Joni Putt, Carmine Scotece, Marlinda Smith, Lisa Tumolo, Lucille Underwood, Valerie Vicari, Kathy Wohlgemuth, Kathy Yarzebinski

1. **Review/Acceptance of the October 25, 2007 Minutes:** The minutes were modified to include reference to a spring meeting with Joan Erney and were then accepted.
2. **Announcements:**

**Meeting Location:** It was agreed that the Westmoreland County Community College had the best space for a meeting and 2008 meetings would be held there.

**Bad Weather Schedule:** It was agreed that planning committee meetings would be automatically cancelled if the Westmoreland County Community College was closed due to inclement weather. It was also agreed that everyone could call Brandi Phillips to determine if a meeting was cancelled at (412) 325-1100 x7779. Unless you receive a message saying the planning meeting is cancelled you can assume the meeting is set to proceed. AHCI will determine whether the College has speaker phone capability, and if so will provide the call-in information to any county that cannot make a planning meeting due to bad weather conditions.

**AHCI Personnel Changes:** Matt Koren will be joining AHCI's team effective January 1<sup>st</sup> and will be involved in the Torrance Project. You can reach Matt at [mkoren@ahci.org](mailto:mkoren@ahci.org). Lisa Tumolo is resigning from AHCI effective December 31<sup>st</sup>. AHCI has two job openings: (1) Director of Training and Special Projects and (2) Community Facilitator (an experienced mental health clinician to head up a community hospital CSP process). Contact Mary or Brandi if you know of anyone who may be interested in either position.

**Frankel Bill:** The bill made its way to the appropriations committee which bodes well for the bill. Sharon Miller thanked everyone for contacting their local representatives and indicated this is what helped the bill move so swiftly to the appropriations committee. She will be following up on its progress and will report back next month.

3. **CSP Update and Discussion:**  
Kim Patterson reported that everyone in the CSP process at Torrance had a second meeting and many have had a third meeting. Others will have a third a meeting and

possibly a fourth meeting by February. One person has been discharged with a CSP to Westmoreland County.

The Committee discussed the need to ensure tasks assigned at one CSP meeting are completed prior to the next meeting. Currently, Kelly Murdock from AHCI and Bobbi Lawrence from Torrance try to follow up on the tasks between meetings. To supplement the work being done by Kelly and Bobbi, the Committee agreed:

1. That an email including just the task list from a CSP should be sent by someone at AHCI to an identified county designee between meetings to get a status on the tasks assigned to the county and community provider.
2. If a task cannot be completed before the next meeting the person responsible for the task should contact Kelly Murdock at [boston5454@yahoo.com](mailto:boston5454@yahoo.com) or at (412) 969-2828. Kelly should be informed as soon as possible and not later than 2 weeks before the next meeting.

It was agreed that CSPs are to reflect: (1) what the person wants despite the availability of the service or resources; and (2) if the service or resource is not immediately available, the plan will indicate a target for the consumer to begin to use the newly created service or resource and it will indicate what the consumer will receive in the interim.

The issue of consumers moving from one county to different upon discharge was discussed. Edna will forward Mary Fleming the Western Region's protocol related to inter-county transfers and Mary will send it out to the Committee so further discussion can ensue at the next Planning meeting.

OMHSAS indicated it would free up some money for advocates to attend Torrance CSP meetings. The money will be paid to a fiduciary which will pay the new advocates. Janice Meinert and Dan Hawkins have been hired as advocates and there are other individuals from Butler Fayette and Westmoreland who have also agreed to serve. Carol Horowitz and Darryl Holtz from DRN will conduct advocate training for these advocates in December so they can attend January CSP meetings.

Since everyone at Torrance will need a CSP before discharge the need for more facilitator/recorders was expressed. Suggestions for people to fill these positions can be sent to Kim Patterson at [pattersonka@earthlink.net](mailto:pattersonka@earthlink.net) or (412) 628- 2799.

In the event of inclement weather, the counties will have their identified county designee contact Kim Patterson if they cannot make a CSP meeting. Kim will notify the hospital and any other CSP team member who does not work for the county.

#### 4. **Service Development Discussion**

Each county reported the areas where they were concentrating service development in light of the CSP process:

Westmoreland: (1) CTT development, (2) Rep Payee Services, (3) Mobile psych nurse (RN) with an aide, (4) housing support services, (4) targeted case management, (5) peer mentors.

Cambria: (1) crisis stabilization unit, (2) housing – CRR beds and other housing forms, (3) MH Courts and judicial training, (4) development of a dual diagnosis program, (5) expand case management

Allegheny: (1) small homes, (2) CTT and CM expansion, (3) peer specialist expansion, (4) expand enrichment/educational opportunities

Butler: (1) additional housing supports, (2) additional employment supports, (3) rep payee, (4) blended case management, (5) peer specialists, (6) contingency fund, (7) specialized therapy

Armstrong/Indiana: (1) enhanced personal care home, (2) expand housing, (3) expand mobile crisis, (4) case management, (5) rep payee and peer services expanded, (6) employment supports, (7) transportation

Fayette: (1) expand CTT, (2) fund one LTSR bed, (3) peer specialist, (4) expand case management services

**NEXT MEETING: JANUARY 16<sup>th</sup> at 9:00am at Westmoreland County Community College**