**Substance use disorder/mental health subcommittee**

**meeting minutes**

**Date:** November 19, 2024

**Location:** Human Service Building

**PRESIDING:** Mark Waterhouse

**SECRETARY:** anna platz

**ATTENDEES (sign in Sheet attached):** Matt morrow, Cassie Forbus, Jennifer rich, Julie grau, Carla hellinger, amanda martin, Karen boliver, Ashley waite, Amanda hosmeR, Deanna Edick, john exford, Mark Waterhouse, Natalie Burnham, ed thomas, maureen cean, jason erwin, pat Fralick, and anna platz.

| **Topic**  **Discussed** | **Summary of Topic**  **Discussed** | **Decision/Action**  **to be Taken** | **Deadline/person**  **responsible** |
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| Call Meeting to Order | The meeting was called to order at 8:32 AM. Quorum present at 8:35 AM. |  |  |
| Privilege of the Floor | Karen Boliver   * Karen is participating in a Rural Mental Health Advisory Committee through New York State Office of Mental Health. She will share an outreach tool called the Rural Mental Health Resilience Program with the entire group. * Beginning December 9, NRCIL and Anchor Recovery Center will combine their peer groups. * December 11 is NRCIL’s annual holiday luncheon at the Abundant Life Church on the Waters Road. All are welcome.   Maureen Cean   * THRIVE will be withdrawing their application for the ACT Team due to staffing concerns. The two remaining staff who were hired for ACT will be retained within the organization, in different roles. It is possible that another RFP for ACT will be released in the future, at which time another organization could apply to serve Jefferson and Lewis Counties. * At this point, THRIVE does not anticipate the staffing challenges to impact their other ongoing projects: Critical Time Intervention (CTI) Teams and Certified Community Behavioral Health Clinics (CCBHC). CTI has some flexibility with who can lead the team and the challenge with CCBHC is the medication provider.   Anna Platz   * The Youth Bureau’s first Screenagers showing has been scheduled for November 25 at 3 pm at Harrisville Central School, in the auditorium. All are welcome to attend! * The three-year license that the Youth Bureau purchased using Future Stories Funds runs from November 1, 2024 – November 1, 2027. |  |  |
| Approval of the Minutes | Minutes from the 9/24/2024 meeting were presented for approval. | Moved by Ashley Waite, seconded by Matt Morrow, motion carried unanimously. |  |
| New Business | Director of Community Services Recruitment Process   * According to Mental Hygiene Law, Lewis County is required to have a Community Services Department and a Director of Community Services, to receive state aid. * Because we are a non-chartered County, the Community Services Board is responsible for filling the position, of which we include representation from the Lewis County Board of Legislators (BOL). * Once the CSB and the Board of Legislators approve the candidate at their December meetings, the candidate must be presented to the Inter-Office Coordinating Council (IOCC), which includes the Commissioner of the Office of Mental Health (OMH), Commissioner of the Office of People with Developmental Disabilities (OPWDD) and the Commissioner of the Office of Addiction Services and Support (OASAS). * The Department is working with HR to determine what needs to happen if a selection for the new Director of Community Services has not been made by Pat’s last day on December 13.   2025 Meeting Schedule   * The Substance Use Disorder and Mental Health Subcommittees will continue to meet jointly in 2025 on the fourth Tuesday of the month from 8:30-10 am in Conference Room 1 of the Human Service Building.   Appointing a Substance Use Disorder Subcommittee Chair   * Ashley Waite has agreed to serve as Substance Use Disorder Chair and help Mark with meeting facilitation when necessary.   THRIVE Integrated License Application   * THRIVE presented last week at the Community Services Board Meeting where they asked for approval to pursue an integrated license. * The integrated license would allow them to treat clients who have a both a mental health and substance use disorder diagnosis, in the same session. * The license will also allow staff to remain in their offices rather than changing location based on the type of appointment. * THRIVE has been in communication with the Office of Mental Health (OMH) and Addiction Services and Support (OASAS) throughout the application process. * THRIVE’s Watertown office has an integrated license with OASAS as the lead entity. | Anna will send out calendar invitations.  All SUD members in favor of this decision. |  |
| Old Business | Local Services Plan   * Thoughts for both campaigns * Housing PSA Brainstorming * Potential participants include: Joseph P. Dwyer Veteran, landlord (success story), family with small children, braining a new face to the housing crisis (someone who couch surfs, young professional, older adult), Warming Center client. * SUD PSA Brainstorming * Potential participants include: Getting Ahead alumni or current investigator, THRIVE HR Director, employee/employer, NRCIL Recovery Coach, changing the face of SUD (someone who’s been overprescribed, parent, men’s church recovery group, alcoholism), law enforcement (Drug Task Force, EMS, paramedic, Leanne Moser), Drug Court graduate, marijuana focus. * Thoughts for either or both campaigns * Emphasis on telling the individual’s story (with a couple of follow up questions), reducing stigma and the ruralness of the issues. * VTC drivers as they develop relationships with their clients. * Firm up expectations for the participants in the new year. Hope to have entire campaign completed by June of 2025. | Anna will begin securing quotes for the PSAs in accordance with the County’s Purchasing Policy. |  |
| Agency Updates | Volunteer Transportation System (VTC)   * When a location is determined for the day-time Warming Center, John reminded everyone to make sure some kind of bus or transportation is available.   Mental Health Association   * The Joseph P. Dwyer Veteran Peer to Peer Program does have quite the success story in the veteran who has been utilizing their apartment program. Ed shared that he would be a great potential participant for the housing PSAs. * Gifts of Love program has started.   Lewis County Traumatic Loss Team   * Presented at last week’s New York State Suicide Prevention Conference and was awarded for their “Excellence in Postvention”. The Team was referred to multiple times as the “gold standard” for postvention.   Upcoming Events/Initiatives   * Snowbelt Housing Authority is looking for volunteers for the Salvation Army’s Red Kettle Campaign. * The Lewis County Youth Bureau is collecting items for the Homeless Christmas Tree Initiative. |  |  |
| Adjourn | Meeting adjourned at 9:50 AM. | Moved by Karen Boliver seconded by Cassie Forbus, motion carried unanimously. |  |
| Next Meeting: | January 28, 2025, at 8:30 am |  |  |