

Meeting Minutes from: Tuesday, January 7, 2014  
 Attending: Refer to roster.  
 Group: Mental Health Interagency Council

Topic	Discussion	Follow Up
<p><b>Introductions/ Updates</b></p> <p><b>MHIAC meetings (prior meeting minutes repeated for reminder purposes only are in italics.)</b></p>	<p>Char unable to provide the teleconference capability...my sincere apologies to all who tried to call in to participate!</p> <p><i>Discussion regarding day/time that MHIAC meets-1<sup>st</sup> Tuesday of month has been difficult for many members. Consider other days and/or time for meeting/teleconference.</i></p>	<p><u>Robin Mainhardt</u> has developed a survey to determine MHIAC member's preferred day/time to meet from specific choices, and will send out link to Survey Monkey at a later date.</p> <p><b>February 4<sup>th</sup> MHIAC meeting date will remain.</b> It would be too difficult to switch reserved room date at this point in time.</p>
<p><b>QPR (Question, Persuade, Refer) Trainings</b></p>	<p><u>Need for QPR Training Event Coordination.</u> This would include advertising, promotion, reimbursement for mileage for presentations, ordering QPR booklets as needed. Nancy may consider this, but this needs to be discussed soon since it is one of the four major focus areas on our 2014 MHIAC Workplan.</p> <p>( Note: Funding for training 3 QPR Train-the-Trainers Event held 4/19/13 was sponsored by Gail Nelson &amp; NHAHEC. Funding for needed materials, such as QPR Booklets &amp; card sets from MHIAC Summit checking acct. with group consensus. )</p> <p>QPR trainings take anywhere from 45 min to 1 hour- could make longer depending on presentation needs.</p> <p>Need current listing of QPR Trainers and contact information. There is a loss of 3 trainers to-date: Kari Clendenning, Michelle Ruka, Kelly Schoen (relocated out of state).</p>	<p><b>Verify with Andrea interest for someone to take over coordination role, and reimbursement.</b></p> <p><b>How will QPR continue to be funded? Will prior Summit funds be utilized for mileage, materials, etc?</b></p> <p><b>Any council member can recommend this training to community.</b></p> <p><b>Char has list of people trained at 4/19/13, and will contact Kari and Michelle to check for</b></p>

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<b>QPR continued</b>		<b>training and continued interest in doing QPR presentations.</b>
<b>Student Survey 2014</b>	Projected: Intro/explanatory letters with copy of survey out to schools January 10 <sup>th</sup> , or no later than week of January 13 <sup>th</sup> . Implementation of survey from February 10 <sup>th</sup> (or sooner) to April 10, 2014.	<b>Char sending intro letters with surveys to following schools:</b>  <b>Crandon HS</b> <b>Phelps HS</b> <b>Northland Pines HS</b> <b>Lakeland Union HS</b> <b>Rhineland HS</b> <b>Three Lakes HS</b>
<b>Student Video Project Mental Health Stigma (Prior meeting minutes in italics as reminder)</b>	<p><i>We need a new lead person for the project, and Lynn Feldman, a UW-Extension Family Living Educator, offered to be our council's liaison with Doug Nelson and the Rhineland School District.</i></p> <p><i>Reminder to contact Kelly Schoen to give her a copy of the RHS video, Breaking the Stigma, and to invite her to the F.B.Koller Mental Health Summit in May 2014. Katie had her cell phone number, and this was shared at the meeting.</i></p> <p><i>Breaking the Stigma data disc will be downloaded by OCHD IT Dept. soon, and the copy of the data disc will then go to Andrea Stefonek.</i></p> <p>Downloading the Video to the Oneida County website has not been approved. Copies given to several people at this meeting.</p>	<p><b>Doug Nelson was emailed with Lynn's name. They will be working together soon.</b></p> <p><b>Char will do. Attempted 12/3/13, but her "mailbox is full", so will try again later!</b></p> <p><b>Char has data disc.</b></p>

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<p><b>Frank B. Koller Summit planning –</b>   <b>(Prior meeting minutes listed in italics!)</b></p> <p><b>NEW SUMMIT PLANNING</b></p>	<p><b><u>Breakout Sessions:</u></b>  <i>AODA Panel Discussion during 10:15 – 11:30 Breakout. Might consist of someone in recovery, someone with a dual diagnosis, in Al-Anon, etc. Leaders: Tony Albright and Jim Webb</i></p> <p><b><u>Display Tables:</u></b>  <i>Gail N. secured <u>Shelly Holmes, Tri-County Council on Domestic Violence &amp; Sexual Assault</u>. Shelly could also do <b>Trauma-informed care</b>, and be available as a “backup” presenter!            Pam P. secured <u>Kelly Allen of Positive Alternatives Coalition(PAC)</u>.            Pam also suggested member involvement in PAC, which serves Vilas &amp; Oneida Counties, and she has approached them for Summit funding—TBA.</i></p> <p><b><u>Others established (Char’s list from today only):</u></b>  <i>Tri-County Council on DV &amp; SA; NHAHEC; NATH; WI Family Ties; MHIAC &amp; AODA Coalitions; PAC (TBD); NAMI (TBD); Koinonia Alumni (TBD); EMIS; there’s more!</i></p> <p><b><u>The Waters of Minocqua:</u></b></p> <p>Shirley from The Waters was in attendance to answer our logistic questions: <a href="mailto:Shirley@watershotel.com">Shirley@watershotel.com</a> Note that Shirley will send us copy of our signed contract with The Waters!</p> <p><b>Tent/Food:</b> will hold 200 comfortably using table seating.  <u>Advising to hold registrants to 200!</u>  <b>Let Shirley know final number of registrants 2 weeks prior to event!</b></p> <p>Breakfast options (we need to let Shirley know what kind of healthier options we would like), Lunch served family style, and Keynote presentations will be in held in tent. Cost for meals to remain the same.</p>	<p><i>Katie K. will talk to Jim Webb, and will handle this breakout.</i></p> <p><i>Andrea needs names and contact information for Summit presenters, so application can be made for CEU’s.</i></p> <p><b>Char agreed to contact Lon Voils of NAMI, and Jackie Baldwin of WI Family Ties, to Represent their agencies with a display. To date (12/3/13), Jackie has agreed to do this.</b></p> <p><b>PAC- Pam P.            NAMI - Char A.            Koinonia Alumni – Katie K.</b></p> <p><b>Suggestion: Decide if there will be any limit as to how many HS students could attend event and then contact</b></p>

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<p><b>NEW SUMMIT PLANNING CONTINUED</b></p>	<p>Council members agreed to keep event comfortable, avoid over-crowding, and confusion. Enough breaks in place during day should be helpful.</p> <p><b>Breakout rooms:</b> 2 rooms can hold 150 each, and 2 can hold 65 each. Could also open 2 rooms for 1 large room. <b>Pam</b> bringing whiteboard signs for easier identification of rooms. Rooms are condensed in one area of building for ease of location. There is option of using restaurant area like 2 yrs ago (area with bar).</p> <p><b>Display &amp; Registration Tables:</b>        Figure 12 display and 2 registration tables to be set up in hotel open lobby area for better visibility and participant access.  <i>Let Shirley know final number of tables needed for pre-set up.</i></p> <p><b>IT NEEDS:</b>        Ray (IT guru) will be available to help. Each room, including tent, will have microphone system set-up. Have 2 LCD Projectors for our use. They have Apple capabilities with screen projectors.</p> <p><b>Hotel Rooms:</b>        Block of rooms reservation already in place beginning for Thursday, May 8<sup>th</sup> and rate will not change if someone wants to stay an extra night after event. <i>Let Shirley know number of rooms required.</i></p> <p><i>Recall that Ministry is in charge of registration, so registrants can be asked to list breakout sessions in order of importance, and it could be a “first come, first served” situation. We would like to avoid limiting number of HS students, at this point in time.</i></p>	<p><b>LUHS and RHS to promote. Students will probably need to leave event by 2:00. They need a SAVE THE DATE soon!</b></p> <p><b>Char is offering to contact both HS once numbers are discussed. Are we inviting other schools?</b></p> <p><b>Check into scholarship opportunities to cover student’s cost to attend, especially if we are limiting their number. RHS should have majority, due to collaboration with them on the MHIAC Workplan Initiatives.</b></p> <p><b>Last year, GLITC and AHEC paid, I believe? CA</b></p>

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<p><i>Summit planning reminders in italics</i></p>	<p><b><u>T-Shirts:</u></b>  <i>Missy has several ideas for EMIS logo and T-shirt colors and artwork that could be used. She will get back to Andrea on this. Plan is for MHIAC members to wear T-Shirt (if interested), and to sell at Summit.</i>  <i>Keynote: Missy Z. Will be given reimbursement as Keynote Speaker for the Summit at a later date.</i></p> <p><b><u>Misc:</u></b>  <i>Andrea reports that Save the Date will probably go out January. Speakers and contact information should be sent to Andrea ASAP, so that Ministry can apply for CEU's and to develop brochure. Ministry will develop questionnaire for speakers that addresses their presentation requirements, hotel reservations, etc.</i>  <i>Pam had confirmed a May 8<sup>th</sup> dinner reservation for up to 35 people at Polecat &amp; Lace Restaurant in downtown Minocqua for MHIAC Summit Planning Committee and 2014 Summit Presenters.</i></p>	<p><i>Missy will be in touch with Andrea at a future date.</i></p>

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<p><b>MHIAC 2014 WORKPLAN</b></p>	<p><i>MHIAC Workplan and goals will be discussed and developed during our January and February meetings.</i></p> <p>Limit activities to 4 to match CHIP Goals!</p> <ol style="list-style-type: none"> <li>1. <b>Collection of Data</b> (local healthcare facilities, comm. Databases, presentation evaluations, etc)</li> <li>2. <b>Collaboration: retain/promote school initiatives:</b> Videos, PSA's (Policy change: curriculum) and HS Student Survey; NAMI Drop-In Center support.</li> <li>3. <b>Suicide prevention outreach</b> : QPR Project</li> <li>4. <b>Anti-stigma awareness &amp; education:</b> FBK MH Summit 2014</li> </ol>	<p><b>Char will type up new 2014 Workplan and email to members for further review February and March.</b></p> <p><b>Char will type up our Coalition Annual Report.</b></p> <p><b>Coalition members should review and could use the MHIAC (HPHOC) Coalition powerpoint developed by Andrea to educate community about coalition.</b></p> <p><b>Coalition members could invite a broader range of key stakeholders to MHIAC meetings and/or membership.</b></p>
<p><b>Next/upcoming MH Interagency Council Meetings</b></p>	<p><b>February 4, 2014</b>  <b>1<sup>st</sup> Tuesday of each month, 11:30 to 12:45/1:00, St. Mary's, Room 1, unless designated otherwise. WATCH FOR SURVEY!</b></p>	<p>Respectfully submitted by Char</p>