

# SSIS Mentor Program Advisory Committee Meeting

5/23/06

Topic	Discussion	Action Item
<b>Welcome</b>	<p>Welcome and attendance taken.</p> <p>In attendance w/Region number: Peggy Viznor (1), Angi Freund, Julie Terdan (2), Christopher Worth (3), Teresa Schmidt (4), Staci Stoner (5), Rita Berg (6), Jan Stransky and Cindy Bluhm (7), Cathy Higgins (8), Ruth DeSaer and Peggy Klingler (9), Joy Beebe (10), Margaret Sodetani and Wanda Houska (11).</p>	<b>100% attendance.</b>
<b>Future meetings</b>	<ul style="list-style-type: none"> <li>• <b>June 13, 2006 10:00-11:00 a.m.</b></li> <li>• <b>July 18, 2006 10:00-11:00 a.m.</b></li> </ul>	
<b>Topics of Discussion</b>	<ul style="list-style-type: none"> <li>• <b>Vendor Services Offered— Some of the services that are in there are not accurate. How did they get into SSIS? Did someone enter them or did they come in with the import from SSIS? If they are wrong, how do we fix them?</b>                      --The Vendor Services Offered are entered into SSIS by county staff. This information is entered through Business Organization. If the information is inaccurate, it is possible that during Vendor Cleanup two records were merged and the wrong information came with the chosen vendor. This process was very important during cleanup. There are counties who had many duplicate vendors and many people doing the cleanup.</li> </ul> <p>Solution: When the vendor has inaccurate information in the Services Offered, a designated staff person would be asked to make the corrections.</p>	
<b>Breakouts</b>	<p>Suggestions</p> <ol style="list-style-type: none"> <li>1. Initial presentations first, then have an easel for questions at each station</li> <li>2. Could bring questions to the meeting or send them prior to the meeting</li> <li>3. Have the questions and answers brought up while in the whole group.</li> <li>4. Won't be able to have small groups with VPC.</li> </ol>	
<b>County concerns</b>	<p>Request for an enhancement where supervisor staff could have the function of changing passwords for staff that forgot them. However, the supervisor wouldn't want all the Security Administration function. Could the function be in Worker? Could the function be separate from Security Administrative functions?</p>	<b>Enhancement requested.</b>

Topic	Discussion	Action Item
<b>Mentor meeting suggestions</b>	<ol style="list-style-type: none"> <li>1. By 2:00 p.m. we are tired of taking in information. Maybe the Fiscal and new information should always be in the morning and make that session last longer.</li> <li>2. It is hard to attend in the afternoon.</li> <li>3. Maybe the interactive parts of the meeting could be in the afternoon. Yes, SSIS wanted it to be in the afternoon but we had computer problems and had to change the agenda around.</li> <li>4. Maybe there could be two meetings Worker/Fiscal every other month—one in the north and one in the south. Maybe SSIS should have to travel a little also to meet the counties half way.</li> </ol>	
	<ol style="list-style-type: none"> <li>5. If there were two meetings, that wouldn't be the same. The people at the second meeting wouldn't hear the questions and comments of the first meeting or vice/versa.</li> <li>6. Mentors need to let the directors know how important the in-person meeting is and how it will be different during VPCs.</li> <li>7. What other formats or technology could work better than VPC?</li> </ol>	
<b>VPC issues</b>	<ol style="list-style-type: none"> <li>1. Good for winter meetings</li> <li>2. Need to be longer than three hours</li> <li>3. Need site facilitators so that questions are asked and attendance is taken. MPAC members would do this for the program.</li> <li>4. TV all day is hard to watch.</li> <li>5. In-person all day is better.</li> <li>6. Some people have stated that they won't come to a VPC, that it is too boring, too hard to hear, too many side conversations, can't see the TV well enough, and they still have to travel 2.5 hours.</li> <li>7. Who will watch a three-hour meeting on videotape? What if they don't come because they can watch it on video? They won't get the best information and the interaction if watching on video.</li> <li>8. It is important that the mentors and supervisors ask questions.</li> <li>9. It is important to the directors that the mentors get the information but they don't have the financial resources to send their mentors because of the cutbacks looming.</li> <li>10. Couldn't the mentors have some of the training budgets in the county?</li> <li>11. Let's make the best of it at this time. Let's be positive and do the best that we can.</li> </ol>	

Topic	Discussion	Action Item
<b>Substance Involvement and DHS email</b>	<ul style="list-style-type: none"> <li>▪ Substance Involvement—Requirement from DHS that certain drugs are tracked on the Substance Involvement screen for all Child Protection cases if they are the factor for the Child Protection or Welfare services and/or placement.</li> <li>▪ Please send email from Erin Sullivan-Sutton with the requirements.</li> <li>▪ Please give us a tracking list or report so that we know if the CP cases are filling out the Substance Involvement screen.</li> <li>▪ Some counties are not using the screen because the mentors didn't know about the requirement. Please remind in a Project Update article.</li> </ul>	
<b>Mentor meeting in July 2006</b>	<ul style="list-style-type: none"> <li>▪ <b>The Worker mentor meeting that was scheduled for July 11, 2006 has been canceled.</b></li> <li>▪ <b>The VPC mentor meeting will be held on July 24, 2006 from 1:30 -4:30 p.m.</b></li> <li>▪ <b>MPAC members will function as the site facilitators at the sites closest to their home counties.</b></li> </ul>	
<b>Next meeting</b>	<b>June 13, 2006 10:00 a.m.-11:00 a.m.</b>	