

MINUTES & PERFORMANCE OUTCOMES

Alliance between the Illinois Suicide Prevention Strategic Planning Committee (ISPSPC) & the Illinois Suicide Prevention Coalition (ISPC)

Meeting:	Alliance between the Illinois Suicide Prevention Strategic Planning Committee and the Illinois Suicide Prevention Coalition	Date:	7-13-07	Start:	9:40a	Finish:	1:25p
Purpose:	Bi-monthly Meeting	Location:	Carbondale, IL – First Christian Church				
Lead:	Carol Wozniowski and Glenn Steinhausen	Recorder:	Jennifer Martin				

Attendance

<i>Name</i>	<i>Agency</i>
Carol Wozniowski	Mental Health America of Illinois
Kristen Poniatowski	Mental Health America of Illinois
Shannon Sullivan	Illinois Safe Schools Alliance
Annie Wallace	Illinois Department of Human Services
Kevin Purcell	Cook County Sheriff's Department
Jim Lund	School Psych. Counselor
Jennifer Martin	Illinois Department of Public Health
Glenn Steinhausen	Illinois State Board of Education
Debbie Dyle	Illinois Department of Human Services

<i>Name</i>	<i>Agency</i>
Lora Thomas	NAMI Illinois - National Alliance on Mental Illness
Shelly Wood	LifeSavers
Judy Ashby	LifeSavers Training Corp.
Mary Kay Bachman	Illinois Department of Human Services
Angie Brechlin	Swedish American Hospital
Dianna Henry	Farm Resource Center
Sara Buila	SIU – School of Social Work
Sherry Bryant	Suicide Prevention Services

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Topic	Reporting	Discussion Summary	Commitment / Progress (Action, Status, Outcome)	Accountable (Who / When)
Welcome and Introductions	Carol Wozniowski	Ms. Wozniowski thanked Judy Ashby for coordinating the meeting for today and thanked First Christian Church for hosting the meeting. Ms. Ashby provided welcoming remarks. Members and guests introduced themselves.	N/A	N/A
Recognition	Carol Wozniowski Jennifer Martin	With this being the first meeting of the fiscal year, Ms. Wozniowski thanked Lora Thomas for her leadership over the past year and welcomed Glenn Steinhausen as the new co-chair of the "alliance". Angie Brechlin formally received the 2006 Volunteer of the Year Award (this was the first meeting she was able to attend and accept the award.) ". Lora, Kristen and Carol were recognized with a certificate of appreciation from IDPH for their leadership.	N/A	N/A

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Review and approval of 5-10-07 minutes	Carol Wozniowski	Motion to approve was made by Sherry Bryant and seconded by Dianna McHenry. Minutes were included in the meeting packet sent prior to the meeting. Copies were also provided during the meeting. With no changes, the minutes were - Approved	N/A	Jennifer Martin
Update on meeting with director	Carol Wozniowski	The leadership of the committee requested a meeting with the director of the Illinois Department of Public Health. A meeting was scheduled but was postponed - all state agency directors were required to be in Springfield to address state budget issues. Ms. Wozniowski will request the meeting be rescheduled. She will keep everyone updated.	Reschedule Meeting	Carol Wozniowski
Overview of PREVENT Institute Project	Sherry Bryant	<p><i>The PREVENT Institute is an eight-month project. The project for the Illinois Team is focused on advancing key components of the Illinois Suicide Prevention Strategic Plan through the new alliance between the Illinois Suicide Prevention Strategic Planning Committee and the Illinois Suicide Prevention Coalition. The Illinois Team members are Lora, Carol, Sherry and Jennifer.</i></p> <p>-Provided "project grid" handout for the Illinois team project for PREVENT</p> <p>The Illinois team will return to the PREVENT Institute on July 31 and August 1 to present their final report. Sherry Bryant offered to share a power point presentation over the lunch break for those interested in learning more about PREVENT. A copy of the final project report and poster presentation will be brought to the next meeting.</p> <p>One of the project items was to develop a resource manual for new members. Sherry had a sample manual available and asked each workgroup to review it during the workgroup breakout session today. The manuals will be utilized on an ongoing basis, for members to add "alliance" documents and resources. Ms. Bryant would like to include sample news releases on suicide prevention in the manual. Please forward samples to Ms. Bryant. <i>(Ms. Bryant and Elsie Weyrauch, co-founder of SPAN USA, were featured in the Lutheran national magazine)</i></p>	<p>Bring final report and poster presentation to next meeting</p> <p>Send sample news releases to Ms. Bryant for inclusion in manual</p>	<p>N/A</p> <p>Illinois PREVENT team</p> <p>Any partner</p>

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Fall 2007 Suicide Prevention Training	Sherry Bryant	<p>Suicide Prevention Resource Center - SPRC (national center funded by SAMHSA) will provide training to local suicide prevention coalitions in Illinois and present pieces of their coalition core competency training. There was a good response from communities interested. There are 14 teams representing communities from across the state. The SPRC Training is free; participants pay for travel and hotel. SPRC staff Katie Wootteen and Gayle Jaffe, will facilitate the training, however, there are a couple of components which will have a state/local perspective – i.e. state/local data; lessons learned from local coalitions, etc.</p> <p>Included in today's meeting packet is a summary of the communities accepted through the application process, and their projects. Currently, Ms. Bryant is working with each community to fine tune their project. They will be asked to choose a year long project and have a coach assigned to them. A list of potential coaches was shared. Each coach will receive the original application from the community they are assisting, a template for the project strategic plan and sample logic model to share with their team. The Education and Training Workgroup will provide guidance to the coaches, who in return will be in direct communication with the team leaders. Teams will not utilize the IDPH conference call line, for they live in the same area and can meet in-person.</p> <p>The Education and Training Chairs (Angie Brechlin and Sherry Bryant) met to identify how to help each community to develop a plan for implementing their project and develop a logic model. Glenn Steinhausen has a slick one-page sample logic model from CDC. Other members also volunteered to share samples.</p> <p>Currently, \$1,000 was donated by Streamwood Health Systems to support this project. Other members are following up on other funding avenues.</p>	Share sample logic model	Glenn Steinhausen and others
State Agency Review and Support	Glenn Steinhausen	Glenn Steinhausen reported the subcommittee had met 3 teleconferences since the last Alliance meeting. Prior to undertaking the in-depth review process the Alliance envisions, the subcommittee first need to meet the		

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Subcommittee		<p>requirements in the law. The subcommittee started with several state agency ISPSPC members conducting a word search of "suicide" of their agency's statutorily prescribed missions, policy/procedure and laws. These searches were discussed in the first teleconference and later we asked to put them in writing. The subcommittee will continue this process until each of the state agency reps submits something in writing for their agency review. At this point, it is recommended to "ad hoc" subcommittee end and the official state agency subcommittee begins, identify a chairperson and proceed with the current recommendations or develop new ones. Also, the subcommittee recognizes that Alliance is also interested in gaining an in-depth understanding of each agency's current programs and funding that address suicide prevention and how they match the State's Suicide Prevention Strategic plan, and believes this can be accomplished through a written survey. The subcommittee recommends that the Alliance use funding provided in the next fiscal year to hire at least one staff person dedicated to the process of reviewing suicide prevention in selected state agencies. This person will be responsible for conducting interviews in each agency of various staff to gain program knowledge of suicide prevention activities, compiling the information and authoring the report to present to the Alliance for approval.</p> <p>A draft workplan was presented. The subcommittee will review the draft plan in more detail during their next meeting</p>	<p>Expand subcommittee to include all state agency reps.</p> <p>Consider hiring a staff person to do state agency review survey</p> <p>Review draft workplan</p>	<p>Leadership</p> <p>Subcommittee</p>
Education & Training Workgroup	Sherry Bryant	A workplan was presented. The workgroup plans to focus on two projects this year: 1) convene two to four workshops on "What do I do now" 2) a 2-day core competency training for local coalitions hosted by the Suicide Prevention Resource Center.	N/A	N/A

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Public Awareness Workgroup	Carol Wozniowski	<p>The workgroup's short term goals are a continuation from FY07 activities. Updates include 1) website - want to list local resources from across the state so the public can search by zip code – want to get permission from members to include personal stories – list agency information and services – executive committee will be asked to review.</p> <p>Jennifer provided update on the meeting she had with Tom. Since the website was developed under the contract between the Illinois Department of Public Health (IDPH) and Suicide Prevention Services, the website and all other products under that grant are property of IDPH.</p>	N/A	N/A
Community Outreach Workgroup	Judy Ashby	A workplan was been developed and the priorities were redesigned FY08.	N/A	N/A
Data Workgroup	Carol Wozniowski	<p>Carol Wozniowski reviewed the workplan submitted by the data committee. She will ask the workgroup to convert their report to the workgroup template.</p> <p>Glenn Steinhausen is responsible for the Youth Behavior Risk Surveillance Survey (YRBSS). The 2007 survey was completed in June. Children's Memorial Hospital in Chicago was contracted to analyze the data. This will be the first time in 12 years there will be weighted data. There are five questions related to suicide. YBRSS is a survey giving to 9th – 12th graders at random high school. The Illinois YBHRSS does three reports – state as a whole, just Chicago, and "downstate" – all communities minus Chicago.</p> <p>Jennifer Martin also provided an update that the Behavior Risk Factor Surveillance Survey – a random phone survey to adults overseen by the Illinois Department of Public Health (IDPH) – asked IDPH programs to submit requests for add-on questions. Different this year, is that programs need to choose questions from a list of model questions, however, none of the models include suicide-related questions.</p>	Ask workgroup to convert workplan to template	Carol

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Legislative Workgroup	Annie Wallace	The Legislative Workgroup has a workplan developed and will convert the information to the template. They are actively pursuing a legislative day and would like to host a candle light vigil during the SPRC training. They plan to mail invitations to churches and survivor groups, and will ask for assistance from the Community Outreach and Public Awareness workgroup. They will also work closely with the Education and Training Workgroup regarding logistics. Also, included in their FY08 workplan, they plan to participate in the Mental Health Rally in 2008; gain a sustainable funding stream (long term); host a legislative lunch; meet with the legislative liaison from reach state agency; compile an annual assessment of legislation. Sherry Bryant referred the workgroup to SPAN USA, who also tracks legislation at the state level.	N/A	N/A
Farm Resource Center	Dianna Henry	Dianna Henry from the Farm Resource Center (FRC) provided an overview of their suicide prevention efforts. FRC was originally established in the 1980's during the farm crisis to serve farmers and their families; however, they don't just work with farmers anymore. A list of their services is included in their brochure. Services are free and confidential with funding from Illinois Department of Public Health and Illinois Department of Human Services. FRC is accredited by the Council on Accreditation for Services to Children and Families. They have a total of 11 mental health outreach workers, who over multi-counties, with Dianne covering the remaining counties not covered by the other workers. The outreach workers do face-to-face home visits. Currently, one worker is assisting dislocated workers from the Maytag closer, which impacted 950 workers last December (week before Christmas). Another 600 workers lost their job to the Tums closure. During these crisis's, there were suicides. The workers have never had to ask for help before, now they don't know where to go – some can't afford their medication. FRC outreach workers are not licensed or degreed counselors; they serve to intervene and get the person's crisis stabilized and get them into treatment. Some local mental health agencies will refer their overflow to FRC, so the family can receive help as they wait.		

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Farm Resource Center (cont)	Dianna Henry	<p>FRC assists families in developing a plan of action. If there is a safety issue - (i.e. domestic violence), have you had suicidal thoughts – the outreach worker will make an immediate link and refer. They work with a family for about 10 weeks – remaining in contact through home visits and phone calls. After the 10 weeks, FRC staff will conduct a peer review to determine extending their help – they also provide aftercare. At the closing as a “case” they also do another assessment to demonstrated improvement.</p> <p>FRC has seen more homicide-suicides. The people who call FRC the most are those who don’t have access to mental health care – the stigma is still there.</p>		
Secretary of Alliance	Carol Wozniowski	Another request for members to join the Secretary Team to rotate the secretarial duties was made. Shannon offered to help with a meeting, but is unable to assist with any of the meetings that occur on a Friday.	N/A	N/A
Upcoming Meeting Dates	Carol Wozniowski	September 21 – via video conference November 19 - Springfield January 18 – via video conference March 17 - Chicago May – TBD – day after the mental health rally	N/A	N/A
Mini-grants	Carol Wozniowski	Mental Health Association in Illinois oversaw the mini-grant process as a result of funds allocated through Illinois Department of Human Services. The final reports from the grantees are due by the 15 th . An analysis will be provided at the September meeting, with highlights and accomplishments.		
	Judy Ashby	Judy Ashby had a poster on display with an overview of their grant activities.		

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Other Announcements	Book Club	Jennifer Martin mentioned that the State and Territorial Injury Prevention Directors Association started a book club, with the current book entitled "Made to Stick: Why Some Ideas Survive and Others Die" Jennifer Martin read the book and had the book available for those interested in reading it.	N/A	N/A
	Volunteer of the Year	The process of nominating for the volunteer of the year award will begin soon.		

The following handouts were provided in the meeting folder or distributed during the meeting by a board member:

- Agenda
- Minutes
- Summary of Team Projects for SPRC training
- Agenda for SPRC training
- 2007-2008 Workplan - Training and Education Workgroup
- 2007-2008 Workplan – Data Workgroup
- 2007-2008 Workplan – Public Awareness Workgroup
- 2007-2008 Workplan – State Agency Review and Support Subcommittee
- Farm Resource Center Brochure

Minutes submitted by Jennifer Martin

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Alliance between the

Illinois Suicide Prevention Strategic Planning Committee (ISPSPC) & the Illinois Suicide Prevention Coalition (ISPC)

Meeting:	Executive Committee (ISPSPC)	Date:	7-13-07	Start:	1:35	Finish:	2:50p
Purpose:	Bi-Monthly Meeting	Location:	Springfield, IL – Mental Health Centers of Central Illinois				
Lead:	Lora Thomas and Carol Wozniowski	Recorder:	Jennifer Martin				

Attendance

Public Act 093-0907 states that “the Director of Public Health shall appoint the members of the Committee. The membership of the Committee shall include, without limitation, representatives of statewide organizations and other agencies that focus on the prevention of suicide and the improvement of mental health treatment or that provide suicide prevention or survivor support services. Other disciplines that shall be considered for membership on the committee include law enforcement, first responders, faith-based community leaders, universities, and survivors of suicide (families and friends who have lost persons to suicide) as well as consumers of services of these agencies and organizations.”

Appointed Board Members – Listed in alphabetical order by first name of the appointed member

Present	Name	Agency	Representing	Absent
	Becky Markwell	Illinois Center for Higher Education	Higher Education	X
	Buzz Hays		Survivor	
X	Carol Wozniowski	Illinois Suicide Prevention Coalition	Statewide Organization Focused on Suicide Prevention	
X	Jennifer Martin representing Tom Schafer for Dr. Whitaker	Illinois Department of Public Health	State Agency Focused on Injury Prevention, including Intentional Injury Prevention	
X	Glenn Steinhausen	Illinois State Board of Education	State Agency - Consumers of services	
	Jill Allen <i>Designee* for Director Larry Trent</i>	Illinois State Police	State Agency – Law Enforcement	X
	Dr. Sam Gaines <i>Representing Gregory Scott</i>	Illinois Department of Public Health Division of Emergency Medical Services and Highway Safety	State Agency – EMS/First Responders	X
X	Judy Ashby	LifeSavers Training Corporation	Statewide Organization – Consumers of Services – specifically for Rural Illinois	
X	Kristen Poniatowski <i>Designee* for Executive Director Carol Wozniowski</i>	Mental Health America of Illinois	Statewide Organization Focused on Mental Health	
	Jessica O’Leary <i>Designee* for Attorney General Lisa Madigan</i>	Office of the Illinois Attorney General	State Agency	X

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X	Lora Thomas	NAMI Illinois - National Alliance on Mental Illness	Statewide Organization Focused on Mental Health	
	Marilyn Peebles	Illinois Department of Children and Family Services	State Agency – Consumers of Services	
	Mary Mayes	Illinois Department on Aging	State Agency - Consumers of Services	
X	Patricia Reedy	Illinois Department of Human Services Division of Mental Health	State Agency Focused on Mental Health	
Vacant	Peter M. Gutierrez	Northern Illinois University	Research – University	
	Reshma Desai	Illinois Violence Prevention Authority	State Agency focused on Violence Prevention – including Suicide Prevention	
X	Shannon Sullivan	Illinois Safe Schools Alliance	Statewide Organization – Consumers of Services	X
	Sharneice Snyder	Jason Foundation – Illinois Program	Statewide Organization – Consumers of Services	X
X	Sherry Bryant		Survivor	
	Stan Lewy	American Foundation for Suicide Prevention – Greater Chicago/ILLINOIS Chapter	Statewide Organization Focused on Suicide Prevention	
	Stephanie Weber	Suicide Prevention Services	Statewide Organization Focused on Suicide Prevention	X
X	Thomas Mannard	Illinois Council Against Handgun Violence	Statewide Organization Focused on Violence Prevention – including Suicide Prevention	X
	Wendy Blank – Navarao <i>Designee* for Director Roger Walker Jr.</i>	Illinois Department of Corrections	State Agency - Consumers of Services	X

Names in italics indicate another individual was representing the appointed board member and their respective agency. ISPSPC are encouraged to send the same representative each time they are absent and that they chose someone who can speak on their behalf.

- A designee is a person who has been nominated by their director to represent their agency and their nomination is currently being reviewed.*

Others in Attendance:

<i>Present</i>	<i>Name</i>	<i>Agency</i>	<i>Representing</i>
X	Linda Jones	Illinois Department of Children and Family Services	

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Agency Roll Call	Jennifer Martin	<p>Roll call was completed. Jennifer Martin brought attention that the group may not have a quorum. - What is the quorum for this group? - Some members do not attend and the group believed they should re-designate a representative.</p> <p>Illinois Department of Public Health also is researching if state agency representative can vote or if they are ex officio. The other question is, would the group have a quorum if it met quarterly rather than bi-monthly?</p>	Find out what makes a quorum	Jennifer Martin
Welcome and 10-minute Leadership Building Session	Glenn Steinhausen and Carol Wozniowski	Glenn and Carol welcomed the committee members and Jennifer Martin provided a brief overview of e-mail etiquette during the 10-minute Leadership Building session. The 10-minute sessions were identified during the PREVENT project, as an avenue to build leadership skills among committee leaders.	N/A	N/A
Survey	Carol Wozniowski	<p>Earlier in the year, a coalition survey was conducted. Carol reviewed the remarks and indicated that the areas of improvement are items already being addressed. Carol commented that the leadership has dealt with conflicts that they knew about.</p> <ul style="list-style-type: none"> • Improve the content of the Plan (done) • Some workgroups are more effective and active than others (have made a conscious effort to work on) • Prefer a consistent meeting day (i.e. every second Tuesday of certain months.) (Did have feedback and determined Monday and Friday are best) – • Consider more formal annual report (H&K put template together) • Membership remain stagnant (been working on) • Create calendar of events for the year (did through PREVENT project) • Establish standing chairs (done) • Need a newsletter (website being developed) 	N/A	N/A

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		<ul style="list-style-type: none"> • Conduct the survey yearly • Invite outside members to speak on topics (did today) • Do state agency reports (do more often) 		
Proposal for allocation of state funds	Carol Wozniewski	Carol Wozniewski distributed a proposed budget for an allocation in the state budget. The Division of Insurance is also interested in including funds for crisis lines. No recommended changes.	N/A	N/A
Committee Liaison Report	Liaisons	Carol Wozniewski asked the committee liaisons if they have communicated with their workgroups. No concerns to be brought to the attention of the committee at this time.	N/A	N/A
Committee Report	Website	Committee members will be asked to review the website draft. It will be a quick turn around. A member asked if there could be a donation button – would need to identify a fiscal sponsor. Another question was if the website could be released to the “coalition”. These are questions being asked and Jennifer Martin indicated they could not.		

The following handouts were provided in the meeting folder or distributed during the meeting by a board member:

- Agenda
- Coalition Surveys

Executive Committee Meeting Minutes submitted by Jennifer Martin