

NEVADA ASSOCIATION OF COUNTY HUMAN SERVICES ADMINISTRATORS

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******NOTICE OF PUBLIC MEETING******

PLEASE POST
PLACE OF MEETING:

Virtual Zoom meeting

Join Zoom Meeting

<https://us06web.zoom.us/j/88970922671?pwd=Smx1SkNvQU5rMHBzbnk5pd056RjUvQT09>

Meeting ID: 889 7092 2671

Passcode: 846425

One tap mobile

+12532158782,,88970922671# US (Tacoma)

+13462487799,,88970922671# US (Houston)

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 889 7092 2671

Passcode: 846425

DATE & TIME:

REGULAR Meeting: June 8, 2023 at 10:00 am

TYPE OF MEETING:

REGULARLY SCHEDULED MEETING

Notes:

- 1. These meetings are subject to the provisions of Nevada Open Meeting Law (NRS Chapter 241). Except as otherwise provided for by law; these meetings are open and public.***
- 2. Action will be taken on all agenda items unless otherwise noted.***
- 3. The agenda is a tentative schedule. The Nevada Association of County Human Services Administrators may act upon agenda items in a different order than is stated in this notice - so as to affect the people's business in the most efficient manner possible.***

Regular Agenda:

1. **Call to Order**
2. **Introductions**
3. **Opening Public Comment:** Comment on items not on Agenda
4. **Verification of the Posting of the Agenda.**
5. **For Consideration and Possible Action.** Action to approve the Agenda as submitted or revised
6. **For Consideration and Possible Action.** Review and approval of Minutes from the March 9, 2023 Meeting
7. **For Consideration and Possible Action.** Approval of Treasurer's Report – MaryJane Ostrander, Treasurer, Carson City Human Services Division Manager
8. **For Consideration and Possible Action.** Filing the Annual List of Officers to the Secretary of State.
9. **For Consideration and Possible Action.** Review of the County Match Scope of Work.
10. **For Consideration and Possible Action.** Discussion on the Human Services Peer Support Network – Shayla Holmes, Lyon County Human Services
11. **For Consideration and Discussion only:** State Partner Updates, including but not limited to Contracts, Assessments and Reporting, State Partners
12. **For Consideration and Discussion only.** NACO Update, including but not limited to State Mandated Contract – Vinson Guthreau, NACO Executive Director
13. **For Consideration and Discussion only.** Behavioral Health Updates, State Behavioral Health Coordinators
14. **For Consideration and Discussion only.** Opioid Funding Update, NACO Staff
15. **For Consideration and Discussion only.** County updates, Members
16. **For Consideration and Discussion only.** Guardianship specific Partner updates
17. **For Review and Possible Action.** Legislative Committee Report – Amber Howell, Chair, Washoe County Human Services
18. **For Consideration and Possible Action.** Special Election nominations and voting for the new Chair for 2023
19. **For Consideration and Possible Action.** Next meeting Scheduled July 13, 2023 at 9:00 am via ZOOM (in person if requested)
20. **For Consideration and Possible Action.** Requested items by members to be included on next agenda for July 13, 2023 or future agendas
21. **Closing Public Comment:** Comment on items not on Agenda
22. **Adjournment**

Affidavit of Posting:

State of Nevada)

: ss

County of Douglas)

I, **Jodi Martinez**, Manager of Douglas County Social Services, do hereby affirm that I posted, or caused to be posted, a copy of this notice of public meeting, on or before the 1st day of June, 2023, at the following locations in Douglas County, Nevada:

1. Nevada Association of County Human Services Administrators office locations;
2. County Social Services Building;
3. Nevada Association of Counties Administrative Building;
4. The State of Nevada Public Notice Website @ <https://notice.nv.gov>


 Manager, Douglas County Social Services

Subscribed and sworn to before me this 5th day of June, 2023.





Endnotes:

Disclosures:

*Douglas County is an equal opportunity provider and employer.

Accommodations:

*The Association will make all reasonable efforts to assist and accommodate physically handicapped persons desiring to attend. Persons who are disabled and require special assistance may contact the Douglas County Social Services Department, PO Box 218 Minden, NV 89423, in writing or by calling (775) 782-9825 or the TDD Nevada relay number 711.

Procedures:

*The public meetings may be conducted according to rules of parliamentary procedure.

*Persons providing public comment will be asked to state their name for the record.

*The Association reserves the right to restrict participation by persons in the public meeting where the conduct of such persons is willfully disruptive to the people's business.

Nevada Association of County Human Services Administrators

Minutes

March 9, 2023

Active Members Present:

Karyn Smith, Nye County
Jodi Qualls, Douglas County
Mary Jane Ostrander, Carson City
Shayla Holmes, Lyon County
Shannon Ernst, Churchill County
Kathy Jones, Elko County

Associate Members Present:

None

Affiliate Members Present:

Amy Hyne-Sutherland, NACO
Nicole Thomas, Douglas County
Tracy Bowles, Washoe County

Guests:

Dena Schmidt, ADSD
Robert Thompson, DWSS

Item 1: Call to Order

Karyn called the meeting to order at 9:06 am.

Item 2: Introductions

Performed introductions.

Item 3: Public Comment

None

Item 4: Verification of the Posting of the Agenda

Jodi advised she posted the agendas in accordance with Open Meeting Laws.

Item 5: Review and Adoption of Agenda

Shannon made a motion to approve and Shayla seconded the motion. Agenda approved.

Item 6: Approval of the minutes

Shannon made a motion to approve and Shayla seconded the motion. Minutes approved.

Item 7: Approval of the Treasure's Report

Mary Jane, Carson City – The report did not get out in time this month, but no expenses this month, but earned .44 in savings bringing total to \$1,347.48 in Checking and \$3,822.97 in Savings. The report will be sent out soon. No vote on approval needed due to the report not being in writing.

Item 8: Discussion on the Current Developmental Services contract including but not limited to what services are provided and what information is provided by the State.

Dena Schmidt, ADSD – Not much has changed with the contract. They are not renewed each year as there is no end date for the contract due to the statutory obligations. For the rural counties, the billings are mailed out quarterly. It was easier to annualize the cost for budgeting purposes. With the next assessment the costs go up or down depending on actual costs. For Washoe and Clark, it is billed on a monthly basis. The bills just show the services received, but does not show who is receiving it. If it is done monthly, the kids being serviced are shown. The services and kids receiving them won't correspond with the billing due to the fixed amount each year, but could show why the bill will be higher for the next year.

Mary Jane – Brought this to the agenda due to not receiving billing for several years and then suddenly the quarterly bills started coming at \$127.00 which gave no information as to what the services are. When the information was received regarding who the kids are, wrap around services can be provided. It also helps to provide a background and numbers for finance and the budget.

Dena Schmidt, ADSD – Will work with her team to try to obtain a lists of names and services being received to send to rural counties.

Jodi Qualls – Douglas would like to obtain the names as well so that wrap around services can be provided and ensure the families are receiving necessary basic needs.

Kathy Jones – Elko County agrees this would be helpful.

Dena Schmidt – Will ensure this is provided to everybody.

Karyn asked for any additional questions for Dena. Shannon stated that she appreciates everything that Dena does and the help she provides to this association.

Item 9: State Partner Updates

Dena Schmidt, ADSD, Medicaid is not on the call right now, but she will forward an email with all the new Medicaid contacts. Stacy Weeks in the new Administrator. Teresa Carson is one of the new deputy administrators and Amber law is the new Fiscal Deputy. There is a vacancy with Dr. Capuro leaving. Not much as far as ADSD updates. ARPA funding will begin in July for homemaker funding and to remove wait lists. This will be a significant increase for those that have Homemaker programs. The budget hearing is on the 23rd and it will be to discuss the budgeted rate increases for developmental services will impact the counties. The rate increase will take place in July, but there is a rate structure in April of 2024 working with vendors. Some rates will also be going down providing more access for targeted case management. Everyone will be informed along the way.

There are also two bills or a bill that just dropped yesterday for judiciary to obtain access warrants in adult protection services. Currently in Nevada law, a vulnerable person who is being abused or neglected unless it is a domestic violence situation, there is not way to get them a TPO. For example, an adult child is living with the grandparent and we know that they are financially exploiting them, we can't do anything about it. This bill will allow the counties, individuals (anyone who is considered a vulnerable person) to file for a protective order and it also allows APS to file for access warrants. As of right now, we are unable to get access to a home when individuals will not let us in as we can't force our way in.

Law enforcement has no authority to go in either in these cases. This would give the ability and authority to file in the court or have an access warrant to get into the homes and move forward.

Nicole Thomas – Why was the Public Guardian looped into that bill, currently Public Guardian already has access to TPOs and it makes things a little more complicated being included in this bill.

Dena – Will let Jennifer Richards know. Mary Jane asked what bill this is.

Nicole Thomas – AB254

Kathy Jones – Once the protective order is obtained that the person is out of the house, what is the plan for the care of the person?

Dena – It is a case by case basis and the TPO can be done and they can extend it if needed, but there would never be one issued without a back up plan in place. No person will be left unsafe so if services are available to help, that is when it would be issued or if the individual is confident enough to be safe on their own after.

Kathy Jones – This could create a problem in rural areas as the resources are limited and it will roll down to the Public Guardian.

Shayla Holmes – Provided an example of a situation where an individual could have been saved thousands of dollars if a TPO had come in and stopped the exploitation sooner.

Nicole Thomas – Asked about the APS side of implementing paid resources prior to looking into the guardianship. The financial resources would be taken up by these clients as Douglas County doesn't have payee resources like other counties.

Dena Schmidt – Rep payees is on the list for ADSD to help clients as it is a huge need. If an asset has to be frozen for protection, it does allow the bills to continue to get paid. This is a mechanism to get ahead of the game prior to the guardianship being processed. It may not always be a public guardianship.

Nicole Thomas – The PG has to step in and find additional family members which is a lot of work for rural Public Guardians. This increases the case load and it would bump up the load by another 10 individuals most likely.

Kathy Jones – There are payee services in Elko County and they are not utilized enough from ADSD. There is a grant to help with this that is received through ADSD.

Dena Schmidt – Please send me the information on this. ADSD is working on trying to figure out how to get more rep payees and hopefully will have more staff to help with this effort.

Tracey Bowles – Looking for clarification on this bill as well. Is it the intent of the bill that a vulnerable person is defined as any one of the eight things listed?

Dena Schmidt – Agreed that the way it is worded and structured is a different definition that does not make sense. She will obtain clarification and share it with the group.

Kathy Jones – Reached out to the DA in Elko County for assistance on this bill. There is at least qualified immunity from civil lawsuit already, but it might be good for the legislature to spell out that the bill actions ten by the public guardian or the division allows access to the premise where the older person or vulnerable adult is.

Nicole Thomas – Qualified immunity in the financial portion of public guardianship, but we don't have this immunity if something happens in the situations in the bill. ADSD would have the immunity based upon this bill, but the Public Guardian's office is already protected with their duties, but PGs would like to be taken out of the bill.

Dena Schmidt – Jennifer Richards might reach out to the Public Guardians for additional feedback.

Item 10: NACO update

Amy Hyne-Sutherland spoke on behalf of NACO. Vince was unable to make the meeting but wanted to share that the county assessment for DHHS have been sent out. Let us know if you did not receive them. Vince asked Senator Cortez-Mastos to do a round table with this group. He would like to do that in August at NACO in person. This gives this group a chance to think about topics to discuss. Any questions or concerns for NACO please share.

Item 11: Behavioral Health updates

Cherylyn Rahr-Wood – Holding a March meeting today at 2:00 PM. The bill AB9 has been tabled, AB201 and AB265 take over where AB9 was tabled. If you haven't looked over these bills, pull them up as they are competing bills. These bills are new and have not been heard yet in the hearings. Currently working on the COSAP grants to work on diversion and deflection programs like FASTT and CIT. Hopefully a tool hand kit will be developed to help the programs be developed within the State. There are big pushes for deflection and division within the state. SB237 is being heard today for crisis response.

Item 12: Opioid Funding Update

Amy Hyne-Sutherland – The State shifted and posted the first NOFO for Resilient Nevada. It is possible that more will follow this year, but no dates have been provided yet. The State would like the Counties to know if the Needs Assessment has not been finished, it must be in place to apply for these funds. This first fund is capped at around 300,000 and there are six different target areas: Increase the availability of evidence based treatment, Expansion of adolescent and transitional age youth treatment options of care for OUD and co-integration, Increase access to evidence-based treatment for tribal entities, increase availability and access to MOED increased treatment for neonatal abstinence syndrome and pre-postpartum services, and provide opioid prevention and treatment consistently across the criminal justice and public safety systems so that's just the first NOFO from the funds. There are far more funds than just 1 million. Additional NOFOs will come out, but any applications placed for this NOFO will be kept and could be funded within the next 4 years. Please get it in front of them so they have it for the next funding releases. Amy stated she is available to support. The State advised they have budget left with their Mercer contract to help. Mercer is limited in what they can do and they will not write the report. Mercer might be able to consult and see where to start. If a county has not received help, please get them in touch with NACO.

Cherylyn Rahr-Wood – The Statewide needs assessments were done by Mercer, but do the County needs assessments or opioids assessments reflect what the State found out or are they different?

Amy Hyne-Sutherland – Not many of the County ones are done yet so there is no formal crosswalk. Lyon County had one that looked a bit like the State plan or kind of similar.

Shayla Holmes – Used the previous resilient 8 plan that was created in 2019 or 2020. The most current workshop still reflected the previous Needs Assessment Looking at the Resilient Nevada working group with the Attorney General's Office is not significantly different in Lyon County. There seems to be conflict and going back and forth between youth and adult focus and actual opioid misuse disorder and how to prioritize those funds due to the resilient Nevada group prioritizing these for adults. In Lyon county, we wanted to prioritize the youth and with our stakeholders the youth rose to the top.

Cherylyn Rahr- Wood – Does every agency need a Needs Assessment to apply for funding?

Amy Hyne-Sutherland – if you are a government entity or tribal entity you are required to have it, but if you are a non-profit or other community or private entity, you don't need the needs assessment.

The NOFO specifically stated you cannot be a CCBHC and apply.

Item 13: County Updates

Shayla Holmes, Lyon County – not much going on, working on the Medicaid provider process. We submitted for 2 applications for provider type 54 and type 14. Also, working on grants and not working too much in the community right now. Focused on other things right now. On the guardianship side, continuing to see referrals for individuals that don't necessarily meet the terms of guardianship but medical partners are wanting easy buttons.

Kathy, Elko County – Social Services is getting a lot of phone calls for people living off the grid who can't get out and have no gas or food. Sherriff's office went out and rescued four or five people unable to get out of their house. Public Guardian's office is getting everything from the hospital and they want them out so they send referrals a lot. There are about 4 or 5 in the last week that came in and have to now find family.

Shannon Ernst, Churchill County – Moving to the Central Nevada Health District and have hired an administrator. Guardianship is quiet but receiving referrals for younger individuals in the community who has no income currently but are waiting for disability. Struggling for alternatives on that and now going into flood mode.

Karyn Smith, Nye County – For Public Guardian received 11 or 12 referrals from hospitals for the last couple of months. Not a whole lot of information and going in and out of court trying to make determinations on whether they qualify.

Item 14: Public Guardian Updates

Nicole, Douglas County Public Guardian – Same thing in Douglas, inappropriate referrals due to resources in the community. Things that are lower level and when the physicians certificate comes it is not checked for guardianship. There is a difference between capacity and lack of capacity. The uptick is significant and there are no community resources for these people. There is a struggle with Medicaid and the waiver program, there is no referral options for payees and we are working to educate the community.

Kathy Jones, Elko County – There is a need for supported decision making, but nobody to provide these services.

Tracey Bowles, Washoe County Public Guardian – If the State could do more supportive decision making, it would help, but they are not allowed to do that per regulations. A lot of referrals in Washoe County are resource issues and trying to train the community regarding what the Public Guardian does and that this office cannot create resources. Rep Payee has a long wait and there might be a few letters for confirming identity of our people. Not a lot of identifying documents come in for the Public Guardian's office. 35-40% of referrals are homeless here. One of the main trends in Washoe is the referrals from hospitals and many seem to be at the end of life. Also seeing a lot of POLST being signed in hospitals without a signature. This is on multiple referrals, but just wanted to mention this.

Nicole Thomas, Douglas County – Social Security has a stop gap measure due to certain timeframes that they need to meet and if they send it out and then get it back, it restarts the process. Hospitals are frustrated with the timelines and there are no more emergency guardianships so it takes longer for them to find guardianship. Improper discharges are on the rise from the hospital as well due to the hospital not wanting to wait and ensure a good plan in place.

Item 15: Legislative Committee Report

Shayla Holmes – It was a fast meeting last week, there wasn't much action going on. This session has been strange and not much action is being taken on anything at the moment.

Nicole Thomas – It is also an aggressive session and there are arguments going on that have nothing to do with the bills being heard.

Tracey Bowles – The Senate bill 15 that makes changes related to Guardianships and it impacts the funding of the recorders offices and those fees that are charged to pay for different services and I am hearing this is kind of a highly charged political bill for some reason. There are some that want that funding to go different places and they are not changing this but are increasing the amounts. This could create funding to go elsewhere.

Nicole Thomas – There is also the clarification of the child guardianship when they are undocumented and our board here won't touch it due to that session.

Kathy Jones: SB61 was heard this week too and that is bill on the joint tenancy and it turned into chaos and they turned it into a marriage thing for husband and wife. Hopefully the language will be changed.

Nicole Thomas – It would be nice to criminally charge people from stealing funds from joint accounts. It would be nice to recover some of those funds.

Item 16: Special Election nominations and voting for the new Chair for 2023

Karyn Smith – explained that Tim Burch has moved and resigned as the chair.

Shannon Ernst – Nominated Karyn for the role.

Karyn – For Legislative years, it is best for somebody in Clark or Washoe.

Shannon – Nobody in Clark County to take Tim's role year and it will be a challenge for a while.

Karyn – what about Amber in Washoe?

Shannon – That would need to be a discussion with Amber to be able to attend the meetings more often. Will reach out to Amber and bring it to the next meeting due to this being a Legislative year.

Karyn – Table this until next meeting.

Mary Jane – along with that, this will need to be a replacement on the NACO IAF board.

Item 17: Nominations for the replacement of the NACHSA representative on the IAF board (3 nominations needed)

Shayla Holmes – will put her name in as a nomination for the board

Shannon – nomination for Shayla, Amber and Mary Jane.

Jodi – Seconded the nomination for Shayla, Amber and Mary Jane.

Shannon – Advised this needs to be sent formally to the NACO from the Co-chair.

Mary Jane – Asked for guidance on the duties of the Chair.

Karyn provided the duties of the chair per the bylaws.

Mary Jane agreed to act as interim chair.

Item 18: Next meeting scheduled for April 13, 2023 at 9:00 am via Zoom (or in person) potential conflict with NCAA Board

Move the meeting to 1:00 PM due to the NCAA, it will be in person in Fallon or via Zoom.

Item 19: Requested items by members to be included in next agenda for April 13, 2023 or future agendas

Please email items to Jodi 2 weeks in advance

Item 20: Closing Public Comment:

None

Item 21: Adjournment:

Karyn adjourned the meeting at 10:21 AM

UNAPPROVED

Nevada Association of County Human Services Administrators

Minutes – Unofficial minutes

April 12, 2023

Active Members Present:

Karyn Smith, Nye County
Jodi Qualls, Douglas County
Mary Jane Ostrander, Carson City
Shayla Holmes, Lyon County
Shannon Ernst, Churchill County
Ashley Gurr, Elko County

Associate Members Present:

Affiliate Members Present:

Vinson Guthreau, NACO
Amy Hyne-Sutherland, NACO

Guests:

Robert Thompson, DWSS
Jenny Martin, Nye County

Item 1: Call to Order

Karyn called the meeting to order at 10:03 am.

Item 2: Introductions

Performed introductions.

Item 3: Public Comment

None

Item 4: Verification of the Posting of the Agenda

Jodi advised she posted the agendas in accordance with Open Meeting Laws.

Item 5: Review and Adoption of Agenda

There was not a Quorum present. No approval of agenda conducted.

Item 6: Approval of the minutes

There was not a Quorum present. No approval of minutes conducted.

Item 7: Approval of the Treasurer's Report

There was not a Quorum present. No presentation of Treasurer's Report conducted.

Item 8: State Partner Updates

Robert Thompson reported there were no State updates.

Item 9: NACO update

Vinson reported that this week has been busy at the Legislature, but the County match contracts and scope of work were sent out. They are on top of it this year. It has taken a few weeks to look at, but want to ensure to review it before it is sent to the Counties. The language is the same as last year with no changes. The goal is to see if there is initial feedback, but to see if the rural counties caps on the contract will be the same and the final numbers will then be approved by the legislature.

Shannon requested a change of language to make sure there is no prepayment. This has been a change needed for the last 2 contracts. Vinson stated that this looks the same as the previous contracts and there are no red flags to this. This will be sent out to everyone.

Mary Jane inquired about the state sending it out quarterly versus what was requested on a monthly basis.

Shannon stated we just want to ensure that all the contracts are coming in and accurate. Shannon will email Dena to get the Developmental Services contract and asked if anyone got their Community Health invoice and Environmental Health. Shayla advised she had not received hers. Shannon will take the lead and reach out regarding all the contracts. For all the contracts, you need to have 17 counties signed in agreements for it to be enforced with the State.

Item 10: Behavioral Health updates

None

Item 11: Opioid Funding Update

Amy Hyne-Sutherland – Mercer provided what they can and can't do to help. There is 7-10,000 per county budgeted for technical assistance. If anyone would like that assistance let Amy know. The scale of what they can do is different depending upon the county. They can look at the community prevention plan developed by the coalition and comparing it with the State assessment plan. Looking into the additional pieces and NRS as well. This would help to make a county eligible for funds. If you would like to use a plan within your community, this could help to see what you need. If you need to do the community based participatory research, they can help to look at surveys, needs assessments or conducting a summit to help identify gaps. Creating the plan from your assessment, they can help to walk the group through the strategy to create the plan. There are a number of ways to use them. They can't report with data visualization due the state having the office of analytics performing this. Counties can have the state pull the data visualizations needed and they can pop that into a template or format. This is available only if you would like it.

Shannon stated she has an opioid resilient plan and there is the coalitions new plan, should that be sent ahead of time? Amy stated, yes, send it all over and have Mercer compare this to the State plan. This will need to be done every three or four years. Shannon to send it all to Amy in a packet.

Item 12: County Updates

Shannon, Churchill County – the Administrator for the Central Nevada health district is in place, everything will launch on July 1. Thank you to everyone for the support. With the lab, approval was obtained to expand the menu. Equipment is being bought for STD and respiratory. Last week, met with the governor to go into substances and being able to process those in state. Also, in full flood

mitigations here and tomorrow at town hall at 3:00 PM they will be releasing the maps of what it could potentially look like here. Also, sheltering plan for flooding evacuation of potentially 50 families. There have been 3 new cases for guardianship. There is a case manager dedicated to individuals with behavioral health needs and there is a new sector specifically for behavioral health needs through Social Services now.

Shayla, Lyon County – There is a tabletop exercise scheduled next week for Lyon County to discuss the flooding piece and the planning involved with that. The same is happening here with guardianship, it seems to be a parallel universe as we have 4 new petitions and it seems to be universal. The behavioral health division has stood up and is working through processes and policies. The first Medicaid provider type application is in the final review process, hopefully next week, it will be in effect. Progress is being made with it.

Jodi, Douglas County – posted the LSW position within Social Services, looking for bachelor level Social Workers and it will be open for two weeks, but will be extended if the applicants are not found.

Kathy, Elko County – Same boat as other counties, emergency guardianships with 4 or 5 referrals a week.

Karyn, Nye County - Same thing with Nye County, we have been looking at about 14 and moving forward on them. None of the guardianship cases are normal, the houses and properties need to be sold and they are all a mess. It is difficult to get information on many of the cases with stuff being held back. It has become all consuming in this area.

Kathy asked if there is a system to use to look at relatives and assets. Elko county has a contract with clear which has been good for the guardianship and social services. Helps to find out if anyone has felonies, relative information with phone numbers, property information, and associates.

Karyn thanked Kathy due to trying different databases, that is something to look into.

Robert – DWSS – We would never want you to not submit a Medicaid application just because you weren't able to verify the assets. We run all the applications through an asset verification system. Medicaid programs don't always count all the resources. We need to have the social security number though.

Item 14: Legislative Report

No Quorum, not able to have the report

Item 15: Special Election nominations and voting for the new Chair for 2023

No Quorum

Item 16: Next meeting scheduled for May 11, 2023 at 9:00 am via Zoom (or in person)

Keep it zoom.

Item 17: Requested items by members to be included in next agenda for May 11, 2023 or future agendas

Possibly Deb with Northern Nevada Center for Independent Living wanted to do a presentation for the rural counties that she covers. Legislative in June.

Item 18: Closing Public Comment:

Mary Jane – RNCOC regarding housing. Currently, the COC needs funding to continue on. Right now, funding needs to be leveraged as it was funded through CSBG, but now it is funded through Division of Public and Behavioral Health. The division may back out altogether. Currently, the grantees of the COC might be contacted and the counties might be contacted regarding receiving Hud funding and providers will be linked to Continuum of care. The other two COC's are funded by counties. Please look at your budgets to see what kind of extra money you have available to pay towards this. Right now, it is needed to have \$30,000 or \$28,000 total. Shannon stated it would be about 75,000 needed for the next fiscal year so far. Also, Mary Jane added that Social Entrepreneurs is leaving as of July 1. The annual competition will drop in May and we don't have the money to apply for anything with the coordination and applications for collaborative application. Shannon added that funding was missed out due to SEI not having the capacity. It is important to have the staff onboarded and to transition from SEI. The goal is to get somebody full time and work with the communities to learn the process and mentor new individuals. It hasn't been a lot for the counties and nonprofits to put forth some money. Shannon stated she has \$5,000 she can pay towards the need and next year can double that. Mary Jane stated Carson City could match that.

The idea is to take back the COC to show who is using the funds and the point in time counts happening around the state could be a part of the conversation. We will also add the count to the flash drive at NACO. Amy asked if it would be helpful to find out the best avenue to sustain the COC. NACO could help support this. Mary Jane will work with Amy.

Item 21: Adjournment:

Karyn adjourned the meeting at 10:47 AM

Nevada Association of County Human Services Administrators

Treasurer's Report

reported by Mary Jane Ostrander

June 2023

Previous balances:

Checking account balance: \$ **1,547.48**

Savings account balance is \$ **3,823.92**

Date	4/10/2023	To Whom	For	Amount
5/31/2023		Accrued Interest	Savings	.47

Checking account balance is \$ **1,547.48**

Savings account balance is \$ **3,824.39**

Total balance **\$ 5,371.87**

Dues received from:

Carson City
Churchill County
Clark County
Douglas County
Elko County
Eureka County
Esmeralda County
Humboldt County

Lander County
Lincoln County
Lyon County
Mineral County
Nye County
Pershing County
Storey County
Washoe County

White Pine County

ACTION ITEMS:

Filing annual List of Officers to Secretary of State, fee of \$50.00.

**ATTACHMENT A
SCOPE OF WORK

COUNTY MATCH**

A. PURPOSE AND OBJECTIVES:

The Department of Health and Human Services (DHHS) is the designated “single State agency” responsible for medical assistance provided in Nevada under authority of Title XIX of the Social Security Act. The Division of Welfare and Supportive Services (DWSS) and the Division of Health Care Financing and Policy (DHCFP) are responsible for implementing the State Plan under Title XIX, pursuant to Title 42, Chapter IV, Subchapter C of the Code of Federal Regulations, and Chapters 428 and 422 of Nevada Revised Statutes (NRS).

This Interlocal Agreement authorizes DWSS and DHCFP to provide the administrative services necessary to implement the program of medical assistance to individuals who meet financial and medical eligibility criteria as defined below and the County to provide the non-federal share to DHCFP for medical, administrative, and transaction costs incurred as a result of this medical assistance program.

B. DWSS AGREES:

1. To determine Medicaid eligibility based on criteria established and set forth in DHCFP’s Title XIX State Plan and related policies and procedures. The criteria DWSS uses to determine eligibility includes a percentage of the Supplemental Security Income Federal Benefit Rate (SSI/FBR) prescribed annually by the DHHS Director. Eligible Medicaid recipients covered by this contract meet institutional level of care criteria and are provided with either institutional or community-based waiver services.
2. To determine county of residence in accordance with NRS 428.020. Disputes concerning county of residence will be referred by the disputing County to the Nevada Association of Counties (NACO), which it is specifically agreed, has authority to issue a final decision.
3. To provide a copy of newly approved applications, either by paper or an electronic PDF document, or provide electronic access to the necessary eligibility information the County may need.
4. To provide DWSS’s hearing process to those individuals or their guardians/authorized representatives who disagree with the eligibility determination.
5. Medicaid eligibility can only be determined to be effective no earlier than three months before the month of application.

C. DHCFP AGREES:

1. To process claims for medical services through the Medicaid fiscal agent.
2. To reimburse qualified providers for services covered in the Medicaid State Plan at the same rate as for all Medicaid patients.
3. To resolve provider inquiries and complaints regarding reimbursement.

4. To process patient liability for hospital and/or nursing home costs as determined by DWSS and to apply cost avoidance claims processing procedures when third party liability has been established.
5. To invoice the County retrospectively on or around the 15th of the following month for the non-federal share of Medicaid costs based on actual expenditures as determined by the criteria established and set forth in DHCFP's Title XIX State Plan and related policies and procedures.
6. To send monthly itemized reports retrospectively to the County that include the names of eligible county patients, dates of service, dates of payment, and total dollar amount of all payments made to Medicaid. The monthly reports will reflect all credits or debits as a result of claim adjustments by the fiscal agent and medical services credits, including Medicaid Estate Recovery (MER) and Medicaid Qualified Income Trust (QIT) Recoveries, which will be calculated and applied against the amount owed for the month.
7. To determine the amount owed by each County for the non-federal share of Medicaid costs, including medical claims payments, Medicare Part B premiums, Medicare Part D payments, and administrative costs.
 - a. The federal share of medical claims payments, Medicare Part B premiums, and Medicare Part D payments are calculated by the Federal government at least annually.
 - b. Administrative costs include, but are not limited to, the cost for staffing, processing claims, institutional audits, and mainframe computer use. Administrative costs will be re-determined each fiscal year based on negotiation with the fiscal agent and DWSS studies. DHCFP will notify the County of the administrative cost per case each fiscal year and provide the County with the methodology used to determine the administrative costs.
8. In order to meet State Fiscal Year End closing deadlines, DHCFP shall submit June invoices no later than July 8th of each year.
9. To determine and provide biennial projections to be included as an attachment to the contract. DHCFP will monitor monthly invoices and projections to determine if a contract amendment is necessary to align with the requirements of NRS 428.

D. COUNTY AGREES:

1. To accept DWSS's criteria for Medicaid eligibility.
2. To allow eligibility disputes to be appealed through DWSS's hearing process by the applicant or authorized representative/guardian.
3. To refer disputes concerning county of residence to NACO whose decision will be final. The disputing County originally billed is responsible for payment of claims until the dispute is resolved, at which time NACO will issue a written determination to notify the counties involved in the dispute and to notify DHCFP to make adjusting entries.
4. To accept and abide by DHCFP's determination of medically necessary services.
5. Eligible recipients, pursuant to this Agreement, will be entitled to receive the full range of medical services contained in the Nevada Medicaid Program State Plan.
6. No state appropriation is available to fund this program. From the time of billing, county funds must be paid within thirty (30) calendar days from the date of the invoice to be used as the non-federal share of costs.

7. Payments made by the County shall be derived from public funds that meet the requirements of 42 C.F.R. 433.51 and NRS Chapter 428, such as general county tax revenues or other general revenues of the County.

E. ALL PARTIES AGREE:

1. It is specifically understood this Agreement is designed to expand Medicaid income eligibility criteria to include those individuals whose net countable income is specified above in B.1, including Medicaid receiving institutional and community-based waiver services. It is further specifically understood that the non-federal share of Medicaid expenditures for those qualifying individuals will be paid by the County from public funds per 42 C.F.R 433.51.
2. It is specifically understood by all parties that Medicaid eligibility can only be determined to be effective no earlier than three (3) months before the month of application.
3. All payments under this Agreement are contingent upon the availability of the necessary funds from the federal government. In the event sufficient funds, as determined by DHCFP, are not available for any reason, DHCFP shall not be obligated to make any payments to the County under this Agreement. DHCFP will notify the County of the insufficient funds as soon as practicable after making that decision. This provision is a condition precedent to DHCFP's obligation to make any payments under the Agreement. Nothing in this Agreement shall be construed to provide the County with a right of payment over any other entity. If payments, which are otherwise due to the County under this Agreement, are deferred because of the unavailability of sufficient funds, such payments will be made to the County if sufficient funds later become available.
4. For all counties with a population below 100,000, the total billable amount for both populations will not exceed the eight (8) cent cap as established by NRS 428.285(4).
5. The parties shall cooperate to present an amendment to the Board of County Commissioners for consideration as needed to conform the contract amount if it exceeds or is anticipated to exceed projected values. The County shall not attempt to exceed the "not to exceed" value of the contract if an amendment has not been approved by the Board of County Commissioners to do the same.

Introduction and Purpose

Compassion fatigue, or secondary traumatic stress disorder, is a natural by-product of working with traumatized clients. Many types of professionals, including Human Services workers are vulnerable to developing this type of stress. The symptoms may include feelings of isolation, anxiety, dissociation, physical ailments, and sleep disturbances (Figley, 2002). It is preventable and treatable, however, if unaddressed, the symptoms can result in problems with mental and physical health, strained personal relationships, and poor work performance (Pryce, Shakelford, & Price, 2007).

There are barriers to human services workers seeking assistance independently, mainly, local providers are potential professional peers as shared clients require collaborative responses. Stigma also exists for human service professionals as they are trained in self-care and often feel they can overcome these symptoms without external aid, even when it is beyond treatable by self-care techniques, which can lead to mal-adaptive behavior and negative outcomes. Peer support programs have been demonstrated to be an effective method for providing support to employees when they are experiencing this type of stress in the workplace.

These policies and procedures have three specific objectives:

1. Provide a background for understanding the Human Service Network Peer Support Program
2. Provide a practical guidelines for management of the program
3. Provides the Peer Support Advisors with guidelines for assisting their peers.

This manual is subject to change as the program matures and lessons are learned from implementation. The Nevada Association of Human Services Administrators (NACHSA) will be presented with any recommended changes from participating network affiliates and will have the final authority over policy approval.

Nevada Association of County Human Service Administrators
Human Services Peer Support Network Program
Approved January 12, 2023

Mission:

Our mission is to provide links to quality mental health resources, supports, and education to our public social service and human service providers, so their staff may continue to provide the highest levels of service while insuring their own self-care. We accomplish this with collaborative efforts to improve resilience by means of breaking down barriers surrounding mental health and allowing participating agencies to live into the values of an authentic, compassionate, person centered approach.

Vision:

Our Vision is to help build a stronger, more compassionate, united human service and health care community. We strive to be an effective collaborative effort to serve social work and human service professionals in need of mental health supports and resources. We envision normalizing the subject of mental health by placing importance on preventative care and regular maintenance of our minds and emotional health just as we do our physical ailments.

Guiding Principles:

- As caring and compassionate human beings, it is natural and “right” to be affected by the stories and experiences of another’s trauma.
- Support individuals through compassion fatigue as a normal process without fear of judgement and evaluation.
- Willingness to embrace the infrastructure paradigm shifts.

Values

Integrity, Compassion, and Collaboration

Section I

Definitions

1. Peer Support Program:

The peer support program is a worker-centric program that offers nonprofessional support and appropriate resources to employees when work-based events negatively affect their professional performance, personal relationships, or individual well-being. This assistance is confidential, providing it does not violate any law or department regulation, and can augment but not replace existing programs such as Employee Assistance Programs (EAP), and/or internal or external professional services.

This program is designed to:

- Provide emotional support during and after times of personal or professional crisis to employees who express a need for assistance.
- Promote trust, allow appropriate anonymity, and preserve confidentiality for persons using Peer Support Mentors within the guidelines of the program.
- Develop Advisors who can identify personal conflicts and provide guidance or referral to professional\alternate resources as required.
- Maintain an effective peer support training and response program.
- Support those who have experience personal and professional tragedies.
- Check on status of individuals and provide support where desired and needed.

2. Peer support mentor:

An individual who has been identified as having the attributes that comprise a quality peer by their employers leadership and completed the training identified by the Human Services Peer Support Network. These individuals conduct the targeted outreach to employees who have been referred to the service and offer support within the scope of their role and aid in referrals to professionals when the needs of the employee are outside of their scope (Appendix B).

3. Peer Support advisor:

A member of an organizations leadership team that has committed to aiding the Human Services peer support network by being a resource to peer support mentors. The role of the advisor is to be available to mentors as specific needs arise and provide direction as required to ensure role confusion and appropriate supports are

being offered. Advisors will also aid in assigning referrals to ensure all referrals are matched timely to mentors.

4. Network affiliate:

An organization who meets the criteria for the Human Services Peer Support Network (local, state, and Nevada based federal agencies, as well as coalitions, non-profits, and health organizations providing human Services to their constituents) and has pledged to participate. An affiliate agrees to provide peer mentors and allow them time to complete training and the peer mentor role, educate their leadership and staff on the purpose of the network and how it may be utilized, refer employees needing assistance into the program, and adhere to these policies.

5. Peer Support Program Lead:

The lead will be appointed by the NACHSA board and maintain all records related to the Peer Support Program including Network Affiliate Agreements, lists of the peer mentors and advisors, oversight of referral assignment process, and training opportunities. The lead will also be responsible for providing regular, generalized, updates on program status and outcomes to the NACHSA board.

6. Services:

Contact from a peer support mentor to a referred employee constitutes a service being provided, all services will be within the scope of the peer support mentor role as identified in Appendix B.

Peer Support Network Affiliate Recruitment Process

The target population for network affiliation is all local, state, and Nevada based federal agencies, as well as coalitions, non-profits, and health organizations providing human Services to their constituents.

Outreach will be conducted by NACHSA members to their contacts that meet the target population criteria annually.

If an organization is interested in participating in the Network they will be provided the Peer Support Network Affiliate Agreement (Appendix A), and these policies. Upon submitting a completed agreement and providing mentor candidates the agency will be able to start referring employees into the program for services.

Peer Support Selection Process

Network affiliates agree to provide advisors and mentors as outlined within the Peer Support Network Affiliate Agreement.

Peer support advisors must possess the following attributes:

- Currently hold a supervisory or management role
- With current organization for 3+ years
- Provide consistent direction and follow policy and procedure
- Good time management skills
- All the qualities of a mentor as listed below

When a new network affiliate agrees to participate in the network they will identify if anyone in their organization would be a good fit as a peer support advisor and offer those potential candidates to the NACHSA board for potential interview and assignment to the role.

Additionally each affiliate will provide a set minimum number of peer support mentor candidates that fit the qualities listed below:

- Good communicator with strong listening skills
- Able to convey empathy
- Consistently manages stress effectively
- Observant of behavior
- Within current organization for 3+ years

Mentors will be accepted based on the recommendations of the affiliate. All mentors must be voluntary and willing to participate, and not coerced in any way to fulfill this role. The affiliate will discuss the peer support mentor roles and responsibilities with the individual and then offer the names of all mentor candidates to the Peer Support Lead. The Peer Support Lead will work with the mentor candidates to aid in the training process prior to becoming official mentors. After completing the training outlined in these policies and signing a Peer Support Mentor Scope of Work (Appendix B) and Statement of Confidentiality (Appendix C), a peer support mentor can begin receiving referral matches for services.

When the NACHSA determines a need for new peer advisors and peer mentors, the board will direct the lead to launch an advisor recruitment campaign with network affiliates.

Peer Support Training

To ensure that mentors and advisors are equipped to appropriately engage with referred staff members training is required prior to any assignment. Training identified as critical to the work includes:

- Psychological First Aid
- SafeTALK
- Compassion Resilience

Peer mentors and advisors that have received certifications from these trainings previously and submit documentation to the peer support program lead will not be required to complete them again prior to assignment.

Confidentiality

The acceptance and success of the program is in part based on maintaining strict confidentiality of all information learned by a Peer Support Advisor that falls within the guidelines of the program. Communication between a peer support advisor, peer mentor, and referred employee is considered confidential except in the following circumstances:

- Peer is a danger to self or others.
- Suspected child abuse.
- Factual information supporting elder abuse.
- Cases in which the law requires divulgence.
- Peer gives consent for divulgence.

Data Collection

Peer mentors will provide an anonymous survey (Appendix D) to the referred employee to aid in tracking intended outcomes of the program, the survey is completely voluntary.

The peer support program lead will track the:

- number of referred employees assigned to each peer mentor
- generic purpose of the referral
- amount of time the peer match is active

Complaint Process

If at any point there is a complaint regarding a peer mentor or advisor made to a member of the network affiliate organization, to the peer mentor program lead, or to NACHSA there will be a review and investigation of the issue by a third party within the network. Any substantiated complaint regarding an egregious action such as practicing

outside of the scope, discrimination, or derogatory action will result in the removal of the peer mentor or advisor. Issues that do not rise to the egregious level will be addressed accordingly which may include additional training and change of assignment.

Section II

Network affiliate organization onboarding process

The peer support program lead will be the main point of contact for a potential affiliate agency. The peer support program lead will be available to provide technical assistance to the affiliate agency such as training to the agency regarding the purpose of the program, the implementation, and the processes. Upon joining the network the peer support program lead will obtain signed Network Affiliate Agreement and work the point of contact to onboard peer advisors and peer mentors.

Employee referral process

Network affiliates will be provided information to share with employees of their organization. Network affiliates will determine what level of employment will be able to make a referral into the peer support network. A referral will be made to the peer support program lead via email to include:

- Name and contact information of the referred employee
- Brief explanation of concern or recent events leading up to the referral

The peer support program lead will identify an available peer mentor from another existing network affiliate organization and assign the referral. Peer mentors will reach out to the referred employee within one business day of receiving the referral and notify the program lead of the attempt or confirmed contact.

Peer mentor process

Upon making contact with the referred employee the peer mentor, after making introductions, will share with the employee the reason provided in the referral and remind them of the confidentiality of the program. The peer mentor will confirm that the referred employee would like to participate.

The ongoing engagement between the peer mentor and referred employee will be at the discretion of both individual involved. The peer mentor will provide resource referrals for concerns that are identified outside of the peer mentor scope of practice (Appendix B). The peer mentor will schedule at a minimum one follow up conversation with the referred employee to ensure resolution.

The peer mentor will notify the program lead when the match has been closed and will provide the number of contacts and length of time of each contact at the time of closure.

Peer Advisor Process

Peer Advisors will be assigned peer mentors as they are on boarded into the program. The peer advisor will make themselves available for peer mentors as needed to discuss situations and concerns that arise through the implementation of the program and engagement with referred employees. Peer advisors will reach out to their assigned peer mentors at a minimum of once monthly.

Peer Support Program Lead Process

The peer support program lead will compile the data and information outlined in this policy and provide a quarterly report to NACHSA on the overall program and the each affiliate for their affiliate specific data, all aggregated with no identifying information. NACHSA will appoint an alternate peer support program lead that will be activated when the program lead is unavailable.

Appendix A
Network Affiliate Agreement

This is a human equity contribution, agreeing to provide staff to aid the network in accomplishing its mission and vision. All providers participating in the peer support network agree to the following terms and conditions:

- Support the mission, vision, and guiding principles of the peer support network and work to build internal processes that supports self-care practices within the workplace.
- Make information available to staff regarding the program and referral process and have policies that support engagement with the program.
- Never use referrals into the program for talent management purposes or require staff to disclose information discussed during peer mentor conversations.
- Provide the minimum staff to support the network according to guidelines listed.
- Follow current NACHSA approved Peer Support Network Policies.

Peer Support Staffing Minimums

Organization size by headcount	Peer Advisors	Peer Mentors
1-15	0	1
16-31	1	2
32-49	1	3
50-100	2	4
100+	3	5

After Peer Advisors and Peer Mentors have been contributed to the network, agencies may begin referring staff into the program for contact. The Peer Support Network agrees to match referred staff within one business day of the referral with contact from a peer mentor within an additional business day.

Affiliates can resign from the program at any time by notifying NACHSA or the Peer Support Program Lead. Individuals with current open referrals from that entity will be sent to the exiting affiliate agency to provide support or contact internally.

Affiliate Agency

Authorized Representative

Date

Appendix B Peer Mentor Scope of Work

Peer mentors will act as ambassadors for the peer support network program and will be aware of the program policies approved by NACHSA.

Peer mentors agree to connect with matched referrals within one business day of being notified. A peer mentor will disclose to the Peer Support Network Lead if there is a conflict of interest or reason as to why the match is not a good fit so that a more appropriate match can be made in a timely manner.

Peer support mentors, while they could hold a license and be certified to conduct therapy or other types of interventions, this program is not equipped to support that need. While providing support through the peer support network as a peer support mentor the relationship is meant to be that of a low-level, personal connection to ensure a healthy avenue to discuss potentially difficult workplace related scenarios.

If at any time the referred individual appears to need a higher level of care as determined through training and professional perspective of the peer support mentor, appropriate referrals will be made. The peer support mentor will stay in contact with the referred party until the referred party denies assistance or shares that recommended service has been connected.

Peer support mentors will discuss situations that require support with their assigned Peer Support Advisor. Peer support mentors will complete the pre and post surveys and submit them to the Peer Support Program Lead within one week of completion.

Appendix C
Statement of Confidentiality

This document is to be signed the Peer Support Network Lead, Peer Support Network Advisors, and Peer Support Network Mentors. It is the responsibility of all individuals participating in the Social Services Peer Support Network to preserve and protect confidential employee and agency information.

I understand and acknowledge that:

- I understand that it is my legal and ethical responsibility to maintain the confidentiality of all records pertaining the Peer Support Network. I shall respect and maintain the confidentiality of all discussions, deliberations, employee records, and any other information generated in connection with peer support activities.
- I agree to discuss confidential information in connection to the peer support network only with my Peer Advisor or immediate supervisor in emergent situations and not to discuss information outside of the program or within hearing range of other individuals who do not have a need to know of the information.
- My obligation to safeguard confidential information of employees continues after my engagement with the Peer Support Network program ends.
- In the event of a breach of threatened breach of this confidentiality statement, I acknowledge that the Peer Support Network may dismiss me from my role. I additionally recognize, that my employer may find breaching confidentiality in violation of personnel policies and seek disciplinary action up to and including termination of employment. In certain cases, I recognize that unauthorized release of confidential information may make me subject to personal legal action.

I acknowledge that I have read and understand the foregoing information and that my signature below signifies my agreement to comply with the above items.

Printed name of individual

Signature of Individual

Date

Appendix D
Peer Support Survey

This survey is intended to remain anonymous. Please only put your name on this survey if you wish to be contact by NACHSA or the Peer Support Program Lead. This survey is to be provided to the referred employee within one business day of the first contact and again within one business day of closing the contact.

1. Did you appreciate the referral to the peer support program?



2. Did you find the peer support mentor to be helpful?



3. How confident do you feel in the peer support team keeping your information 100% confidential?



4. Where there referrals or external connections made by your peer support mentor that you would not have made on your own without their assistance?

5. What did you like about the peer support experience?

6. What could the peer support team do to make the experience better?

7. Was the area of concern at the time of the contact resolved through peer support?

Nevada Association of County Human Service Administrators
 Human Services Peer Support Network
 Network Affiliate Agreement

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 Affiliate Agency

 Authorized Representative

 Signature

 Date

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