**CPS Oversight Committee Meeting Minutes**

*Thursday, January 12, 2017 10 AM to 12 noon*

**Old Business**

The notes and minutes from the last meeting were accepted, with a minor edit.

*Train the Trainer’s update:* Seven people enrolled. The purpose was to develop a team of trainers who can teach people how to submit a proposal and present a workshop at a conference. The group will meet soon for practice writing a workshop proposal and will get feedback on the completed proposals. Trainings will be scheduled in the spring to encourage proposals for submission to the Alternatives conference (August) and to the MassPRA conference (fall).

**Program Update**

A summary of the demographics for the new class was presented. In keeping with the DMH funding mandate, a high percentage of accepted participants are working as peer specialists. Already, 30 are scheduled for interviews for the April class (at the Vinfen Training Center). For the last class, 26 completed, 24 tested, and 21 passed. The two people who did not sit for the exam intend to take it later. Two people took the test for the third time and both passed.

The “pre-CPS” training, designed as preparation for the CPS course, has been revised to be “Recovery Foundations.” It will use the iNAPS curriculum on recovery that is based on work on “alternatives to violence” used in prisons. This will be offered on May 17-18.

New training resources are being planned, such as recorded content, which will facilitate learning and provide a resource for developing new trainers. The Oversight Committee discussed requirements for informed consent for anyone participating in a recorded training, and supported the idea of a separate version of the CPS training offered for the purpose of capturing it on video. Other potential training resources for future development include a recorded role play demonstrating the CPS role and mini-trainings (e.g., PowerPoints with audio, lasting only 5-7 minutes) to use as “pre-work” for orienting participants and/or as a summary for review.

**New Business**

*Program Director:* Martha Barbone has resigned effective June 30, or upon replacement. The job description has been written and posted on the Transformation Center website. The hope is to hire someone by April first, to be available for the April class.

*DMH CBFS workgroup:* This workgroup may take up the issues of continuing education and standardization of job descriptions for specialized positions.

*Oversight Committee expansion:* The recent addition of 3 new members means the Committee is now over 50% CPSs, so expansion will not be on the agenda for the immediate future.