Discussion Guide for Stepping Up NC Luncheon

LUNCH ACTIVITY: Participants at each table will engage in a facilitated discussion of the topics, issues, and ideas presented during the Stepping Up North Carolina conference.

GOAL: To promote networking among participants, and to encourage consideration of the issues and challenges presented during this conference.

PROCESS: One or two discussion facilitators will be assigned to every lunch table. The facilitators will help lead the participants at each table in thoughtful discussion about their county's implementation of the Stepping Up initiative, and to consider ways to make greater progress towards its implementation.

FACILITATOR INSTRUCTIONS:

- Facilitators should introduce themselves, and ask all participants at the table to briefly introduce themselves to the rest of the table, including their role in their local Stepping Up initiative, and their county of residence.
- The facilitator should then state their role is to help facilitate the lunch table discussion of the Stepping Up initiative, and to promote networking among participants.
- Following this introduction, the facilitator should begin asking questions designed to promote networking, and to help spur discussion. The facilitator should not inhibit group discussion, discourage participants' questions, or restrain participants from relevant "organic" discussions, even if those deviate from the outline or topic.
- The questions below are meant to be a guide to help jumpstart a group discussion. Facilitators should not feel obliged to ask every question in this guide, or to stick rigidly to this outline.   The purpose of this exercise is to generate discussion and networking among participants, and to stimulate their thinking. It should not be a rigid or strict interrogation of attendees. The facilitator does not need to take notes or record the responses.

GENERAL QUESTIONS:

1. What led you to become interested in the Stepping Up Initiative?
2. What steps has your county already taken to initiate or implement Stepping Up?
3. What resources has your county leveraged to implement Stepping Up?
4. What entities still need to be "brought on board" to implement Stepping Up?
5. What have been your successes?
6. What have been barriers to your county's success in implementing Stepping Up?

QUESTIONS ABOUT LEADERSHIP:

1. Who is leading the charge for Stepping Up in your county?
2. Do you have a planning team established? If so, who is represented? Criminal justice professionals? Mental health? LME-MCO staff? County commissioners?
3. Do you have a designated chairperson and project coordinator?
4. Does your county Stepping Up effort committed to a shared vision and mission? If so, how were you able to achieve that? If not, what can you do to help unify the group's vision and mission?

QUESTIONS ABOUT TIMELY SCREENING AND ASSESSMENT:

1. How are people with mental illness identified when they enter your jail? Is there a standardized screening they undergo? If so, what tool is used?
2. What instruments and processes is your jail using to identify people with mental illness? Substance use disorders?
3. How quickly are they identified after entry to jail? At booking?
4. What happens to a jail detainee who is screened positive for mental illness? What follow-up assessment or services do they receive?
5. What happens to a jail detainee who is screened positive for substance use disorders? What follow-up assessment or services do they receive?
6. What processes are in place to share information with providers and the LME-MCO?

QUESTIONS ABOUT BASELINE DATA:

The four baseline measures that Stepping Up counties should collect include: (1) the number of people with mental illness booked into jail, (2) their average length of stay in jail, (3) the percentage of people connected to treatment, and (4) their recidivism rate.

1. Do you currently collect data on the numbers of people with mental illness and co-occurring substance use disorders in jail? If so, what do those data show? How do you collect this information?
2. Do you collect information about the average lengths of stay in jail for detainees? Have you analyzed those data in regards to the subset of jail detainees with mental illness?
3. Do you collect data on recidivism? If so, how is it collected?
4. Mental illnesses vary greatly in severity. Do you have a standard definition for what who your county is considering mental ill?
5. Do you collect data on linkage to treatment following release from jail?   If so, please describe how you do that?
6. If you do not collect any of these data, what might be the challenges and barriers you need to overcome to gather these data?

QUESTIONS ABOUT CONDUCTING A COMPREHENSIVE PROCESS ANALYSIS AND INVENTORY OF SERVICES:

1. Has your county conducted a system-wide process analysis? If so, would you please describe this analysis and what your county found?
2. Has your county performed an inventory of services and gap analysis? If so, what did it show? The LME-MCOs produce a gap analysis for their catchment areas. Were they involved in this process?
3. Have you mapped the flow of defendants through your county justice system?

QUESTIONS ABOUT PRIORITIZING POLICY, PRACTICE, AND FUNDING IMPROVEMENTS:

1. Have any of your counties produced a proposal that includes a detailed description of needs including for personnel, training, and increased service capacity?
2. Have your counties identified funding streams to implement Stepping Up? If so, what are they?
3. What gaps in your system will need to be filled with county funding?

QUESTIONS ABOUT TRACKING PROGRESS:

1. Is there an agreed upon reporting timeline for the four key measures of progress?
2. Is there a planning team that will continue to meet with the project coordinator and oversee progress on implementation of Stepping Up?
3. Is a process in place for ongoing evaluation of your Stepping Up implementation?
4. Is a process in place for evaluation of the impact of your Stepping Up implementation?