

**Mental Health Response Advisory Committee  
2<sup>nd</sup> Year Crisis Intervention Work Plan (Final Draft 8/18/17)**

**ANNUAL CRISIS INTERVENTION WORK PLAN: 2<sup>nd</sup> Year**

**NOTE: Light yellow shading indicates completion of action step as of 8/18/17.**

**Overarching Goal of Work Plan: Address gaps in resources, knowledge and infrastructure regarding crisis intervention.**

**1. The Mental Health Response Advisory Committee will meet regularly and provide guidance to assist CDP in improving, expanding, and sustaining its Crisis Intervention Program.**

Goal	Action Step(s)	Responsible Party	Deliverable/Outcome	Timeline/Deadline
<b>MHRAC Annual Crisis Intervention Work Plan</b>	MHRAC and CDP will work collaboratively to develop a 2 <sup>nd</sup> Year Annual Crisis Intervention Work Plan.	ADAMHS, MHRAC & CDP	2 <sup>nd</sup> Year Work Plan	January 2017 – August 4 2017
	MHRAC will review, discuss and approve 2 <sup>nd</sup> Year Annual Crisis Intervention Work Plan for submission to the Parties and the Monitoring Team.	MHRAC	Approval of 2 <sup>nd</sup> Year Work Plan	August 14, 2017
	MHRAC will submit 2 <sup>nd</sup> Year Work Plan to the Parties and the Monitoring Team.	MHRAC	Second Year Work Plan	August 18, 2017

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**Quality Improvement Committee**

**Overarching Goal of Work Plan: Address gaps in resources, knowledge and infrastructure regarding crisis intervention.**

<b>2. Develop MHRAC Quality Improvement Sub-committee to review and address service utilization, policies, access to services, etc., in order to improve continuity of care for individuals encountered by police.</b>				
Goal	Action Step(s)	Responsible Party	Deliverable/Outcome	Timeline/Deadline
<b>Development of Quality Improvement Sub-committee</b>	Develop sub-committee of qualified individuals from the policy sub-committee, data sub-committee and new members with clinical and systemic expertise.	ADAMHS/MHRAC	Formation of the Quality Improvement Sub-committee	July 10, 2017
	Review CIT data, individual CIT cases, effectiveness and implementation of CIT policies and plans and discuss issues identified by police officers, providers, stakeholders and the sub-committee, as well as gaps in services to develop possible solutions and recommendations for crisis and ongoing services provided by the community mental health and addiction treatment and recovery services system.	QI Sub-committee	Identified issues and recommendations for discussions with the MHRAC	Ongoing
	Review of the Community Mental Health Response Team Pilot-Cleveland Police 2 <sup>nd</sup> District during the second year funded by the Federal Grant.	ADAMHS, CDP & QI Sub-committee	Monthly Report	Ongoing

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**CLEVELAND DIVISION OF POLICE SPECIALIZED CRISIS INTERVENTION PLAN**

**Overarching Goal of Work Plan: Address gaps in resources, knowledge and infrastructure regarding crisis intervention.**

- 3. CDP CIT Coordinator will develop an effective specialized crisis intervention plan (“Specialized Crisis Intervention Plan”) as described in ¶ 152 of the agreement.**
- 4. CDP CIT Coordinator will develop a Selection Process including an assessment plan that will be used to determine the applicant’s fitness to serve as a specialized CIT Officers.**

<b>Goal</b>	<b>Action Step(s)</b>	<b>Responsible Party</b>	<b>Deliverable/Outcome</b>	<b>Timeline/Deadline</b>
<b>CDP Specialized Crisis Intervention Plan developed by the CDP CIT Coordinator that defines the needs of the CIT Program, i.e., assessments of number of CIT Officers, car plans, constraints, etc.</b>	CDP Coordinator presents draft Specialized Crisis Intervention Plan to MHRAC Data Committee for discussion and Feedback.	CDP	Submission of draft and discussion	May 10, 2017
	CDP makes edits and submits Specialized Crisis Plan to the Parties and Monitoring Team for review and Feedback.	CDP	Feedback on the draft	June 12, 2017
	CDP reviews Feedback and edits Specialized Crisis Plan for submission to Parties and Monitoring Team	CDP	Submission of revised CDP Specialized Crisis Plan to Parties and Monitoring Team	June 22, 2017
	MHRAC reviews and votes to submit Final Specialized Crisis Plan to Parties and Monitoring Team.	MHRAC	Vote for submission of Final Draft	July 10, 2017

**Crisis Intervention  
Specialized Training: (a/k/a  
the “40-Hour Training”)  
Selection  
Process/Assessment Plan  
for CIT Officers**

MHRAC submits Final Specialized Crisis Plan to Parties and Monitoring Team.	MHRAC	Submission of Final Draft	July 17, 2017
Monitoring Team reviews and submits Specialized Crisis Plan to Federal Court for Approval	Monitoring Team	Submission to Federal Court	August 2, 2017
CDP will present a draft assessment plan that will be used to determine the applicant’s fitness to serve as a specialized CIT Officer to the MHRAC Policy Committee.	CDP	Specialized CIT Officer Fitness Plan	May 9, 2017
MHRAC to review and provide Feedback to CDP regarding CIT Applicant Fitness to serve as Specialized CIT.	Policy Committee	Review and Feedback	May 12, 2017
CDP to submit initial draft of the CIT Applicant Fitness to Monitoring Team, DOJ and Parties for initial review.	CDP	Review and Feedback	June 12, 2017
CDP to submit draft with Monitoring Team edits of CIT Applicant Fitness to serve as Specialized CIT.	MHRAC	Review and Feedback	June 22, 2017
MHRAC to provide Feedback to CDP on CIT Applicant Fitness to serve as Specialized CIT via e-mail.	MHRAC	Review and Feedback	July 14, 2017
MHRAC submits Final Specialized CIT Applicant Fitness to Parties and Monitoring Team.	MHRAC	Submission of Final Draft	July 17, 2017
Monitoring Team reviews and submits Specialized Crisis Plan to Federal Court for Approval	Monitoring Team	Submission to Federal Court	August 2, 2017

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**40-HOUR SPECIALIZED CRISIS INTERVENTION TEAM TRAINING**

**Overarching Goal of Work Plan: Address gaps in resources, knowledge and infrastructure regarding crisis intervention.**

- 5. CDP works with the MHRAC to revise the Proposed Final Draft of the Crisis Intervention Specialized Training (a/k/a the “40-Hour Training”) to incorporate the Feedback and expectations of the Monitor, Parties, and community stakeholders and members.**
- 6. CDP will provide 40-hour specialized training to selected officers.**

<b>Goal</b>	<b>Action Step(s)</b>	<b>Responsible Party</b>	<b>Deliverable/Outcome</b>	<b>Timeline/Deadline</b>
<b>Crisis Intervention Specialized Training: (a/k/a the “40-Hour Training”) Developed for selected CDP officers.</b>	MHRAC Training Committee to submit first draft sample sessions to the Monitors and DOJ Parties for review and Feedback.	Training Committee	Draft selected sessions to determine approved format.	June 30, 2017
	Monitoring and DOJ to offer Feedback to MHRAC Training Committee regarding first draft sample sessions.	Monitoring Team	Review of Draft sections	August 14, 2017
	Training Committee to review Feedback and make adjustments to first draft sample sessions and submit for review to MHRAC.	Training Committee	Review of Draft sections	September 11, 2017
	Training Committee to develop a CIT Presenter Review Checklist in order to agree upon the elements for review of CIT Presenter materials.	Training Committee	Rating Sheet	September 30, 2017

Training committee to review and discuss the existing presentations, lesson plans and manuals from the current and new presenters utilizing the rating sheets.	Training Committee	Review and discussion	October 30, 2017
Training committee to submit copies via a phase-in process to the MHRAC of the present CIT presentations for review and completion of rating sheet.	Training Committee	Rating Sheet	November 30, 2017
Training Committee to submit CIT 40 Hour Curriculum along with power points, lesson plans and manuals to MHRAC.	Training Committee	Review and Phase In Process	December 30, 2017

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**DIVERSION**

**Overarching Goal of Work Plan: Address gaps in resources, knowledge and infrastructure regarding crisis intervention.**

<b>7. Community Mental Health and Addiction Treatment and Recovery Services System to develop diversion alternative(s) for the CDP to utilize for people living with mental illness and/or addictions other than the justice system, or hospital.</b>				
<b>Goal</b>	<b>Action Step(s)</b>	<b>Responsible Party</b>	<b>Deliverable/Outcome</b>	<b>Timeline/Deadline</b>
Identify/pursue the validity of 8315 Detroit Avenue (Crisis Stabilization Unit) as location of Diversion alternative.	Convene meetings with significant partners for planning and follow-up purposes.	Diversion Sub-committee	Review and discussion	Initiated: June 8, 2017  Ongoing
Identify successful community Diversion sites across the country, with a focus on voluntary/involuntary status, admission/discharge/policies, essential partners, medical clearance process, training, etc.	Gather information from other community Diversion sites across the country to determine appropriate staffing/security levels.	Diversion Sub-committee	Report	October 16, 2017
	Review information from other Diversion sites and make recommendations for potential sites and operations.	Diversion Sub-committee	Draft of Diversion Plan	November 13, 2017
Provide community stakeholders with information regarding Diversion location once operating.	Work with community partners, city council, neighborhood groups, development groups, etc. to provide education and support for Drop Off concept	Diversion Sub-committee	Community Support	Ongoing
Work with behavioral health partners to identify capacity issues that could impact ability for clients utilizing the Diversion	Meet with contract agencies to discuss expectations for individuals using the Diversion site.	Diversion Sub-committee	Documented expectations of behavioral health agency's to	ongoing

site to access timely clinical services.	Diversion site provider to track referral/transition to community provider prior to/at discharge.		contact/follow-up with Drop-Off clients	
Coordination between the Veterans Health Administration and the community mental health and addiction treatment and recovery services system.	Meet with subgroup and identify issues related to transports to VA hospital.	Diversion Sub-committee	Review	October 30, 2017



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**Community Engagement**

**Overarching Goal of Work Plan: Address gaps in resources, knowledge and infrastructure regarding crisis intervention.**

8. Increase public awareness and understanding about CIT trainings and officers in the community				
9. Continue to foster relationships between the Cleveland Division of Police and the community				
Goal	Action Step(s)	Responsible Party	Deliverable/Outcome	Timeline/Deadline
<b>Community members are well-informed about the CIT Program</b>	<u>Speakers Bureau</u> : Schedule workgroup meeting to discuss development of a Speakers Bureau using members of MHRAC and other community representatives. Development of this Speakers Bureau would include an educational component for all participants.	Community Engagement	Creation of a Speakers Bureau prepared to present to the community	Ongoing
	<u>Public Forums</u> : review and discuss future of public forums in relation to ongoing MHRAC activities. Define message and content for two types of presentations: <ul style="list-style-type: none"> <li>• Informative presentations to groups familiar with MHRAC, regarding progress on CIT trainings</li> <li>• CIT Overviews for new groups not familiar with MHRAC work</li> </ul>	Community engagement committee and CDP	Review and make recommendations	December 11, 2017
	<u>Community Resource Cards</u> : follow up on status and effectiveness of the cards. <ul style="list-style-type: none"> <li>• Review and discuss</li> <li>• Update resource cards if necessary</li> <li>• Reprint and redistribute if necessary</li> </ul>	Community Engagement committee	Review and make recommendations	Ongoing
	Recommendations to MHRAC Committee regarding role and responsibilities for future community engagement activities.	Community Engagement Committee	Discuss recommendations	December 11, 2017