

# CMH BOARD MEETING MINUTES

THURSDAY, April 22, 2002

PRESENT: Edward Berghorst, Mark Bombara, Joyce Kortman, Kristine Nale, James McDowall, Veronica Persenaire, Harris Schipper, Kellye Slaggert, Lucile Van Koevering, Cornelius Vander Kam, Fred Vander Laan, Steve Waters

ABSENT:

EXCUSED:

STAFF: Gerry Cyranowski, Sue Buist, Greg Hofman, Pam Pekelder, Gloria Pelon

OTHERS: Greg Rappleye

## **Introduction of new Board Member, Kellye Slaggert**

Ms. Persenaire introduced Ms. Kellye Slaggert, new CMH Board Member, appointed April 1, 2002, for a three year term.

## **ORGANIZATIONAL MEETING - Veronica Persenaire**

Ms. Persenaire stated that the Nominating Committee voted unanimously to recommend to the CMH Board to approve the continuation of the current slate of Executive Officers.

The following motion was made:

CMH 02-26 Motion: To approve the continuation of the current slate of Executive Officers, Fred Vander Laan, Chair; Mark Bombara, Vice Chair; and, Edward Berghorst, Secretary, for a one (1) year term on the CMH Board.

Moved by: Mc Dowall

Supported by: Bombara

MOTION CARRIED

Mr. Vander Laan announced the subcommittee structure as the following:

**Finance Committee** - Ms. Van Koevering, Chair

Mr. Schipper

Mr. Mc Dowall

Mr. Vander Kam

Mr. Vander Laan

Mr. Waters

***Program/Planning & QI Committee*** - Ms. Persenaire, Chair

Mr. Berghorst  
Mr. Bombara  
Ms. Kortman  
Ms. Nale  
Ms. Slaggert

CALL TO ORDER - Board Chairperson

Fred Vander Laan, Chairperson called the April 22, 2002 meeting to order at 1:09pm.

PUBLIC COMMENT

There was no Public Comment.

APPROVAL OF MINUTES of March 28, 2002

CMH 02-027 Motion: To approve the minutes of the March 28, 2002 meeting.

Moved by: Bombara

Supported by: Waters

MOTION CARRIED

Ms. Van Koevering noted that she was in attendance at the March 20, 2002 MDCH Exit Conference, held at Muskegon County Community Mental Health.

Mr. Bombara questioned who was going to invite Mr. Scott Dzurka to a future CMH Board Meeting. As Mr. Cyranowski will see Mr. Dzurka at the MACMHB Spring Conference, he will extend that invitation.

APPROVAL OF AGENDA of April 22, 2002

CMH 02-028 Motion: To approve the agenda for April 22, 2002.

Moved by: Bombara

Supported by: Waters

MOTION CARRIED

COMMUNICATIONS

There were no communications.

1

CHAIRPERSON'S REPORT

Mr. Vander Laan expressed his appreciation for the vote of confidence shown with the continuation of current executive officers. He stated that he felt all members work hard to make this Board a functioning Board. He noted that each Board member has a unique talent to offer, but all are equals on the Board.

Mr. Vander Laan announced that he has filed to run for his Commissioner's seat and wondered how this might affect his seat on the CMH Board, should he not be successful in maintaining his seat. He also pointed out this could affect other Commissioner's on the Board.

Mr. Rappleye explained that the statute permits up to four Commissioners on the Mental Health Board, therefore, should a Commissioner lose his/her seat, they would still be able to complete their term on the Mental Health Board.

Mr. Vander Laan announced that due to the Memorial Day Holiday, the **May CMH Board Meeting will be held on Wednesday, May 29, 2002 at 1:00pm.**

#### EXECUTIVE DIRECTOR'S REPORT

Mr. Cyranowski reviewed and answered questions regarding his April, 2002 Executive Director's Report.

Mr. Cyranowski stated that May is Mental Health Month and CMH will be sponsoring a "Walk and Roll for Mental Health". This will occur on Friday, May 24, 2002 from 12:00noon until 2:00pm. More information will be forthcoming and Mr. Cyranowski encouraged Board members' participation.

Notice has been received from the Joint Commission on Accreditation of Healthcare Organizations (JCAHO) announcing the review schedule. It will be the week of May 13, 2002. One surveyor will be here for two days; one surveyor for five days relative to MCO accreditation. Mr. Cyranowski will provide the itinerary as soon as it is available.

Upon Board members' questioning, Mr. Cyranowski clarified CMH's stance with providing on-site psychiatric services at the Ottawa County Jail and its financial impact on CMH's General Fund.

As limited feedback was received regarding the MACMHB Strategic Planing Process, Mr. Cyranowski will provide feedback to MACMHB and send a copy to CMH Board members.

#### COMMITTEE REPORTS

##### **Finance Committee**

The Minutes of the April 18, 2002 meeting were accepted.

##### ***Service Contracts***

CMH 02-029 Motion: To approve the Service Contracts as presented.

Moved by: Schipper  
Supported by: Waters  
MOTION CARRIED

##### **FY 2001/2002 Budget Adjustment #3**

CMH 02-030 Motion: To approve FY 2001/2002 Budget Adjustment #3 as presented, which includes the Reinvestment Plan approved by MDCH on March 26, 2002.

Moved by: Waters

Supported by: Mc Dowall  
MOTION CARRIED

1

**FY 2001/2002 March Financial Report**

CMH 02-031 Motion: To receive the FY 2001/2002 March Financial Report as presented.

Moved by: Persenaire  
Supported by: Bombara  
MOTION CARRIED

***Program/Planning & QI Committee***

The Minutes of April 2, 2002 were accepted.

Ms. Persenaire commented how much Committee members enjoyed the meeting held at the Lakeshore Clubhouse, which included lunch and a tour of the facility. She encouraged all Board members to stop by and see the Clubhouse, meet its members and have lunch with them.

***Executive Committee***

The Minutes of April 15, 2002 were accepted.

**OLD BUSINESS**

During the April, 2002 CMH Finance Committee, questions arose relative to should CMH staff be transporting consumers in their personal vehicles, is there a policy in place to assure staff have their personal vehicles properly insured (under the no fault insurance law, health benefits would be through staff insurance). This became a discussion item as CMH is considering not replacing its fleet of vehicles, due to funding issues.

Mr. Rappleye provided clarification regarding vehicle use by county employees when transporting consumers during work hours. He stated that current county policy states that staff vehicles must be insured, requires county employees to possess a valid driver's license, however, nothing in place currently to enforce the policy.

Ms. Pekelder stated that part of the CMH annual performance evaluation includes requiring staff to sign that they have a valid Michigan driver's license, with no restrictions. Mr. Rappleye noted that this was an excellent requirement and will share this information with the Human Resources Department.

Mr. Rappleye discussed this issue with Mr. Oosterbaan, Mr. Schurkamp and Mr. Scheerhorn. As there are many risk management issues, Mr. Rappleye suggested getting input from the county's insurance consultant.

## NEW BUSINESS

### **Quality Improvement Process**

Mr. Hofman distributed information, provided a Power Point presentation regarding CMH's Quality Improvement Process.

Mr. Hofman stated that this presentation will also be given to CMH staff.

The Board expressed their appreciation of the information provided.

## PUBLIC COMMENT

Mr. Schipper introduced Mr. Tim Dykstra, Olive Township Supervisor. Mr. Dykstra acknowledged that this Board provides good leadership to the residents of Ottawa County and looks forward to meeting Board members and perhaps attending future Board meetings.

## ADJOURNMENT

Mr. Vander Laan adjourned the April 22, 2002 meeting at 2:42pm.

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Fred Vander Laan, Chairperson Edward Berghorst, Secretary