

CMH BOARD MEETING MINUTES

MONDAY, AUGUST 26 , 2002

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

ABSENT:

EXCUSED: James McDowall, Kellye Slaggert

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

OTHERS: Robert Oosterbaan, Greg Rappleye

CALL TO ORDER - Board Chairperson

Fred Vander Laan, Chairperson called the August 26, 2002 meeting to order at 1:00pm.

PUBLIC COMMENT

There was no Public Comment.

APPROVAL OF MINUTES of July 22, 2002

CMH 02-049 Motion: To approve the minutes of the July 22, 2002 meeting.

Moved by: Schipper

Supported by: Persenaire

MOTION CARRIED

APPROVAL OF AGENDA of August 26, 2002

CMH 02-050 Motion: To approve the agenda for August 26, 2002.

Moved by: Berghorst

Supported by: Van Koevering

MOTION CARRIED

COMMUNICATIONS

Mr. Vander Laan read a Thank You note received from Board Member Joyce Kortman. Mr. Vander Laan requested that Ms. Pelon provide the Board with an update on Board Member Kellye Slaggert's son, who was involved in a car accident. Ms. Pelon stated that Ms. Slaggert's son is now at home and considering what he has been through, is doing well.

CHAIRPERSON'S REPORT

None

EXECUTIVE DIRECTOR'S REPORT

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

Mr. Cyranowski explained that the MACMHB executive board has been negotiating with the MDCH for possible distribution of a Medicaid increase. Legislation will authorize use of local funds already in the CMH budget as match to draw down additional Federal Medicaid dollars. The recommended approach includes a redirection of additional Medicaid and General Fund dollars to help alleviate funding inequities across boards.

Due to the redistribution of funds, CMH of Ottawa County would gain an estimated 1.3 million general fund dollars. If the funds were received by 09/30/02, it would take care of the current \$400,000 General Fund deficit and would allow for the requested purchase of new vehicles. As Manistee-Benzie CMHSP filed a lawsuit, MDCH has stated that it is unwilling to process a payment for the FY 2002 until the lawsuit is resolved.

Mr. Cyranowski stated that he will be attending the Governor's Review Panel meeting that will be held in Lansing on Tuesday, August 27, 2002. This is the meeting where a decision will be made as to whether Muskegon/Ottawa will be granted a contract. Mr. Cyranowski will e-mail CMH Board members with the results of this meeting.

COMMITTEE REPORTS

Finance Committee

The Minutes of the August 19, 2002 meeting were accepted.

Service Contracts

CMH 02-051 Motion: To approve the Service Contracts as presented.

Moved by: Waters

Supported by: Schipper

MOTION CARRIED

Ms. Van Koevering stated that contract pages B19-23 and B29-32 were duplication and need to be discarded.

FY 2001/2002 July Financial Report

CMH 02-052 Motion: To receive FY 2001/2002 July Financial Report as presented.

Moved by: Bombara

Supported by: Berghorst

MOTION CARRIED

As Mr. Mc Dowall was not in attendance, Mr. Vander Kam questioned whether Ms. Pekelder had the requested detail regarding why Prevention was at 49.46%. Ms. Pekelder stated that the

contract with Life Services System (LSS) to provide some prevention services for CMH did not occur, therefore, there are dollars still available.

Request to Purchase Vehicles

CMH 02-053 Motion: To approve the purchase of twelve (12) vehicles by September 30, 2002, contingent upon the receipt of State, Medicaid and General Fund dollars.

Moved by: Berghorst

Supported by: Persenaire

MOTION CARRIED

Ms. Pekelder stated that currently CMH has a fleet of 30 vehicles and this request will be replacing vehicles that have already gone to auction. It was also noted that it is advantageous to have the fleet of vehicles available for staff, who transport consumers, due to liability issues. If staff use their personal vehicles, their insurance becomes liable, thus could result in higher rates for staff.

Program/Planning & QI Committee

The Minutes of August 20, 2002 were accepted.

Executive Committee

The Minutes of August 19, 2002 were accepted.

OLD BUSINESS

Mr. Vander Kam questioned how CMH might receive a higher score at the next JCAHO Survey. He noted that it should be of utmost importance that CMH staff strive for excellence at all times.

Mr. Cyranowski stated that this was the first MCO Survey. Mr. Cyranowski and Mr. Hofman noted the following relative to the Provider Survey:

Deficiencies from May 2002 JCAHO Survey:

- Dietary and Pain Management Assessment: This was a new area and CMH felt confident everything was in order. Plan of Correction has been submitted.
- Credentialing/Privileging Process: CMH met this requirement three years ago, seemed to be an interpretation issue this year. Need to have age specific competency. Plan of Correction has been submitted.
- Medication Use and Quality Improvement: 99-100% range for sample medications - requirement now 100% threshold. New procedures have been implemented and Plan of Correction submitted.

Mr. Vander Kam questioned whether the CMH Executive Board should exist, stating that it is a board within a board. Questions then surfaced as to whether the CMH Finance Committee should meet.

It was noted that both of these committees report to the full CMH Board and the material is

repeated.

Mr. Vander Laan stated that this certainly is something that could be explored and needs further discussion before a decision is made.

Mr. Vander Kam recommended and Ms. Persenaire supported that Muskegon/Ottawa CMH Boards consider conducting a joint meeting in an effort to get acquainted. Mr. Vander Laan stated that he and Mr. Cyranowski will discuss this recommendation.

NEW BUSINESS

Status Report: Application for Participation and Affiliation Process

Mr. Oosterbaan and Mr. Rappleye were invited to provide a status report and answer questions relative to the Application for Participation and the Affiliation Process.

Mr. Oosterbaan stated that he and Mr. Cyranowski met with Muskegon administrative staff approximately three weeks ago and clarified the "concept" as a cooperative venture; keeping individual identities and working together cooperatively. Among other issues, they discussed a joint computer software.

Mr. Cyranowski stated that the Muskegon County Interim Director, Mr. Jim Elwell, will also be attending the Governor's Review Panel meeting in Lansing on Tuesday, August 27, 2002.

Mr. Rappleye recommended closely monitoring the affiliation process for the first year to assure it continues to be a cooperative venture.

Mr. Oosterbaan, Mr. Rappleye and Mr. Cyranowski expressed their confidence in a smooth transition following receipt of a contract from MDCH.

Discussion Item: Nomination & Election of Association Officers - 2003

Mr. Cyranowski reviewed the process for nomination and election of Association officers for 2003.

Mr. Cyranowski stated that Ottawa County is part of the Eastern Region. Meetings are three times per year at the MACMHB Conferences.

As CMH Board members questioned what committees are available and the process for being on a committee, Mr. Cyranowski stated that he will get a list of committees and committee descriptions and forward to CMH Board Members.

Board Training: Supported Housing

Mr. Vander Laan introduced Mr. Albert Doorn, Program Coordinator-Residential Services, who distributed information, provided an overview and answered questions relative to Support Housing.

It was noted that land in Zeeland is being considered for construction of approximately 11 units. The property is next to the Haven Park Nursing Center.

Possible future obstacles include: (1) eastern side of county more difficult to find land (2) could face zoning problems and (3) local opposition.

Mr. Doorn stated that groundbreaking at the Grand Haven site will be sometime in mid to late 2003.

Board members expressed their appreciation for the information presented.

PUBLIC COMMENT

There was no Public Comment.

ADJOURNMENT

Mr. Vander Laan adjourned the August 26, 2002 meeting at 2:36pm.

Fred Vander Laan, Chairperson Edward Berghorst, Secretary