

# BOARD MEETING MINUTES

MONDAY, DECEMBER 23, 2002

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

EXCUSED: Cornelius Vander Kam, Steve Waters

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

## CALL TO ORDER - Board Chairperson

Fred Vander Laan, Chairperson called the December 23, 2002 meeting to order at 1:04pm.

## PUBLIC COMMENT

Rita Bird

359 Waukazoo Drive  
Holland, Michigan

Ms. Bird thanked Board members for providing the CMH Board Packet and having extra agendas available for the public. She thanked Ms. Kortman for attending their daughter's PCP; commenting that they were happy with the results.

Ms. Bird stated that she attended the Executive Committee and Finance Committee meetings that were held last week; commenting on the discussions of improving a facility in Grand Haven and a new computer system. She requested that the Board be cautious with spending until there is a clear understanding of future funding and consumers' needs.

Ms. Bird stated that another Town Coalition Meeting will be held in January 2003; with the selection of the Advisory Committee.

Ms. Bird wished Board members a Merry Christmas.

## APPROVAL OF MINUTES of November 25, 2002

CMH 03-013 Motion: To approve the minutes of the November 25, 2002 meeting.

Moved by: Berghorst

Supported by: Persenaire

MOTION CARRIED

## APPROVAL OF AGENDA of December 23, 2002

CMH 03-014 Motion: To approve the agenda for December 23, 2002.

Moved by: Van Koevering

Supported by: Berghorst

MOTION CARRIED

## COMMUNICATIONS

There were no communications.

## CHAIRPERSON'S REPORT

Mr. Vander Laan stated that in follow up to discussion regarding MIS needs at the November 25, 2002 CMH Board Meeting, he had a phone discussion with Mr. Jim Mankoski. Following that discussion,

Mr. Mankoski approved CMH proceeding with the Request For Proposal. Mr. Vander Laan noted that the Request For Proposal needs to go through Mr. Mankoski and Mr. Scheerhorn.

Mr. Mc Dowall stated that he is concerned with the costs paid to the county for MIS support. He noted that it would be less expensive for CMH to have their own computer system. Mr. Mc Dowall questioned why the Michigan Department of Community Health does not offer a system.

Mr. Vander Laan stated that next year a Technology Task Force, comprised of Commissioners and others, will be formed to work with the county's MIS Department. This will be an ongoing committee.

Mr. Cyranowski noted that Muskegon CMH maintains their own MIS system.

## EXECUTIVE DIRECTOR'S REPORT

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

Mr. Cyranowski distributed, reviewed and answered questions regarding Ottawa County CMH Funding Reductions. He stated that, as of this date, these figures are not confirmed. He pointed out that the \$2.3 million in respite care funding will result in elimination of the entire line for FY 2004. The only remaining funding earmarked for respite care will be through federal block grant dollars.

Mr. Cyranowski stated that CMH will need to be cautious, as the full impact of the FY 2003-2004 budget is not yet known.

Mr. Cyranowski stated that the CMH budget will have to be adjusted when all information is known. He will bring this to the subcommittees and full Board when received.

## COMMITTEE REPORTS

### **Finance Committee**

The Minutes of the December 16, 2002 meeting were accepted.

### **Service Contracts**

CMH 03-015 Motion: To approve the Service Contracts as presented.

Moved by: Schipper

Supported by: Persenaire

**MOTION CARRIED**

Board members requested that Ms. Pekelder provide an overview of all transportation costs and have this available for the January 27, 2003 CMH Board Meeting.

Last month, a question was asked relative to costs for Kandu drivers taking consumers to Clubhouse.

Ms. Pekelder stated the annual cost to be \$32,000. Lakeshore Clubhouse has 6 members that ride on a regular basis; with 4 additional riders who come several times a month. Grand Haven Clubhouse has 13 riders, all of whom ride on a regular basis.

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

The Minutes of December 3, 2002 were accepted.

***Executive Committee***

The Minutes of December 16, 2002 were accepted.

CMH 03-016 Motion: To approve that CMH voluntarily relinquish the JCAHO Managed Care Organization Accreditation.

Moved by: Van Koevering

Supported by: Persenaire

MOTION CARRIED

OLD BUSINESS

None

NEW BUSINESS

**2002 Recipient Rights Annual Report**

CMH 03-017 Motion: To accept the 2002 Recipient Rights Annual Report as presented and for information only.

Moved by: Mc Dowall

Supported by: Berghorst

MOTION CARRIED

Ms. Parks noted that the report is very standard; nothing unusual.

**Consumer Advisory Committee Appointments**

CMH 03-018 Motion: To appoint Donna Elston and Wendy Johnson as members of the Consumer Advisory Committee for two year terms.

Moved by: Van Koevering

Supported by: Nale

MOTION CARRIED

Ms. Van Koevering noted that the Consumer Advisory Committee currently has 13 members; however, still actively recruiting.

NEW BUSINESS (continued)

Mr. Cyranowski requested that Board members review and provide any comments or ideas relative to the Executive Director's Key Initiatives for Fiscal Year 2002/2003. He would appreciate input. This will be a monthly agenda item for the Executive Committee and CMH Board.

Mr. Cyranowski reviewed the Executive Director's Key Initiatives for FY 2001/2002.

Mr. Cyranowski reviewed the Outline for Monthly Executive Director's Report to the Board of Directors; stating this is the template for his monthly written communication. He welcomed any suggestions.

Mr. Cyranowski distributed for information and review only, CMH's Annual Report 2001-2002. This will be a future agenda item.

#### PUBLIC COMMENT

Alfonso Mercado  
Holland, Michigan

Mr. Mercado commented on transportation issues relative to Kandu and LSS.

#### ADJOURNMENT

Mr. Vander Laan adjourned the December 23, 2002 meeting at 1:55pm.

CMH Board Members hosted a Christmas Open House for CMH staff. This was in an effort to provide the opportunity for CMH staff to meet the Board of Directors and enjoy holiday cookies and punch, provided by the Board members.

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Fred Vander Laan, Chairperson Edward Berghorst, Secretary