

# EXECUTIVE COMMITTEE MINUTES OCTOBER 21, 2002

PRESENT: Edward Berghorst, Mark Bombara, Veronica Persenaire, Lucile Van Koevering, Fred Vander Laan

STAFF: Gerry Cyranowski, Gloria Pelon

## CALL TO ORDER - Board Chairperson

Fred Vander Laan, Chairperson called the October 21, 2002 meeting to order at 12:30pm.

## APPROVAL OF MINUTES of September 16, 2002

Motion: To approve the minutes of the September 16, 2002 meeting.

Moved by: Persenaire

Supported by: Bombara

MOTION CARRIED

## APPROVAL OF AGENDA of October 21, 2002

Motion: To approve the agenda for October 21, 2002.

Moved by: Van Koevering

Supported by: Persenaire

MOTION CARRIED

## OLD BUSINESS

### **Discussion Item: Role of CMH Executive Committee**

At the September 16, 2002 Executive Committee meeting, it was decided that it was important to continue with the monthly Executive Committee meetings. Mr. Vander Laan commented and committee members agreed that the Executive Committee agenda and monthly meetings remain as is.

### **Update: Monthly Report - Demographics Report**

Mr. Cyranowski reviewed and answered questions regarding the Demographics Report provided by

Mr. Hofman at the request of the committee. This report will be provided by Mr. Hofman on a monthly basis for as long as committee members find it useful.

Mr. Bombara commented that there were more admissions than discharges. Mr. Cyranowski stated

that in the fall CMH usually sees an increase in service requests. He stated that CMH has the staff capacity to meet the service requests. Ms. Persenaire questioned the case loads of the staff. Mr. Cyranowski stated that he receives a biweekly staff productivity report and these reports indicate capacity for service requests within the adult and child outpatient clinics.

#### **Update: Community Based Experience (CBE) Program for the Developmentally Disabled**

Mr. Vander Laan deferred this update to the special CMH Board Meeting, at 1:00pm, which will follow today's Executive Committee Meeting.

#### NEW BUSINESS

##### **Discussion Item: Managed Care Organization (MCO) Accreditation**

Mr. Cyranowski stated that this is an alert, no decision needed today. He stated that CMH was accredited as a provider through JCAHO and at the same time received Managed Care Organization (MCO) accreditation. The provider accreditation entails meeting standards as a direct service provider, whereas the MCO accreditation addresses the management of services.

The question at hand is whether CMH should continue with the MCO accreditation, as there are concerns with our contract homes being able to meet all the required JCAHO regulations and standards. Some homes may be required to make structural changes.

Mr. Cyranowski stated that within a few months, CMH needs to decide whether to continue with the MCO accreditation. Committee members requested that Mr. Cyranowski provide written pros and cons and bring this issue back to the Executive Committee at a future meeting.

Mr. Cyranowski also stated that he would like the Committee to be aware that there are other organizations, other than JCAHO, that focus more on behavioral healthcare and mental health issues. He stated that within a year, a decision should be made as to continuing with JCAHO or look into alternative accreditation organizations. This issue will be brought back to the Executive Committee in twelve (12) months.

##### **Discussion Item December 23, 2002 CMH Board Meeting**

The Executive Committee decided that the December 23, 2002 CMH Board Meeting will be held; with the meeting from 12:30pm - 1:00pm and a Christmas Open House for CMH Staff from 1:00pm to 2:00pm.

Mr. Vander Laan will inform the CMH Board and request donations to cover the expenses. Mr. Cyranowski will assure that CMH staff are made aware of the date of the Christmas Open House.

#### October 28, 2002 CMH BOARD MEETING AGENDA

The CMH Board felt strongly that the October 28, 2002 CMH Board Meeting be held. No additional agenda items noted.

ADJOURNMENT

Mr. Vander Laan adjourned the October 21, 2002 meeting at 12:54pm

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