

EXECUTIVE COMMITTEE MINUTES NOVEMBER 18, 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 November 18, 2002 meeting to order at 12:36pm.

APPROVAL OF MINUTES of October 21, 2002

Motion: To approve the minutes of the October 21, 2002 meeting.

Moved by: Persenaire

Supported by: Bombara

MOTION CARRIED

APPROVAL OF AGENDA of November 18, 2002

Motion: To approve the agenda for November 18, 2002.

Moved by: Bombara

Supported by: Van Koevering

MOTION CARRIED

OLD BUSINESS

Update #1: Monthly Report - Demographics Report

Mr. Cyranowski reviewed and answered questions regarding the Monthly Demographics Report provided by Mr. Hofman at the request of the committee.

It was noted that there was a noticeable increase in services to children for the month of October 2002. Mr. Cyranowski stated that this is not unusual, noting that typically statistics are higher due to the start of the school year.

Update #2: Community Based Experience Program for the Developmentally Disabled

Mr. Cyranowski stated that on Friday, November 15, 2002, he met with Ms. Ruth Stegeman, Director of Lakeshore Center for Independent Living, Aimee Sterk and Mr. Robert Brown, spokesperson for the Town Meeting Coalition.

Mr. Cyranowski stated that their discussion focused mainly on review of the framework of which CMH is working; guidelines for use of public funds, the upcoming presentation by the Town Meeting Coalition at the CMH Board Meeting on November 25, 2002; and, resolution of the current controversy.

The presentation will focus on: values, services and ideas for change.

Mr. Cyranowski stated that CMH wants to work cooperatively with the Coalition to identify major issues and establish more options for services and supports to consumers with developmental disabilities.

Mr. Cyranowski recommended that the CMH Board provide the Town Meeting Coalition with a written resolution that will emphasize working together to develop a better system for services to the residents of Ottawa County. He will work with Mr. Rappleye to have this resolution available at the November 25, 2002 CMH Board Meeting.

Discussion

Item #1: Managed Care Organization (MCO) Accreditation

Mr. Cyranowski distributed, reviewed and answered questions regarding the pros and cons relative to CMH continuing with the MCO accreditation. Mr. Cyranowski reminded committee members that there are concerns with CMH's contract homes being able to meet all the required JCAHO regulations and standards. It could become very expensive, as some homes may be required to make structural changes.

Mr. Cyranowski stated that projections of costs to the AFC homes would be available by the December 2002 CMH Board Meeting.

Disposition: This item will be an agenda item for the December 16, 2002 Executive Committee Meeting and the December 23, 2002 CMH Board Meeting.

NEW BUSINESS

Discussion Item #1: Appointment of CMH Board Member to MACMHB New Committee

Mr. Vander Laan stated that CMH Board Member Joyce Kortman has requested approval to become a committee member of a MACMHB new committee that will focus on children's issues. Along with this, Ms. Kortman is seeking approval to receive a per diem and reimbursement for related expenses, if she is appointed to this new committee.

Disposition: Mr. Cyranowski will take this issue to the January 2003 Health and Human Services Committee Meeting.

Discussion Item #2: Request for Proposal (RFP) - PCP Writer, Mentor, Trainer

Mr. Cyranowski stated that CMH's Executive Team is recommending publishing a Request for Proposal for a Person Centered Planning writer, mentor and trainer. He stated that this would be a contract with a person within the state who has expertise on writing person centered plans, using a best practice type mode.

Disposition: Mr. Cyranowski will have the Request for Proposal written and this issue will be an agenda item for the December 16, 2002 Executive Committee Meeting.

Discussion Item #3: Request for Proposal (RFP) - New Information System

Mr. Cyranowski stated that CMH is seeking approval to publish a Request for Proposal for a new information system. Rationale has been provided to Mr. Mankoski and Mr. Oosterbaan. A list of potential vendors has been developed.

Disposition: This issue will be revisited; with Mr. Cyranowski providing more written information. This will be an agenda item for the December 16, 2002 Executive Committee Meeting and December 23, 2002 CMH Board Meeting.

1

Discussion Item #4: Fulton Street CMH Office - Additional Space Needs

Mr. Cyranowski informed committee members that CMH currently leases office space at 128 Columbus Street in Grand Haven, where CMH Clubhouse activities are based, as well as site based CBE programming and offices for field workers. October 1, 2002, the Assertive Community Treatment (ACT) team was relocated and consolidated at the James Street Campus office.

As the lease agreement at 128 Columbus Street will expire in July 2003 and due to FIA closing their Grand Haven office site, added space is now available at the CMH office located at 1111 Fulton Street. The building is in need of major renovation, as there are no windows and the offices are very small.

Disposition: Mr. Cyranowski will work with Mark Scheerhorn and provide the Executive Committee with projected costs for this project before a decision is made to move forward.

Discussion Item #5: Additional Agenda Item - CMH Sub Committee Meetings

Disposition: The Executive Committee agreed that no changes were necessary at this time.

November 25, 2002 CMH BOARD MEETING AGENDA

There were no additions and/or changes to the November 25, 2002 CMH Board Meeting Agenda.

ROUND TABLE

None

ADJOURNMENT

Mr. Vander Laan adjourned the November 18, 2002 meeting at 1:57pm.

exec.comm.minutes1118.2002
11/18/02