

Mental Health PROGRAM/PLANNING & QI COMMITTEE MINUTES Tuesday JUNE 4, 2002

PRESENT: Edward Berghorst, Mark Bombara, Joyce Kortman, Kellye Slaggert, Kristine Nale, Veronica Persenaire

STAFF: Gerry Cyranowski, Greg Hofman, Gloria Pelon

CALL TO ORDER - Chairperson

Veronica Persenaire, Chairperson called the June 4, 2002 meeting to order at 12:36pm.

APPROVAL OF MINUTES of May 7, 2002

Motion: To approve the Minutes of May 7, 2002.

Moved by: Berghorst

Supported by: Bombara

MOTION CARRIED

APPROVAL OF AGENDA of June 4, 2002

Motion: To approve the Agenda for June 4, 2002.

Moved by: Berghorst

Supported by: Kortman

MOTION CARRIED

CMH STAFF PRESENTATION

Mr. Rick Hunter, Program Coordinator and Mr. Randy Nettrour, Director of the Holland Cornerstone Drop-In Center, distributed a brochure, provided an overview and answered questions regarding the Holland Cornerstone Drop-In Center, a consumer run program.

Mr. Nettrour stated that the Holland Cornerstone Drop-In Center is located at 270 East 8th Street. Effective March 2002, the Center became a non-profit and is now tax exempt. The Center contracts with CMH of Ottawa County; is Medicaid funded and the total operation is consumer run. The budget for this year is \$48,720.00.

The Drop-In Center received from MDCH a \$16,000.00 Federal Block Grant. Among the purchases made from this grant were two computers and printers. Recently they purchased a van for \$1,500.00 from Rose Park Baptist Church.

Attendance averages 12 persons per day. There are currently 40 consumers using the Drop-In Center. At a recent ice cream social, 23 people attended. In April, 2002 the CMH Training Center provided a Anger Management Class. A sewing machine was purchased and classes are held on Fridays.

Mr. Nettrour noted that the Drop-In Center is currently looking into leasing a larger building. Current site has approximately 700 square feet; in need of 1,200 to 1,300 square feet. Advantage of current site is the rent is only \$550.00 per month, which includes utilities. Disadvantage of current site, not handicap accessible. It was expressed that attendance would increase with more space and being handicap accessible.

Current hours at the Drop-In Center are:
Monday - Wednesday 10:30am to 5:00pm
Thursday & Friday 10:30am to 6:30pm
Saturday 12:00pm to 4:00pm

Mr. Nattrour encouraged visitors.

Mr. Hunter stated that Mr. Nettrour offers a comfortable environment for members and does an excellent job in his role as Director. Mr. Nettrour stated that he appreciates the support of Mr. Hunter and Ms. Kelly Sall.

Mr. Cyranowski offered a suggestion of connecting with the Holland Chamber of Commerce as to the feasibility of becoming a member. Ms. Kortman stated that could be very expensive and offered the suggestion of eliciting money from the United Way and other foundations. Mr. Nettrour expressed his appreciation of the suggestions and will do further investigation.

Committee members were very appreciative of the information presented.

QUALITY IMPROVEMENT

Consumer Advisory Committee - Performance Indicators

Mr. Hofman reviewed and answered questions regarding the Consumer Advisory Committee June 2002 Report.

Staff Development Committee - Performance Indicators

Mr. Hofman reviewed and answered questions regarding the Staff Development Committee June 2002 Report.

Mr. Hofman noted that the Cultural Competency Training for all CMH staff was completed on May 21, 2002 with an overall rating of excellent.

Per the Committee's request, Mr. Hofman will provide a copy of the 2002 Staff Development Plan. This will be on the July 2, 2002 Program/Planning and QI Agenda.

Medical Records Committee - Performance Indicators

Mr. Hofman reviewed and answered questions regarding the Medical Records Committee June 2002 Report.

Ms. Persenaire commented on the improvements. Mr. Cyranowski stated that Mr. Hofman's unit has done an excellent job, as proven by the improved compliance.

Mr. Cyranowski and Mr. Hofman have developed a rationale that will be presented to County Administration for an integrated medical records/billing information system that would allow a system electronically to identify and prevent problems, which currently are found through intensive chart reviews.

PLANNING

Application for Participation Update

Mr. Cyranowski shared that while attending an affiliation meeting at Muskegon County CMH on June 3, 2002, the letter from MDCH was delivered. It recommended against awarding a contract with Muskegon/Ottawa until MDCH verifies cited deficiencies are corrected. Mr. Cyranowski noted that there are other Boards that received much lower scores than Muskegon/Ottawa, however, they received the recommendation to receive a contract.

Mr. Cyranowski stated that while we do not agree with MDCH's assessment of our affiliation, we are moving ahead and developing a corrective action plan to address the five (5) cited deficiencies by the July 1st deadline. Other options for responding to MDCH will also be explored with legal counsel.

It was noted that all the applicants have deficiencies to correct and MDCH staff will be visiting all of the affiliations over the summer months to verify all deficiencies have been corrected.

This information will be presented at the June 17, 2002 Executive Committee; as well as at the June 24, 2002 full CMH Board Meeting.

Community Based Experience (CBE) Program Update

Mr. Cyranowski updated the committee members are the status of increasing residential services within the consumers' home, versus their daily attendance at CBE.

The requested proposals have been received from MOKA and Heritage Homes and have been reviewed. Budget restrictions for FY 2002-2003 will not allow an increase of the \$340,000.00 cost to implement this new structure. Therefore, Mr. Cyranowski is recommending not to move forward at this time; stating that wider issues need to be explored.

More data will be gathered regarding this issue and a plan will be formulated. Mr. Cyranowski will keep the committee updated.

OLD BUSINESS

Update: JCAHO Survey (*Joint Commission on Accreditation of Healthcare Organizations*)

Mr. Cyranowski stated that a preliminary score of 92 out of a possible 100 was received in the behavioral health provider survey; subject to confirmation within 35 to 45 days. No written report regarding the MCO survey; expected two weeks after receipt of provider survey. It was noted that CMH did very well in that survey as well. Mr. Cyranowski will provide a written summary report to

the full CMH Board.

NEW BUSINESS

HUD Leasing Assistance Program

Mr. Cyranowski stated that CMH applied for and received a grant from HUD. It is a three year grant, in the amount of \$297, 000. This is a Supportive Housing Program, not just subsidized rent. CMH will provide case management and support services.

This funding will allow for assistance with rent for up to 20 units throughout the county. Mr. Hunter is working to identify consumers who may benefit from this grant. CMH has contracted with Community Action Agency to develop a list of landlords who will be willing to participate in this program.

ROUND TABLE

None

ADJOURNMENT

Ms. Persenaire adjourned the June 4, 2002 meeting at 2:04pm.