

PROGRAM/PLANNING & QI COMMITTEE

MINUTES

Tuesday

NOVEMBER 5, 2002

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

ABSENT:

STAFF: Gerry Cyranowski, Greg Hofman, Gloria Pelon

CALL TO ORDER - Chairperson

Veronica Persenaire, Chairperson called the November 5, 2002 meeting to order at 12:32pm.

APPROVAL OF MINUTES of October 1, 2002

Motion: To approve the Minutes of October 1, 2002.

Moved by: Berghorst

Supported by: Slaggert

MOTION CARRIED

APPROVAL OF AGENDA of November 5, 2002

Motion: To approve the Agenda for November 5, 2002.

Moved by: Berghorst

Supported by: Kortman

MOTION CARRIED

CMH STAFF PRESENTATION

Due to illness, the CMH Staff Presentation was deferred to the December 3, 2002 Program/Planning and QI Committee Meeting.

QUALITY IMPROVEMENT

Behavior Management Committee - Performance Indicators

Mr. Hofman reviewed and answered questions regarding the Behavior Management Committee Quarterly Report.

It was noted that the Behavior Management Committee has six (6) members and meets monthly.

The Behavior Management Committee reports continued positive findings; no recommendations.

Information System Committee - Performance Indicators

Mr. Hofman reviewed and answered questions regarding the Information System Committee Quarterly Report.

Mr. Hofman noted that all state reports continue to be submitted on time; meeting timelines outlined in the MDCH contract with Ottawa CMH.

Mr. Hofman stated that the Information System Committee is meeting more frequently, on a weekly basis, to test HIPAA compliant transactions. There is a deadline of January 31, 2003 to have this reporting system in place.

Environment of Care Committee - Performance Indicators

Mr. Hofman reviewed and answered questions regarding the Environment of Care Committee Quarterly Report.

PLANNING

Action Item: Request for Proposal - Process for Specialized Services

Motion: To recommend to the CMH Board to authorize the Request for Proposal (RFP) process for specialized services.

Moved by: Berghorst

Supported by: Kortman

MOTION CARRIED

Mr. Cyranowski stated that the CMH Executive Team has been looking at gaps in services. He stated he is proposing issuing a Request For Proposal (RFP) to any willing and qualified participant to join CMH's provider panel. He stated that the services would be used only when needed and/or requested.

Mr. Hofman stated that two more services have been added to the list and they are as follows:

- Services relative to Pain Management
- Services to Hispanic (currently have only one choice in Holland area)

Any qualified provider will be required to go through CMH's credentialing/privileging process.

Any qualified provider will have a contract approved by CMH's Finance Committee and CMH Board of Directors.

OLD BUSINESS

Status Report: Community Based Experience (CBE) Program Changes

Mr. Cyranowski stated that CMH continues to receive community input. He stated that he is assembling a letter on behalf of the CMH Board to be sent to consumers, guardians and providers.

Ms. Kortman requested time with Mr. Cyranowski to review/discuss the letter.

Mr. Cyranowski stated that he and Ruth Stegeman are working together to arrange for a liaison

between the Town Meeting Coalition and CMH.

NEW BUSINESS

Mr. Cyranowski requested to go into closed session in order to present to the committee confidential and privileged information regarding a CMH consumer.

Motion: To go into closed session at 1:07pm.

Moved by: Berghorst

Supported by: Kortman

MOTION CARRIED

Motion: To come out of closed session at 1:27pm.

Moved by: Kortman

Supported by: Berghorst

MOTION CARRIED

ROUND TABLE

Mr. Cyranowski announced that an all CMH Staff Meeting will be held on Wednesday, November 13, 2002, from 8:30 - 12:00noon, at the Holiday Inn in Holland. In the afternoon, 1:00pm to 3:00pm, a community workshop will be available to the public, with Thomas Nerney presenting on self-determination. As seating is limited, Mr. Cyranowski emphasized pre-registration by calling 494-5410.

1 Mr. Cyranowski stated that due to lack of registration, the Annual State Conference addressing developmental disabilities, scheduled to be held on November 12, 2002, in Grand Rapids, has been canceled.

To offer the public time to comment, Ms. Kortman suggested that Public Comment be added to all CMH subcommittee agendas.

ADJOURNMENT

Ms. Persenaire adjourned the November 5, 2002 meeting at 1:35pm.

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