

# BOARD MEETING MINUTES

THURSDAY, FEBRUARY 27, 2003

PRESENT: Edward Berghorst, Kristine Nale, James McDowall, Veronica Persenaire, Harris Schipper, Kellye Slaggert, Lucile Van Koevering, Fred Vander Laan, Steve Waters

EXCUSED: Mark Bombara, Joyce Kortman, Cornelius Vander Kam

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

OTHERS:

CALL TO ORDER - Board Chairperson

Fred Vander Laan, Chairperson called the February 27, 2003 meeting to order at 1:01pm.

PUBLIC COMMENT

Ruth Stegeman, Director  
Lakeshore Center for Independent Living  
457 W. Lawrence  
Zeeland, Michigan 49464

Ms. Stegeman presented to the Board, for information only, the booklet - *A Disability Agenda: Investing In Our Common Future*; noting that this booklet is also being shared with local legislators. Ms. Stegeman referenced pages 10 and 20 for further review by Board members.

APPROVAL OF MINUTES of January 27, 2003

CMH 03-029 Motion: To approve the minutes of the January 27, 2003 meeting.

Moved by: Persenaire

Supported by: Van Koevering

MOTION CARRIED

APPROVAL OF AGENDA of February 27, 2003

CMH 03-030 Motion: To approve the agenda for February 27, 2003.

Moved by: Berghorst

Supported by: Slaggert

MOTION CARRIED

Mr. Berghorst stated that he would like to discuss under New Business, a new meeting time for the CMH Board.

## COMMUNICATIONS

Mr. Vander Laan presented the Board with a plaque which was presented to Mr. Cyranowski at the MACMHB Winter Conference. This represents excellence in Board Member Education. Mr. Cyranowski stated that CMH of Ottawa County was the only Board recognized for this accomplishment.

## CHAIRPERSON'S REPORT

Mr. Vander Laan stated that he met with members of the Town Hall Coalition this morning; noting that it was a great discussion, friendly and informational. Efforts will be made to meet once a month or every other month.

## EXECUTIVE DIRECTOR'S REPORT

Mr. Cyranowski reviewed and answered questions regarding his February 2003 Executive Director's Report.

### **Affiliation Status Update:**

Mr. Cyranowski stated that a meeting is scheduled to meet with Muskegon CMH. The Affiliation Council, comprised of Muskegon County CMH, CMH of Ottawa County and the Lakeshore Coordinating Council, have met. Mr. Cyranowski will keep the Board updated.

### **Budget Issues Update:**

Mr. Cyranowski noted that further budget reductions are projected; with all CMH Boards affected. This is projected at 20% for the General Fund and 30% for Medicaid. He noted that CMH can expect reductions next fiscal year if revenue and the economy doesn't improve.

### **MDCH Contract Issues Update:**

Mr. Cyranowski stated that MDCH will be sending a revised General Fund Contract, incorporating the negotiated changes, sometime in early March, 2003. He stated that it is likely that no change will be made to the termination clause, as this is standard language in all State contracts.

March 18, 2003 the 18 Prepaid Health Plans also are expecting to receive from MDCH a revised Medicaid Contract, incorporating the negotiated changes.

Mr. Cyranowski noted that the issue of reducing duplicative and unnecessary state requirements is currently being discussed by legislators. Legislators have made specific requests for a description of what requirements might be reduced or eliminated. This information is being compiled and will be sent to the Board Association by March 7, 2003.

### **Community Issues Update:**

Mr. Cyranowski stated that the Advisory Committee of the Town Meeting Coalition met for the first time on February 20, 2003. The action items will be presented to the Executive Committee. At the next meeting, a priority list will be established. Mr. Vander Laan requested that Mr. Berghorst represent the Board at these meetings. Should Mr. Berghorst be unable to attend, he will find a replacement.

### **Kandu Contract Update:**

Mr. Cyranowski stated that a conference call with Kandu, MDCH, and CMH has taken place. MDCH recommended that Muskegon CMH become involved in the process. The next step is to meet with Muskegon and then a negotiating meeting with Kandu.

**Other:**

Mr. Mc Dowall questioned Mr. Cyranowski regarding an issue in the local paper relative to a consumer of which it was reported that CMH was requiring someone to go to work. Mr. Cyranowski stated that he could not go into detail in an open meeting, but clarified that CMH does not require consumers to seek employment to qualify for services. He stated that CMH can not concurrently provide 8 hours of respite dollars, when caretaker is receiving FIA dollars.

**OTHER - continued:**

Mr. Cyranowski stated that he is in the process of receiving membership information from the Chamber of Commerce of Holland, Zeeland and Grand Haven. The next step is to seek county approval to join.

Mr. Cyranowski stated that CMH is committed to offering scholarships to consumers/caretakers and stakeholders to afford them the opportunity to attend seminars and workshops.

**COMMITTEE REPORTS****Finance Committee**

The Minutes of the February 17, 2003 meeting were accepted.

**Service Contracts**

CMH 03-031 Motion: To approve the Service Contracts as presented.

Moved by: Waters

Supported by: Persenaire

MOTION CARRIED

**FY 2002/2003 January Financial Report**

CMH 03-032 Motion: To receive FY 2002/2003 January Financial Report as presented.

Moved by: Slaggert

Supported by: Berghorst

MOTION CARRIED

**Update: Respite Home Funding**

Ms. Pekelder provided copies of a written summary relative to Respite Home Funding. Mr. Cyranowski reviewed and answered questions regarding the problem, options for resolution and funding possibilities.

Ms. Pekelder also noted that an Executive Order cut the Tobacco Funding and CMH lost funding for respite for the mentally ill.

Mr. Cyranowski stated that a letter was submitted to MDCH, from the three CEO's of Ottawa, Muskegon and Kent, requesting that MDCH allow Ottawa to use FY 1999 and FY 2000 unused carry forward of Medicaid dollars to purchase the homes or to keep the funds to make up for the deficit caused by the loss of the respite funds.

Board members requested more information before a final decision is made. At the March 24, 2003

CMH Board meeting, Mr. Cyranowski will provide a breakdown of bed days used, by county.

Mr. Cyranowski emphasized that this is a crucial service because, without it, parents may not be able to maintain these children in their homes, prompting possible institutionalization.

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

The Minutes of February 4, 2003 were accepted.

### **Licensed Independent Practitioner**

CMH 03-033 Motion: To approve the following Licensed Independent Practitioner be privileged:  
Bruce W. Walters, M.D.

Moved by: Mc Dowall

Supported by: Van Koevering

MOTION CARRIED

Mr. Cyranowski explained that this is a re-privileging process of Dr. Walters, which is required to be done every two years. Dr. Walters is the acting Medical Director for CMH.

Mr. Mc Dowall questioned the IS Committee Quarterly Report. He requested that in the future the Board see the final results which are submitted to MDCH.

Ms. Persenaire expressed her appreciation for all the Board Retreat Questionnaires that have been turned in.

### ***Executive Committee***

The Minutes of February 17, 2003 were accepted.

### **Update: Process for Review of Common Policies**

Mr. Cyranowski noted that copies of the Board Policies were given to each Board Member with a summary of when the policies were either reviewed and/or revised. It was noted that the policies are due for Board review.

Mr. Cyranowski stated that he discussed this issue with Mr. Greg Rappleye and was referred to the Mental Health Code, which states, the Board shall "establish general policy guidelines within which the Executive Director shall execute the community mental health services program". Mr. Cyranowski recommended further discussion at future meetings.

### **OLD BUSINESS**

#### **Executive Director's Annual Evaluation**

Mr. Vander Laan stated that he will meet with Mr. Bombara and Mr. Berghorst and at the March 24, 2003 CMH Board Meeting will provide a summary of the outcome of Mr. Cyranowski's evaluation.

### **NEW BUSINESS**

#### **Discussion: Consideration to Change Day of CMH Board Meeting**

Mr. Berghorst explained his dilemma with a conflict he has since being appointed to another committee which meets on the same day as the CMH Board. He questioned whether Board members would be willing to change the day of the CMH Board Meeting so he would be able to continue as a Board member.

Following discussion, meeting dates will be as follows:

**March 24, 2003 1:30pm**

**April 28, 2003 5:00pm Organization Meeting**

**5:30pm Board Meeting**

It is being suggested that the CMH Board Meetings be **changed to the *first Monday of the month, beginning June 2, 2003 at 1:00pm. There would not be a CMH Board Meeting in May 2003.***

As Ms. Kortman, Mr. Bombara and Mr. Vander Kam were not in attendance today, this issue will be discussed at the March 24, 2003 CMH Board Meeting.

### **Nominating Committee**

Mr. Vander Laan appointed Ms. Nale, Ms. Slaggert, Mr. Schipper and Mr. Mc Dowall to the Nominating Committee. He instructed them to meet and be prepared to provide a slate of nominees. He reminded everyone that they will not receive a per diem, only mileage. The Nominating Committee will present the slate and motion at the April 28, 2003 CMH Board Meeting.

### **Conference Highlights**

Ms. Persenaire reported on the MACMHBs Winter Conference, noting her attendance at the pre-conference - *Keeping Your Nose Clean: How to Maintain a Positive Image While in the Public Spotlight.*

Ms. Persenaire requested that Ms. Pelon provide copies of information she received at the conference, specifically, Revised Chapter III and Impacts on Alternative Services. This will be in the March 24, 2003 CMH Board Packet.

Ms. Persenaire shared that CMH will celebrate its 40th anniversary, but was not sure of the actual date. She noted that this is a great opportunity for positive public relations. Mr. Cyranowski will find out the date.

Ms. Van Koevering stated that during May, as part of the 40th anniversary, a group will be on a float during Tulip Time and the Consumer Advisory Committee will be involved in the Dandelion Parade.

### **Reminder:**

Mr. Cyranowski reminded everyone of the Legislative Dialogue which is being sponsored by Arcs and CILs of Allegan, Kent, Ottawa and Muskegon. This will be held on March 31, 2003 from 6:30-8:30pm at Grandville Middle School.

PUBLIC COMMENT

Ms. Aimee Sterk  
2093 Tyler Street  
Jenison, Michigan

Ms. Sterk wanted to be on record that she respectfully disagrees with the reference to "double-dipping" of funds regarding a consumer. She stated that it is not an unreasonable request and she would like to come to an agreement with CMH. Mr. Vander Laan suggested that due to confidentiality issues, that Mr. Cyranowski and Ms. Sterk continue this conversation after the adjournment of this meeting.

ADJOURNMENT

Mr. Vander Laan adjourned the February 27, 2003 meeting at 2:42pm.

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Fred Vander Laan, Chairperson Edward Berghorst, Secretary

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