

BOARD MEETING MINUTES

MONDAY, APRIL 28, 2003

PRESENT: Edward Berghorst, Mark Bombara, Joyce Kortman, Kristine Nale, James McDowall, Veronica Persenaire, Harris Schipper, Kellye Slaggert, Lucile Van Koevering, Cornelius Vander Kam, Fred Vander Laan, Steve Waters

STAFF: Gerry Cyranowski, Sue Buist, Pam Pekelder, Gloria Pelon, Lorrie Hackney, Carrie Brondyke

OTHERS: Greg Rappleye

ORGANIZATIONAL MEETING - James Mc Dowall

Mr. Mc Dowall stated that the Nominating Committee voted unanimously to recommend to the CMH Board to approve the continuation of the current slate of Executive Officers.

The following motion was made:

CMH 03-040 Motion: To approve the continuation of the current slate of Executive Officers, Fred Vander Laan, Chair; Mark Bombara, Vice Chair; and, Edward Berghorst, Secretary, for a one (1) year term on the CMH Board.

Moved by: Van Koevering

Supported by: Waters

MOTION CARRIED with one dissension

Mr. Vander Laan expressed his appreciation for the vote of confidence shown with the continuation of current executive officers. He noted that this has been a difficult year; but commended the subcommittees and Board for a job well done. He expressed his desire for the next twelve months to have the Board work as well together as this past year.

CALL TO ORDER - Board Chairperson

Fred Vander Laan, Chairperson called the April 28, 2003 meeting to order at 5:30pm.

PUBLIC COMMENT

Mr. Robert Brown

287 Greenwood

Holland, Michigan 49424

Mr. Brown provided Mr. Vander Laan with two letters of support to engage a qualified independent entity to conduct a needs assessment of mental health services for Ottawa County.

Mrs. Rita Bird
359 Waukazoo Drive
Holland, Michigan 49424

Mrs. Bird shared concerns relative to a problem with under staffing in the CBE Program, which she feels adversely affects services. She stated that she attended the April 21, 2003 CMH Finance Committee meeting, where there was an announcement of carry forward dollars being available. Mrs. Bird strongly recommended utilizing available funds to allow for two additional aides for the CBE Program.

Mr. Tom Bird
359 Waukazoo Drive
Holland, Michigan 49424

Mr. Bird expressed his appreciation for the evening meeting time. He stated that he would like the Board to reconsider and provide the Town Hall Coalition a standing placeholder on the agenda. He would also like the Board to reconsider and provide public comment on all subcommittee meeting agendas.

Ms. Aimee Sterk
2093 Tyler Street
Jenison, Michigan 49428

Ms. Sterk expressed her appreciation for the evening meeting time. She recommended that the needs assessment also include the PCP process and concerns.

APPROVAL OF MINUTES of March 24, 2003

CMH 03-041 Motion: To approve the minutes of the March 24, 2003 meeting, with noted correction.

Moved by: Schipper

Supported by: Slaggert

MOTION CARRIED

Medicaid Chapter III Update:

CMHOC is currently functioning under the "old" Chapter III; while serious **pause** is being given to consider input received prior to MDCH rewriting Chapter III.

Correction:

CMHOC is currently functioning under the "old" Chapter III; while serious **thought** is being given to consider input received prior to MDCH rewriting Chapter III.

APPROVAL OF AGENDA of April 28, 2003

CMH 03-042 Motion: To approve the agenda for April 28, 2003.

Moved by: Berghorst

Supported by: Mc Dowall

MOTION CARRIED

COMMUNICATIONS & PRESENTATIONS

There were no communications.

Presentation: Consumerism Practice Guideline

Presenter: Mr. Gerry Cyranowski
CMHOC Executive Director

Mr. Cyranowski distributed information, provided a Power Point presentation and answered questions regarding Consumerism Practice Guidelines.

Mr. Cyranowski noted that Best Practice Guidelines applies to State General Fund Contract and the 18 Pre-Paid Health Plans Medicaid Contract.

Mr. Cyranowski announced the annual Walk & Roll for Mental Health and Stamp Out Stigma Gathering. This will be held on Friday, May 16, 2003 from 12:00 - 2:00pm. He stated that hopefully CMHOC will receive media coverage for this event. Mr. Cyranowski encouraged community involvement and encouraged all Board members to attend if at all possible.

At future Board Meetings, Mr. Cyranowski will provide the Board with more educational presentations.

CHAIRPERSON'S REPORT

Mr. Vander Laan also encouraged everyone to attend the May 16, 2003 Walk & Roll for Mental Health and Stamp Out Stigma Gathering. He noted that he and Mr. Berghorst attended last year and found it to be a great experience.

Ms. Kelly Sall, CMHOC Consumer Service Coordinator, stated that the event will be held rain or shine. She noted that press releases with invitations, advertisement in the Flashes, special mailings and personal appeals have all been done in preparation for this event. There will be a public announcement on MAC TV.

EXECUTIVE DIRECTOR'S REPORT

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

JCAHO Update:

Mr. Cyranowski stated that at 8:00am today CMHOC received an unannounced survey by Joint Commission on Accreditation of Healthcare Organizations (JCAHO). This was in follow up on last years Behavioral Health Care Accreditation Program survey. The level of compliance scale is as follows:

- 1 Assessment provides evidence of good compliance
- 2 Assessment provides evidence of acceptable compliance
- 3 Assessment does not provide evidence of acceptable compliance (least deficient)
- 4 Assessment does not provide evidence of acceptable compliance (more deficient)
- 5 Assessment does not provide evidence of acceptable compliance (most deficient)

April 28, 2003 Preliminary Report:

Received: 2 Initial Screening and Clinical Assessments

Received: 2 Medication Use

All other areas received: 1

Mr. Cyranowski stated that a full report will be provided at the May 6, 2003 Program/Planning & QI Committee meeting and to the full Board at the May 29, 2003 meeting.

Community Issues Update:

Mr. Cyranowski noted that Task Force members and the Town Hall Coalition recommended that CMHOC retain an external consultant to assist CMHOC in developing and facilitating the community needs assessment process. Ms. Kortman recommended that Ms. Brenda Vander Meulen be included in the recruiting process; noting that Ms. Vander Meulen has an extensive background and comes highly recommended.

The needs assessment would entail a survey of public and private mental health providers; with public hearings to focus on the needs of children with mental illness, adults with mental illness, and persons with developmental disabilities.

Chambers of Commerce Update:

Mr. Cyranowski stated that he attended an early morning breakfast in Grand Haven. Ms. Kortman recommended that in the event Mr. Cyranowski could not attend, Board members volunteer to attend in his place.

MDCH Site Survey Update:

Mr. Cyranowski stated that the annual site survey is scheduled from May 14 to May 23, 2003. The opening meeting will begin at 1:00pm on May 14th; with a closing meeting at 10:30am on May 23rd. All survey meetings will be held at Muskegon CMH.

An option may be to work out with Muskegon CMH and MDCH to hold the open/close meetings in Grand Haven.

As details are received, they will be sent to all Board members.

COMMITTEE REPORTS

Finance Committee

The Minutes of the April 21, 2003 meeting were accepted.

Service Contracts

CMH 03-043 Motion: To approve the Service Contracts as presented.

Moved by: Schipper

Supported by: Bombara

MOTION CARRIED with two dissension and one abstention

Mr. Vander Kam requested division of the motion, as he voted against the Victor Willyard, R.Ph. contract at the April 12, 2003 Finance Committee meeting. He noted his concern with a 33% rate increase and with a two year contract, diligent efforts may not be given to find a replacement.

Mr. Cyranowski stated that Muskegon CMH is also struggling with this issue. Efforts will be made to work with Muskegon CMH to possibly share the cost for pharmaceutical consultation services.

FY 2002/2003 March Financial Report

CMH 03-044 Motion: To receive FY 2002/2003 March Financial Report as presented.

Moved by: Persenaire

Supported by: Mc Dowall

MOTION CARRIED

With the surplus of unbudgeted Medicaid dollars, Mr. Cyranowski stated that staffing needs in all areas are being scrutinized. Three areas in particular are CBE, supports coordinators and case managers. He noted that the county budget process allows for only annual requests for new positions. He stated that he is working closely with county administration to change this process to allow for additions of positions as needed versus the annual budget process.

Ms. Kortman commented that she was assured by county administration that they will work with Mr. Cyranowski to allow this to happen. She requested that Mr. Cyranowski keep the Board apprised after any and all meetings with regard to this issue.

Program/Planning & QI Committee

The Minutes of April 1, 2003 were accepted, with noted correction.

Executive Committee

The Minutes of April 21, 2003 were accepted.

Mr. Vander Laan updated the Board on the following issues:

Per Diem for Board Attendance at Conferences:

The Executive Committee recommends that no change from current policy be made or requested at this time.

Education Training - Board Retreat:

Mr. Bombara and Ms. Persenaire will compile the results of the Board Retreat Survey and present outcome at the May 29, 2003 CMH Board meeting.

Consideration to Change Day of CMH Board Meeting & Establish Evening Meeting Schedule:

Mr. Vander Laan announced that, for this year, the Executive Committee recommends no change in the meeting day or time for the CMH Board meetings. They will remain on the fourth Monday of every month at 1:00pm, unless otherwise noted.

Evening Schedule for 2003:

Spring: April 28, 2003 at 5:30pm

Fall: October 27, 2003 at 6:00pm

Fillmore Complex - Main Conference Room

Confirmed on 4/22/03

Annual Public Hearing:

Tentative Date: July 28, 2003 (subject to change)

Board Meeting: 5:30pm

Public Hearing: 6:00pm

Fillmore Complex - Main Conference Room

Confirmed on 4/22/03

May 19, 2003 Executive Committee & Finance Committee Meetings - Rescheduled:

Executive Committee Meeting: Thursday, May 22, 2003 at 12:30pm

Finance Committee Meeting: Thursday, May 22, 2003 at 2:00pm

May 26, 2003 CMH Board Meeting - Rescheduled:

Rescheduled for: Thursday, May 29, 2003 at 1:00pm

James Street Complex

CMH Board Room

Mr. Cyranowski stated that another meeting room resource would be at the new offices of Life Services System, located on 16th Street in Holland. He noted seating for up to 120 and a good sound system.

Ms. Kortman requested that the Executive Committee consider adding public comment time to all subcommittee meeting agendas. Mr. Vander Laan will place this issue on the May 22, 2003 Executive Committee Agenda.

Subscription Renewal - Board Leadership, John Carver:

Mr. Vander Laan stated that the Executive Committee recommends to the CMH Board to not renew this subscription. Disposition: Subscription will not be renewed.

OLD BUSINESS

Discussion: Process for Review of Common Policies - Mental Health Code

Board members received a copy of Opinion #03-1: Policy Guidance of Community Mental Health Board.

As this is privileged and confidential information, the discussion would need to be held in closed session.

In an effort to not inconvenience the audience, Mr. Rappleye recommended that this issue be deferred to the May 29, 2003 CMH Board Meeting.

NEW BUSINESS

Discussion: MACMHB Membership Survey

Mr. Cyranowski explained that the Board Association is requesting input from the CMHOC Board. He encouraged all Board members to complete the survey and return by the May 1, 2003 deadline. The completed survey should be mailed or faxed to the Board Association.

PUBLIC COMMENT

Ms. Peggy Fackler
706 Myrtle Avenue
Holland, Michigan 49423

Encouraged everyone to register for the Workshop for Family Members of Individuals with Disabilities, which will be held on Thursday, May 1, 2003; 6:30pm to 8:30pm; hosted by ARC/Advocacy & Resource Center of Ottawa County.

PUBLIC COMMENT (continued)

Mrs. Rita Bird
359 Waukazoo Drive
Holland, Michigan 49424

Mrs. Bird commented on dissatisfaction regarding her daughter's PCP; noting that the process would be to file a complaint. Mrs. Bird states, however, the important issue is the inadequate staffing in the CBE Program.

Mr. Tom Bird
359 Waukazoo Drive
Holland, Michigan 49424

Mr. Bird reiterated that involvement of the community is essential. He noted that advocates should bring concerns to the Board. He stated that as long as there is critical under staffing at CBE, they will continue to bring cases to the Board. Mr. Mc Dowall responded that he would hope that the Town Hall Coalition would bring individual concerns to the Executive Director and use Board meetings to help move ahead.

Mr. Bird stated that it would be helpful to have reports from the Town Hall Coalition meetings presented at Board meetings.

Ms. Michele Rawlings
15881 32nd Avenue
Coopersville, Michigan 49404

Ms. Rawlings commented that she was confused as to what the Task Force Committee was recommending to CMH; to hire an independent consultant or look for funding to hire an outside consultant.

She commented that a process (informal) other than filing a complaint be established whenever a parent and/or guardian was dissatisfied with services. Mr. Cyranowski stated that concerns can be discussed with CMH's Recipient Rights Officer; with him or the Board Chair. He noted that there is a process, but perhaps the public needs to be better educated on what alternatives are available.

Mr. Harvey Nikkel
Jenison, Michigan 49428

Mr. Nikkel commented on the possible negative effects from consumer driven decisions. Mr. Cyranowski replied that CMH does not have to honor if there are concerns for health and/or safety.

Mr. Schipper expressed his appreciation for the attendance and comments from the audience.

Mr. Vander Laan encouraged everyone to stay and have coffee, cookies and meet with the staff and Board members. He also thanked Ms. Nale and Ms. Van Koevering for providing the cookies.

ADJOURNMENT

Mr. Vander Laan adjourned the April 28, 2003 meeting at 7:00pm.

Fred Vander Laan, Chairperson Edward Berghorst, Secretary