

BOARD MEETING MINUTES

MONDAY, AUGUST 25, 2003

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

ABSENT:

EXCUSED: Steve Waters

STAFF: Gerry Cyranowski, Sue Buist, Pam Pekelder, Betty O'Rourke, Gloria Pelon

OTHERS: Greg Rappleye

CALL TO ORDER - Board Chairperson

Fred Vander Laan, Chairperson called the August 25, 2003 meeting to order at 1:00pm.

Mr. Vander Laan introduced and welcomed new Board Member, Ms. Rita Bird.

Mr. Vander Laan stated that today is the deadline for the completed Executive Director's performance evaluations. He requested that before leaving today's meeting, they be given to Ms. Pelon. He reminded Board Members that any evaluations received after today's meeting will not be included in the final results.

PUBLIC COMMENT

There was no Public Comment.

APPROVAL OF MINUTES of July 28, 2003

CMH 03-067 Motion: To approve the minutes of the July 28, 2003 meeting.

Moved by: Schipper

Supported by: Van Koevering

MOTION CARRIED

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APPROVAL OF AGENDA of August 25, 2003

CMH 03-068 Motion: To approve the agenda for August 25, 2003.

Moved by: Berghorst

Supported by: Persenaire

MOTION CARRIED

COMMUNICATIONS & PRESENTATIONS

There were no communications or scheduled presentations.

CHAIRPERSON'S REPORT

Mr. Vander Laan stated that a conflict of schedules warranted the change of time and location of the September 15, 2003 CMHOC Board Meeting. The meeting is scheduled for Monday, September 15, 2003 at 1:00pm and will be held at the 12265 James Street CMH Board Room. He noted that the next evening CMHOC Board Meeting will be held prior to the Annual Public Hearing on Monday, October 20, 2003 at 6:00pm. The meeting will be held at the Fillmore Street Complex, main conference room, downstairs.

Mr. Vander Laan stated that he scheduled the Contract Committee to meet with Mr. Rich Schurkamp on Thursday, August 28, 2003 at 1:00pm. As this time would not work for all members, Mr. Vander Laan requested that before today's meeting adjourns, Ms. Pelon contact Mr. Schurkamp to see if he would be available at 12:00noon. Committee members are: Fred Vander Laan, Cornelius Vander Kam, Kristi Nale, Kellye Slaggert and Lucile Van Koevering. The meeting will be held at the Fillmore Street Complex.

EXECUTIVE DIRECTOR'S REPORT

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

Affiliation Status Update: Mr. Cyranowski stated that the process has begun for Muskegon CMH and CMHOC to share Medicaid and General Fund dollars. Muskegon CMH has requested the one-time transfer of \$500,000 for FY 2002-2003. This transaction must receive MDCH approval. Mr. Cyranowski will update the Board next month.

Budget Issue Update: Mr. Cyranowski stated that he met with Mr. Rich Schurkamp regarding the proposed staffing plan. They will meet again to work towards county approval of the plan.

Prepaid Health Plans Update: Under Finance Issues, Ms. Pekelder will provide the Board with an overview of the Medicaid Contract received by Muskegon CMH.

General Fund Contract Update: A "preview copy" has been received from MDCH. This is not the formal signature copy, which is expected within the next two weeks. This needs to be reviewed and approved by each Board. Under Finance Issues, Ms. Pekelder will provide an overview of this contract.

Micro-enterprises Update: Mr. Cyranowski reported that a series of meetings were held last week with Woods Consulting Group, staff and CMH consumers. Woods Consulting Group is in the process of meeting with local banks to set up a funding pool for the business ventures. Mr. Vander Kam questioned whether any consideration has been given to charging per square foot for any consumer run business that are located in County owned facilities. Mr. Cyranowski stated that he is working closely with Mark Scheerhorn regarding any sub lease issues.

Board Association Update: Mr. Cyranowski stated that the Board Association is requesting nominations for election of Association Officers for 2004. He stated that Ms. Pelon has the form if anyone is interested in making a nomination. At the regional meeting in October 2003, all regions

will consider nominations and elections will be held at the Association Annual Winter Meeting in February 2004.

Options in Person Centered Planning: Mr. Cyranowski noted that during the PCP process, selected consumers who currently attend Community Based Experience, along with their guardians/parents, are offered the option of receiving CMH services in their place of residence. Those selected for this option are those who live in a twenty-four hour staffed contract home operated by MOKA Corporation or Heritage Home, are profoundly cognitively impaired and/or medically fragile and in need of a very high degree of personal care services. Thus far nine to ten have chosen this option.

Ms. Bird questioned whether the consumer can go back if they do not like the new PCP option. She also questioned whether there is a process to evaluate how it is working. Mr. Cyranowski stated that supports coordinators and clinical staff are required to go to the home to assure plans are being followed and consumers are satisfied. Mr. Cyranowski clarified that all PCP decisions are based on informed consent on the part of consumers/guardians.

Jail Diversion Issues: Mr. Vander Kam stated that he attended a seminar on jail diversion; the speaker was Mr. Robert Lathers, Executive Director of Ionia County CMH. It was noted that for jail diversion to be successful, immediate attention is required before the consumer gets to jail and booked. It was emphasized that the response time by mental health is crucial. Mr. Cyranowski responded that CMHOC has been doing jail diversion services for over three years. CMHOC Crisis Team is available to local jails 24/7. A Mental Health Clinician goes to the jail Monday through Friday and that is where the process begins.

It was recommended that CMHOC compare its crisis response with Ionia County. Mr. Vander Kam suggested that Mr. Cyranowski meet with Mr. Lathers to compare statistics and learn more about their successes with jail diversion.

Ms. Kortman stated that she would like to see CMHOC statistics regarding jail diversion.

Ms. Persenaire noted that success will depend on having mental health clinicians available at the time prior to being booked.

Mr. Vander Laan stated that he will explore the issue of jail diversion with Mr. Swartout at the Monday night Board of Commissioners Work Session.

FINANCE ITEMS:

Service Contracts

CMH 03-069 Motion: To approve the Service Contracts as presented.

Moved by: Schipper

Supported by: Van Koeving

MOTION CARRIED

Board members requested a list of adult foster care homes. Mr. Cyranowski will include this information in his September 2003 Executive Director's Report.

FY 2002/2003 July Financial Report

CMH 03-070 Motion: To receive FY 2002/2003 July Financial Report as presented.

Moved by: Berghorst

Supported by: Persenaire

MOTION CARRIED

FY 2002/2003 Budget Adjustment #7

CMH 03-071 Motion: To approve FY 2002/2003 Budget Adjustment # 7 as presented.

Moved by: Van Koevering

Supported by: Berghorst

MOTION CARRIED

Michigan Department of Community Health Contacts

CMH 03-072 Motion: To approve FY 2003-2004 Medicaid Managed Specialty Services and Supports

Contract with the Michigan Department of Community Health.

Moved by: Persenaire

Supported by: Bombara

MOTION CARRIED

CMH 03-073 Motion: To approve FY 2003-2004 State General Fund Contract with the Michigan Department of Community Health.

Moved by: Schipper

Supported by: Van Koevering

MOTION CARRIED

QUALITY IMPROVEMENT ITEMS

The Minutes of August 5, 2003 were accepted.

Ms. Bird commented on the PCP Training noted in the Clinical Care Committee August, 2003 Report. She wanted assurance that work will occur that will be in the best interest of the consumer and the training will focus on empowering and not be restrictive, with clear definitions of skill building and what determines a billable service. She also emphasized providing latitude for changing the PCP when requested.

Monthly Update: Demographics Report

Mr. Cyranowski reviewed and answered questions regarding the Monthly Demographics Report which is provided by Mr. Hofman.

Consumer Advisory Committee Appointment

CMH 03-074 Motion: To appoint Matthew James Carl as a member of the Consumer Advisory Committee for a two year term.

Moved by: Van Koevering

Supported by: Slaggert

MOTION CARRIED

OLD BUSINESS

Discussion: Committee Structure

Mr. Vander Laan stated that the three month trial of combining the Executive Committee and Finance Committee meetings in the monthly CMHOC Board Meetings has been reached. He questioned whether Board Members wanted to continue with this structure.

It was agreed that the current meeting structure is working well and should be continued. However, questions arose regarding the Program/Planning & QI Committee and how to work in the Board Development Sessions without making the Board meetings too lengthy.

Ms. Slaggert commented that Calhoun County CMH does not have subcommittees, but are all part of their Board meeting and their meetings last only two hours. She may attend one of these meetings and wondered if any other Board members would like to attend also.

Mr. Vander Laan requested that Ms. Pelon place this issue on the September 15, 2003 CMHOC Board Meeting Agenda, under Old Business.

NEW BUSINESS

Board Policies

CMH 03-075 Motion: To reaffirm Board Policy #1: Mission Statement

Moved by: Berghorst

Supported by: Van Koevering

CMH 03-076 Motion: To refer to Program/Planning & QI Committee for further study.

Moved by: Kortman

Supported by: Persenaire

MOTION CARRIED

CMH 03-077 Motion: To reaffirm Board Policy #2: Leadership

Moved by: Berghorst

Supported by: Kortman

CMH 03-078 Motion: To refer to Program/Planning & QI Committee for further study.

Moved by: Berghorst

Supported by: Persenaire

MOTION CARRIED

CLOSED SESSION

(2/3 roll call vote required)

CMH 03-079 Motion: To go into closed session at 3:01pm to discuss written legal opinion.

Moved by: Berghorst

Supported by: Van Koevering

ROLL CALL VOTE

YEAS: Van Koevering, Berghorst, Schipper, Bombara, Nale, Slaggert, Vander Kam, Kortman, Persenaire, Bird, Vander Laan.

NAYS:

MOTION CARRIED

CMH 03-080 Motion: To rise out of closed session at 3:13pm.

Moved by: Berghorst

Supported by: Van Koevering

MOTION CARRIED

GENERAL INFORMATION, COMMENTS AND MEETINGS ATTENDED

Mr. Vander Laan stated that Mr. Schurkamp would be able to meet with the Contract Committee at 12:00noon on Thursday, August 28, 2003.

Mr. Schipper stated that he would like to thank Mr. Rappleye for the legal opinion #1 that was discussed at July's CMHOC Board Meeting. This was appreciated.

Ms. Van Koevering stated that the Consumer Advisory Committee saw a demonstration of the "Hug-Squeeze" machine (located at 12263 James Street) and found this to be very educational. She also noted that she read a book by author Martha Manning, entitled, Undercurrents, which she found to be very interesting and stated anyone could borrow it if they were interested in reading it.

PUBLIC COMMENT

There was no Public Comment.

ADJOURNMENT

Mr. Vander Laan adjourned the August 25, 2003 meeting at 3:20pm.

Fred Vander Laan, Chairperson Edward Berghorst, Secretary