

BOARD MEETING MINUTES

MONDAY, SEPTEMBER 15, 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, Steve Waters

ABSENT:

EXCUSED:

STAFF: Gerry Cyranowski, Greg Hofman, Pam Pekelder, Betty O'Rourke, Gloria Pelon

OTHERS: Greg Rappleye

CALL TO ORDER - Board Chairperson

Fred Vander Laan, Chairperson called the September 15, 2003 meeting to order at 1:00pm.

PUBLIC COMMENT

Mr. Jim Kloosterman
9941 16th Avenue
Allendale, Michigan

Mr. Kloosterman commented on the Executive Director's proposed contract, specifically the term length.

APPROVAL OF MINUTES of August 25, 2003

CMH 03-081 Motion: To approve the minutes of the August 25, 2003 meeting.

Moved by: Persenaire

Supported by: Berghorst

MOTION CARRIED

APPROVAL OF AGENDA of August 25, 2003

CMH 03-082 Motion: To approve the agenda for August 25, 2003.

Moved by: Berghorst

Supported by: Van Koevering

MOTION CARRIED

COMMUNICATIONS & PRESENTATIONS

There were no communications or scheduled presentations.

CHAIRPERSON'S REPORT

Mr. Vander Laan reminded Board members of the Jail Diversion presentation to be held tonight at 6:30pm at the Fillmore Street Complex. He encouraged everyone to attend if at all possible.

EXECUTIVE DIRECTOR'S REPORT

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

Affiliation Status Update: Mr. Cyranowski stated that Muskegon CMH received a memorandum from MDCH indicating that the request for an outright transfer of \$500,000 of State General Funds from CMH Services of Muskegon County to CMHOC is not allowable. It appears this will be a longer process than anticipated. More documentation will be provided to MDCH, as the request continues to be evaluated.

MDCH Contract Issues Update: Mr. Cyranowski noted that he provided a written overview of the Medicaid Contract which was sent to all Board members.

Needs Assessment Update: Mr. Cyranowski stated that survey reminder notices were sent; receiving a 53.5% response rate. The information is currently being tabulated. He noted that the public forums begin tomorrow, September 16, 2003 at 1:00pm at the Fillmore Street Complex

Senate Hearings: Mr. Cyranowski announced that hearings on Michigan's public mental health system will begin on Wednesday, September 17, 2003, at 1:00pm. The meetings will be held in the first floor Senate Hearing Room, Lansing. Mr. Cyranowski will attend the September 17th hearing. Hearings are also scheduled for Wednesday, September 24th and October 1st.

Revised Chapter III, Medicaid Contract: Mr. Cyranowski stated that he received the revised Chapter III, Medicaid Contract. He noted that anyone desiring a copy should contact Ms. Pelon.

FINANCE ITEMS:

Service Contracts

CMH 03-083 Motion: To approve the Service Contracts as presented.

Moved by: Persenaire

Supported by: Van Koeving

CMH 03-084 Amended

Motion: To approve the Service Contracts, with the revision of El Centro of Bethany Christian Services from renewal to extension of three months 10/1/03-12/31/03.

Moved by: Van Koevering

Supported by: Vander Kam

MOTION CARRIED, with one dissension and one abstained

FY 2002/2003 August Financial Report

CMH 03-085 Motion: To receive FY 2002/2003 August Financial Report as presented.

Moved by: Van Koevering

Supported by: Persenaire

MOTION CARRIED

QUALITY IMPROVEMENT ITEMS

Monthly Update: Demographics Report

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

Mr. Hofman noted that 1,315 consumers were served per month.

OLD BUSINESS

Discussion: Vision For CMH Services in Michigan

The Michigan Association of Community Mental Health Boards (MACMHB) requested feedback from local CMH Boards regarding the vision for CMH services in Michigan. Each Board Member received a copy of the Memorandum from MACMHB.

Following discussion, it was recommended that each Board Member individually respond to MACMHB. Responses are due by the end of September, 2003.

Discussion: Committee Structure

Mr. Vander Laan noted that everyone has had time to think about whether the monthly Program/Planning & QI Committee Meeting should be included in the monthly Board Meeting and requested their input.

Suggestions offered were:

- All Board members attend the monthly Program/Planning & QI Committee meeting. Mr. Rappleye cautioned that if six or more members attend, it would be a quorum and would be considered a full meeting of the Board. If a notice is not posted as such, it would be in violation of the Open Meetings Act.
- Schedule two monthly CMHOC Board Meetings with one meeting in a work session format.
- Leave the current schedule for Program/Planning & QI Committee Meetings as is.

Following discussion, it was decided to leave the Program/Planning & QI Committee Meetings as

scheduled through March, 2004; with the future goal of incorporating this meeting into the monthly CMHOC Board Meeting.

3:25pm: Mr. Vander Laan called for a five minute recess.

3:30pm: Mr. Vander Laan called the meeting to order.

NEW BUSINESS

Executive Director's Performance Evaluation

CMH 03-086 Motion: To go into closed session at 3:30pm to discuss the Executive Director's Performance Evaluation.

Moved by: Schipper

Supported by: Van Koevering

MOTION CARRIED

CMH 03-087 Motion: To rise out of closed session at 3:47pm.

Moved by: Schipper

Supported by: Persenaire

MOTION CARRIED

Employment Agreement for the Executive Director

Mr. Vander Laan explained that the annual rate of compensation is at a 2% increase for 15 months, which will begin October 1, 2003.

CMH 03-088 Motion: To approve the Employment Agreement for the Executive Director, Gerard Cyranowski, of the Community Mental Health Agency of Ottawa County, effective October 1, 2003 through September 30, 2006.

Moved by: Schipper

Supported by: Van Koevering

MOTION CARRIED with two dissensions

GENERAL INFORMATION, COMMENTS AND MEETINGS ATTENDED

Ms. Slaggert stated that she attended the Calhoun County CMH Board Meeting and found it to be very interesting; noting that there was a lot of information discussed and the duration of the meeting was two hours. Ms. Slaggert stated that she has some written information and will have Ms. Pelon provide copies to all Board members.

PUBLIC COMMENT

Mr. Tom Bird

359 Waukazoo Drive

Holland, Michigan

Mr. Bird commented on the Kandu Service Contract, specifically the appropriateness of having performance indicators.

Ms. Jo Sinha

No address provided

Ms. Sinha commented on the Kandu Service Contract, specifically in reference to the van drivers and performance indicators.

ADJOURNMENT

Mr. Vander Laan adjourned the September 15, 2003 meeting at 4:11pm.

Fred Vander Laan, Chairperson Edward Berghorst, Secretary

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