

# BOARD MEETING MINUTES

MONDAY, DECEMBER 15, 2003

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

ABSENT:

EXCUSED: Kellye Slaggert, Steve Waters

STAFF: Sue Buist, Greg Hofman, Cheri Parks, Pam Pekelder, Betty O'Rourke, Gloria Pelon

OTHERS:

CALL TO ORDER - Board Chairperson

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

PUBLIC COMMENT

Mr. Ron Baker

448 West 29th Street

Holland, Michigan

Commented on Service Contracts relative to guardianship and performance indicators.

Ms. Peg Fackler

706 Myrtle Avenue

Holland, Michigan

Commented on guardianship.

APPROVAL OF MINUTES of November 17, 2003

CMH 03-101 Motion: To approve the minutes of the November 17, 2003 meeting.

Moved by: Schipper

Supported by: Persenaire

MOTION CARRIED

APPROVAL OF AGENDA of December 15, 2003

CMH 03-102 Motion: To approve the agenda for December 15, 2003.

Moved by: Persenaire

Supported by: Bombara

MOTION CARRIED

COMMUNICATIONS & PRESENTATIONS

There were no communications or scheduled presentations.

## CHAIRPERSON'S REPORT

Mr. Vander Laan recognized Ms. Pelon for her 30 years of service with CMHOC.

Mr. Vander Laan stated that today Mr. Cyranowski was attending a Director's Forum in Lansing. The agenda includes:

- An update on issues and implications regarding the recent renewal of the Medicaid waiver. This may have significant implications for the funding of affiliations, including Ottawa/Muskegon.
- FY 2004 budget issues
- Adult Benefit Waiver update, with implications for renewal or non-renewal.
- Effects of recent Medicare legislation.

On Tuesday, December 16, 2003, Mr. Cyranowski will be in Lansing, as MDCH is meeting individually with all affiliations to review implications of the waiver renewal requirements and develop strategies to address these requirements within each affiliation. Mr. Cyranowski will be meeting with Mr. Jim Elwell and MDCH officials to learn how the affiliation will be impacted. It is suspected that redistribution of funds among affiliations may be in the works.

Mr. Vander Laan stated that Mr. Cyranowski will provide a written summary and will distribute to all CMHOC Board Members.

## EXECUTIVE DIRECTOR'S REPORT

Mr. Vander Laan suggested CMHOC Board Members contact Mr. Cyranowski if they have any questions regarding his December, 2003 Executive Director's Report.

## FINANCE ITEMS:

### **Service Contracts**

CMH 03-103 Motion: To approve the Service Contracts as presented.

Moved by: Berghorst

Supported by: Persenaire

MOTION CARRIED with one dissension

- Service Contracts - Attachment B through B-7
  - Heritage Homes/Community Living Supports
  - MOKA/Community Living Supports
  - Best Way Providers/Community Living Supports
  - Kelly Services/Community Living Supports
  - Pioneer/Community Living Supports
  - Nursing Care Options/Community Living Supports
  - Lutheran Social Services/Community Living Supports

CMHOC staff are to provide a report at the January 19, 2004 CMHOC Board Meeting to include the following:

- What is currently budgeted?
- What are the direct and indirect costs?
- What directives are given to staff? Need to have more clear wording relative to

“acquired self-sufficiency” - should include socialization and maintenance.

- Service Contract - B-12: El Centro

CMHOC staff are to provide an update, when available, on the following

- How many current CMHOC consumers are not legal residents of the country?

Mr. Hofman to contact El Centro for this information.

- Discuss with Muskegon CMH the possibility of a reciprocal agreement for referrals.
- Look at all options and research local churches and/or agencies for possible referrals.

**Board Members requested that in future documents, acronyms not be used.**

### **FY 2003/2004 October Financial Report**

CMH 03-104 Motion: To receive FY 2003/2004 October Financial Report as presented.

Moved by: Van Koevering

Supported by: Berghorst

MOTION CARRIED

### QUALITY IMPROVEMENT ITEMS

The Minutes of December 2, 2003 were accepted.

### **Monthly Update: Demographics Report**

This Monthly Demographics Report is provided by Mr. Hofman, at the request of the Board Members and is presented as information only.

### **Clinical Privileging**

CMH 03-105 Motion: To approve the following Licensed Independent Practitioner be privileged: Isha Salva, M.D.

Moved by: Persenaire

Supported by: Berghorst

MOTION CARRIED

CMH 03-106 Motion: To approve the following Licensed Independent Practitioner be privileged: Katherine Jawor, D.O.

Moved by: Persenaire

Supported by: Van Koevering

MOTION CARRIED

### **Consumer Advisory Committee Appointment**

CMH 03-107 Motion: To appoint Beverly Chavez as a member of the Consumer Advisory Committee for a two year term.

Moved by: Persenaire  
Supported by: Berghorst  
MOTION CARRIED

CMH 03-108 Motion: To appoint Laura Petroelje as a member of the Consumer Advisory Committee for a two year term.

Moved by: Persenaire  
Supported by: Kortman  
MOTION CARRIED

Ms. Kortman stated that she recently attended a Consumer Advisory Committee Meeting and recommended that others attend if possible.

#### OLD BUSINESS

None

#### NEW BUSINESS

##### **Recipient Rights Annual Report FY 2003**

CMH 03-109 Motion: To receive the Recipient Rights Annual Report for FY 2003 as presented and for information only.

Moved by: Van Koevering  
Supported by: Persenaire  
MOTION CARRIED

#### GENERAL INFORMATION, COMMENTS AND MEETINGS ATTENDED

Ms. Persenaire questioned whether the volunteer work groups, which were decided on at the December CMHOC Board Meeting, could be changed to meet as a full board and break into work groups during this meeting. The work groups are: Needs Assessment, Board Policies and Executive Director's Performance Evaluation Form.

It was noted that Mr. Cyranowski is currently working on developing a group to meet regarding the Needs Assessment. Ms. Bird stated that she is willing to spend time working on this, noting that it will take more than one or two meetings. Mr. Vander Laan will follow up with Mr. Cyranowski on Wednesday, December 17, 2003, regarding the Needs Assessment meeting.

It was noted that Board members do not receive a per diem for these meetings, only mileage. Mr. Vander Laan stated that any additional per diem amount would have to be approved by the Board of Commissioners. Ms. Kortman stated that the work groups were developed on a volunteer basis and everyone volunteered because they cared about the issue(s).

It was decided to leave the work groups as developed in the initial plan.

Ms. Kortman stated that she had a consumer concern and was requesting direction. She noted that a consumer moved from Ottawa County to Allegan County and was no longer able to receive services at Kandu Industries. It was recommended that Ms. Kortman inform the consumer that they

can file a complaint with Allegan County Recipient Rights. Ms. Pelon will contact Ms. Kortman with the name of the Recipient Rights Officer and a phone number.

Mr. Vander Kam questioned page E-19: Proposal for - Parents Together Support Group  
Ms. Buist stated that this is part of the Reinvestment Plan that will be presented to the Program/Planning and QI Committee Meeting on January 6, 2004 and then to the CMHOC Board at their January 19, 2004 meeting.

PUBLIC COMMENT

No Public Comment.

ADJOURNMENT

Mr. Vander Laan adjourned the December 15, 2003 meeting at 2:21pm.

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Fred Vander Laan, Chairperson Edward Berghorst, Secretary

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