

EXECUTIVE COMMITTEE MINUTES FEBRUARY 17, 2003

PRESENT: Edward Berghorst, Mark Bombara, Veronica Persenaire, Lucile Van Koevering

EXCUSED: Fred Vander Laan

STAFF: Gerry Cyranowski, Gloria Pelon

CALL TO ORDER - Board Chairperson

Mark Bombara, Vice Chair called the February 17, 2003 meeting to order at 12:35pm.

APPROVAL OF MINUTES of January 20, 2003

Motion: To approve the minutes of the January 20, 2003 meeting.

Moved by: Persenaire

Supported by: Van Koevering

MOTION CARRIED

APPROVAL OF AGENDA of February 17, 2003

Motion: To approve the agenda for February 17, 2003.

Moved by: Berghorst

Supported by: Van Koevering

MOTION CARRIED

OLD BUSINESS

Monthly Update: Demographics Report

Mr. Cyranowski reviewed and answered questions regarding the Monthly Demographics Report provided by Mr. Hofman at the request of the committee.

Mr. Cyranowski noted that this report is following seasonal trends.

Committee members voiced their appreciation of the report; stating that it was informative and very well done.

Discussion: Retreat for CMH Board Training

Ms. Persenaire deferred this discussion to the March 17, 2003 Executive Committee Meeting.

Both Ms. Persenaire and Mr. Bombara concluded that it would be more productive to obtain some ideas from the MACMHB Winter Conference, where they will be able to obtain more information relative to topics and suggestions for outside speakers.

Ms. Pelon will create a questionnaire that will provide suggested topics for the Retreat; requesting that Board Members check topics of interest, add any topics if so desired and prioritize the topics. The questionnaire will also include preference for full day, half day and suggestions for location. This questionnaire will be included in the Board Packet for the February 27, 2003 meeting and collected after the meeting.

Board members attending the Winter Conference will attempt to discuss this issue with Dave LaLumia and Scott Dzurka.

NEW BUSINESS

Discussion: Process for Review of Common Policies

Mr. Bombara stated that at the January 27, 2003 CMH Board Meeting, Mr. Vander Kam questioned whether the CMH Board would be reviewing common policies. Mr. Cyranowski reminded committee members that operating policies within the agency historically have not been brought to the Board. He explained that the policies are reviewed by managers, the Leadership Group and forwarded to the Executive Director for signature. It was noted that Muskegon CMH Board reviews all policies.

Mr. Cyranowski will discuss this issue with Greg Rappleye and provide an explanation at the February 27, 2003 Board meeting. Copies of Board Policies will be included in the Board Packet, for information only.

FEBRUARY 27, 2003 CMH BOARD MEETING AGENDA

There were no additions and/or changes to the February 27, 2003 CMH Board Meeting Agenda.

Committee members were reminded that the Board Meeting was changed to Thursday, February 27, 2003 due to the conflict with the MACMHB Winter Conference.

ROUND TABLE

Ms. Van Koevering stated that she received information at the Consumer Advisory Committee meeting relative to Disability Advocacy Network - Legislative Dialogue. This event is sponsored by ARCs and CILs of Allegan, Kent, Ottawa and Muskegon counties and will be held on March 31, 2003 from 6:30-8:30pm at Grandville Middle School. Ms. Pelon will copy the information and include in the Board Packet for information only.

All Board members are encouraged to attend. Reply by March 14, 2003 requested.

Mr. Cyranowski noted that he attended the Director's Forum in Lansing last week, meeting with local legislators and highly recommended that Board members attending the MACMHB Winter Conference attend the Legislators Reception on Tuesday evening (February 25, 2003).

Ms. Persenaire requested that Mr. Cyranowski provide Board members attending the MACMHB Winter Conference written "talking points" that can be used to discuss pertinent issues with legislators.

One area of discussion Mr. Cyranowski recommends, is the MDCH annual site surveys. The question is whether it is necessary to maintain JCAHO accreditation, when MDCH also conducts an annual audit. The JCAHO accreditation utilizes a considerable amount of staff time and requires a consultant to prepare for the review. Since certification is required through MDCH, should CMH be required to maintain yet another external accreditation?

Ms. Persenaire questioned whether CMH was involved in homeland security within Ottawa County.

Mr. Cyranowski stated that CMH is a part of the county-wide disaster plan. Ms. Persenaire suggested that CMH be more involved and recommended discussions with Mr. Bill Smith to assure this occurs.

Ms. Van Koevering requested clarification relative to Ottawa County's Prescription Plan. Mr. Berghorst stated that more information can be received by contacting Public Health. Mr. Cyranowski noted that certain area pharmacies participate and to be eligible, applicant can not have insurance coverage for prescriptions.

ADJOURNMENT

Mr. Bombara adjourned the February 17, 2003 meeting at 1:30pm.