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**APPROVED
OTTAWA COUNTY
COMMUNITY MENTAL HEALTH**

**Monday, January 19, 2004 1:00 PM
CMH Building A - Board Room**

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

ABSENT:

EXCUSED: Kellye Slaggert

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

OTHERS: Greg Rappleye

CALL TO ORDER - Board Chairperson Fred Vander Laan, Chairperson called the January 19, 2004 meeting to order at 1:00pm.

PUBLIC COMMENT

No Public Comment.

APPROVAL OF MINUTES of December 15, 2003

CMH 04-001 Motion: To approve the minutes of the December 15, 2003 meeting.

Moved by: Schipper

Supported by: Berghorst

MOTION CARRIED

APPROVAL OF AGENDA of January 19, 2004

CMH 04-002 Motion: To approve the agenda for January 19, 2004.

Moved by: Berghorst

Supported by: Bombara

MOTION CARRIED

COMMUNICATIONS & PRESENTATIONS

There were no communications or scheduled presentations.

CHAIRPERSON'S REPORT

None

EXECUTIVE DIRECTOR'S REPORT

Mr. Cyranowski reviewed and answered questions regarding his January, 2004 Executive Director's Report.

Affiliation Status: Mr. Cyranowski stated that he has been involved in meetings with the affiliation and MDCH to work through future budget cuts; with discussions on how to absorb on a local basis. He will keep the CMHOC Board apprised as new information is received.

Mr. Cyranowski stated that the Michigan Adult Benefit Waiver (ABW) request was approved by the Center for Medicare and Medicaid Services (CMS). Late Friday afternoon, January 16, 2004, Health and Human Services Secretary, Tommy Thompson, issued a press release announcing the approval. Mr. Cyranowski stated that this is great news.

Due to the approval of the ABW, Ms. Bird questioned whether the new CMHOC computer system will allow for new data reporting requirements. Mr. Cyranowski answered affirmatively.

McKinney-Vento Homeless Assistance Competition: Ms. Kortman requested more information regarding the amount of the vouchers. Ms. Nale questioned whether landlords could deny vouchers. Mr. Cyranowski will provide answers to these questions in his Executive Director's Report next month.

Consumer Run Microenterprise

Mr. Cyranowski stated that the coffee shop should be up and running in approximately two weeks. The cabinets have been delivered; need to remove the vending machines, make the necessary wiring changes and install the cabinets.

Ms. Kortman questioned the start up costs. The Michigan Rehabilitative Services (MRS) has provided \$5,600.00; Woods Group is working with local banks to secure a small business loan of \$3,500.00. Details are still being negotiated; interest rate not yet available.

FINANCE ITEMS

Service Contracts

CMH 04-003 Motion: To approve the Service Contracts as presented.

Moved by: Van Koevering Supported by: Persenaire

MOTION CARRIED

Service Contract - Clubhouse Transportation Services:

- 30 to 40 individuals will use this transportation service.
- Drivers will be required to meet DOT requirements
- Liability issues - must meet all county requirements. The County Insurance Authority Committee is currently working on this issue
- Vans will be returned to CMHOC if the business is dissolved

Ms. Bird stated that she would like to have a clearer picture of CMHOC's service contracts. She questioned whether she could receive a master list of CMHOC contracts. Mr. Cyranowski will check the data base to see how it is organized and, if possible, provide a list.

FY 2002/2003 Year End Financial Statement

CMH 04-004 Motion: To receive FY 2002/2003 Year End Financial Statement as presented.

Moved by: Berghorst Supported by: Persenaire

MOTION CARRIED

FY 2003/2004 November Financial Statement

CMH 04-005 Motion: To receive FY 2003/2004 November Financial Statement as presented.

Moved by: Berghorst Supported by: Persenaire

MOTION CARRIED

FY 2003/2004 December Financial Statement

CMH 04-006 Motion: To receive FY 2003/2004 December Financial Statement as presented.

Moved by: Schipper Supported by: Van Koevering

MOTION CARRIED

QUALITY IMPROVEMENT ITEMS

The Minutes of January 13, 2004 were accepted.

Monthly Update: Demographics Report

This Monthly Demographics Report is provided by Mr. Hofman, at the request of the CMHOC Board Members.

FY 2003/2004 Medicaid Reinvestment Plan

CMH 04-007 Motion: To approve the FY 2003/2004 Medicaid Reinvestment Plan with the deletion of the Development of Business Plans for Consumer-Run Microenterprises.

Moved by: Persenaire Supported by: Van Koevering

ROLL CALL VOTE

YEAS: Berghorst, Bombara, Schipper, Kortman, Persenaire, Waters, Vander Laan (7)

NAYS: Nale, Bird, Vander Kam, Van Koevering (4)

MOTION CARRIED

CMH 04-008 Motion: Motion to re-consider.

Moved by: Berghorst Supported by: Waters

ROLL CALL VOTE

YEAS: Berghorst, Nale, Schipper, Van Koevering, Waters, Vander Laan (6)

NAYS: Bombara, Kortman, Persenaire, Bird, Vander Kam (5)

MOTION CARRIED

CMH 04-009 Motion: To approve the FY 2003/2004 Medicaid Reinvestment Plan to include the Development of Business Plans for Consumer-Run Microenterprises.

Moved by: Van Koevering Supported by: Schipper

ROLL CALL VOTE

YEAS: Berghorst, Schipper, Van Koevering, Waters, Nale, Vander Laan (6)

NAYS: Bombara, Kortman, Persenaire, Vander Kam, Bird (5)

MOTION CARRIED

Mr. Cyranowski stated that the process for the FY 2003/2004 Medicaid Reinvestment Plan will begin much earlier; start talking at Program/Planning & QI Committee in June 2004 and have a good plan to the CMHOC Board prior to the end of the fiscal year.

Ms. Kortman questioned the respite survey process; wondering why income is included on the form. She questioned whether the respite services model she provided information on had been given any evaluation. It was noted that Rick Eisen, CMHOC staff, had visited this model. Mr. Cyranowski will provide information regarding this visit to the Program/Planning & QI Committee at their February 3, 2004 meeting.

OLD BUSINESS

None

NEW BUSINESS**Consumer Advisory Committee Re-appointments**

CMH 04-010 Motion: To reappoint John Bayer to the Consumer Advisory Committee for a two year term.

Moved by: Van Koevering Supported by: Persenaire

MOTION CARRIED

CMH 04-011 Motion: To reappoint Kristi Nale to the Consumer Advisory Committee for a two year term.

Moved by: Van Koevering Supported by: Persenaire

MOTION CARRIED

CMH 04-012 Motion: To reappoint Susan Buist, CMHOC Program Director, to the Consumer Advisory Committee for a two year term.

Moved by: Nale Supported by: Bombara

MOTION CARRIED

2002/2003 CMHOC Annual Report

CMH 04-013 Motion: To accept the CMHOC 2002/2003 Annual Report and forward to the Ottawa County Board of Commissioners.

Moved by: Persenaire

Supported by: Berghorst

MOTION CARRIED

Following approval from the Ottawa County Board of Commissioners, the Annual Report will be circulated as an advertisement insert, in the Holland Sentinel/Flashes, Grand Haven Tribune, Grand Rapids Press and the LakeShore Edition.

GENERAL INFORMATION, COMMENTS AND MEETINGS ATTENDED

The Granholm Mental Health Commission has scheduled its first meeting for Monday, February 2, 2004. The meeting will be held in the Senate Hearing Room in the Boji Tower (known as the Standard Federal Bank building). The meeting is scheduled from 8:00am until 4:00pm and is open to the public. Mr. Cyranowski encouraged attendance.

Mr. Schipper distributed copies of an article from the NACO Health, Human Services and Workforce Conference. This was for information only.

PUBLIC COMMENT

Tom Bird
359 Waukazoo Drive
Holland, Michigan

Commented on:

- request from Town Hall Coalition to attend future CBE tours, as well as group staff homes.
- encouraging ongoing PCP training for facilitators.
- request for CMHOC Access staff to attend the next meeting with the Town Hall Coalition
- the importance of respite services.

ADJOURNMENT

Mr. Vander Laan adjourned the January 19, 2004 meeting at 3:07pm.

Agenda

1. Call to Order - Board Chairperson
2. Public Comment
3. Approval of Minutes of December 15, 2003
Suggested Motion: To approve the Minutes of December 15, 2003.
4. Approval of Agenda of January 19, 2004
Suggested Motion: To approve the Agenda for January 19, 2004.
5. Communications and Presentations
6. Chairperson's Report

7. Executive Director's Report (*Attachment A*)

8. Finance Items (*Attachment B*)

Service Contracts

Suggested Motion: To approve the Service Contracts as presented.

Financial Statements

Suggested Motion: To receive FY 2002/2003 Year End Financial Statement as presented.

Suggested Motion: To receive FY 2003/2004 November Financial Statement as presented.

Suggested Motion: To receive FY 2003/2004 December Financial Statement as presented.

9. Program/Planning & QI Committee Items (*Attachment C*)

Monthly Update: Demographics Report

FY 2003/2004 Medicaid Reinvestment Plan (*Attachment D*)

Suggested Motion: To approve the FY 2003/2004 Medicaid Reinvestment Plan with the deletion of the Development of Business Plans for Consumer-Run Microenterprises.

10. Old Business

11. New Business

Consumer Advisory Committee Re-appointments

Suggested Motion: To reappoint John Bayer to the Consumer Advisory Committee for a two year term.

Suggested Motion: To reappoint Kristi Nale to the Consumer Advisory Committee for a two year term.

Suggested Motion: To reappoint Susan Buist, CMHOC Program Director, to the Consumer Advisory Committee for a two year term.

2002/2003 Annual Report (To be distributed at meeting)

Suggested Motion: To accept the CMHOC 2002/2003 Annual Report and forward to the Ottawa County Board of Commissioners.

12. General Information, Comments, and Meetings Attended

13. Public Comment

14. Adjournment