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**APPROVED
OTTAWA COUNTY
COMMUNITY MENTAL HEALTH**

**Monday, September 20, 2004 6:00 PM
Fillmore Administration Building - Main Conference Room
12220 Fillmore Street, West Olive**

PRESENT: Edward Berghorst, Rita Bird, Mark Bombara, Janie Hernandez, Joyce Kortman, Kristine Nale, 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 20, 2004 meeting to order at 6:00pm.

REVIEW OF CMHOC MISSION STATEMENT

Mr. Vander Laan noted that this is an addition to the Agenda and will appear monthly.

PUBLIC COMMENT

Edward Osredkar
11407 144th Avenue
West Olive, Michigan

Commented on services provided by mental health; stating that the \$57.00 per day for respite services is not sufficient dollars.

Darlene Cobb
4454 Knollwood Drive
Allendale, Michigan

Commented on lack of psychiatric time for clients to spend with the psychiatrist. Now scheduled for 20 minutes; Doctors can not give quality service with this time frame.

Alfonso Mercado
Holland, Michigan
Commented on current mental health services.

Marcia De Wilde
10491 96th Avenue
Zeeland, Michigan

Commented on mental health services; lack of respect to guardians. Wanted to go "on record for judicial use of guardianship." She submitted a letter to Allegan County and submitted a copy to the CMHOC Board of Directors.

ANNUAL PUBLIC HEARING

CMH 04-056 Motion: To open the Annual Public Hearing, as required by Section 226(e) of the Michigan Mental Health Code.

Moved by: Schipper

Supported by: Van Koevering

MOTION CARRIED

Mr. Cyranowski provided a status report, which included a review of the August 2004 MDCH Site Review of the LakeShore Affiliation. He commented that this is a preliminary report. The formal report will be provided at the October CMHOC Board of Directors Meeting.

Mr. Cyranowski also presented the seven (7) priority initiatives established by MDCH for the new fiscal year.

Mr. Cyranowski provided information relative to the proposed operating budget for October 1, 2004 through September 30, 2005. The proposed budget has been submitted to County Administration; when approved, it will be presented to the CMHOC Board of Directors.

Copies of the presentation are available upon request.

PUBLIC HEARING - PUBLIC COMMENT

Tom Bird

359 Waukazoo Drive

Holland, Michigan

Commented on mental services; specifically the quality of services being provided.

Alfonso Mercado

Holland, Michigan

Commented on Kandu and their proposed new facility and transportation issues/concerns.

Marilyn Schurman

Zeeland, Michigan

Commented on housing options in crisis situations. Not enough hours provided to keep her daughter or other residents safe. Clarified that the people support from CMHOC has been great.

Joyce Kortman

Board Member

Commented on the new electronic computer system CMHOC is purchasing; questioning whether delinquent paperwork will be readily known. Mr. Cyranowski responded that with a computerized record, if paperwork is not complete, it will show up as a red flag.

Barb Hapke

Fireside AFC

Commented on pre-planning for PCPs; questioning what that means and whether 15 minutes is adequate time to complete.

Marcia De Wilde

10491 96th Avenue

Zeeland, Michigan

Commented on pending litigation. Greg Rappleye, Corporate Counsel, responded that to his knowledge, at this time, there was no pending litigation.

Shelly Rawlings

Coopersville

Commented on the Needs Assessment conducted last year; specifically in the area of respite.

Alfonso Mercado

Holland, Michigan

Commented on job problems, but now has a new job in Holland. Was thankful for the help from his CMHOC job coach.

CMH 04-057 Motion: To close the Public Hearing.
Moved by: Berghorst Supported by: Bombara
MOTION CARRIED

Mr. Vander Laan called for a 10 minute break at 7:21pm.
Mr. Vander Laan called the meeting to order at 7:35pm.

APPROVAL OF MINUTES of August 16, 2004

CMH 04-058 Motion: To approve the minutes of the August 16, 2004 meeting.
Moved by: Schipper Supported by: Waters
MOTION CARRIED

APPROVAL OF AGENDA of September 20, 2004

CMH 04-059 Motion: To approve the agenda for September 20, 2004.
Moved by: Berghorst Supported by: Van Koevering
MOTION CARRIED

COMMUNICATIONS & PRESENTATIONS

Ms. Kortman recognized the attendance of Representative Van Regenmorter, indicating that he had to leave for another meeting. He thanked the CMHOC Board of Directors for holding the Public Hearing.

Due to the Annual Public Hearing, no other presentations were scheduled.

CHAIRPERSON'S REPORT

Mr. Vander Laan reported that the Ottawa County Board of Commissioners unanimously passed the rent relief for CMHOC. This is approximately a \$190,000 to \$195,000 savings for CMHOC.

Mr. Vander Laan reported on the issue of interest on CMHOC funds. He questioned whether the Board is in support of adopting a resolution to have the interest dollars returned to CMHOC. The Board was in support and Mr. Greg Rappleye, Corporate Counsel, will draft the resolution. This will be on the agenda for the October 25, 2004 CMHOC Board of Directors meeting.

EXECUTIVE DIRECTOR'S REPORT

Mr. Cyranowski provided the following update to his September, 2004 Executive Director's Report.

Results from the MDCH Site Survey of the LakeShore Alliance involved interviews with consumers and guardians. Data indicates CMHOC is performing to standards.

Response to Public Comment received last month relative to North Ottawa Community Hospital (NOCH). A meeting was held with the CEO and Operating Officer and they were dismayed that CMHOC was told that NOCH did not have capacity to provide OT, PT, and Speech therapy to CMHOC consumers. NOCH assured CMHOC that they will work out more accessibility for North County consumers. Mr. Cyranowski stated that he is hopeful to have a written agreement that will be presented at the October 25, 2004 CMHOC Board of Directors meeting.

Response to Public Comment received last month relative to Clinical Services (OT, PT and Speech therapy) and the MDCH Audit. Mr. Cyranowski emphatically stated there are no noted suspended services.

Response to Public Comment received last month relative to Community Living Supports and Adult Foster Care. Mr. Cyranowski firmly stated that no changes in services have been ordered. No decision from his office has been given for changes to CLS services.

On September 30, 2004 the Mental Health Commission final report will be submitted to Governor Granholm. Ms. Kortman indicated some changes being made to the report.

FINANCE ITEMS:**Service Contracts**

CMH 04-060 Motion: To approve the Service Contracts as presented.

Moved by: Berghorst

Supported by: Van Koevering

MOTION CARRIED

Ms. Kortman commented on Service Contract - Michigan Department of Community Health (B3). Noted that a new housing authority is being discussed and recommended that Mr. Cyranowski be involved.

Ms. Kortman commented on Service Contract - BHT&D--Gusco Money Management, LLC (B4). Noted that she has requested, on several occasions, that the number of people be included and if zero (0), indicate estimated number of people.

Ms. Nale commented on Service Contract - Holland Cornerstone Drop-In Center (B22). Noted a personal observation, questioning what the CMHOC Board could do to encourage the Drop-In Center to find creative ways to fund themselves. Mr. Cyranowski responded that CMHOC can make suggestions and that it is part of the Drop-In Center contract.

Ms. Kortman commented on Service Contract - Life Services System-Transportation (B24). Noted that she would like to see a report indicating how this money is spent. Ms. Pekelder stated that CMHOC receives this information. Ms. Kortman requested a copy of the latest report.

FY 2003/2004 August Financial Report

CMH 04-061 Motion: To receive FY 2003/2004 August Financial Report as presented.

Moved by: Slaggert

Supported by: Berghorst

MOTION CARRIED

Ms. Bird requested a breakdown of consumers served. Mr. Hofman responded with an unduplicated count (noting that these are not exact figures) as follows:

Developmentally Disabled 570 to 590

Mentally Ill - Child 450

Seriously Mentally Ill- 2,000

Adult

FY 2003/2004 Budget Adjustment #6

CMH 04-062 Motion: To approve FY 2003/2004 Budget Adjustment # 6 as presented.

Moved by: Bombara

Supported by: Slaggert

MOTION CARRIED**Capital Asset Purchase**

CMH 04-063 Motion: To approve purchase of a Toshiba E-Studio copy machine for the Fulton Street CMHOC office in the amount of \$6,701.

Moved by: Waters

Supported by: Bombara

MOTION CARRIED**General Fund and Medicaid Contract Amendments**

CMH 04-064 Motion: To approve the State General Fund and Medicaid Contract Amendments.

Moved by: Schipper

Supported by: Berghorst

MOTION CARRIED

Mr. Cyranowski noted that the amendments are retroactive to October 1, 2002 through September 30, 2005.

OLD BUSINESS

Resolution: Mental Health Commission

CMH 04-065 Motion: To approve and authorize the CMHOC Board Chairperson and Secretary to sign the Resolution Regarding the July 24, 2004 Findings and Recommendations of the Michigan Mental Health Commission.

Moved by: Berghorst

Supported by: Bombara

It was decided that acting on this Resolution was premature, as CMHOC is not in receipt of the final report Therefore the following motion was made:

CMH 04-066 Motion: To postpone acting on the Resolution for sixty (60) days.

Moved by: Kortman

Supported by: Berghorst

MOTION CARRIED

Ms. Bird recommended that more accurate language be incorporated into the new Resolution.

Discussion: Re-Evaluate Program/Planning & QI Committee Meeting

Mr. Vander Laan stated that the six (6) month trial of combining the Program/Planning & QI Committee Meeting within the CMHOC Board Meeting will expire on September 30, 2004. Mr. Vander Laan questioned whether Board Members desired to make this a permanent change.

Ms. Bird commented that she believes CMHOC programs need a lot of discussion; noting the need for a committee to listen to staff and she would like to see a Program Committee.

Mr. Bombara commented that it is important that Board members evaluate if everything is being given appropriate attention and is this accomplished by bringing all the information to the full Board.

Ms. Slaggert commented that she believes as a group, the full Board can have a better understanding. She distributed a Reporting Schedule. She recommended that Program Items be given a standard place on the agenda. Mr. Vander Laan suggested that Ms. Slaggert and Mr. Vander Kam, at their next meeting with Judeth Newham, discuss this issue and report back at the October 25, 2004 CMHOC Board of Directors meeting.

Ms. Kortman commented that the Mental Health Commission's Final Report may be a tool for this Board to look at CMHOC programs; not in committee, but as a full Board.

NEW BUSINESS**Discussion: Meeting Conflict with MACMHB Fall Conference**

Mr. Vander Laan recommended that due to the conflict with the MACMHB Fall Conference, which will be held on October 18-19, 2004; the October CMHOC Board of Directors Meeting be held on Monday, October 25, 2004 at 1:00pm. The meeting would be held at the James Street CMHOC Board Room.

The recommendation was accepted and the alternate date of October 25, 2004; 1:00pm was approved.

Clinical Privileging

CMH 04-067 Motion: To approve the following Licensed Independent Practitioner to be privileged: Ronald J. Van Valkenburg, M.D.

Moved by: Berghorst

Supported by: Bombara

MOTION CARRIED

Mr. Cyranowski stated that Dr. Van Valkenburg will provide hourly child psychiatric services for up to eight (8) hours per week. He stated that Dr. Van Valkenburg has indicated he may be available to provide additional time. Ms. Kortman commented that CMHOC is very fortunate to have a child psychiatrist.

Executive Director's Performance Evaluation

CMH 04-068 Motion: To go into closed session to discuss Executive Director's Performance Evaluation.

Moved by: Berghorst

Supported by: Bombara

ROLL CALL VOTE:

YEA: Slaggert, Van Koevering, Bird, Nale, Bombara, Berghorst, Waters, Kortman, Hernandez, Schipper, Vander Laan

NAY:

MOTION CARRIED

CMH 04-069 Motion: To rise out of closed session at 9:24pm.

Moved by: Berghorst

Supported by: Nale

MOTION CARRIED

GENERAL INFORMATION, COMMENTS AND MEETINGS ATTENDED

Ms. Kortman stated that she attended a MACMHB Policy Committee Meeting last week.

Ms. Bird stated that she attended a Legislative Committee Meeting. She noted that changes will occur to the Mental Health Code and the Office of Recipient Rights. She emphasized the need for the CMHOC Board of Directors to understand the changes and influence legislators. She emphasized the need to stay involved.

BOARD REVIEW OF THE DAYS BUSINESS

Mr. Bombara commented that he found the Annual Public Hearing agenda somewhat confusing. Noting the Public Comment before the Public Hearing; then Public Comment during the Public Hearing.

Ms. Kortman commented that a notice should go out four (4) to six (6) weeks prior to the Annual Public Hearing being conducted. She requested that signs be placed with directions to the meeting room.

Mr. Cyranowski commented that perhaps a different time frame for the Annual Public Hearing be considered for next year.

PUBLIC COMMENT

Darlene Cobb

4454 Knollwood Drive

Allendale, Michigan

Commented on the need to hire another psychiatrist; not have less time spent with patients. She recommended that the extra funds be spent on patient care and transportation needs.

Alfonso Mercado

Holland, Michigan

Commented on using any extra funds for LSS and transportation.

Tom Bird

Town Hall Coalition

359 Waukazoo Drive

Holland, Michigan

Commented on the proposed Resolution; noting that the Town Hall Coalition would like to have input into the re-writing of the Resolution. He stated that the Town Hall Coalition agrees with the removal of Recipient Rights from mental health.

ADJOURNMENT

Mr. Vander Laan adjourned the September 20, 2004 meeting at 9:33pm.

Agenda

1. Call to Order - Board Chairperson

2. Review of CMHOC Mission Statement
The mission of Community Mental Health of Ottawa County is to provide quality mental healthcare services that will maximize self sufficiency and self reliance in persons whose functioning is impaired by developmental disabilities or mental/emotional disorders.
3. Public Comment
Suggested Motion: To open the Annual Public Hearing, as required by Section 226(e) of the Michigan Mental Health Code.

ANNUAL PUBLIC HEARING
Public Comment Will Be Received

Suggested Motion: To close the Public Hearing.

10 Minute Break

4. Approval of Minutes of August 16, 2004
Suggested Motion: To approve the Minutes of August 16, 2004.
5. Approval of Agenda of September 20, 2004
Suggested Motion: To approve the Agenda for September 20, 2004.
6. Communications and Presentations
7. Chairperson's Report
8. Executive Director's Report (*Attachment A*)
9. Finance Items (*Attachment B*)
Service Contracts
Suggested Motion: To approve the Service Contracts as presented.

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

Budget Adjustment
Suggested Motion: To approve FY 2003/2004 Budget Adjustment #6 as presented.

Capital Asset Purchase
Suggested Motion: To approve purchase of a Toshiba E-Studio copy machine for the Fulton Street CMHOC office in the amount of \$6,701.

General Fund Contract
Suggested Motion: To approve the State General Fund Contract Amendment.
10. Old Business (*Attachment C*)
Resolution: Mental Health Commission
Suggested Motion: To approve and authorize the CMHOC Board Chairperson and Secretary to sign the Resolution Regarding the July 24, 2004 Findings and Recommendations of the Michigan Mental Health Commission. (Roll Call Vote)

Discussion: Re-evaluate Program/Planning & QI Committee Meeting, six (6) month trial expires on September 30, 2004.

11. New Business

Discussion: Meeting Conflict with MACMHB Fall Conference - October 18-19, 2004. Recommend alternate meeting date of October 25, 2004 at 1:00pm.

Clinical Privileging (*Attachment D*)

Suggested Motion: To approve the following Licensed Independent Practitioner to be privileged: Ronald J. Van Valkenburg, M.D.

Executive Director's Performance Evaluation

Suggested Motion: To go into closed session to discuss Executive Director's Performance Evaluation. (Closed session requested by Executive Director)

12. General Information, Comments and Meetings Attended

13. Board Review of the Days Business

14. Public Comment

15. Adjournment