

**APPROVED
OTTAWA COUNTY
COMMUNITY MENTAL HEALTH**

**Monday, February 21, 2005 1:00 PM
CMH Building A - Board Room**

PRESENT: Edward Berghorst, Mark Bombara, Joyce Kortman, Kristine Nale, Harris Schipper, Kellye Slaggert, Cornelius Vander Kam, Steve Waters

ABSENT: Janie Hernandez

EXCUSED: Fred Vander Laan, Lucile Van Koevering, Rita Bird

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

OTHERS:

CALL TO ORDER - Board Vice Chairperson

Kellye Slaggert, Vice Chairperson called the February 21, 2005 meeting to order at 1:01pm.

PUBLIC COMMENT

No Public Comment Received.

CMHOC MISSION STATEMENT

Ms. Slaggert stated that the first sixty minutes of today's meeting will be devoted to review and discussion of the CMHOC Mission Statement. No decisions to be made today. Judeth Newham facilitated the discussion.

The Board Development Work Group will review today's information and present options at the March 21, 2005 CMHOC Board of Directors Meeting.

APPROVAL OF MINUTES of January 17, 2005

CMH 05-007 Motion: To approve the minutes of the January 17, 2005 meeting.

Moved by: Schipper

Supported by: Bombara

MOTION CARRIED

APPROVAL OF AGENDA of February 21, 2005

CMH 05-008 Motion: To approve the agenda for February 21, 2005.

Moved by: Berghorst

Supported by: Vander Kam

MOTION CARRIED

COMMUNICATIONS & PRESENTATIONS

Ms. Slaggert stated that she had received a "big thank you" from CMHOC staff for the Valentine's Day candy provided to staff by the CMHOC Board of Directors, it was very much appreciated by CMHOC staff. She was asked to share this with the full Board.

Due to a full agenda, no presentation scheduled for today.

CHAIRPERSON'S REPORT

Follow up from discussion at the January 17, 2005 Board Meeting:

On behalf of Fred Vander Laan, Chairperson, Ms. Slaggert explained that voting members at the MACMHB conferences are chosen based on seniority, or length of service on the CMHOC Board of Directors, when no officers are able to attend.

Voting members for the Winter Conference to be held on March 1 and 2, 2005 are: Gerry Cyranowski, Cornelius Vander Kam and Lucile Van Koevering.

EXECUTIVE DIRECTOR'S REPORT

Mr. Cyranowski provided the following updates to his February, 2005 Executive Director's Report:

Consumer Presentation Update:

Mr. Cyranowski explained that due to the size of today's agenda, he postponed the scheduled consumer presentation. He noted that dependent upon the size of the agenda for the March 21, 2005 CMHOC Board of Directors meeting, will determine if a consumer presentation will be offered.

Lakeshore Remedial Action Plan Update:

Mr. Cyranowski stated that Ms. Pelon has copies available of the Lakeshore Remedial Action Plan if anyone would like to have a copy. This information is the Plan of Correction submitted to MDCH, a requirement from the August 9-13, 2004 survey.

Ms. Pelon will mail copies to Board Members not in attendance today.

MACMHB Winter Conference Update:

Mr. Cyranowski stated that there will be an opportunity for Board Members attending the MACMHB Winter Conference on March 1 and 2, 2005, to attend the Legislative Breakfast, which will be on Wednesday, March 2, 2005.

Mr. Cyranowski noted that he sent personal e-mails to all local legislators relative to the Legislative Breakfast. Senator Kuipers will not be attending the conference; however, Mr. Cyranowski will be meeting with Senator Kuipers on Monday, February 28, 2005.

EXECUTIVE DIRECTOR'S REPORT (continued)

Kandu, Inc., Contract Update:

Mr. Cyranowski noted that CMHOC's contract with Kandu, Inc., expires September 2005. Last contract was a joint contract with Muskegon CMH. Working with Muskegon, it was decided to try something different this year. He stated that the Lakeshore Alliance has retained an external facilitator to conduct a planning process. Four planning sessions have been scheduled, February 22; March 15; March 29 and April 12, 2005. Invitees include MOKA, Goodwill, MRS, Pioneer Resources, Kandu, plus consumers and stakeholders.

It is hopeful that this process will make the contract process smoother and result in the development of a provider panel for employment and skill building services.

Ms. Kortman recommended inviting the City Mission.

Contract with Life Services System (LSS):

Mr. Cyranowski stated that CMHOC currently contracts with Life Services System (LSS) – Community In Schools Program at \$22,000.00 annually. Due to budget limitations, Mr. Cyranowski is recommending that this contract be reduced by \$10,000.00 to fund another prevention service, "Girls on the Run", through Center for Women In Transition (CWIT). A formal request will be presented at the March 21, 2005 CMHOC Board of Directors Meeting.

Mr. Cyranowski stated that Community In Schools currently has approximately twelve funding sources for approximately \$220,000.00.

Ms. Kortman stated that she has concerns taking funds from one prevention service to support another. Mr. Vander Kam stated that he would be in support of this suggestion. Ms. Nale commented that this is making a statement for the future that would impact current and future generations; noting that she would need more information before making a decision.

Mr. Cyranowski stated that he will arrange for a future Board educational presentation on CMHOC Prevention Services.

Contract – Harbor House Ministries:

Mr. Cyranowski stated that Harbor House Ministries currently operates a twelve (12) bed home for individuals with profound disabilities. CMHOC is currently funding personal care and community living support services for nine (9) individuals in this home.

Harbor House Ministries is now developing another twelve (12) bed home. CMHOC has been meeting with Harbor House

Ministries and has expressed CMHOC's concern about current budget limitations to support further high cost placements and the development of a large segregated institutional campus.

Mr. Cyranowski will keep the Board updated on this issue.

FINANCE ITEMS:

Service Contracts

CMH 05-009 Motion: To approve the Service Contracts as presented.

Moved by: Vander Kam

Supported by: Berghorst

MOTION CARRIED with One (1) Abstention

FY 2004/2005 January Financial Statement

CMH 05-010 Motion: To receive FY 2004/2005 January Financial Statement as presented.

Moved by: Berghorst

Supported by: Vander Kam

MOTION CARRIED

Mr. Cyranowski noted that CMHOC is the lowest funded Board in the State for State General Funds. Inpatient hospitalization services for uninsured consumers is impacting CMHOC's budget.

FY 2003/2004 Budget Adjustment #7

CMH 05-011 Motion: To approve FY 2003/2004 Budget Adjustment #7 as presented.

Moved by: Berghorst

Supported by: Vander Kam

MOTION CARRIED

Ms. Pekelder clarified that this is the final Budget Adjustment of FY 2003/2004.

FY 2004/2005 Budget Adjustment #1

CMH 05-012 Motion: To approve FY 2004/2005 Budget Adjustment # 1 as presented.

Moved by: Vander Kam

Supported by: Bombara

MOTION CARRIED

Mr. Cyranowski stated that the results from the Rye Wage Study will be presented to the Ottawa County Board of Commissioners on February 22, 2005. He noted that it is his understanding that any recommendations approved would be retroactive to January 1, 2004. This is a concern, as CMHOC would not have available funding.

Mr. Cyranowski is a member of the Rye Oversight Committee. He will provide the CMHOC Board of Directors with an update on this issue at the March 21, 2005 meeting.

OLD BUSINESS

Discussion Item: Communication with Local Legislators – "Talking Points"

Mr. Cyranowski stated that the "Talking Points" are to be used by Board Association members and will allow for consistent communication with local legislators. He recommended choosing one "point" to focus on and discuss with legislators at the Legislative Breakfast, which will be held on March 2, 2005.

Ms. Nale commented that consumers are very concerned about the changes to Medicaid and Spend Down. This specifically affects the Drop In Center.

Ms. Kortman stated that a better explanation of "Spend Down" needs to be given to the CMHOC Board of Directors before any discussion on this issue can occur with legislators.

As not all CMHOC Board Members are receiving the MACMHB Friday Fax, Ms. Pelon will provide the Board Association with an updated Board Roster.

NEW BUSINESS

Clinical Privileging

CMH 05-013 Motion: To approve the following Licensed Independent Practitioner to be privileged: Kathryn Murphy, FNP.

Moved by: Berghorst

Supported by: Nale
MOTION CARRIED

MDCH Mission Based Performance Indicators – Through December 31, 2004

Mr. Cyranowski provided an overhead presentation relative to the MDCH Mission Based Performance Indicators – Through December 31, 2004 (October, November and December).

Mr. Cyranowski noted that CMHOC has made a significant improvement in the percentage of persons with mental illness securing supportive jobs earning the federal minimum wage or more.

It was noted that CMHOC scored 100 percent relative to the percentage of children receiving a pre-admission screening for psychiatric care within three hours of an emergency referral.

Mr. Hofman stated that Indicator 22: Access – Penetration Rate Overall (Page D-17) needs to be amended, stating that it should reflect 1300 Medicaid consumers. An updated number will be reported at the March 21, 2005 CMHOC Board of Directors Meeting.

Consumer Advisory Committee Appointments

CMH 05-014 Motion: To reappoint Donna Elston as a member of the Consumer Advisory Committee for a two (2) year term.

Moved by: Schipper

Supported by: Bombara

MOTION CARRIED

CMH 05-015 Motion: To reappoint Wendy Johnson as a member of the Consumer Advisory Committee for a two (2) year term.

Moved by: Berghorst

Supported by: Vander Kam

MOTION CARRIED

2003/2004 Annual Report

CMH 05-016 Motion: To accept the CMHOC 2003/2004 Annual Report and forward to the Ottawa County Board of Commissioners.

Moved by: Berghorst

Supported by: Vander Kam

MOTION CARRIED

Mr. Cyranowski noted that the CMHOC 2003/2004 Annual Report will be presented to the Ottawa County Board of Commissioners at the March 8, 2005 meeting.

GENERAL INFORMATION, COMMENTS AND MEETINGS ATTENDED

Mr. Schipper distributed a copy of an article from the *South Florida Sun-Sentinel*, dated January 12, 2005, noting this was for information only.

In follow up to the presentation by Mr. Larry Grinwis, regarding new member orientation, on behalf of the Board Development Work Group, Ms. Slaggert distributed copies of a *draft - Community Mental Health of Ottawa County – As a member of the Board of Directors, I will*. Ms. Slaggert requested that Board Members review the document and be prepared to discuss at the March 21, 2005 CMHOC Board of Directors Meeting. This will be an agenda item.

Mr. Cyranowski referred Board Members to the “For Information Only” items included in the Board Packet relative to an article in *The Holland Sentinel*, dated February 14, 2005. The article “*Ventures about more than business*” recognized two consumer run enterprises - the Perk Up Café and the Clubhouse Transportation Service.

BOARD REVIEW OF THE DAYS BUSINESS

Mr. Bombara commented that it was a good idea to review and discuss the CMHOC Mission Statement at the beginning of the meeting.

Mr. Schipper commented that he found the meeting to be very productive.

PUBLIC COMMENT

No Public Comment Received.

ADJOURNMENT

4/4/2006

Agenda

1. Call to Order - Board Vice Chairperson
2. Public Comment
3. **REVIEW and DISCUSSION – Kellye Slaggert**
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.
4. Approval of Minutes of January 17, 2005
Suggested Motion:
To approve the Minutes of January 17, 2005.
5. Approval of Agenda of February 21, 2005
Suggested Motion:
To approve the Agenda for February 21, 2005.
6. Communications and Presentations
None
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 2004/2005 January Financial Statement as presented.

Budget Adjustment
Suggested Motion:
To approve FY 2003/2004 Budget Adjustment #7 as presented.

Budget Adjustment
Suggested Motion:
To approve FY 2004/2005 Budget Adjustment #1 as presented.
10. Old Business
Discussion Item: Communication with Local Legislators
11. New Business
(*Attachment C*)
Clinical Privileging
Suggested Motion:
To approve the following Licensed Independent Practitioner to be privileged: Kathryn Murphy, FNP

(Attachment D)

MDCH Mission Based Performance Indicators – Through December 31, 2004

Consumer Advisory Committee Appointments

Suggested Motion:

To reappoint Donna Elston as a member of the Consumer Advisory Committee for a two (2) year term.

Suggested Motion:

To reappoint Wendy Johnson as a member of the Consumer Advisory Committee for a two (2) year term.

(Attachment E)

2003/2004 Annual Report

Suggested Motion:

To accept the CMHOC 2003/2004 Annual Report and forward to the Ottawa County Board of Commissioners.

12. General Information, Comments and Meetings Attended
13. Board Review of the Days Business
14. Public Comment
15. Adjournment