

**APPROVED
OTTAWA COUNTY
COMMUNITY MENTAL HEALTH**

**Monday, April 18, 2005 1:00 PM
CMH Building A - Board Room**

PRESENT: Edward Berghorst, Rita Bird, Mark Bombara, Rebecca Gretzner, Joyce Kortman, Celia Martinez de Serrano, Kristine Nale, Harris Schipper, Kellye Slaggert, Lucile Van Koevering, Cornelius Vander Kam, Fred Vander Laan

ABSENT:

EXCUSED:

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

OTHERS:

Mr. Cyranowski introduced and welcomed new CMHOC Board Members, Celia Martinez de Serrano and Rebecca Gretzner.

ORGANIZATIONAL MEETING – Cornelius Vander Kam

Mr. Vander Kam stated that the Nominating Committee felt it would be appropriate to continue with the current officers for another year. It was recommended to the CMHOC Board of Directors to approve the continuation of the current slate of Executive Officers as a block. The current officers are: Fred Vander Laan, Chair; Kellye Slaggert, Vice Chair; and, Edward Berghorst, Secretary.

The following motion was made:

CMH 05-021 Motion: To vote the present office members in as a block.

Moved by: Van Koevering

Supported by: Schipper

MOTION CARRIED

CALL TO ORDER - Board Chairperson

Fred Vander Laan, Chairperson called the April 18, 2005 meeting to order at 1:06pm.

Mr. Cyranowski noted that Patrick Barrie was scheduled to attend today's meeting to present the Mission and Vision of MDCH. Due to the death of his mother, Mr. Barrie will not be in attendance. He will be rescheduled for May 16, 2005 or June 20, 2005

CMHOC MISSION STATEMENT

Discussion & Decision: Restated CMHOC Mission Statement

Ms. Slaggert facilitated today's discussion. She noted that the Board Development Work Group met on April 11, 2005 to review the information obtained from the March 21, 2005 CMHOC Board of Directors Meeting and today was presenting for review the Mission Statement and Vision Statement. The Guiding Principles were presented for discussion and input.

Mission Statement:

Mr. Cyranowski stated he received a suggestion from staff to delete the word "those".

Ms. Serrano suggested adding: those persons who are challenged by a serious and persistent mental illness "and/or the dual diagnosed".

Ms. Serrano suggested adding: "collaboration in the community".

Vision Statement:

Ms. Kortman suggested a different statement to replace "using a person centered philosophy". She noted that having the person centered philosophy and the effective stewards together does not seem like a good fit. One should not modify the other. Ms. Kortman sees them independent of one another.

It was suggested to delete the word "that". Change "contemporary approaches".

Ms. Serrano suggested to delete the word "we" and replace with "CMHOC Board will".

Ms. Bird suggested adding delivering "appropriate" services and supports.

Ms. Van Koevering questioned Services and supports will "exist".

Guiding Principles:

#1 Change "given" to "using"

Provide core services to the most needy

Add evidenced based principles

Add "person centered philosophy"

Include role of family

Change "given" to "using" available funding

#2 "Contemporary"? approaches..... match "services" to outcomes desired

#3 "Goals and dreams" – PCP?

Ms. Kortman recommended adding "early intervention and prevention"

Ms. Slaggert stated that she will take this input to the next Board Development Work Group meeting to finalize. She will present the Mission Statement, Vision Statement and Guiding Principles to the Board at the May 16, 2005 CMHOC Board of Directors Meeting for approval.

Mr. Cyranowski stated, when finalized, the revised Mission Statement, Vision Statement and Guiding Principles will be distributed to staff and the community.

Ms. Van Koevering noted that the word "consumer" is not a term that is well liked.

PUBLIC COMMENT

No Public Comment Received

APPROVAL OF MINUTES of March 21, 2005

CMH 05-022 Motion: To approve the minutes of the March 21, 2005 meeting.

Moved by: Schipper

Supported by: Slaggert

MOTION CARRIED

APPROVAL OF AGENDA of April 18, 2005

CMH 05-023 Motion: To approve the agenda for April 18, 2005.

Moved by: Berghorst

Supported by: Vander Kam

MOTION CARRIED

Mr. Cyranowski requested that a Contract for Center for Women In Transition be added under Finance Items.

COMMUNICATIONS & PRESENTATIONS

"Girls on the Run"

Donna Cornwell, Director, Center for Women In Transition (CWIT) provided an overview and answered questions regarding the "Girls on the Run" Program. Ms. Cornwell distributed brochures.

Celina Corner provided the following information:

Girls On The Run program is a nationally recognized youth empowerment program. The program is designed to prepare 3rd through 7th grade girls for a lifetime of healthy living and self-respect. The curriculum combines training for a 5-kilometer run with age-appropriate discussions on topics such as self-esteem, nutrition, problem solving and friendship. The goal locally is to reduce at risk activities among girls and encourage positive social, emotional, spiritual and physical development. The program is approximately ten (10) weeks long. Throughout the program, numerous risk factors are addressed, such as, peer pressure,

assertiveness skills, positive coping skills, healthy eating and substance abuse issues.

Local statistics:

- Juvenile alcohol offenses increased by 347% from 1994 to 1998.
- August of 1999, for the first time in over twenty years, 18 out of 40 youth in the local detention facility were females.
- A local study from Ottawa County in 2003, found that out of over 1,600 seventh to tenth graders, 266 of those youth stated they attempted suicide more than once.

National statistics:

- Increase in delinquency cases involving girls of 83% from 1988 to 1997
- Adolescent suicide rates have increased by 300% over the last thirty years.
- Female adolescents are three times more likely to attempt suicide than male adolescents.

It was noted that girls reported that they are more afraid of becoming fat than they are of nuclear war, of cancer or of losing their parents. Girls are seven times more likely to be depressed. It was noted that research indicates that a girl's participation in sports, does reduce their likelihood of developing a suicide plan.

As a result of the local surveys in 2003, Ottawa County recommended that CWIT increase their programs that raise self-esteem of girls and help them with their identity and look at adding more programs that reduce violence amongst teenagers, especially bullying in schools.

To measure the programs effectiveness, on a local level, it was noted that the program participant numbers continue to rise, with an increase of over 500 girls this year and the program has expanded to 15 schools.

In 2004 Girls On The Run Program:

- 57 participants wished they had more respect for themselves, a decline from 113 in the pre-test.
- 198 girls felt they now can share their feelings with a close friend or family member, increase from 158 in the pre-test.
- 223 girls from the post-test stated they have a positive attitude about themselves and about other people in their community, increase from 195 in the pre-test.
- 251 girls from the post-test stated they felt they were a part of the group that accepted them, increase from 227 in the pre-test.

The Center for Women in Transition is the lead agency; however, the Girls OnThe Run program continues to be a collaborative effort by more than eighteen (18) organizations.

Funds from CMHOC would help provide full and partial scholarships. CWIT hopes to not turn any girls away this year.

Ms. Cornwell distributed information relative to the May 20, 2005 5K Event, stating that volunteers are needed.

Board members were appreciative of the information provided.

CHAIRPERSON'S REPORT

Mr. Vander Laan referred to the handout relative to the 2005 Board of Directors Meeting Schedule, reminding Board members that the next evening meeting will be on May 16, 2005 and will be held at the James Street Board Room.

EXECUTIVE DIRECTOR'S REPORT

Mr. Cyranowski answered questions regarding his April, 2005 Executive Director's Report. He provided the following updates:

CMHOC Organizational Chart

Mr. Cyranowski distributed a revised CMHOC Organizational Chart. He noted a change in one layer of management. He explained that in the past the Supports Coordinators for persons with a developmental disability and Case Managers for persons with mental illness, reported to one Program Coordinator. The change, groups the two teams closer to the direct manager that manages that population.

MI Community Support Services – this team of case managers report to a team leader, who now will report directly to the Program Coordinator for Community Support Services.

Supports Coordination – this team reports to a team leader, who now will report directly to the Program Supervisor for Services to persons with a developmental disability.

There is now a small Child Waiver Team, two staff persons, serving primarily children under services to the developmentally disabled and they will now be reporting to the same team leader, who then reports to the Program Supervisor.

Creative SocioMedics Update

June 6, 2005 is the implementation date for the new electronic computer system. Mr. Cyranowski stated that he does not anticipate any delays.

County-Wide Employee Survey

Mr. Cyranowski noted that every month he holds a “Brown Bag Lunch with the Executive Director” for CMHOC staff. The lunches are at the different CMHOC office sites. From one of the lunches, it was the consensus of the group that the Employee Survey Report be presented to each team or service area. Over the next month or two, Mr. Cyranowski will meet with all the individual teams to present this report, receive feedback and put an action plan together addressing staff issues.

Ms. Kortman stated that she had seen a one page matrix of a county department, noting that it was a very good summary. She recommended that he obtain this information for Mental Health, as this would be an excellent tool when meeting with the individual teams.

FINANCE ITEMS:

Service Contracts

CMH 05-024 Motion: To approve the Service Contracts as presented.

Moved by: Schipper

Supported by: Vander Kam

MOTION CARRIED

CMH 05-025 Motion: To approve the Service Contract with Center for Women In Transition as presented.

Moved by: Berghorst

Supported by: Bombara

MOTION CARRIED One Abstention

Ms. Kortman shared her ongoing concern with how CMHOC prevention dollars are spent. She questioned whether Life Services System (LSS) will be able to provide a presentation at a future CMHOC Board of Directors Meeting. Mr. Cyranowski stated that LSS has offered to do so.

FY 2004/2005 March Financial Statement

CMH 05-026 Motion: To receive FY 2004/2005 March Financial Statement as presented.

Moved by: Berghorst

Supported by: Vander Kam

MOTION CARRIED

Ms. Pekelder noted two areas of concern: Adult Benefit Waiver and Local Match obligation

FY 2004/2005 Budget Adjustment #2

CMH 05-027 Motion: To approve FY 2004/2005 Budget Adjustment # 2 as presented.

Moved by: Vander Kam

Supported by: Van Koevering

MOTION CARRIED

OLD BUSINESS

Discussion: Per Diem for Committee Meetings

This is in follow up from the March 21, 2005 CMHOC Board of Directors Meeting.

Ms. Kortman stated she has for many years been on a committee at the state level, (Michigan Association Community Mental Health Board) indicating that she has tried to encourage other Board members to become involved. She stated that perhaps the per diem would be another means of encouragement.

Ms. Kortman currently serves on two boards – one as a volunteer - Children’s Issues Committee, the other is a Policy Committee of which she was elected at the Regional Meeting.

Mr. Vander Laan explained that any appointment to a committee must be approved by the Ottawa County Board of Commissioners; per diem rules and regulations are determined by this Board.

Ms. Bird agreed with Ms. Kortman, stating if attending committee meetings are deemed important, then a per diem should be paid. She also questioned whether there was interest by Board members to receive reports from members attending committee meetings.

Mr. Berghorst noted that due to current CMHOC budget concerns, a limit may have to be placed on the number of CMHOC Board members attending conferences.

Mr. Vander Laan reiterated that with the county policy that is in place, a per diem will not be paid for committee meetings attended, unless appointed to a committee by the Board of Commissioners.

No further discussion or action to be taken at this time.

NEW BUSINESS

Recipient Rights Quarterly Report: January/February/March 2005

Mr. Cyranowski provided an overhead projection review and answered questions regarding the Recipient Rights Quarterly Report, activity for January, February and March 2005.

It was suggested that future reports add the headings of "Resolution" and "Location".

Mr. Cyranowski will provide new Board members, Ms. Serrano and Ms. Gretzner, a copy of the definition of the complaints.

Staff Development Activity Report: January /February/March 2005

Mr. Cyranowski provided an overhead projection review and answered questions regarding the Staff Development Activity Report for January, February and March 2005.

It was noted that a presentation by an external presenter was cancelled due to a major blizzard on the East coast. It has yet to be determined if this presentation will be rescheduled.

It was noted that the internal presentations range from clinical topics to emergency preparedness, recipient rights, elder care and abuse, dementia, grievance and appeals. It was suggested that CMHOC Board members be invited to the internal presentations.

Ms. Serrano suggested, for future reports, adding a section that would provide financial information relative to external presentations and external seminars/conferences.

GENERAL INFORMATION, COMMENTS AND MEETINGS ATTENDED

Mr. Schipper stated that he attended a meeting in Grand Rapids on Social Action. He noted the presentation on Faith Based Charities. He distributed a copy of an article, "*Catholic Social Services of Muskegon offers mental health programs in new Fremont office*". He also noted that the Christ Memorial Church in Holland, conducts a meeting every third Thursday at 7:00pm, relative to Faith Based Charities.

Mr. Cyranowski stated that CMHOC has not received the official dates for the CARF Accreditation Review, but has been informed that it will occur in May or June 2005. The Board will receive notice of the dates and will be invited to attend the opening and closing sessions.

Mr. Vander Kam noted conflicts with dates for future CMHOC Board of Directors Meetings, specifically July 18th and August 15th. This issue will be an Agenda Item at the May 16, 2005 CMHOC Board of Directors Meeting

Mr. Cyranowski will contact Patrick Barrie to reschedule his presentation.

BOARD REVIEW OF THE DAYS BUSINESS

Mr. Vander Laan expressed his appreciation for the vote of confidence in re-electing him as Chairperson for another year.

Mr. Schipper commented that CMHOC has a good working Board.

Ms. Kortman requested clarification relative to how fund balance turns into local match. Ms. Pekelder explained that the only thing in CMHOC's fund balance is local dollars, as Medicaid dollars are returned, state dollars are returned, therefore, all that is

left is local dollars.

Mr. Cyranowski expressed his appreciation for the work accomplished on the Mission Statement, Vision Statement and Guiding Principles. Ms. Slaggert expressed her appreciation for all the comments and suggestions received from the Board and the Board Development Work Group.

Ms. Serrano stated that she was pleased and excited to be appointed to the CMHOC Board of Directors and looks forward to working with everyone.

Ms. Gretzner stated that she was pleased to be appointed to the CMHOC Board of Directors and looks forward to working with everyone.

PUBLIC COMMENT

No Public Comment Received.

ADJOURNMENT

Mr. Vander Laan adjourned the April 18, 2005 meeting at 2:57pm.

Fred Vander Laan, Chairperson Edward Berghorst, Secretary

Agenda

1:00pm: Organizational Meeting

1:15pm: Board Meeting

1. Call to Order - Board Chairperson
2. **Discussion & Decision: Restated CMHOC Mission Statement** (*Attachment A*)
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
4. Approval of Minutes of March 21, 2005
Suggested Motion: To approve the Minutes of March 21, 2005.
5. Approval of Agenda of April 18, 2005
Suggested Motion: To approve the Agenda for April 18, 2005.
6. Communications and Presentations
"Girls on the Run"
Presenter:
Donna Cornwell, Director
Center for Women In Transition

MDCH Mission and Vision
Presenter:
Patrick Barrie, Deputy Director
Mental Health and Substance Abuse Administration
7. Chairperson's Report

8. Executive Director's Report (*Attachment B*)

9. Finance Items (*Attachment C*)

Service Contracts

Suggested Motion: To approve the Service Contracts as presented.

Financial Statement

Suggested Motion: To receive FY 2004/2005 March Financial Statement as presented.

Budget Adjustment

Suggested Motion: To approve FY 2004/2005 Budget Adjustment #2 as presented.

10. Old Business

Discussion: Per Diem for Committee Meetings

11. New Business

(*Attachment D*)

Recipient Rights Quarterly Report: - January/February/March 2005

(*Attachment E*)

Staff Development Activity report: - January/February/March 2005

12. General Information, Comments and Meetings Attended