

Approved Minutes
Community Mental Health of Ottawa – Board of Directors Meeting
CMH Board Room
12265 James Street, Holland, Michigan 49424
Monday, March 20, 2006

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

ABSENT: Celia Martinez de Serrano

EXCUSED: Kellye Slaggert

STAFF: Gerry Cyranowski, Sue Buist, Greg Hofman, Pam Pekelder, Betty O'Rourke, Dana Gezon, Patricia Genesky

OTHERS: Greg Rappleeye

CALL TO ORDER - Board Chairperson

Fred Vander Laan, Chairperson called the February 20, 2006 meeting to order at 1:03 pm.

CMHOC MISSION STATEMENT

Mr. Vander Laan noted the Mission Statement.

PUBLIC COMMENT

No Public Comment.

APPROVAL OF MINUTES of February 20, 2006

CMH 06- 021 Motion: To approve minutes of the February 20, 2006 meeting.

Moved by: Schipper Supported by: Bombara

MOTION CARRIED

APPROVAL OF AGENDA for March 20, 2006

CMH 06- 022 Motion: To approve the agenda for March 20, 2006.

Moved by: Berghorst Supported by: Vander Kam

MOTION CARRIED

COMMUNICATIONS & PRESENTATIONS

Presentation: Services for Persons with Developmental Disabilities
Presenter: Betty O'Rourke, Program Supervisor – Services to Persons with Developmental Disabilities

Ms. O'Rourke presented the 2004/2005 Annual Report of services for persons with developmental disabilities.

Presentation: Department of Community Health Eligibility Criteria
‣ *Persons with Severe and Persistent Mental Illness*
‣ *Persons with a Developmental Disability*
Presenter: Patrick O'Rourke, Program Coordinator - Access Center

Mr. O'Rourke presented information regarding the intake procedures and eligibility criteria for persons seeking services from CMHOC.

CHAIRPERSON'S REPORT

Mr. Vander Laan announced that Kellye Slaggert has resigned her position on the CMHOC Board of Directors effective immediately due to her relocation out of state. Discussion ensued regarding filling this seat on the board. The letter will be forwarded to the County Clerk's office, the vacancy will be posted and applications reviewed by the Board of Commissioners with a subsequent appointment being made.

EXECUTIVE DIRECTOR'S REPORT

Although there was no written report this month, Mr. Cyranowski noted the following:

- Discussed the planning schedule that was previously developed by the Board. He indicated that, although items have not been addressed in the exact order originally planned, all items are being addressed. The next item will be the needs assessment process. The plan is to identify groups of major stakeholders in the community and perform a focused assessment of several organizations within these groups. The goal is to have a public hearing in which these targeted organizations will either make a public comment or provide a written statement to the Board. He suggested that the May, 2006 meeting be held in the evening to afford this opportunity. The board would then identify major priorities and set goals and objectives in June for the following 12 months. Mr. Cyranowski will make the OAISD projections available at that time.
- Mr. Cyranowski discussed the Board's compliance with Boardworks. He indicated this topic was discussed at the Winter Conference and that an ongoing education process for board members is being developed by the MACMHB. It is anticipated that a new process will be available in the near future and will then be made available to the Board.
- The state recently announced the redistribution of General Fund dollars among CMHSPs. CMHOC was reallocated \$50,000.

- CMHOC has been collaborating with the housing coalition within Ottawa County to develop independent apartment complexes in Grand Haven, Holland Township, and most recently Zeeland. The Zeeland City Council recently held hearings and has approved tax credits for the development of the project in Zeeland. Mr. Cyranowski expressed CMH's appreciation for the Council's support. CMH is now waiting for word from the Supported Housing Organization in Michigan regarding final tax breaks. Groundbreaking is anticipated within the next few months.

Mr. Cyranowski presented the CMHOC Annual Report 2004/2005 and answered questions.

Mr. Schipper questioned the limited funding from Ottawa County and the reasons why the percentage was so small. It was noted that the County currently provides the minimum amount of required funding as outlined by the state.

FINANCE ITEMS

Service Contracts

CMH 06- 023 Motion: To approve the Service Contracts as presented.

Moved by: Van Koevering Supported by: Berghorst

MOTION CARRIED

Ms. Bird questioned the lack of total estimated cost on some of the contracts.

Ms. Van Koevering questioned the use of interpretation services and how often they were needed. Mr. Cyranowski indicated that the services were required for consumers who are deaf or hard-of-hearing.

Ms. Bird questioned the possibility of having contracts lined up by budget year. It was noted that one reason for monthly contracts is for the purpose of distributing the work load over the course of the year, which eliminates the need for extras staff to prepare the contracts over a short period of time. Ms. Gretzner questioned the possibility of having an annual list of contracts available.

FY 2005/2006 February Financial Statement

CMH 06-024 Motion: To receive the FY 2005/2006 February Financial Statement as presented.

Moved by: Berghorst Supported by: Kortman

MOTION CARRIED

Mr. Cyranowski reminded the Board that the Deferred Revenue amount was overstated. It does not reflect economic increases and increased service demand. The amount will most likely be significantly less by the end of the fiscal year.

FY 2005/2006 Budget Adjustment #1

CMH 06- 025 Motion: To approve the FY 2005/2006 Budget Adjustment # 1 as presented.

Moved by: Berghorst Supported by: Kortman

MOTION CARRIED

Ms Bird requested information regarding the State Association Committee that will be looking into the standardizing issues. Mr. Cyranowski will provide information from the Board Association at the next Board Meeting.

OLD BUSINESS

No Old Business.

NEW BUSINESS

Organizational Performance Reports – Consumer Satisfaction

- Adults with Mental Illness
- Adults with a Developmental Disability
- Guardians of Persons with a Developmental Disability

Mr. Cyranowski presented the results of the Consumer Satisfaction Survey performed in December, 2005.

GENERAL INFORMATION, COMMENTS AND MEETINGS ATTENDED

Mr. Cyranowski provided information from NAMI, Grading the States 2006. Michigan was awarded a C+.

Mr. Vander Kam stated that he recently attended a legislative breakfast at the 2006 Winter Conference.

Ms. Bird indicated that she testified before the House Appropriations Sub-committee on Community Mental Health with regard to the need to studying the DD population. Ms. Van Koevering noted that name of this organization does not allow for the understanding that DD services are provided as well.

Mr. Cyranowski indicated that Don Disselkoen has been appointed to the CMHOC Board of Directors and will be sitting at the April, 2006 meeting. The Personnel Committee, rather than Health and Human Services Committee, is reviewing the Board Applications this year. The review of the applicants is not yet complete and appointments will not be finalized until the meeting on April 11, 2006.

BOARD REVIEW OF THE DAYS BUSINESS

None.

PUBLIC COMMENT

No Public Comment.

ADJOURNMENT

CMH 06- 026

Motion: To adjourn the March 20, 2006 Board of Director's Meeting

Moved by: Berghorst

Supported by: Van Koevering

MOTION CARRIED

Mr. Vander Laan adjourned the March 20, 2006 meeting at 2:52 pm.

Fred Vander Laan, Chairperson

Edward Berghorst, Secretary