

Approved Minutes
Community Mental Health of Ottawa County – Board of Directors Meeting
Monday, August 28, 2006

PRESENT: Edward Berghorst, Rita Bird, Mark Bombara, Robert Brown, Donald Disselkoen, Joyce Kortman, Lupita Reyes, Harris Schipper, Cornelius Vander Kam, Daniel Van Ommen, Keith Van Zoeren

EXCUSED: Rebecca Gretzner

ABSENT:

STAFF: Gerry Cyranowski, Patricia Genesky, Betty O'Rourke, Roger DeKuiper

OTHERS: Greg Rappleeye

CALL TO ORDER- Board Chairperson

Edward Berghorst, Chairperson, called the August 28, 2006 meeting to order at 1:02 p.m.

CMHOC MISSION STATEMENT – Mr. Berghorst noted the mission statement

PUBLIC COMMENT

Janet Thomas

Holland Cornerstone Drop in Center

Ms. Thomas provided information about the Drop In Center and services/programs provided. She distributed information about the Drop In Center and expressed her appreciation to the Board for their support.

APPROVAL OF MINUTES of July 17, 2006

CMH 06- 057 To approve the minutes of July 17, 2006.

Moved by: Schipper

Supported by: Vander Kam

MOTION CARRIED

APPROVAL OF AGENDA of August 28, 2006

CMH 06- 058 To approve the agenda of August 28, 2006

Moved by: Disselkoen

Supported by: Van Ommen

MOTION CARRIED

Ms. Bird questioned the lack of an invocation at the Board meetings. It was noted that an invocation had not ever been an item on the Board Agenda. After some discussion, Ms. Bird made a motion to include an invocation on the regular Board Agenda

CMH 06- 059 To include an invocation on the regular monthly Board agenda

Moved by: Bird

Supported by: Van Zoeren

MOTION CARRIED

Mr. Berghorst provided the invocation

Mr. Berghorst introduced Ms. Lupita Reyes and welcomed her to the Board of Directors

COMMUNICATIONS AND PRESENTATIONS

Ballot Initiative - Friends of Transit and Disability Network

Mr. Cyranowski introduced members of Friends of Transit to provide information regarding the Ballot Initiative.

Ms. Genevieve Risner distributed information about Friends of Transit. She noted that lack of transportation continues to be cited as an unmet need in the community. Friends of Transit is comprised of stakeholders that believe improved transportation for Ottawa, Kent, and Muskegon counties needs to be developed. She explained that there will be a ballot initiative in November for a dedicated millage for transportation. She noted that, if the millage is passed, some potential changes in services might include increased fixed routes, increased hours of services, free rides for seniors and disabled, and a central transit location for easier, safer transfers. A “no” vote would result in no expansion and could potentially reduce services. Ms. Risner stated that Friends of Transit is requesting an endorsement from CMHOC Board for a “yes” vote.

Ms Kortman asked if there would be services provided on Sundays. Ms. Risner noted that in the past it was cost prohibitive, but the initiative may allow for Sunday service. Ms. Kortman supported an endorsement from the Board and made a motion that the Board endorse a “yes” vote.

CMH 06- 060 To endorse a “yes” vote on the November election transportation ballot initiative.

Moved by: Kortman

Supported by: Brown

MOTION CARRIED – one abstained

Mr. Vander Kam abstained as he was not a resident of the jurisdictions that would be affected by this increased millage. Mr. Van Ommen questioned whether he should abstain. Ms Kortman indicated that she felt it was appropriate for the Board to support this initiative. Mr. Schipper expressed his support given the need for greater transportation

Transportation Services- Specialized Services System

Mr. Cyranowski introduced Ruth Stegeman of Disability Network Lakeshore.

Ms. Stegman provided information on the history of Specialized Services and the services coordinated through the Specialized Services Committee. Specialized Services is funded by MDOT to provide transportation services for seniors and persons with disabilities. Funding is used to provide transportation to and from work for individuals with disabilities, including those individuals not within the Max Transit service area. She noted that there has been no increase in funding from MDOT for quite some time. Pioneer Resources received the contract in 2005 to provide these services. Due to increased costs and limited funding, services for the remainder of the fiscal year are jeopardized without additional funds. For this reason they approached the CMHOC Board of Directors for additional funds. She noted that there is potential for \$170,000 to be allocated in the next fiscal year from MDOT.

Clinical Services – Holland Hospital

Mr. Cyranowski introduced representatives from Holland Hospital. He provided a brief history of professional services provided to consumers through CMHOC. He noted that because most individuals receiving these services were Medicare recipients, and Medicare rules do not allow for CMH’s to bill these services through Medicare, these services were paid through the State General Fund. He noted that these services could be provided by and billed to Medicare directly

by agencies in the community. Since Medicare is the primary payer source, it must be billed first. CMHOC therefore entered into a contract with Holland Hospital to provide these services. Services are provided directly through the hospital, the hospital bills Medicare, and any services not covered by Medicare are paid for by CMHOC through Medicaid or the State General Fund. He stated that the contract is in effect until the spring of 2007. He also noted that CMHOC currently has a part time Physical Therapist and full time Occupational Therapist on staff.

Mr. Lloyd Scout of Holland Hospital stated that, due to a need for increased efficiency, the manner in which the services are delivered as well as which therapist will deliver services will change, but there will be no change in the services provided. Services will be ordered by a physician, and the therapist will develop a plan of care. Therapists will be involved in skilled services when indicated and will oversee the monitoring of ongoing habilitative services. Ms. Schwentor emphasized that the inefficiencies in service delivery are being targeted, not the services.

Mr. Cyranowski drew the distinction between rehabilitative services and habilitative services. Rehabilitative services are ordered by a license professional for the purpose of restoring a function lost through illness, accident, etc. These services are billed to Medicare, as the primary payer source, by Holland Hospital. Habilitative services are ordered for the purpose of maintaining a person's level of functioning under a plan established and monitored by a licensed professional. The actual daily activities under a habilitative plan of service are provided by staff other than a licensed professional; in the case of CMH, a Mental Health Aid. These services are not covered by Medicare and are thus billed under Medicaid as Skill Building.

Ms. O'Rourke stated that there will be greater dependence on staff to identify functional change and report to the Supports Coordinator, who will request that the specialist return to assess the consumer

Mr. Cyranowski reiterated that there has been no change in the contract. Holland Hospital is expected to provide the services as specified in the contract.

CHAIRPERSON'S REPORT

Mr. Berghorst stated that due to the Fall Conference, it will be necessary to reschedule the October 16, 2006 Board meeting to October 23. This meeting will be held at 6:00 p.m. with the location to be determined.

Mr. Berghorst asked that Board members raise their hand when they wish to speak during meetings for ease of identifying Members in the minutes and that Board members direct all questions and comments to the chair.

Mr. Berghorst noted that the Executive Director's yearly evaluation is due. He asked that Board Members return these evaluations by September 9 to allow time to tally the results prior to the next meeting. He also requested that if new members feel they cannot give a fair response to note "cannot rate" on the evaluation. He also stated that the new contract for Executive Director will be voted on at the September meeting. He stated that the salary indicated on the contract is for a 15-month period. Mr. Berghorst asked that Board members call him with any questions.

Ms. Kortman asked whether a vote on the contract renewal can be postponed until October. Mr. Rappleye noted that the contract could be extended on a month-by-month basis only if both

parties agreed. Mr. Berghorst suggested that the results could be forwarded with the September Board packet to allow ample time for review prior to the meeting.

EXECUTIVE DIRECTOR'S REPORT – Mr. Cyranowski noted his August report and provided the following updates:

Mr. Cyranowski provided comments from a prepared statement, a copy of which is attached.

Mr. Cyranowski noted that the state legislature has passed and the governor has signed a two-percent increase to direct care workers.

Mr. Cyranowski indicated that for the time being, anyone who presents to the Access Center with a possible developmental disability will be provided with both a telephone screening as well as a face-to-face interview.

Mr. Cyranowski stated that a consumer who had previously been placed at McComb Oakland Regional Center has recently been moved to a placement in the state of his parent's residency.

Mr. Rappleye has been invited to attend a future meeting to provide perspective on policy development parameters for the Board. The Board can then decide how they would like to proceed.

Ms. Kortman asked if the contract with the consulting firm, The Southern Cross Group, is still in effect. She asked to review the contract.

Mr. Van Ommen asked that Board members avail themselves to meet individually with Mr. Cyranowski on an annual basis. Mr. Van Ommen recently met individually with Mr. Cyranowski and he urged all Board members to take advantage of the opportunity.

Mr. Cyranowski suggested that the Board submit a list of prepared questions to candidates running for state office for possible presentation at the October Board meeting.

FINANCE ITEMS

Service Contracts

CMH 06- 059 To approve the service contracts as presented

Moved by: Vander Kam

Supported by: Bombara

MOTION CARRIED

Financial Statement

Service Contracts

CMH 06- 060 To receive FY 2005/2006 July Financial Statement as presented

Moved by: Vander Kam

Supported by: Bombara

MOTION CARRIED

OLD BUSINESS

Sources of Funding For CMH – Gerry Cyranowski

Mr. Cyranowski provided a presentation regarding the various funding sources for CMHOC and answered questions.

Ms. Bird provided copies of information taken from the Mental Health Code. She noted that she was providing this information so the Board could work toward making good policy decisions. She requested that a procedure for responding to public comment be developed. She expressed concerns regarding funds lapsed back to the state and noted the importance of properly using funds allocated.

Mr. Cyranowski noted that both the Medicaid Provider Manual and the Mental Health Code are available through the DCH website.

NEW BUSINESS

Administrative Tribunal System – Gerry Cyranowski

Mr. Cyranowski provided information regarding how the Administrative Tribunal System functions and the results of all hearings since its inception in 1999. He noted that all individuals that are denied services are entitled to an appeal and are informed of the process.

Staffing Reallocation Plan – Gerry Cyranowski

Mr. Cyranowski provided information on the current number of staff, the target number, and the plan for reallocating staff in related service areas – CBE, Supported Employment, Case Management and Supports Coordination. He noted that this has been an ongoing study, looking at staffing levels and efficiencies. He discussed an acuity-based staffing model, in which staffing is determined by the consumer's needs rather than the number of consumers each staff serves.

He noted that Case Manager and Supports Coordinator are two areas that are in need of increased staff. One option being considered is employing Case Management Assistants for Case Managers and Supports Coordinators.

Ms. Bird asked about the increase in transportation costs for contract providers. She requested that administrative unit costs for outsourced services be provided.

Mr. Brown questioned the cost savings in using contract providers and requested detailed information. Mr. Cyranowski noted that using contract providers resulted in significant savings and that this information could be provided.

Mr. Van Ommen commented that in most cases contract providers do a good job. He suggested being certain that outsourcing is not only cost effective, but consumer effective as well.

Mr. Cyranowski noted that administration has worked to keep unit costs down and continues to work toward that goal.

Ms. Reyes asked how contract services are evaluated. Mr. Cyranowski noted that all contracts have required outcomes, including consumer satisfaction outcomes.

Ms. Bird asked for a breakdown on the DCH site survey. Mr. Cyranowski stated that this information will be presented to the Program Planning & Quality Improvement Committee prior to being presented to the Board. He noted that results are expected in September or October.

GENERAL INFORMATION, COMMENTS AND MEETINGS ATTENDED

Note noted

BOARD REVIEW OF THE DAYS BUSINESS

Ms. Kortman commented that she appreciated the discussion about the Drop In Center. She requested statistics on the number of consumers using the center, particularly cost information. She requested that when individuals present to the Board, they provide statistics such as cost, who benefits, and outcomes.

Mr. Cyranowski noted that there is a Board Orientation for new Board Members and asked that the new members schedule a time to participate.

PUBLIC COMMENT

Janet Thomas
Holland Cornerstone Drop In Center

Ms. Thomas thanked the Board for voting to increase funding. She provided information on the number of individuals participating in the program. She invited the Board members to come to the Drop In Center and talk to the consumers who use the facility. She stated that her next report will provide more detailed information.

Tom Bird
354 Wakazoo Drive
Holland, MI 49424

Representing the Town Hall Coalition. Mr. Bird noted his disappointment and concern with the presentation provided by Holland Hospital. Mr. Bird noted the difference between habilitative and rehabilitative services.

Kathryn Rennells
12110 Falcon Lane
Holland, MI 49424
Unknown

Ms. Rennells expressed her interest in serving on the Board of Directors. She stated that she had concerns with many issues, including Holland Hospital and the Max Transit system. Mr. Van Ommen suggested that Ms. Rennells bring these issue to the PPQI Committee. Mr. Schipper noted that the PPQI Committee will address these issues. Mr. Bombara provided information about the Consumer Advisory Committee and the possibility of serving on same.

ADJOURNMENT – Mr. Berghorst adjourned the August 28, 2006 meeting at 3:52 p.m.

Edward Berghorst, Chair

Donald Disselkoen, Secretary