

Approved Minutes  
**Community Mental Health of Ottawa County – Board of Directors Meeting**  
CMH Board Room  
12265 James Street, Holland, Michigan 49424  
Monday, December 18, 2006

PRESENT: Edward Berghorst, Rita Bird, Mark Bombara, Donald Disselkoen, Rebecca Gretzner, Joyce Kortman, Lupita Reyes, Harris Schipper, Cornelius Vander Kam, Keith Van Zoeren

EXCUSED: Robert Brown, Daniel Van Ommen,

STAFF: Greg Hofman, Patricia Genesky, June Hagan

OTHERS: June Hagan

CALL TO ORDER - Board Chairperson

Edward Berghorst, Chairperson, called the December 18, 2006 meeting to order at 1:02 pm.

INVOCATION

Mr. Berghorst provided the invocation.

CMHOC MISSION STATEMENT

Mr. Berghorst noted the Mission Statement.

PUBLIC COMMENT

No Public Comment.

APPROVAL OF MINUTES of November 20, 2006

CMH 06-088 Motion: To approve the minutes of the November 20, 2006 meeting.

Moved by: Schipper

Supported by: Vander Kam

MOTION CARRIED

Regarding the public comment portion of the November 20 Board meeting, Ms. Bird referenced the statement *Board members have the right to invite consumers to speak*. She noted that consumers have the right to come directly to the board with any concerns or comments.

APPROVAL OF AGENDA of December 18, 2006

CMH 06-089 Motion: To approve the agenda for December 18, 2006.

Moved by: Vander Kam

Supported by: Disselkoen

MOTION CARRIED

COMMUNICATIONS & PRESENTATIONS

There were no communications or scheduled presentations.

### CHAIRPERSON'S REPORT

Mr. Berghorst appointed Keith Van Zoeren, Mark Bombara, and Donald Disselkoe to the Affiliation ad-hoc committee. Regarding MACMHB Committee appointments, Mr. Berghorst noted that one member per committee would be appointed. He noted that Ms. Kortman already serves on the Policy Committee and Ms. Gretzner is currently serving on the Children's Issues and Member Services Committees. Ms. Kortman noted that she is serving on the committee at the state level and suggested that another Board member could be appointed to serve in the capacity of CMHOC Board representative. Ms. Bird noted that she is serving on the legislative committee at the State level as well. Mr. Bombara noted his interest in the policy committee, dependent upon meeting dates and times. Mr. Brown has expressed interest in the legislative committee. Mr. Van Zoeren volunteered to serve on the Contract Committee and was appointed by Mr. Berghorst to do so. Ms. Kortman provided the dates and times for Association Committee meetings in January. Mr. Berghorst stated that he has addressed the issue of per diem pay for these committees to the Planning and Policy Committee. The issue will be revisited by the Committee in January.

Mr. Berghorst noted that a letter from Tom Zmolek from MOKA Corporation is included in the informational packet, as well as Board and Committee meeting schedules for 2007.

### EXECUTIVE DIRECTOR'S REPORT

Mr. Cyranowski was unavailable to provide further comment on his monthly report.

Ms. Reyes questioned the credentials of the hearing impaired providers. Mr. Hofman advised that the providers will be certified in ASL as well as possess the required therapeutic credentials.

Ms. Bird requested that the topic of Case Management/Supports Coordinator staffing issues be added to January's agenda.

Ms. Bird requested follow up regarding public comments made by consumers during the October Board Meeting. Mr. Berghorst indicated that it was his understanding that the concerns have been addressed and resolved. Ms. Kortman requested that Mr. Berghorst discuss the matter with Mr. Cyranowski and the Board members be advised regarding the status of these complaints

### FINANCE ITEMS:

#### **Service Contracts**

CMH 06-090 Motion: To approve the Service Contracts as presented.

Moved by: Vander Kam Supported by: Bombara

**MOTION CARRIED**

Ms. Reyes questioned the high cost of the contract with Comprehensive Professional Services. Mr. Hofman noted that this consumer was one of a small number who require high levels of care. Ms. Gretzner questioned why the consumer is located in White Hall, Michigan. Mr. Hofman indicated that the county of origin, in this case Ottawa County, is responsible for the consumer's care. He noted that because these services are unavailable in Ottawa County, CMHOC explores regionally based facilities that serve multiple counties. Ms. Gretzner questioned the number of

consumers being served out of county. Mr. Hofman estimates the number at about 10 individuals. Ms. Kortman questioned why a consumer who requires a level of care at such a high cost is receiving job coaching services, noting that this seemed unreasonable. She requested follow-up information with regard to the benefit of job coaching services to the consumer. She expressed concern with spending money on services with no proven outcome.

Ms. Reyes questioned the high cost of the contract for hourly psychiatric services. Mr. Hofman noted that this contract was used as a last-resort and indicated that these services had not been accessed over the past year.

In reference to the rating scale on the Heritage Homes contract, Ms. Gretzner requested clarification regarding what the scale of one to five represents and whether “fair” was the minimum rating. Mr. Hofman noted that his understanding was that the scale went from “poor” to “excellent. He will research and verify this information

#### **FY 2005/2006 November Financial Statement**

CMH 06-091 Motion: To receive the FY 2006/2007 November Financial Statement as presented.

Moved by: Vander Kam  
MOTION CARRIED

Supported by: Reyes

Ms. Kortman questioned the number of cars owned by CMHOC. Ms. Hagan will provide this information.

#### OLD BUSINESS

MDCH Site Survey Summary –Greg Hofman

Mr. Hofman reviewed the results of the survey. He noted that any item that comes back at less than 95% requires that a plan of correction be developed. With regard to questions pertaining to scores on the person centered plan, Mr. Hofman noted that factors such as documentation of rights, advance directives, staff training, community inclusion and duration of services often combine to result in a lower score. He noted that the plan of correction includes training for staff to be certain they are kept up-to-date on the procedures for the PCP and that on-line training is currently being explored.

Ms. Kortman requested that a report on the Jail Diversion program and any corrective action be provided next month, along with update information on the status of the reentry program that needs to be in place by next year.

#### NEW BUSINESS

**Review of Board Bylaws** – Ed Berghorst

Mr. Berghorst reviewed the by-laws. Ms. Bird questioned if changing the day and time of the Board meeting is being considered to allow the Finance Committee more time to review financial statements and contracts before forwarding them to the Board.

**Michigan Mission Based Performance Indicators – Greg Hofman**

Mr. Hofman reviewed the performance indicators and answered questions. He noted that this information is reported to DCH on a quarterly basis.

**Clinical Privileging**

CMH 06-092 Motion: To approve the Privileging Performance Evaluation/Contract for Bruce W. Walters, MD

Moved by: Van Zoeren

Support: Reyes

MOTION CARRIED

**Fingertip Report - Summary Statistics for Michigan's Public Mental Health System – Gerry Cyranowski**

As Mr. Cyranowski was unavailable to report, this item will be deferred to the January, 2007 Board meeting.

GENERAL INFORMATION, COMMENTS AND MEETINGS ATTENDED

Mr. Schipper noted his attendance at the recent book signing held at CMHOC. He noted that the National Alliance for the Mentally Ill has recently started a local chapter, which meets the second Thursday of the month at Calvary Reformed Church.

BOARD REVIEW OF THE DAYS BUSINESS

None

PUBLIC COMMENT

No Public Comment.

Mr. Berghorst thanked Mr. Vander Kam for his service to the Board of Directors.

ADJOURNMENT

Mr. Berghorst adjourned the December 18, 2006 Board of Director's meeting at 2:12 pm.

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Edward Berghorst, Chairperson

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Donald Disselkoen, Secretary