

Minutes
Community Mental Health of Ottawa County – Board of Directors Meeting
CMH Board Room
12265 James Street, Holland, Michigan 49424
Monday, April 16, 2007

PRESENT: Edward Berghorst, Rita Bird, Mark Bombara, Robert Brown, Mary Ann Cartwright, Donald Disselkoen, Joyce Kortman, Lupita Reyes, Barbara Vanderveen, Daniel Van Ommen, Keith Van Zoeren

EXCUSED: Rebecca Gretzner

STAFF: Gerry Cyranowski, Patricia Genesky, June Hagan

CALL TO ORDER

Mr. Edward Berghorst, Board Chair, called the April 16, 2007 CMHOC Organization Meeting to order at 1:03 p.m. He welcomed Ms. Mary Ann Cartwright to the Board of Directors.

Organizational Meeting

Nominations:

Mr. Bombara noted that the Nominating Committee met on 3/19/07 to discuss nominations and identify the needs of the board. The Committee identified the need to move forward and focus on Board cohesion and unity as well as the Board's vision for the future.

Mr. Bombara announced the nomination from the committee as follows:

Board Chair: Mr. Keith Van Zoeren
Vice-Chair: Ms. Barbara Vander Veen
Secretary: Mr. Donald Disselkoen

Nominations from the Floor: None

CMH 07-027 Motion: To approve the slate of nominations.

Moved by: Disselkoen Supported by: Van Ommen

MOTION CARRIED

Mr. Bombara thanked Mr. Berghorst on behalf of the Nominating Committee for his work over the past year.

The April 16, 2007 organization meeting was adjourned at 1:08 p.m.

CALL TO ORDER - Board Chairperson

Mr. Van Zoeren, Chairperson called the April 17, 2007 Board of Directors meeting to order at 1:10 pm.

INVOCATION

Mr. Van Zoeren provided the invocation.

CMHOC MISSION STATEMENT

Mr. Van Zoeren noted the Mission Statement.

PUBLIC COMMENT

Marcia DeWilde

West Michigan Disability Consultants

Ms. De Wilde noted a conference on Self-Determination will be held on Tuesday, April 17, 2007 at the United Methodist Church. Provided comment on self-determination.

APPROVAL OF MINUTES of March 19, 2007

CMH 07-028 Motion: To approve the minutes of the March 19, 2007 meeting.

Moved by: Berghorst

Supported by: Reyes

MOTION CARRIED

APPROVAL OF AGENDA of April 16, 2007

CMH 07- 029 Motion: To approve the agenda for April 16, 2007.

Moved by: Bombara

Supported by: VanderVeen

MOTION CARRIED

Ms. Kortman asked that she be permitted to insert a new motion after the executive director's report

Mr. Cyranowski requested that a report from the External Quality Review Organization be included under New Business.

COMMUNICATIONS & PRESENTATIONS

Prisoner Re-entry Program – Gerry Cyranowski provided information on the Michigan Prisoner Reentry Initiative and answered questions.

CHAIRPERSON'S REPORT

Mr. Van Zoeren noted that he had nothing to report.

EXECUTIVE DIRECTOR'S REPORT

Mr. Cyranowski answered questions regarding his April, 2007 Executive Director's Report. He provided the following update(s):

He noted that the financial data included in his report was preliminary and Fiscal Services should have final numbers at the May meeting.

He noted that it had been recommended to him that the Board consider issuing two proclamations, one regarding the 10-year plan to end homelessness and another regarding stamping out stigma.

MACMHB & DCH is sponsoring a 2-day conference on self determination. Anyone interested should contact the Administrative Assistant for information.

CMH 07-030 Motion: Staff shall not enter into any negotiations, contracts, understandings, or discussions regarding joint ventures with Muskegon County CMH until we, the Community Mental Health Board of Ottawa County, have studied the consultant reports and give direction to the staff.

Moved by: Kortman

Supported by: Bird

Mr. Cyranowski requested that Ms. Kortman provide a definition of joint ventures. Ms. Bird noted the importance of having a better understanding of Muskegon's operations. Ms. Kortman felt the timing was wrong and the Board should wait for the organizational review to be complete. Mr. Cyranowski noted that his understanding was the review would not be looking at the Affiliation. Ms. Kortman requested that nothing be done until after the report was submitted.

Mr. Bombara stated that his understanding of the Executive Director's report is that the discussions are regarding gaining efficiencies within the Affiliation. Mr. Cyranowski noted that brainstorming sessions with Muskegon CMH have been occurring in order to develop a vision for the future of the Affiliation.

Ms. VanderVeen indicated that it would not be detrimental for these discussions to continue, with the results from the organizational review being integrated into the process. Mr. Van Zoeren suggested striking the word 'discussions' from the motion. Mr. Van Ommen stated that Muskegon should be made aware of this Board's decisions pertaining to this issue. The consensus of the Board was that they were in favor of the amended motion.

AMENDED MOTION CARRIED

FINANCE ITEMS:

Service Contracts – Mr. Van Zoeren noted that each contract would be reviewed individually. With regard to the Holland Hospital contract, Ms. Bird presented written information regarding her concerns with this contract, reviewed the information and made comments.

CMH 07-031 Motion: To renew the contract with Holland Hospital for 60 days pending the Board's inquiry and arrival at a plan on how to provide the required services.

Moved by: Bird

Supported by: Kortman

MOTION CARRIED

Mr. Cyranowski answered questions pertaining to habilitative and rehabilitative services and provided information as to how these services are provided under the contract, as well as the process for billing for these services (Private insurance, Medicare, Medicaid). Ms. Bird expressed concerns that services are not being provided adequately and in a quality manner. She questioned how other counties are able to provide these services. Ms. Cartwright noted that the Board must be certain that CMH does not engage in fraudulent billing. Her understanding of this issue is that appropriate billing is of greatest import. She noted that this is a very complex legal area and suggested that legal counsel may need to be engaged to steer the Board in the appropriate direction.

Mr. Cyranowski noted that the services provided by this contract indeed meet the needs of the CMH consumers and is in compliance with all regulations. He asked that if the Board approves the 60-day extension that they also provide a defined protocol to deal with these issues. He suggested retaining outside counsel or inviting a billing expert or someone from DCH to provide input.

CMH 07-032 Motion: To approve the contract with Jerry Dils as presented.
Moved by: Bombara Supported by: Brown
MOTION CARRIED

CMH 07-033 Motion: To approve the contract with Beacon Services as presented.
Moved by: Berghorst Supported by: Disselkoe
MOTION CARRIED

CMH 07-034 Motion: To approve the contract with Expert Care as presented
Moved by: Berghorst Supported by: Bombara
MOTION CARRIED

FY 2006/2007 March Financial Statements

CMH 07-035 Motion: To receive the FY 2006/2007 March Preliminary Financial Statements as presented.
Moved by: Reyes Supported by: Berghorst
MOTION CARRIED

FY 2006/2007 Budget Adjustment #4

CMH 07-036 Motion: To approve the FY 2006/2007 Budget Adjustment # 4 as presented.
Moved by: Berghorst Supported by: Bird
MOTION CARRIED

COMMITTEE REPORTS:

Finance Committee – Keith Van Zoeren

Nothing further to report

Community Relations Committee – Bob Brown

Mr. Brown noted that the Community Relations Committee did not meet.

Program Planning & Quality Improvement Committee – Don Disselkoen

Mr. Disselkoen stated that a presentation was provided by Holland Hospital regarding the services provided under their contract with CMHOC.

Mr. Van Ommen provided updated information from the transportation committee meeting.

OLD BUSINESS

MACMHB Survey – Rita Bird/Joyce Kortman

A copy of survey results was sent to all board members prior to sending the information to the State. Mr. Van Zoeren thanked Ms. Bird and Ms. Kortman for taking care of this project.

NEW BUSINESS

Harbor House Ministries: Contract Amendment to Allow for Fire Safety Variance

CMH 07-037 Motion: To allow a variance from the contractual fire safety standards pertaining to evacuation procedures for those facilities of Harbor House which are equipped with an enunciator panel. The proposed variance in contract language shall be in a form substantially equivalent to the language in Exhibit “A”, and shall be conditioned upon Harbor House providing CMH with a written opinion within the next sixty (60) days from a qualified “Act 144 Certified Provider” that the proposed variance will comply with applicable fire safety standards accepted and recognized by the State of Michigan.

Moved by: Van Zoeren

Support: Disselkoen

MOTION CARRIED

Mr. Cyranowski noted that this action is an attempt to work with Harbor House toward compliance with evacuation requirements. Harbor House had not been meeting the evacuation standards. He provided information regarding the fire-safety mechanisms Harbor House currently has in place. The PPQI Committee has made it clear that established standards for fire safety would still apply. The CMH Safety officer has been consulting with Harbor House since its opening with the goal of arriving at an evacuation plan that will meet the standards.

Consumer Satisfaction Survey – DD Services – Greg Hofman

Mr. Hofman reviewed the results of the December, 2006 consumer satisfaction survey for DD consumers and answered questions. Mr. Van Ommen requested that the number of consumers/guardians surveyed be provided. Ms. VanderVeen requested copies of the survey questions.

External Quality Review Organization Report – Greg Hofman

Mr. Hofman reviewed the report provided and answered questions. Mr. Hofman will provide comparison information from the state in the future.

GENERAL INFORMATION, COMMENTS AND MEETINGS ATTENDED

Ms. Kortman presented the MPRI Summary Program statement and asked that copies be provided to all Board members.

Mr. Brown noted a letter from Clubhouse. This item will be referred to PPQI Committee.

BOARD REVIEW OF THE DAYS BUSINESS

Ms. VanderVeen asked that more time be given to review information. Mr. Van Ommen thanked Ms. Hagan for providing requested information.

CMH 07-038 Motion: To ask the County Finance Committee to create five new Part Time/Temporary positions to fill positions for drivers the Clubhouse Transportation.

Moved by: Bombara

Supported by: Schipper

MOTION DENIED

Mr. Cyranowski noted that the Finance Committee approved a motion to create up to five temporary part/time positions to hire drivers for the Clubhouse Transportation services. The idea is to discontinue the contract with Clubhouse Transportation and bring the service in house. The county Finance Committee requires a motion that would allow the Personnel Committee to create five .45 FTE's. Service would be managed through the clubhouse. Mr. Cyranowski provided information pertaining to the projected cost of this action.

PUBLIC COMMENT

No Public Comment.

ADJOURNMENT

Mr. Van Zoeren adjourned the April 16, 2007 meeting at 3:23 pm.

Keith VanZoeren, Chairperson

Donald Disselkoen, Secretary