

Approved Minutes
Community Mental Health of Ottawa County – Community Relations Committee
CMH Board Room
12265 James Street, Holland, Michigan 49424
Monday, September 17, 2007 3:30 p.m.

PRESENT: Daniel Van Ommen, Barbara Vander Veen, Robert Brown, Rebecca Gretzner

STAFF: Patricia Genesky

CALL TO ORDER

Ms. Barbara Vander Veen, Chairperson, called the meeting to order at 3:35 p.m.

MISSION STATEMENT

Ms. Vandereen noted the mission statement.

APPROVAL OF MINUTES

Approval of Minutes of August 20, 2007

CMH CRC 07-010 Motion: To approve the Minutes of August 20, 2007.

Moved by: Van Ommen

Support: Brown

MOTION CARRIED

APPROVAL OF AGENDA

CMH CRC 07-011 Motion: To approve the Agenda of September 17, 2007.

Moved by: Brown

Support: Van Ommen

MOTION CARRIED

OLD BUSINESS

Community Relations Committee Functions and Goal Setting – Barb VanderVeen

The Committee defined the following as the purpose of the Community Relations Committee:

The general purpose of the Community Relations Committee is to inform and educate the community about Community Mental Health of Ottawa County.

The committee developed the following list of goals for the Community Relations Committee:

1. Maximizing connections with the media
2. Encouraging collaboration
 - a. Stakeholder meetings
3. Participation on State Board Association Committees and at conferences
 - a. State level advocacy
4. Ambassador's Club
 - a. Tours
 - b. Commissioner presentations
 - c. Community organizational visits – presentation to civic organizations
 - d. Speakers Bureau

Ms. Vander Veen also presented the following for consideration:

- The need for a written protocol for answering questions from the public and/or media. What are Board members to do when a question is asked? To whom does the issue get referred? Ms Vander Veen noted the need for a clear and consistent procedure for addressing concerns in order to increase credibility. She noted that the most likely contact would be the Executive Director. Mr. Brown noted that the Executive Director must make the Board Chair aware of any issues or questions brought to his attention.
- The need for a process for action alerts on legislative issues – either local, state, or federal.

Ms. Vander Veen noted that the next meeting will focus on planning how to implement the goals outlined above. She asked that committee members bring their ideas and suggestions to the next meetings.

Ms. Vander Veen requested that Mr. Van Ommen be prepared to provide a brief presentation to the Board regarding his upcoming presentation at the MACMHB Conference.

NEW BUSINESS

No new business

ADJOURNMENT

Ms. Vander Veen adjourned the September 17, 2007 Community Relations Committee meeting at 4:30 p.m.

Barbara Vander Veen, Chair

Next meeting: October 15, 2007, 3:30 p.m.