

Approved Minutes  
**Community Mental Health of Ottawa County – Finance Committee Meeting**  
CMH Board Room  
12265 James Street, Holland, Michigan 49424  
Wednesday, July 18, 2007

**PRESENT:** Mary Ann Cartwright, Ed Berghorst, Rita Bird, Mark Bombara,

**EXCUSED:** Joyce Kortman

**STAFF:** Jerry Homminga, Patricia Genesky, June Hagan, Albert Doorn, Greg Hofman

CALL TO ORDER

Mary Ann Cartwright, Chairperson, called the July 18, 2007 Finance Committee meeting to order at 8:02 a.m.

MISSION STATEMENT

Ms. Cartwright noted the mission statement

APPROVAL OF MINUTES

CMH FC 07-031 Motion: To approve the minutes of the June 14, 2007 meeting with change.

Moved by: Berghorst Supported by: Bird

MOTION CARRIED

Ms. Hagan noted that she was not in attendance at the June 14 meeting.

APPROVAL OF AGENDA

CMH FC 07-032 Motion: To approve the agenda of the July 18, 2007 meeting.

Moved by: Bird Supported by: Bombara

MOTION CARRIED

REGULAR COMMITTEE BUSINESS:

a. Review and approval of service contracts

CMH FC 07-033 Motion: To forward the Clubhouse Transportation Contract to the Board of Directors for approval.

Moved by: Bird Supported by: Bombara

MOTION CARRIED

Mr. Homminga noted that the renewal of the contract is necessary until such time as the five part-time drivers are hired and this service is ready to be provided by CMHOC. Mr. Berghorst noted that this item came to the County Finance Committee on July 17 and will go to the full Board of Commissioners on July 24. Ms. Hagan noted that it will have to come back to the CMHOC Board for final approval.

CMH FC 07-034 Motion: To forward the contract with Dr. Bruce Walters, MD to the Board of Directors for approval.

Moved by: Bird Supported by: Bombara

MOTION CARRIED

Questions arose pertaining to the Performance Indicators on this contract, especially with regard to lab results and the low compliance percentage indicated. The Committee members also requested information on how performance indicators were historically tracked, who was

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monitoring Dr. Walter's performance, and whether performance issues are being addressed with Dr. Walters. Mr. Homminga will research these questions and provide feedback via e-mail prior to the July 23 Board of Directors meeting.

CMH FC 07-035 Motion: To forward the contract with Pine Rest Christian Homes to the Board of Directors for approval.

Moved by: Berghorst Supported by: Bird  
MOTION CARRIED

Mr. Doorn provided information pertaining to the rate increase reflected on this contract as well as information on services provided.

CMH FC 07-036 Motion: To forward the contracts with Community Residence Corp and Dr. Dhanashree Mahesh to the Board of Directors for approval.

Moved by: Berghorst Supported by: Bombara  
MOTION CARRIED

Mr. Bombara cited concerns with the contract with Dr. Mahesh and her failure to submit documentation in a timely manner. Mr. Homminga will investigate these concerns and report back to the Committee.

Ms. Hagan suggested that future minutes reflect all contracts that have been approved by the committee.

b. Review of monthly financial statements

CMH FC 07-037 Motion: To forward the June, 2007 Financial Statements as presented to the Board of Directors for approval.

Moved by: Bird Supported by: Berghorst  
MOTION CARRIED

Ms. Hagan reviewed the financial statements as presented and answered questions.

c. Budget Adjustment #6

CMH FC 07-038 Motion: To accept the FY 2006/2007 Budget Adjustment #6 as presented and forward to the Board for approval

Moved by: Berghorst Supported by: Bombara  
MOTION CARRIED

Ms. Hagan reviewed the Budget Adjustment and answered questions.

In reference to the Service Contracts, Mr. Homminga advised Mr. Hofman upon his arrival that there were concerns regarding Dr. Walters' contract, especially pertaining to the performance indicator concerning lab work. Mr. Hofman noted that this indicator has been consistently low among all prescribers. The issue has recently been discussed among leadership and a Performance Improvement Project is being developed to address these concerns. Mr. Homminga

noted that a written response will be provided with tentative target date for Performance Improvement Plan.

Regarding the contract with Dr. Mahesh, Mr. Hofman noted that the timely submission of documentation is entirely the responsibility of Dr. Mahesh. Follow-up has occurred with little impact. A letter from the Executive Director to Dr. Mahesh was suggested in which a plan of correction would be developed. Mr. Hofman noted that typically there is a series of three notifications sent prior to termination of the contract

- d. Lakeshore Behavioral Health Alliance – Mr. Homminga had no new report. He indicated that he is in the process of reviewing the Mental Health Code and documentation from the LBHA in order to develop an outline pertaining to the framework of operations at CMHOC and its relationship with Muskegon. .

Discussion regarding the delegation agreement with Muskegon ensued. Mr. Hofman provided information pertaining to the cooperative efforts of the two Boards. Mr. Bombara suggested that a regular report of cooperative efforts and the activities among the Affiliation be reported to the Board. Mr. Homminga noted that Mr. Jim Elwell, Executive Director from Muskegon CMH will provide an educational component to the Board at the September meeting.

Ms. Cartwright noted that it would be helpful to know where CMHOC fits in with the County's strategic plan. Ms. Hagan will distribute a copy of the County's strategic plan to the full board.

- e. MDCH Finance – no report
- f. Future Finance – Mr. Homminga – the Board will have a presentation on July 23 pertaining to the anticipated budget for the FY 2007/2008. The final budget will be presented to the Board of Directors in August and to the Board of Commissioners in October.

#### OLD BUSINESS

No old business

#### NEW BUSINESS

No new business

#### ADJOURNMENT

CMH FC 07-039 Motion: To adjourn the July 18, 2007 Finance Committee meeting.

Moved by: Bird

Supported by: Bombara

MOTION CARRIED

Ms. Cartwright adjourned the July 18, 2007 Finance Committee meeting at 9:20 a.m.

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Mary Ann Cartwright, Chair