

Approved Minutes  
**Community Mental Health of Ottawa County**  
**Program Planning & Quality Improvement Committee**  
CMH Board Room  
12265 James Street, Holland, Michigan 49424  
Monday, April 23, 2007 3:30 p.m.

**PRESENT:** Donald Disselkoen, Keith Van Zoeren, Rebecca Gretzner, Daniel Van Ommen

**ABSENT:** Robert Brown

**STAFF:** Gerry Cyranowski, Sue Buist, Greg Hofman, Betty O'Rourke, Patricia Genesky, Bob Matyas, Rick Hunter

CALL TO ORDER

Mr. Disselkoen called the April 23, 2007 meeting of the PPQI Committee to order at 3:30 p.m.

CMHOC MISSION STATEMENT

Mr. Disselkoen noted the mission statement

APPROVAL OF MINUTES

CMH PPQI 07-009 Motion: To approve the minutes of the March 27, 2007 PPQI Committee meeting

Moved by: Van Ommen

Supported by: Gretzner

MOTION CARRIED

APPROVAL OF AGENDA

CMH PPQI 07-010 Motion: To approve the agenda of the April 23, 2007 PPQI Committee meeting

Moved by: Gretzner

Supported by: Van Ommen

MOTION CARRIED

Mr. Disselkoen requested that the Transportation Committee report from Mr. Van Ommen be added to the agenda.

CMH SERVICE PRESENTATION

**Clubhouse Ordered Day** – Rick Hunter & Bob Matyas

Mr. Hunter presented a brief video pertaining to the Work Ordered Day and answered questions. He distributed information regarding international standards for Clubhouses, along with information from the Medicaid Provider Manual regarding Clubhouses. Mr. Matyas provided details regarding the Work Ordered Day

Comment was provided by Barb, Roberta, and Stephanie Karr, Clubhouse members, regarding educational and community opportunities that they would like to see added to the Work Ordered Day.

Mr. Cyranowski noted that there will be a follow up meeting on May 3<sup>rd</sup> with these consumers and this item will be included in May's agenda.

QUALITY IMPROVEMENT

No report

PLANNING

**Annual Needs Assessment/Public Hearing** – Greg Hofman

Mr. Hofman reviewed information submitted to DCH in January 2007 from the 2006 Annual Plan. He also reviewed findings from the CMHOC 2006 Annual Needs Assessment and provided information from the 2006 Affiliation Gap Analysis. He noted that the annual public hearing is scheduled for Monday, June 18, 2007 at 6:00 p.m.

OLD BUSINESS

**Review of Board Policies**

Mr. Disselkoen suggested waiting until the Committee has a full roster before beginning to review the Board Policies. This item will be deferred to May's meeting after Committee appointments have been made by the new Board Chair.

**Transportation Report** – Daniel Van Ommen

Mr. Van Ommen will provide a report on the transportation committee at the next Board meeting.

NEW BUSINESS

None

SUGGESTIONS FOR MAY 28, 2007 AGENDA

Mr. Van Ommen suggested reviewing the Clubhouse issues and concerns at the next meeting. Ms. Gretzner asked for detailed information about allowed services at the Clubhouse.

ADJOURNMENT

CMH PPQI 07-011 Motion: To Adjourn the April 23, 2007 Program Planning & Quality Improvement Committee Meeting

**MOTION CARRIED**

Moved by: Van Ommen

Support: Gretzner

Mr. Disselkoen adjourned the April 23, 2007 Program Planning & Quality Improvement Committee Meeting at 5:05 p.m.

---

Barbara VanderVeen, Committee Chair