

Approved Minutes
Community Mental Health of Ottawa County
Program Planning & Quality Improvement Committee
Monday, August 6, 2007

PRESENT: Rita Bird, Robert Brown, Rebecca Gretzner, Daniel Van Ommen

ABSENT: Lupita Reyes

STAFF: Jerry Homminga, Patricia Genesky, Kathy Coffey, Greg Hofman, Pat O'Rourke,

CALL TO ORDER

Mr. Brown called the August 6, 2007 meeting of the PPQI Committee to order at 3:30 p.m.

APPROVAL OF MINUTES

CMH PPQI 07-015 Motion: To approve the minutes of the July 2, 2007 PPQI Committee meeting

Moved by: Bird Supported by: Gretzner

MOTION CARRIED

APPROVAL OF AGENDA

CMH PPQI 07-016 Motion: To approve the agenda of the August 6, 2007 PPQI Committee meeting

Moved by: Bird Supported by: Gretzner

MOTION CARRIED

Mr. Van Ommen noted that he would like to include information concerning a recent community transportation meeting that he attended during his Transportation Committee Report.

REVIEW OF AUGUST SERVICE CONTRACTS

- **Pathways:** Ms. Coffey provided information pertaining to the contract with Pathways and answered questions. Ms. Bird requested that information pertaining to the actual cost of contracts for the previous year be provided regularly as well as information on the number of consumers served under each contract. Ms. Coffey explained that the contracts are presented prior to the expiration, which would make accurate total cost information difficult, as the last quarter would have to be projected. Mr. Hofman suggested that a fiscal year report by provider, showing what has been spent, could be presented semi-annually.
- **Ronald J. Vanvalkenberg, MD:** Mr. Brown questioned the 86% performance indicator and how it compares to the other prescribers. Mr. Hofman noted that the Nursing Supervisor is in the process of formulating a plan of correction to address concerns surrounding compliance with these performance indicators.
- **Evergreen Commons** – Mr. Van Ommen requested that this contract be discussed at the Board meeting individually as he has the following concerns about the amount of the contracts: What are the costs per unit of service per individual? How do we resolve disparities in the amount being charged for the same service through different contracts? Is there a per-person funding? He noted that the Board should know the reasons for the disparities. Mr. Hofman noted that it typically relates to the needs of the individual consumer. Mr. Homminga suggested approving the contract and then addressing concerns given the 30-day out in all contracts. Mr. Brown noted the importance of informing vendors that there are budgetary concerns that may result in amendments to the contracts. Ms. Bird suggested that

these might be agenda items for Strategic Planning Meeting and suggested that the PPQI Committee make some recommendations about the agenda for the Board retreat.

- **Harbor House Ministries** – Ms. Coffey noted that this is an amendment to current contract, which reflects an additional two placements at this facility. She noted that it has not been confirmed that the two placements would occur, but CMHOC staff wanted to be certain that the funding was approved for the future. In response to the committee’s request, Ms. Coffey will provide the exact number of consumers currently being served under this contract.

Discussion ensued pertaining to the definitions and differences between Community Living Supports vs. Skill Building. Mr. Brown suggested that an overview of services and billing codes should be included in the October planning session in order to provide the Board with a better understanding of what staff and vendors are dealing with. Mr. Homminga suggested that this might be an educational component at a future Board Meeting. Ms. Bird recommended that the PPQI Committee develop a description of what CLS services should be and suggested a motion that the Board look at a comparison of services including quality, definition, numbers served, and cost comparison. She also suggested comparing outsourcing vs. in-house services, noting it would be important for the Board to determine core services. Mr. Brown noted that he would discuss the agenda for the Strategic Planning meeting with the Board Chair and advise him that the PPQI Committee will be making recommendations.

CMH PPQI 07-017 Motion: To forward the service contracts as presented to the Board of Directors for approval.

Moved by: Bird Supported by: Gretzner

Yeas: Gretzner, Bird

Nays: Van Ommen

MOTION CARRIED

Mr. Brown’s requested a full copy of the MOKA CLS contract be provided to PPQI Committee members prior to next committee meeting. Mr. Van Ommen requested that a full copy of the Pioneer Resources Contract be provided as well. Mr. Brown requested that committee members review these contracts and provide a list of concerns to the Administrative Assistant for compilation, which will be reviewed at September’s meeting. Due to the Labor Day Holiday, the next meeting of the Program Planning & Quality Improvement Committee will be Tuesday, September 4 at 3:30 p.m.

NEW BUSINESS

LBHA Developmental Disability Services Eligibility Criteria – Jerry Homminga

Mr. Homminga requested that this item be moved up in the agenda so that Mr. O’Rourke could provide information. He noted that Muskegon, as PIHP, has approved the criteria as presented. He also suggested that regarding matters of this nature, if an item is approved by the PIHP, it should be presented to the Committees of the Board for information and filing. If issues or concerns arise, they can be taken to the monthly Affiliation Council meeting.

Mr. Brown requested that this item be deferred to next month as the hour was getting late and he wanted to hear Mr. Van Ommen’s transportation report.

CMH SERVICE PRESENTATION

No Service Presentation scheduled

QUALITY IMPROVEMENT

Transportation Committee Report – Dan Van Ommen

Mr. Van Ommen provided a report from the most recent Transportation Committee meeting, noting that some of the major issues brought up in the past have been resolved. Mr. Van Ommen distributed a list from Pioneer Resources which provided the details (make, model and year) of their fleet of vehicles. He requested that this list be distributed to the Board for their information.

Mr. Van Ommen noted that he was invited to attend the Max Community Partners meeting, at which three main issues pertaining to the Max Transit system were addressed: keeping promises, communication, and developing a system that works. He noted that a representative from Max had not yet attended a Transportation Committee meeting. However, he was afforded an opportunity to connect with the Director of Max, and she has advised that she plans to be in attendance at all future meetings.

PLANNING

None

OLD BUSINESS

Committee roles and responsibilities – Bob Brown

Mr. Brown noted that Ms. Bird has responded to his request for feedback regarding this issue.

SUGGESTIONS FOR October 1, 2007 AGENDA

LBHA Eligibility Criteria will be first item on the agenda in September. Mr. Brown suggested the committee review the information and bring back any questions or concerns for Mr. O'Rourke.

Ms. Bird requested information regarding the status of the Grand Haven facility.

ADJOURNMENT

CMH PPQI 07-018 Motion: To adjourn the August 6, 2007 Program Planning & Quality Improvement Committee meeting.

Moved by: Bird

Supported by: Gretzner

Mr. Brown adjourned the August 6, 2007 Program Planning & Quality Improvement Committee Meeting at 5:35 p.m.

Robert Brown, Chairperson