

Approved Minutes  
**Community Mental Health of Ottawa County – Board of Directors Meeting**  
CMH Board Room  
12265 James Street, Holland, Michigan 49424  
Monday, April 28, 2008

PRESENT: Edward Berghorst, Rita Bird, Michelle Bucek, Mary Ann Cartwright, Donald Disselkoen, Rebecca Gretzner, Richard Kanten, Joyce Kortman, Rosa Nino, Barbara Vanderveen, Keith Van Zoeren

STAFF: Michael Brashears, Patricia Genesky, Julie Zenk, Greg Hofman, Gentry Mohr, Jane Longstreet

### **Organizational Meeting**

#### CALL TO ORDER

Mr. Keith Van Zoeren, Board Chair, called the April 28, 2008, CMHOC Organizational Meeting to order at 3:00 p.m. He welcomed Michelle Bucek to the Board of Directors.

#### ***Nominations:***

Mr. Edward Berghorst announced the nomination from the committee as follows.

The nominations from the Committee for Board Chair: Mr. Keith Van Zoeren. There being no nominations from the floor, the nomination was unanimously approved.

The nominations from the Committee for Board Vice-Chair: Ms. Barbara Vander Veen. There being no nominations from the floor, the nomination was unanimously approved.

The nominations from the Committee for Secretary: Mr. Donald Disselkoen and Ms. Rita Bird. Ms. Bird declined the nomination with appreciation. There being no nominations from the floor, the nomination of Mr. Disselkoen was unanimously approved.

#### ADJOURNMENT

Mr. Van Zoeren adjourned the April 28, 2008 organizational meeting at 3:05 p.m.

### **Regular Monthly CMHOC Board Meeting**

#### CALL TO ORDER

Mr. Keith Van Zoeren, Chairperson, called the April 28, 2008 Board of Directors meeting to order at 3:05 pm.

#### INVOCATION

Mr. Kanten provided the invocation.

#### CMHOC MISSION STATEMENT

Mr. Van Zoeren noted the Mission and Vision Statements.

#### PUBLIC COMMENT

No public comment

## COMMUNICATIONS AND PRESENTATIONS

**Co-occurring Disorders Overview** - Patrick O'Rourke, Jane Longstreet, Vicki Berghuis  
Dr. Brashears noted that the purpose of this presentation is to provide the Board with a general overview of the various programs and services provided at Community Mental Health of Ottawa County (CMHOC). He noted that CMHOC has been engaged in the implementation of co-occurring disorder treatment for almost two years. He introduced Mr. Patrick O'Rourke, Ms. Jane Longstreet, and Ms. Vicki Berghuis, who provided information and answered questions pertaining to programs and treatment for consumers with co-occurring disorders.

Mr. O'Rourke provided statistical data and provided general information regarding co-occurring disorders.

Ms. Berghuis discussed Integrated Dual Diagnosis Treatment (IDDT), which is an evidence-based practice, noting that in the past substance abuse issues were referred to outside agencies. She noted the importance of treating mental illness and substance abuse issues simultaneously.

Ms. Longstreet provided information pertaining to activities in which CMHOC staff is currently engaged. She noted that there are nine CMHOC clinicians who have obtained their CAC (Certified Addictions Counselor) credentials, with two more in the process of filing their applications. Treatment teams are taking steps to become co-occurring capable and increase their level of expertise. A substance abuse license for the Holland office has been obtained and applications have been submitted for the Grand Haven and Hudsonville offices. Staff has been trained in Motivational Interviewing techniques, and two of the Doctors have received specialized training and are able to prescribe Suboxone, which is a medication to aid consumers in getting off opioids. As part of the IDDT implementation grant, CMHOC staff, along with Muskegon CMH staff, has been receiving training.

## CONSENT ITEMS –

CMH 08-017 Motion: To approve by consent the following items:

- a. Agenda for April 28, 2008 Board of Directors Meeting
- b. Minutes of March 24, 2008 Board of Directors Meeting
- c. April Service Contracts as presented
- d. March 2008 Financial Statements as presented
- e. FY 2007/2008 Budget Adjustment #5 as presented

Moved by: Disselkoen

Supported by: Kortman

MOTION CARRIED

## CHAIRPERSON'S REPORT

Mr. Van Zoeren was called away from the meeting and was unable to provide his report. He requested that the Administrative Assistant provide information pertaining to upcoming Board meetings. The May 19, 2008 Board Meeting will be held at 1:00 p.m. in the Board Room, and will be immediately followed by the Board work session. The board work session that was scheduled for May 12 has been canceled. The June Board Meeting, which will include the Annual Public Hearing, and will be held on Monday, June 23 at 6:00 p.m. at the Department of Human Services building, 12185 James Street, Holland. The Chair requested that Board

members let him know if they plan to attend the Michigan Association of Community Mental Health Boards (MACMHB) pre-conference session being held on May 19.

## EXECUTIVE DIRECTOR'S REPORT

### **Staff of the Month**

Dr. Brashears recognized Bob Matyas as staff of the month for February, 2008. Margo Arnold and Kelly Sall shared the award for March, 2008.

### **Budget Deficit Reduction Plan Update –**

Dr. Brashears presented his April, 2008 report to the Board of Directors. He noted that he recommends the continuation of using the risk reserve as necessary. All vacant positions are being reviewed prior to being filled. Two workgroups have been formed: one will determine who we are currently serving and the cost of providing those services, the other is working on defining those we are required to serve. After the initial work of these groups is complete, the community will be invited to provide input regarding whom they wish to be served by CMHOC. This will be the basis for strategic planning with the community. A follow-up report will be provided in May, with a proposal presented in June.

There is a new communication portal on the internal CMHOC page, which will allow for further communication with staff. Leadership Group and Program and Clinical Services agenda and minutes will be posted, along with the Executive Director's reports to the Board and other updates.

Dr. Brashears attended a Community Task Force meeting and the County Board's Health and Human Services Committee. He also attended the MACMHB Director's Forum. He reported that Mr. Michael Head, Interim Deputy Director for Mental Health and Substance Abuse Administration, has offered to visit CMH Boards. At this time, there are no finalized plan for the Mt. Pleasant Center and no information was given as to the future of this facility.

Ms. Vanderveen requested that Dr. Brashears invite Mr. Head to visit the CMHOC Board. It was the consensus of the Board that he do so.

## COMMITTEE REPORTS

### **Finance Committee – Mary Ann Cartwright**

Ms. Cartwright noted that minutes from the meeting are included in the Board Packet. The Committee continues to discuss their role and plans to have a proposal to bring to the Board in the near future.

### **Program Planning & Quality Improvement Committee – Rita Bird**

Ms. Bird requested that the Committee be provided with a presentation regarding the policy for handling medical emergencies, including training for those providing transportation services. She also requested information as to the protocol for fire drills. Dr. Brashears will provide this information at a future Program Planning & Quality Improvement Committee meeting.

Mr. Disselkoen requested that the Executive Director look into the status of the Transportation Committee.

GENERAL INFORMATION, COMMENTS AND MEETINGS ATTENDED

Ms. Gretzner attended the MACMHB Children's Issues Committee meeting and provided an update.

Ms. Kortman attended MACMHB Policy Committee meeting, where the Mt Pleasant issue was discussed. She also mentioned the Michigan Association of Counties Health Committee meeting.

Ms. Vanderveen noted that a list of questions was sent to the MACMHB and answers have been received. She will forward the information to the Executive Director. The Board Association is willing to come speak to the Board at their request. Ms. Vanderveen noted that there were no nominations for awards from Ottawa County at the MACMHB Winter conference. She recommended that Ottawa provide nominations for all MACMHB awards.

Ms. Vanderveen announced the Walk-A-Mile Rally being held in Lansing on May 14. Kelly Sall noted that a bus will be going from CMHOC. Any Board member wishing to ride the bus should contact Consumer Services.

PUBLIC COMMENT

Tom Bird  
359 Waukazoo Drive  
Holland, MI 49424

Mr. Bird thanked Dr. Brashears for the information presented in his Executive Director's report.

Sandra Kiernan  
426 Century Lane  
49423

Ms. Kiernan thanked Dr. Brashears for the direction that he is bringing to CMHOC and expressed her appreciation for his willingness to meet with community organizations.

Peggy Fokler  
ARC

Ms. Fokler noted that ARC has been involved in the discussions with Muskegon regarding the Mt. Pleasant placements.

ADJOURNMENT

Ms. Vanderveen, Vice-Chairperson, adjourned the April 28, 2008 meeting at 4:32 pm.

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Keith Van Zoeren, Chairperson

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Donald Disselkoen, Secretary