

Approved Minutes
Community Mental Health of Ottawa County – Board of Directors Meeting
Monday, July 28, 2008

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

ABSENT: Rosa Nino

STAFF: Michael Brashears, John Blissett, Patricia Genesky

OTHERS: June Hagan

CALL TO ORDER - Board Chairperson

Mr. Keith Van Zoeren, Chairperson called the July 28, 2008 meeting to order at 3:00 pm.

INVOCATION

Mr. Van Zoeren provided the invocation

CMHOC MISSION STATEMENT

Mr. Van Zoeren noted the proposed Mission and Vision Statements.

PUBLIC COMMENT

No Public Comment

CONSENT ITEMS

CMH 08-031 Motion: To approve by consent the following items:

- a. Agenda for the July 28, 2008 Board of Directors Meeting
- b. Minutes from the June 23, 2008 Board of Directors Meeting
- c. July Service Contracts as presented
- d. June 2008 Financial Statements as presented
- e. FY 2007/2008 Budget Adjustment #8 as presented

Moved by: Kortman Supported by: Berghorst

MOTION CARRIED

Dr. Brashears noted that the item *Review of document from Michael J. Head* under New Business will be addressed in the Executive Director's Report.

COMMUNICATIONS & PRESENTATIONS

None

CHAIRPERSON'S REPORT

Mr. Van Zoeren reported that the September Board meeting will be held at the Lakeshore Clubhouse, 136th Avenue, Holland. The meeting of the Lakeshore Behavioral Health Alliance Executive Committees scheduled for July 25 was canceled due to the unavailability of attendees. The Executive Committee of the CMHOC Board met and discussed initiatives that have been addressed previously by the Board. As a result of this discussion, Mr. Van Zoeren will explore involvement with the Faith Based initiatives, Ms. Cartwright will take the lead on Housing

initiatives, and Ms. Bird and Ms. Vanderveen will be responsible for Policy and Legislative initiatives. Mr. Van Zoeren invited all Board members to participate with these committees. Ms. Kortman asked to be involved the faith-based and housing initiatives.

EXECUTIVE DIRECTOR'S REPORT

Dr. Brashears reported on the recent audit of CMHOC completed by MDCH, noting that the agency performed very well, with a compliance score of 97 percent. A written report is expected in the near future. Mr. Van Zoeren congratulated the staff and the Executive Director on this accomplishment.

A meeting with residential providers is scheduled for July 30. The purpose of the meeting is two-fold: To engage the providers to assess and develop a program for those CMHOC consumers currently placed in the Mt. Pleasant Center and to discuss strategic planning for residential practices and needs.

Along with Patrick O'Rourke, Dr. Brashears has been involved in discussions regarding redesigning the Jail Services Program. Patrick has drafted a proposed program. They will meet with the County Administrator and Sheriff to review the proposal. It will then be presented to the PPQI Committee and the Board.

The Systems Look analysis is now complete. The findings will be presented during the Board Work Session.

Review of document from Michael J. Head

Dr. Brashears reviewed the draft concept paper distributed by Mr. Michael Head, which outlines core concepts for the public mental health system. He expressed concerns that no CMH or PIHP was invited to provide feedback on this document, nor was this document directly shared with either those providing or receiving mental health services. Dr. Brashears indicated that he has responded to this concept paper, noting that this was a personal response and in no way was an official response from this Board or the Executive Director's office.

By consensus, the Board charged Dr. Brashears with extending an invitation to Mr. Head to come to CMHOC and meet with Board members. Board members and the Director from Muskegon CMH Services Directors will be invited to attend this meeting.

COMMITTEE REPORTS

Finance Committee – Mary Ann Cartwright

Ms. Cartwright noted that the Committee continues to monitor the budget and the anticipated shortfall.

Program Planning & Quality Improvement Committee – Rita Bird

Ms. Bird noted that the committee has identified the need for clarification between CLS and Skill Building. Mr. Greg Hofman provided presentations on "Referrals vs. Denials" and the results of the DD Consumer and Guardian Satisfaction Surveys. The August 4, 2008 Committee meeting will be canceled with a tentative reschedule date of August 11. September's meeting will be the 2nd

Monday (September 8) due to the Labor Day holiday. She noted that she will discuss with the Committee the possibility of changing the regular meeting date of the Committee to the second Monday of each month.

OLD BUSINESS

No old business

NEW BUSINESS

New Positions: ACT Mental Health Clinicians (2), Mental Health Services Supervisor

Dr. Brashears reported that in an effort to address the ACT plan of correction, two ACT Mental Health Specialists positions have been upgraded to Mental Health Clinicians. He indicated that with the upgrading of these two position, the addition of a new team supervisor and assigning a physician to the team for 20 hours per week, the restructuring of the ACT team is now complete.

Also, in response to recommendations contained in the Plante & Moran study, and as part of the restructuring of the agency, Dr. Brashears has recently posted a Mental Health Services Supervisor position, who, along with the DD Services Supervisors, will report to the Executive Director. The Program Director position has been eliminated. He informed the Board that similar action can be anticipated in the future while restructuring of the agency continues.

Board/Executive Director's role in the creation of new positions vs. filling vacant positions

Dr. Brashears noted that he has discussed this topic at the Committee level. His intent is to provide information to the Board when creating new positions, or making changes to existing positions. However, he wished to reaffirm that staffing decisions were the responsibility of the Executive Director and do not require Board approval.

Annual Report – Michael Brashears

This report has been presented to Board of Commissioners and the CMHOC Board Committees. The County Commissioners provided positive feedback and are appreciated the level of transparency contained in the report. As he becomes more familiar with the reporting schedule at the County level, Dr. Brashears assured that future presentations such as this will be provided to the CMH Board prior to being presented to the Board of Commissioners.

Transfer of State General Fund Allocation - John Blissett

CMH 08-032 Motion: To approve, contingent upon passage of a reciprocal motion by the Community Mental Health Services Board of Muskegon County (Muskegon), the transfer of an amount up to \$300,000 of CMHOC Medicaid Internal Service Fund to Muskegon, with the understanding that Muskegon will transfer a corresponding amount of Muskegon State General Fund allocation to CMHOC, effective for fiscal year 2008 only.

Moved by: Berghorst

Support: Disselkoen

MOTION CARRIED

Dr. Brashears thanked June Hagan and John Blissett for their work on this project.

GENERAL INFORMATION, COMMENTS AND MEETINGS ATTENDED

Ms. Gretzner noted that her report from the Children's Issues Committee was included in the Board packet. She shared suicide prevention materials from McComb County CMH and suggested that similar materials might be made available to residents of Ottawa County. Dr. Brashears will bring this information to the Human Services Coordinating Council for consideration.

Ms. Bird provided information regarding a meeting pertaining to Job Coaching and Skill Building at St. Mary's Parish Center in Niles, Michigan, which is being sponsored by the Kalamazoo Diocese Ministry for Persons with Disabilities. There will be a presentation by Judy Webb, followed by a question and answer period. The meeting is scheduled for August 6, 2008 at 6:00 p.m.

PUBLIC COMMENT

Marcia DeWilde

Ms. DeWilde expressed her appreciation to the Board for providing help and assistance to the community.

Sandy Keirnan
Disability Network

Ms. Keirnan made some observations regarding denials and referrals to other providers. She thanked the Board for the Respite survey and noted her concern about the concept paper that was discussed at this Board meeting

ADJOURNMENT

CMH 08-033 To adjourn the July 28, 2008 CMHOC Board of Directors Meeting

Moved by: Cartwright

Supported by: Berghorst

MOTION CARRIED

Mr. Van Zoeren adjourned the July 28, 2008 meeting at 4:03 pm.

Keith Van Zoeren, Chairperson

Donald Disselkoen, Secretary