

Agenda  
**Community Mental Health of Ottawa County  
Program Planning & Quality Improvement Committee**  
CMH Board Room  
12265 James Street, Holland, Michigan 49424  
Monday, March 3, 2008 3:30 p.m.

**PRESENT:** Rita Bird, Rebecca Gretzner, , Richard Kanten, Rosa Nino, Keith Van Zoeren

**EXCUSED:**

**STAFF:** Michael Brashears, Patricia Genesky, Greg Hofman, Kathy Coffey, Albert Doorn,  
Betty O'Rourke.

CALL TO ORDER

Ms. Bird called the March 3, 2007 Program Planning and Quality Improvement Committee meeting to order at 3:36 p.m.

CMHOC MISSION AND VISION STATEMENTS

Ms. Bird noted the mission and vision statement.

APPROVAL OF MINUTES

CMH PPQI 08-08 To approve the minutes of the February 4, 2008 Program Planning & Quality Improvement Committee meeting.

Moved by: Gretzner Support: Kanten

MOTION CARRIED

APPROVAL OF AGENDA

CMH PPQI 08-09 To approve the agenda for the March 3, 2008 Program Planning & Quality Improvement Committee meeting.

Moved by: Gretzner Support: Nino

MOTION CARRIED

REVIEW OF SERVICE CONTRACTS

CMH PPQI 08-010 To forward the March 2008 service contracts as presented to the Board of Directors for approval.

Moved by: Van Zoeren Support: Nino

MOTION CARRIED

Ms. Coffey reviewed the contracts as presented and answered questions. She provided updated information on the contract with Hope Network. Dr. Brashears indicated that he had recently negotiated a new rate structure with this agency and provided details.

CMH SERVICE PRESENTATION

Dr. Brashears suggested that the Committee provide a list of CMH programs about which they wished to receive information in order to provide Committee members with a clearer understanding of the programs and services at CMHOC.

PROGRAM PLANNING

**Report: Discussion on Integrated Care Plan for Ottawa - Dr. Brashears**

Dr. Brashears stated that CMHOC has received licensing from the State to be a Substance Abuse Treatment Provider at the James Street location. The agency is currently engaged in developing

Integrated Dual Diagnosis Treatment (IDDT) teams to work with those consumers who are dually diagnosed (Mental Illness and Substance Abuse).

Dr. Brashears discussed the Budget Recommendations from the December Board meeting. He indicated his intention to separate those recommendations that are operational from those that are budget specific. He noted that he would like operational and programmatic changes to come to this committee for review. He recommended that the Grand Haven and Lakeshore Clubhouses be combined to address both budget and operational concerns.

#### QUALITY IMPROVEMENT

**Update “Waiting List” and Eligible Consumers Access Issues** - Dr. Brashears/Greg Hofman  
Mr. Hofman noted that the only “waiting lists” at CMHOC is regarding residential placement. The only other list that he is aware of is for those consumers waiting to get on the Children’s Waiver, which is a State list.

#### **Quarterly Performance Improvement Indicators.**

Mr. Hofman reviewed the fourth quarter FY06/07 Performance Indicators and answered questions.

#### OLD BUSINESS

##### **Committee Roles and Responsibilities – Rita Bird**

Ms. Bird distributed a list of recommended roles and responsibilities for the Committee’s review. The group discussed the recommendations and made suggestions for changes. The changes will be made and the completed draft forwarded to the Board for approval.

#### NEW BUSINESS

No new business

#### COMMENTS

Ms. Bird noted that because there would not be a quorum available for the April 7 meeting, the April meeting will be rescheduled for April 14 at 3:30 p.m.

#### ADJOURNMENT

CMH PPQI 08-011 Motion: To adjourn the March 3, 2008 Program Planning & Quality Improvement Committee meeting.

Motion: Van Zoeren Support: Kanten

MOTION CARRIED

Ms. Bird adjourned the March 3, 2008 Program Planning & Quality Improvement Committee meeting at 5:40 p.m.

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Rita Bird, Chair