

Meeting Minutes (proposed)  
Community Mental Health of Ottawa County Board of Directors  
Board Room - 12265 James Street, Holland, MI 49424  
Monday, November 28, 2016 3:00 p.m.

**Present:** Michelle Cassens, Andrew Brown, Al Dannenberg, Don Disselkoen, Peg Driesenga, Matthew Fenske, Rebecca Gretzner, Alberto Serrano, James Steinke, Vonnie VanderZwaag

**Absent:** James Holtvluwer, Richard Kanten,

**Staff:** Lynne Doyle, Patricia Genesky

CALL TO ORDER

Ms. Cassens, Board Chair, called the November 28, 2016 CMHOC Board of Directors Meeting to order at 3:00 p.m.

INVOCATION

Mr. Dannenberg provided the invocation

CMHOC Mission and Vision Statements

Ms. Cassens noted the Mission and Vision statements

PUBLIC COMMENT

No Public Comment

CONSENT ITEMS

CMH 16-061 Motion: To approve by consent the following items:

- a. Agenda for the November 28, 2016 CMHOC Board of Directors Meeting
- b. Minutes from the October 17, 2016 CMHOC Board of Directors Meeting

Moved by: Disselkoen

Support: Dannenberg

MOTION CARRIED

COMMITTEE REPORTS:

**Finance Committee** – Vonnie VanderZwaag

Ms. VanderZwaag reported on activities from the November 28, 2016 CMHOC Finance Committee meeting. Service contracts and financial statements were reviewed and forwarded to the full board with a recommendation for approval.

**FY2017 November Service Contracts** – Joan Brown

CMH 16-062 Motion: To approve the November, 2016 Service Contracts exclusive of the contract with Harbor House Ministries as presented.

Moved by: VanderZwaag

Support: Dannenberg

MOTION CARRIED

**FY2017 November Service Contracts** – Joan Brown

CMH 16-063 Motion: To approve the Service Contract with Harbor House Ministries as presented.

Moved by: VanderZwaag

Support: Dannenberg

MOTION CARRIED

Ms. Driesenga abstained

### **FY2017 October MI Financial Report**

CMH 16-064 Motion: To approve the October, 2016 MI Financial Statements as presented.

Moved by: VanderZwaag

Support: Dannenberg

MOTION CARRIED

### **FY2017 October SUD Financial Report**

CMH 16-065 Motion: To approve the October, 2016 SUD Financial Statements as presented.

Moved by: VanderZwaag

Support: Fenske

MOTION CARRIED

### **Program Planning and Quality Improvement Committee – Andy Brown**

Mr. Brown reported that the PPQI Committee met on 11/14 and received a presentation related to the Mental Health Court Program. A new contract for child outpatient services was reviewed.

### EXECUTIVE DIRECTOR'S REPORT

#### **Updates from the LRE/STATE:**

- Section 298 – Affinity Groups. Stakeholders have been asked to submit written documentation for one of the groups in Kent County Affinity Group. Final recommendations from the workgroup are expected in the coming weeks. The work groups have focused on integration of behavioral and physical health.
- HCBS Rules – The regional workgroup has been working on tools to assist providers in preparing for compliance. Survey results have been received and will providers will be notified regarding potential corrective action plans that will need to be implemented in order to comply with the new rules.
- Ms. Doyle has been meeting with the LRE CEO to review several of the functions that the LRE has determined are to be centralization (Continued Stay Review, Customer Services, Provider Site Reviews). The discussion has focused on the successes as well as problems with those efforts. Ms. Doyle will continue to dialogue with the LRE to ensure that those served are receiving the best quality services.

#### **CMHOC Updates**

- Millage program recommendations have been distributed to the Board members. Implementation of millage programs is progressing
  - Beginning October 1, the waiting list has been addressed and consumers who are on a spenddown have been enrolled in services. That budget line will be monitored very closely.
  - A request for proposal was issued for social recreation opportunities. These programs are intended to fill the void that was left with the closing of KANDU and the CMHOC CBS programs. Eight proposals were submitted and contracts for those selected will be presented when developed.
  - Integrated Healthcare - In order to focus on healthcare integration, existing staff resources will be dedicated to these efforts utilizing some millage funds
- An \$8 thousand grant from MDHHS for innovation related to health and has been awarded to CMHOC. These funds will be utilized explore web-based applications and web sites to augment treatment.

- Allegan CMH Services director has been placed on administrative. There have been significant staff changes within the organization. Ms. Doyle has offered assistance if needed. No interim director has been identified.
- Annual Executive Director Performance Evaluation has been distributed and will be reviewed during the December meeting. Please return completed forms to Ms. Patricia Genesky.

OLD BUSINESS

No Old Business

NEW BUSINESS

**Annual Review of Board by Laws and Policies**

Annual review of the board bylaws and policies is a CARF requirement. Ms. Doyle reported that there are no changes recommended to any of the documents presented for review.

GENERAL INFORMATION, COMMENTS AND MEETINGS ATTENDED

Ms. VanderZwaag provided highlights from the MACMHB Fall Conference.

Mr. Brown’s proposal for presentation at the Annual Drug Court Conference has been accepted.

Ms. Cassens invited members to attend the December 2 GVSU Forum focusing on opioid use. Ms. Doyle will forward the information.

PUBLIC COMMENT

Mr. Greg Hofman, LRE Chief Operating Officer, expressed appreciation to Ms. Doyle related to efforts around HCBS rule and including the LRE in the discussion. He provided an update on the regional residential site review process, noting that providers have expressed appreciation for the regional efforts toward efficiencies. The LRE is currently participating in two state-wide reciprocity workgroups (inpatient site review and training reciprocity). Reports from both groups will be provided to the LRE and the CMHSP CEOs in December.

ADJOURNMENT

CMH 16-066 Motion: To adjourn the November 28, 2016 CMHOC Board of Directors meeting.

Moved by: Dannenberg

Support: Driesenga

MOTION CARRIED

Ms. Cassens adjourned the November 28, 2016 CMHOC Board of Directors meeting at 3:41 PM

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Michelle Cassens, Board Chair

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Donald Disselkoen, Secretary