

**Community Mental Health Affiliation of Mid-Michigan**  
**Jail Diversion Meeting**  
**Minutes**  
**April 14, 2004**

**CALL TO ORDER:** 1:00 P.M.

**PRESENT:** Judi Cates, Julie Vermett, Brian Dykes, Cam Greening, Dave Marshall, Alan Platt

**ABSENT:** Dan Alonzi (removed from team meeting, Cam represents Gratiot), Mike Geoghan (removed from team meeting, Brian represents Newaygo), Michael Brashears, Mark Nelson

**MINUTES:** The minutes from March 3, 2004, were approved.

**NEW BUSINESS:** Case Review

Team members reviewed two potential Jail Diversion cases. Team members also reviewed several recent suicides. Judi stated in her research on suicide, studies have shown suicide incidences often increase during the change in seasons.

Outcome Tracking Form

The team reviewed the revised tracking tool. It will be implemented May 1, 2004. The team will review the collected data November, 3 2004, track trends, create legends and revisit the form for revisions. Judi stated each county needs to bring copies of their logs to each monthly meeting. Julie will keep copies of all collected data for team review. Team members are to fax their logs to Julie if they cannot attend a monthly meeting. The log is ONLY to be used for clients who are being diverted or the attempt is being made to divert them. Staff are to log all contacts for potential diversion. We are only tracking Post-Booking data at this point, as the Pre-Booking form has not yet been established.

Core Group Report

The team discussed Alan's report to the Core Group regarding Jail Diversion. Alan presented a packet of information provided to him by Judi. It included a copy of the Service Agreement with Eaton County. Some were unhappy that it was more of a report for CEI. Some of the Core Group members disliked the Service Agreement stating only Eaton County. Judi explained to team members the DCH grant for Jail Diversion is being used for the pilot program in Eaton County and to cover a portion of her time as the Jail Diversion coordinator. She also stated the Service Agreements need to be with each individual county and should not list other counties in the agreement. The packet also included the screening form that was presented as being used by all counties. Some team members clarified that they use a version of their own form.

Case Management Screening Tool

Judi distributed copies of the tool being used for short-term case management to help individuals stay out of jail. Ionia's screening tool was also distributed and reviewed. Gratiot notes the information in the progress note. Newaygo uses an existing Referral Decision Scale.

Training

Judi stated Ingham County has given CEI a grant for law enforcement training and offered use of their new training room in Mason. CEI is revising their law enforcement training to incorporate Jail Diversion. Brian thanked those who attended a recent training held in Newaygo. He stated he has completed the training in the jail with all corrections officers.

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**OLD BUSINESS:**

- A. Status of Service Agreements: Eaton County is signed. Ingham County has had meetings and it is still being reviewed by the prosecutor. Clinton County has had some delays, Judi will be meeting with the Sheriff in the near future. Gratiot County is signed, Cam is awaiting it's return to her, she will fax a copy to Julie. Newaygo has an existing agreement which expires in 2006. Ionia is in the process of signing a new agreement. Manistee/Benzie status is presently unknown. Judi stated the Eaton County Prosecutor refined some of the wording in the original agreement the team created. A copy was distributed to all members and Judi stated each county will use their own version to meet their individual needs.
- B. TAPA Referral Decision Scale: Judi stated the final version may be available this month. She added that it will not be presented at the National GAINS Conference in May.
- C. Mental Health Training Slide Show was emailed to team members January 15, 2004.
- D. Suicide Training Slide Show was emailed to some in January. Barrier of Corel -v- Microsoft.
- E. Suicide Training Videos were distributed March 3, 2004.

**COUNTY QUICK HITS:**

- A. Newaygo: Brian stated his superiors are in the process of making his position 100% Jail Diversion and dropping the case management responsibilities.
- B. Gratiot: Cam stated there are currently issues in the jail of forged out-dates.
- C. Eaton: Judi stated Darren Lubbers is currently working on two diversion cases.
- D. Clinton: Judi stated there are current issues regarding mental health/psychiatric referrals in the jail.

**ANNOUNCEMENTS:**

- A. Dave stated Ionia began using Echo effective April 1, 2004.

**ADJOURNMENT:** The meeting adjourned at 3:00 P.M. The next Affiliation Jail Diversion team meeting will be held Wednesday, May 5, 2004, **1:00 P.M. – 3:00 P.M.**, at CEI, Suite G-14. The team will review the Needs Assessment, CEI CMH AMHS Law Enforcement training, Referral Decision Scale and Oakland County Jail Diversion forms.

Respectfully Submitted,

Julie Vermett  
CEI CMH SAS Program Secretary

cc: Robert Sheehan  
Debbie Heinze