

## **Affiliation Self Determination Workgroup Meeting Minutes:**

**June 9, 2004**

**10:00am to 1:00pm**

**Location: Newaygo CMH**

**Present at the meeting:** Julie Dowling (ICCMH), Judy Scott (ICCMH), Amy Kurti (NCMH), Ingemar Johansson (MBCMh), George Ott (MBCMh), Mary Ellen Papes (NCMH), Bea Stevens (NCMH), Carolyn Hilley (GCCMH), and Kim Zimmerman (Affiliation)

**Absent:** Bob Clingenpeel (GCCMH), Lynne Jones (ICCMH), April Fitzpatrick (MBCMh), Michael Brashears (CEICMH), Dan Alonzi (GCCMH), and Tom Knudtson (CEICMH)

The meeting minutes from May 2004 were approved without revisions.

### **SD/PCP Training Curriculum:**

- Reviewed training curriculum
- Group gave feedback
  - Would like to see information about guardianship added
- Kim reminded everyone that the training is scheduled for June 30<sup>th</sup> from 9:00am to 4:00pm at Ionia CMH and to make sure their designated trainers confirm their attendance

### **SD Monitoring Tool:**

- We reviewed the comments regarding the form given by the Core Group members
  - Some of the concerns were: not wanting to do cost budgets for all consumers, just the ones who want to have an individual budget; and change the order of the steps so they are chronological
- There was discussion on the intent of the form (ie: is this intended to be a compliance tool or a method for sharing resources/knowledge)
- After discussion it was decided that the form would be used as both a way to share our knowledge/resources and as a way to determine progress
- It was also suggested that the form be changed to reflect less detail
- Kim will take the suggestions of this group and the Core Group members and redesign the form and get approval before implementing the form

### **Workshops with Ric Crowley:**

- We talked about what the focus of the meeting with Ric Crowley should be: (the following were the suggestions)
  - Have a joint meeting with Ric, staff from Allegan (ie: CEO, CFO, Beth, etc), Affiliation CEO's and CFO's, and SD workgroup....ask to have this meeting on July 30<sup>th</sup> if available (want to have this meeting prior to having the budget workshop) (1/2 day meeting)
  - The second half of the day would then be Ric meeting with the SD workgroup to assist with strategic planning
  - Arrange for a second day for Ric to do a workshop on development of individual budgets with the case managers
- Kim will talk with Bryan from Allegan about these suggestions and schedule Ric for the workshops

**DCH Site Review:**

- Kim handed out the most recent version of the site review protocols
- The group reviewed progress on the corrective action plans that were completed after the last site review
- Everyone was reminded to send Kim the most recent version of their PCP forms and any evidence they have completed/gathered regarding the corrective action plan

**Other:**

- Due to the possibility of meeting with Ric Crowley in both July and August our group choose to cancel our regularly scheduled meeting on July 14<sup>th</sup>...we have no meeting scheduled in August due to the Core Group Retreat

**Next Meeting Agenda:** Group members are to send agenda items to Kim.

**Next Meeting:** The next meeting will be at **Ionia CMH on September 9, 2004 from 10:00am to 1:00pm.** *The July meeting has been cancelled and there is no meeting scheduled for August.*

Meeting Minutes Submitted by: Kim Zimmerman  
Affiliation Consumer Empowerment Specialist