

XPresent (please check) Please circle note-taker				CMHAMM Work Group Meeting Minutes DATE: <u>08/10/05</u> LOCATION: <u>Ionia CMH</u> WORK GROUP NAME: <u>Self Determination Workgroup</u>	cc: Team members (list members' names) Julie Dowling, Elisabeth Avery, Sandy Palera, Carolyn Hilley, Dan Alonzi, Bob Clingenpeel, George Ott, Ingemar Johannson, Mary Ellen Papes, Bea Stevens, Pamela Stants, Tom Knudtson, and Kim Zimmerman			
X	Julie Dowling		Elisabeth Avery					
X	Sandy Palera	X	George Ott					
X	Ingemar Johannson		Carolyn Hilley					
	Dan Alonzi	X	Bob Clingenpeel					
	Mary Ellen Papes		Bea Stevens					
X	Pamela Stants	X	Tom Knudtson					
X	Kim Zimmerman							
Guests:								
Topics Discussed				Discussion/Decisions	Action/Responsible Party			

Fiscal Intermediary	The group was updated on the interviews of the 3 Fiscal Intermediaries (Guardian Trac, Stuart Wilson, and BHT&D Gusco Money Management). The Interview Team agreed to put all three on the provider panel and then each Affiliate agency can then choose to contract with one or more of these 3 FI's.	Action Required: The 3 FI's will be put on the provider panel. Once that is completed, each agency will then hold their own contracts with the FI's.
SD Contracts/Agreements	The group reviewed the Fiscal Intermediary contract that was completed by Dave Short. It was agreed that the Affiliation would use Dave Short's version of the Fiscal Intermediary contract. The group also reviewed the employment, SD, and Medicaid Provider agreements also completed by Dave Short. We also reviewed the SD agreement and employment agreement that was completed for our Affiliation by the Consumer Empowerment Specialist. The group agreed to use Dave Short's contracts, but then to use the Affiliation SD and employment agreement as attachments as they contain more consumer friendly language.	Action Required: Kim will send out electronic copies of all contracts/agreements with an explanation of who each contract/agreement is between.
Presentation by Ionia consumer/support system	Lisa (consumer at Ionia CMH) talked to our group today along with her mother and support staff about her experiences with Self Determination. Lisa and her mother provided us with information about how they got started with SD and how Lisa now has a micro-enterprise, lives in her own apartment, and employs her own staff.	Action Required: No action required
Real Life Quality Standards	Ingemar talked to the group about having Tom Nerney meet with us to discuss the Real Life Quality Standards and the pilot project involving it. Our group has talked before about needing to have a standard to measure the effectiveness of SD within our Affiliation. Ingemar stated that Tom will most likely be in Lansing on September 14 th and he will contact him to see if he can meet with us on that day.	Action Required: The group agreed to hold a meeting on September 14 th if Tom Nerney is available. Ingemar will follow up with Tom and get back to the group as to when and if he can meet with us.

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X	Julie Dowling		Elisabeth Avery		Julie Dowling, Elisabeth Avery, Sandy Palera, Carolyn Hilley, Dan Alonzi, Bob Clingenpeel, George Ott, Ingemar Johannson, Mary Ellen Papes, Bea Stevens, Pamela Stants, Tom Knudtson, and Kim Zimmerman						
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Practice Guidelines	The group discussed issues/concerns related to the Practice Guidelines that are being developed by CEI staff. Tom provided clarification on the intent of the guidelines and how they have been established. Several members of the group will be attending the Core Group Retreat in August and will discuss this with Leadership at that time.	Action Required: Members that attend the Core Group Retreat will report back to the group if this topic is discussed. Further discussions will occur as more information becomes available.
Other Business	Draft Agency of Choice Paper: Everyone was given a copy of this paper and encouraged to read it and respond with comments to Pam Werner at DCH. Independent Facilitation: Kim will follow up with the trainers at each agency regarding the status on completing training for Independent Facilitators. Meeting Date and Time: We will be decreasing our meetings to every other month instead of monthly and changing the time to the afternoon from 1:00pm to 3:00pm to meet the needs of the members. The meetings will now be on the 2nd Wednesday of every other month from 1:00pm to 3:00pm.	Action Required: Individuals will review the Agency of Choice draft paper and provide feedback to Pam Werner at DCH. Kim will follow up with trainers regarding status of Independent Facilitators.
Next meeting date:	To Be Determined (If Tom Nerney can meet with us, then we will meet at CEI CMH on September 14th) (If Tom cannot meet with us, then we will meet on Oct. 12th)	