

**Community Mental Health Affiliation of Mid-Michigan
Consumer and Stakeholder Advisory Council**

Meeting Minutes of Thursday, December 7, 2006

Community Mental Health Authority of
Clinton-Eaton-Ingham Counties
812 E. Jolly Rd., Conference Rooms G-11 A & B
Lansing, Michigan

Present: Committee Members: Julie Barron, CSR (CEI); Amy Clark (Gratiot); Jean Cowdery (Gratiot); William Crandell (CEI); Marvin Embry (CEI); Timothy Hansen (Newaygo); Judith Kindel (CEI); Nick Lawson (Gratiot); Jana Perez, CSR (Gratiot); Christine Riddlebaugh (Gratiot); Bea Stevens, CSR (Newaygo) by conference phone; Margaret Stooksberry (Manistee-Benzie); Rebecca West, CSR (Ionia); Kimber Thompson (CEI)

Other: Toby Bayless (Affiliation); Liz Holcomb (CEI); Kim Zimmerman (Affiliation) Deb Darcy (CEI HR)

Call to Order: Chairperson Nick Lawson called the meeting to order at 11:05 AM, due to the room being occupied by another group.

Introductions: Kim Zimmerman introduced Deb Darcy, CEI HR and Toby Bayless (Affiliation)

Agenda Review: Liz Holcomb requested time on the agenda to address QI Work Group Report of the Steering Committee and Quality Improvement Plan for 2007

Review & Approval Of Minutes: The minutes of the November 2, 2006 meeting were not read aloud due to limited time and scheduled interviews. It was MOVED by Nick and SUPPORTED by all that were present. MOTION PASSED unanimously.

QI Work Group Report of the Steering Committee and Quality Improvement Plan for 2007:

Liz Holcomb passed out handouts and discussed the new/updated information for 2007 Key areas pointed out were:

-page 3: Goals #E 1-3 were reviewed and hope to be in place January 2007.

-page 5: (1) Timeline of Access to care is to be started within 14 days.

(2) Work on Coordination with Primary Care Providers

Anti-Stigma Coordinator: Kim Zimmerman went through some Interview etiquette and assigned interview questions to the following: Judith #1-3; Margaret #4-6; Julie #7-9; Becki #10-12 and Nick #13-16.

Interviews for Anti-Stigma Coordinator:

There were three interviews that lasted about 45-60 minutes each. The group discussed the first interviewee after the interview before the second interview. The 2nd interview was conducted and then the 3rd. Those from Gratiot had to leave early due to an illness of member.

The group had a very productive discussion about each candidate and reasons for and against each interviewee. It was a hard decision for the committee to make.

It was decided that only those who were present for the interviews were allowed to vote. The final vote is to be e-mailed to Kim by Monday, December 11, 2006. Human Resources will check out references.

Holiday Gift Exchange Name Drawing:

It was unclear if the Holiday Gift Exchange was scheduled for today, and so not all present members brought a gift and that we wouldn't have enough time due to the interviews. It was decided by consensus to have a name drawing for a white elephant exchange during the January meeting. The January 4 meeting will be the holiday celebration, may bring treats if one wants to.

Final Thoughts:

All members were wished a Happy Holiday. It was a very hard decision to make about who would be our Anti-Stigma Coordinator. All present did a good job in the interview process.

Becki expressed that she tried her best to get all the minutes and notes taken, but may have forgotten and missed a few things (Debra does a great job at taking minutes).

Adjournment: The meeting adjourned at 3:25 PM. The next scheduled meeting of the Affiliation Consumer and Stakeholder Advisory Council will be on Thursday, January 4, 2007 at 11:00 AM at 812 E. Jolly Rd., Lansing, Michigan in Conference Rooms G-11 A & B.

Respectfully submitted,

Becki West, ICCMH CSR (due to absence of Affiliation Secretary, Debra Heinze)

<p>NOTE: Becki sent a copy of the minutes per e-mail to Debra Heinze and will be forwarded to each CMH for distribution.</p>
