

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

Meeting Minutes of January 4, 2007

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); William Crandell (CEI); Marvin Embry (CEI); Timothy Hansen (Newaygo); Nick Lawson (Gratiot); Kim McKenzie, CSR (Manistee-Benzie); Jana Perez, CSR (Gratiot); Christine Riddlebaugh (Gratiot); Bea Stevens, CSR (Newaygo); Pixie Stevens, CSR (Newaygo); Rebecca West, CSR (Ionia)

Other: Toby Bayless (Affiliation); Deborah Kaiser (Manistee-Benzie); Deborah Krieger (Manistee-Benzie); Kim Zimmerman (Affiliation)

Call to Order: Chairperson Nick Lawson called the meeting to order at 11:10 AM.

Introductions: Bea Stevens introduced Pixie Stevens, the new Newaygo Customer Service Representative. Nick congratulated Jana Perez on being selected for the coordinator position, and expressed appreciation for the candidates who interviewed.

Agenda Review: Kim Zimmerman requested time to address future agenda issues.

Review & Approval

Of Minutes: The minutes of the December 7, 2006 meeting were read aloud by Julie Barron. It was MOVED by Bill Crandell and SUPPORTED by Marvin Embry to approve the minutes as submitted. MOTION PASSED unanimously.

Ionia CMH Recovery

Grant: Becki West distributed copies of the Ionia CMH Recovery Grant, and encouraged participation if interested. Discussion ensued regarding prioritizing individual participation commitments. It was noted the CMHAMM Advisory Council Anti-Stigma grant is the first priority.

**Holiday Gift
Exchange:**

Nick asked for a moment of silence in honor of the late President Gerald Ford, prior to beginning the holiday gift exchange and luncheon.

Agenda Issues:

Kim Zimmerman addressed the need to refocus the agenda for the duration of the grant. It was determined a structured agenda will include an update report from Jana, then a one hour meeting of individual committees. Each committee will report on the day's work, followed by the entire Council brainstorming. Jana will leave each meeting with a concrete list of tasks to accomplish. Judith Kindel, as Vice Chairperson, will be the timekeeper. Guest speaker time and staff report agenda items will be restricted to quarterly.

Grant Work:

Kim Zimmerman distributed the handout of committee assignments. It was noted committee assignments were made to individual affiliate CMH's for ease of meeting outside of regular Advisory Council meetings. Discussion ensued regarding clarification of assignments. The committees met, and reported as follows:

Quality Improvement Committee – An appointment will be made with Liz Holcomb and Richard Coelho requesting their attendance at the February meeting to assist in developing survey questions.

Education & Training Materials Committee – Specific tasks will not be assigned to individuals, rather each person will submit ideas to Kim McKenzie for a report at each meeting.

Supply & Expenditure Committee – A spreadsheet will be developed by Heather Betts, Gratiot Chief Financial Officer, and Christine Riddlebaugh will serve as the back-up.

Promotion, Marketing & Recruitment Committee – A determination was made to target audiences by age. Becki will organize the monthly report.

Jana's report will occur first during the meeting time devoted to grant work.

Adjournment:

The meeting adjourned at 2:00 PM. The next scheduled meeting of the Affiliation Consumer and Stakeholder Advisory Council will be Thursday, February 1, 11:00 AM to 2:00 PM at 812 E. Jolly Rd., Lansing, Michigan in Conference Rooms G-11 A & B.

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Respectfully submitted,

Debra Heinze
Affiliation Secretary

**NOTE: The Secretary will send one copy of the minutes and agenda to each CMH
for distribution**