

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

Meeting Minutes of April 3, 2008

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); Heather Bell, CSR (Gratiot); Jean Cowdery (Gratiot); William Crandell (CEI); Marvin Embry (CEI); Traci Hendershot, CSR (Gratiot); Nick Lawson (Gratiot); Kim McKenzie, CSR (Manistee-Benzie via videoconference); Christine Riddlebaugh (Gratiot); Lavonda Smith (Newaygo – via videoconference); Bea Stevens, CSR (Newaygo – via videoconference); Pixie Stevens (Newaygo – via videoconference); Kimber Thompson (CEI via teleconference)

Call to Order: Christine Riddlebaugh, Vice-Chairperson, called the meeting to order at 11:10 AM.

Agenda Review: Debbie Heinze requested to add a letter from Judith Kindel to the agenda. It was MOVED by Julie Barron and SUPPORTED by Bill Crandell to approve the agenda as revised. MOTION PASSED unanimously.

Review & Approval

Of Minutes: The minutes of the March 6, 2008 meeting were read aloud by Julie. Nick Lawson noted that he is overseeing the recognition dinner, and he is to be credited with the theme suggestion, “Don’t Judge A Book By Its Cover”. It was MOVED by Bill and SUPPORTED by Nick to approve the minutes as revised. MOTION PASSED unanimously.

Letter of Resignation:

Debbie read aloud a letter of resignation submitted by Judith Kindel, Chairperson of the Advisory Council. Per the Council By-Laws, Christine will move into the position of Chairperson. Christine requested nominations for Vice-Chairperson. Kim McKenzie and Todd Koopmans were nominated. As Todd was not present, it was MOVED by Julie and SUPPORTED by Kim McKenzie, to postpone voting to the May meeting, pending Todd’s acceptance of the nomination. MOTION PASSED unanimously.

Goals Updates: Bea Stevens reported on the goals assignment, "Protection and Advocacy". Christine reported on her efforts to compile the history of the Advisory Council, and noted the report will be available for distribution at the recognition dinner. Nick reported several references have been collected for "Educational Materials". Kim Zimmerman clarified that Jana Perez has all the items purchased with the anti-stigma grant money. These items will need to be picked up from Jana and stored in the possession of Community Mental Health. Christine volunteered to obtain the items from Jana, and will investigate storage options at the various affiliate locations. Kim also noted the items will need to be catalogued prior to going into storage.

HSAG Audit Results: Kim Zimmerman distributed handouts with the HSAG audit results. She reviewed the grid of Utilization Management, Quality Improvement and Provider Network outcomes, and a summary of validation of performance measures review.

MDCH Audit: Kim Zimmerman announced the Michigan Department of Community Health (MDCH) is planning to meet with the "non-paid" Advisory Council members for one hour on June 10. She noted if the Customer Service Representatives and Peer Supports wish to meet with the auditors, arrangements can be made to meet on June 9. The regularly scheduled June 5 meeting will be rescheduled to Tuesday, June 10, and will be held in the Atrium.

Recognition Dinner Planning: Nick reviewed the recognition dinner plans with the group, noting an \$800 budget was approved for expenses. Christine distributed catering information for discussion. It was MOVED by Nick and SUPPORTED by Bill to hire Pam's Catering Service for \$600. MOTION PASSED unanimously. Bea proposed additional guests be charged five dollars per plate, and Bill proposed no charge for additional guests. Discussion ensued. It was determined by consensus that each additional guest would be charged five dollars.

Final Thoughts: Julie noted CEI can have a new Advisory Council representative due to Judith Kindel's resignation. She will follow up with Liz Holcomb to locate applicants.

Julie provided information regarding two Michigan Association of Community Mental Health Board sponsored workshops.

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

Respectfully submitted,

Debra Heinze
Affiliation Secretary