

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

**Meeting Minutes of July 3, 2008**

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

**Present:**            Committee Members: Julie Barron, CSR (CEI); Jean Cowdery (Gratiot); Marvin Embry (CEI); Rebecca Gardner (CEI); Todd Koopmans (Newaygo – via videoconference); Nick Lawson (Gratiot); Robin Moody (Newaygo – via videoconference); Sandra Pillera (Ionia); Christine Riddlebaugh (Gratiot); Lavonda Smith (Newaygo – via videoconference); Pixie Stevens (Newaygo – via videoconference); Rebecca West, CSR (Ionia)

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

**Call to Order:** Christine Riddlebaugh, Chairperson, called the meeting to order at 11:05 AM.

**Agenda Review:** Nick Lawson and Julie Barron requested to be added to the agenda. The agenda was approved with the additions.

**Review & Approval**

**Of Minutes:** The minutes of the June 10, 2008 meeting were read aloud by Nick. It was MOVED by Robin Moody, and SUPPORTED by Becki West to approve the minutes as submitted. MOTION PASSED unanimously.

**Work Groups:** Becki reported updates are needed to the handbook, as well as the content of the brochure.

Nick reported on his research of anti-stigma material to educate the public. He expressed concern regarding the lack of substance abuse awareness. He would like to know how each affiliate agency handles this.

Julie reported development of a presentation for radio and/or television is progressing.

Todd Koopmans reported feeling the Recipient Rights pamphlet needs to be redesigned to be simplified for consumers. Julie volunteered to send the brochure she developed to Newaygo CMH for their review. Kim Zimmerman clarified the need for approval via the Affiliation Quality Improvement and Recipient Rights committees before any distribution is allowed. Discussion ensued.

**Peer Supports:** Julie shared the material she received during her Peer Support Specialist training – “Five Stages in the Recovery Process” and “Systems Transformation: Role of Peer Support Specialist in Michigan”.

**QI Report:** Liz Holcomb reviewed the Performance Improvement Projects Report regarding Coordination of Care, explaining the ongoing dinner seminars. She also provided a handout that summarized the length of time from the first contact to beginning substance abuse treatment.

**Web Site Update:** Todd updated the group on the progress he has made regarding the consumer web site. He is working on a mechanism to preserve confidentiality, and he also highlighted several additional features the site will contain. Todd will do a demonstration for the group when the work is completed.

**DCH Site Review:** Kim Zimmerman has received a draft report of the recent DCH site review. She reported it was a good review overall, with many improvements. She noted the reviewers are impressed with the Advisory Council. Kim will give a final report during the September meeting.

**Other:** Julie announced she has brochures for the 2008 Michigan Consumer Conference to be held on July 24.

Nick has pictures from the Appreciation Dinner. Discussion ensued regarding allowing duplication of the pictures and assembling a photo album. Kim Zimmerman volunteered to have a master CD made, and will report to the group during the September meeting on the method of distribution. Volunteers were asked to take photos throughout the year of Advisory Council activities to be used in displays. Rebecca Gardner volunteered to keep a scrapbook of photos.

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**Adjournment:** The meeting adjourned at 2:10 PM. The next scheduled meeting of the Affiliation Consumer and Stakeholder Advisory Council will be Thursday, September 4, 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