

CMHAMM
Work Group Meeting Minutes

<p>WORK GROUP NAME: <u>Self Determination Workgroup</u></p> <p>LOCATION: <u>CEI CMH</u> <u>(videoconference)</u></p> <p>DATE: <u>September 24, 2008</u></p>	<p>PRESENT: (please circle note-taker)</p> <p>George Ott, Mary Ellen Papes, Terry Ekkens, Sue Poindexter, and Kim Zimmerman (notetaker)</p> <p>Guest(s):</p>	<p>cc: Work Group Members (list members' names)</p> <p>Mike Hetzman (Gratiot), Sue Pointdexter (Gratiot), Julie Dowling (Ionia), Sandy Pallera (Ionia), Ingemar Johannson (M/B), George Ott (M/B), Tom Knudtson (CEI), Mary Ellen Papes (Newaygo), Terry Ekkens (Newaygo), Kim Zimmerman (Affiliation Staff)</p>
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New, Follow-up, Ongoing	Topics Discussed	Discussion/Decisions	Action/Responsible Party	Due Date	Status (complete, barrier to completion)
Follow Up	Presentation to Steering Committee and CEO Group	Kim Zimmerman gave an update on her presentation/discussion with the CEO group on 07/31/08 and with the Steering Committee on 09/03/08. The purpose of the discussion with both of these groups was to get approval of the recommended outcomes/goals that this group developed during the last meeting in July 2008. Overall the CEO's and the Steering Committee were supportive in updating our workgroup charge form, but there were some minor recommendations made. Those recommendations included adding a 5 th goal/outcome for completing an annual report that gives data on the elements of SD that are being implemented Affiliation wide. Both groups were also cautious about how we proceed with requiring cost budgets to be completed for all individuals receiving services from CMH. Part of the caution was due to the staff time and possible costs associated with this as compared to the benefits gained.	Kim will invite IS and Finance Reps to attend a future meeting to discuss the best method for completing cost budgets for the individuals who receive services from CMH.	To be determined	N/A

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DATE: <u>September 24, 2008</u>		

		<p>Kim Zimmerman also spoke with Chuck Dougherty (IS Director at CEI) regarding the feasibility of developing a process to tie the completion of the cost budgets to the PCP process. The process would include having dollar amounts tied directly to the amount, scope, and duration of authorized services within the PCP. Thus reducing the staff time required to complete cost budgets. Chuck stated that it would be a possibility to set up a program to do this depending on what our needs are. Our group decided that this needs to be visited at a future meeting and would be best if IS and Finance reps joined that meeting.</p>			
New	New Charge Form	<p>We then reviewed our current charge form that was last updated in November 2005. Changes/updates were made to reflect our new goals/outcomes. The updated charge form will be presented to the Steering Committee for approval in an upcoming meeting. Once the charge form is approved, the group will move forward with working on the outcomes.</p>	<p>Kim will update the workgroup charge form to reflect the updated goals/outcomes. Kim will present the updated charge form to the Steering Committee for approval.</p>	Nov. 2008	N/A
New	Concept Paper	<p>Kim reviewed with the group the Concept Paper that was recently distributed by MDCH (written by Mike Head). The Concept Paper includes several references to Self Determination. We</p>	N/A	N/A	N/A

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		<p>reviewed those sections that had information on SD and discussed how this reinforces our need to move our efforts with SD forward within our Affiliation.</p>			
	Next Meeting	<p>Date: November 12, 2008 Time: 1:00pm to 3:00pm Location: CEI CMH</p>	N/A	N/A	N/A