



THE STANDARDS GROUP
Board of Directors
Meeting Minutes
October 10, 2008

Members Present: Judy Webb (DCH), Michael Head (DCH), Irene Kazieczko (DCH), Joanne Sheldon (Lifeways), Paul Ippel (network180), Toby Bayless (CEI), Bill Slavin (Northwest Affiliation), Cindy Lowe (Southwest Affiliation), Phil Royster (Mich Recovery Council), Steve Sheldon (Washtenaw CHO), Sandra Lindsey (Saginaw), Kathy Swan (CMH Central MI), Danielle Peterson (Pathways/Northcare), Alexis Kaczynski (North Country/Northern Affiliation), Corrine Mann (Detroit-Wayne), Jane Terwilliger (Monroe CMHA), Michael Brashears (Ottawa CMH/Lakeshore PIHP), Dennis Grimski (Thumb Alliance), Lisa Lepine (ARC Services of Macomb)

Staff present: Laura Vredeveld

Minutes: Taken by Laura Vredeveld -TSG

AGENDA ITEM	DISCUSSION	DECISION/ACTION
Approval of Agenda		Agenda approved as written
Public Comment	There was no public comment to open the meeting.	
TSG Director Transition	Laura Vredeveld provided brief update on her transition to TSG Director. She is currently working part time for TSG while competing her responsibilities at network180 and will begin full-time TSG work in November 2008. Has been meeting with various committee members and stakeholders to get oriented to TSG, MACMHB and other groups. Joanne has been very helpful in transferring work products and providing background information.	
TSG Board Member Changes: -Gail Hall – Pathways -Erv Brinker – acting Chair	Gail Hall has replaced Doug Morton as CEO at Pathways. She has requested that she be removed from the TSG Executive Committee and that a new PIHP rep be assigned. She will remain a member of the Governing Board. Alexis Kaczynski graciously accepted the nomination to serve on the Executive Committee. The Executive Committee will be voting in the November meeting to elect a new Chairperson. Erv Brinker has been acting chair of this committee.	Alexis Kaczynski was appointed to fill the vacancy on the Executive Committee.
Budget Update	Laura Vredeveld presented an updated budget and balance statement through September 2008. MACMH shows current balance of \$268,019 on 09/30/08. Question of whether all PIHP's have paid in full. Joanne Sheldon indicates one PIHP has not paid their second installment of \$15,000. This issue will be discussed at next Executive Committee.	Budget and Financials accepted as presented. Executive Committee to address the PIHP payment issue.

<p>Status of current/ongoing TSG projects</p>	<p>Laura Vredeveld provided an update on the status of current/ongoing projects as follows:</p> <p>ACCESS STANDARDS:</p> <ul style="list-style-type: none"> ■ Guideline developed by TSG contains values, functions, and standards for public mental health access systems, plus exhibits to guide access and eligibility decisions. ■ Guidelines approved by the TSG Board and transmitted to MDCH in 2007. ■ Following public review and comment, the access standards were modified for inclusion in the PIHP/DCH contract. ■ The Access Resource Manual designed to accompany the Access Standards has been drafted and is under review by DCH. ■ The Access workgroup will be reconvening in October 2008 to finalize planning for statewide training on the Access Standards and the resource manual. A draft training outline has been developed. <p>SELF DETERMINATION:</p> <ul style="list-style-type: none"> ■ TSG product contains draft standards for person-Centered Planning and Individual budgets as well as a list of budget elements. ■ Approved by TSG Board in October 2007 and transmitted to DCH in November 2007. ■ These recommendations are currently in abeyance based on MDCH review and need for additional consultation and legal opinion. Technical assistance required on the budgeting aspects of SD. ■ Discussion ensued on the primary concerns identified by the Department on this product. Acknowledgement of a lot of hard work and effort from this committee. Mike Head agreed to meet with the Self-Determination workgroup to address his concerns. ■ Further work on this initiative by TSG is not expected at this time. <p>HEALTH INFORMATION TECHNOLOGY:</p> <ul style="list-style-type: none"> ■ The final TSG HIT Workgroup report was submitted to MDCH in April 2008 outlining progress made by the HIT workgroup. ■ The CIO Forum continues to meet regularly to accomplish the work of the HIT strategic plan in such areas as business practice standards for data exchange, strategies and role of mental health CIO's within regional healthcare exchanges, and other CIO Leadership topics. ■ The CIO Forum has held preliminary discussions on the Department's stated need for more timely data relate to sentinel 	<p>Laura Vredeveld will work with Dennis Grimski (Access Standards Chair) and Judy Webb (DCH) on next steps for Access Guidelines implementation.</p> <p>Mike Head agreed to meet with the Self-Determination workgroup to clarify his concerns and provide closure to this project.</p> <p>Laura Vredeveld will continue working with CIO Forum to implement action items identified in the HIT Strategic Plan.</p> <p>No further TSG action expected on the Appeals and grievance forms at this time.</p>
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	<p>event and criminal justice events.</p> <ul style="list-style-type: none"> ■ Questions related to structure/relationship with TSG which are addressed in the CIO Forum Charter. <p>GRIEVANCE & APPEALS</p> <ul style="list-style-type: none"> ■ TSG worked in conjunction with the Fair Hearing Officers group to develop common forms for providing adequate notice for Medicaid and GF consumers. ■ Draft forms are complete and have been submitted to MDCH for additional review and consultation, as well as client/advocate review. <p>General discussion re: lessons learned from these projects, the need to be as clear as possible moving forward about project expectations, charge/scope of the assigned project, as well as limitations, expected time frames, etc.</p>	
<p>Review & Discussion of DCH's stated priorities</p>	<p>Michael Head, Judy Webb and Irene Kazieczko reviewed the August 14th Memo from DCH which outlines the Department's priorities for TSG moving forward.</p> <p>Discussion on each topic primarily focused on being clear in what was being expected and focusing on developing consistency, uniformity, and efficiencies in particular areas.</p> <ul style="list-style-type: none"> ■ Waiting List – Develop guidance and reporting requirements for uniformly and consistently identifying and reporting underserved populations and managing waiting lists. ■ Web-Based Reporting – CIO Forum to establish standards and practices for reporting certain data (criminal justice, sentinel events) through a web-based approach. ■ Casemanagement – Develop standard set of core competencies, curriculum and training program for casemanagement. ■ Access to Healthcare/Coordination with Primary Care – Develop standards to guide and direct system in ensuring access to and coordination with health care providers. ■ Active Engagement – Develop standards to ensure that individuals are offered a range of supports to assure community participation, inclusion, productivity, and 	

	<p>independence.</p> <ul style="list-style-type: none"> ■ Provider Contracting – Develop protocols for simplification and efficiency in provider contracting, reporting requirements, monitoring, and administrative functions. 	
Other issues/priorities as identified by TSG Board members	<p>Identification and discussion of other TSG priority project suggestions from TSG Board members for FY 2009. Suggestions included:</p> <ul style="list-style-type: none"> ■ funding equity ■ eligibility ■ substance abuse and mental health integration ■ Issues identified in ARR (trauma, positive behavior supports) ■ Children's issues 	
Agreement on TSG Work Plan for FY 2009	<p>Discussion re: possible use of filtering/sorting mechanism to make decisions about which projects to prioritize. Consideration of rank ordering. After some discussion, a motion was made to vote on the work projects for FY 2009 in today's meeting.</p> <p>Motion to approve the topics as identified by DCH for TSG priority for FY 2009, with the issue of Access to Healthcare/Coordination with Primary Care to be incorporated into the Casemanagement project. Motion carried unanimously.</p>	<p>Approval of the following areas of focus for FY 2009 in addition to ongoing TSG projects:</p> <ul style="list-style-type: none"> ■ Waiting List ■ Web-Based Reporting – to be developed in CIO Forum ■ Casemanagement Core Competencies and Access to Healthcare/Coordination with Primary Care ■ Active Engagement ■ Provider Contracting – <p>Laura Vredevelde will work with DCH staff to begin detailing a work plan for FY 2009.</p>
Schedule for upcoming Board meetings	To be determined. Will try to schedule the third Friday of the month whenever possible. Need to review Recovery Council schedule to avoid conflicts for many members of TSG board.	
Public Comment	Dr. Michael Brashears from Ottawa County CMH used this time to speak on behalf of the CMHSP's which are not formally recognized in the TSG structure. Michael commented on the important work being done in this forum and encouraged TSG to actively pursue the involvement and participation of CMHSP's in the workgroups and in future discussions on potential standards being developed. He specifically mentioned the Waiting List and Active Engagement projects as having a very direct impact on CMHSP's, and encouraged active solicitation of CMHSP representation in these projects.	
Adjourn		Meeting Adjourned 11:00 a.m.