



**THE STANDARDS GROUP
Executive Committee
DRAFT Meeting Minutes
Wednesday, November 26, 2008**

Exec. Committee Members Present: Judy Webb (DCH), Michael Head (DCH), Irene Kazieczko (DCH), Norm DeLisle (MDRC), Phil Royster (Recovery Council), Erv Brinker (Summit Pointe), Alexis Kaczynski (Northern Affiliation), Jane Terwilliger (Monroe CMHA), Laura Vredeveld (TSG staff)

Governing Board Members Present: Corrine Mann (Detroit-Wayne)

Minutes taken by: Laura Vredeveld - TSG

AGENDA ITEM	DISCUSSION	DECISION/ACTION
Approval of Agenda		Agenda approved as written
Approval of Minutes		Minutes of Exec Committee meeting of 09/16/08 approved as written.
Public Comment	There was no public comment	
TSG Director Update <ul style="list-style-type: none"> ▪ Recent Activities ▪ TSG Website ▪ Upcoming presentations 	Laura Vredeveld provided an update on recent TSG Director activities. Began full-time TSG work 11/03/08. Working with MACMHB to update website. Meeting with various committees and groups to update them on status of TSG products and priorities for FY 09. Upcoming presentations: scheduled for Directors Forum, PALS, plenary speaker at Improving Outcomes Conference (QI/IS/Finance Directors). Solicited input re: consumer and advocacy groups to contact. Suggestions include: DD council, Practice Improvement, Recovery Council, Children's Issues, Assoc. of Children's MH, and Children's Admin Group.	Exec. Committee supported continued efforts at increasing awareness & promotion of TSG. Emphasis on forming relationships & methods of communicating with consumer & advocacy groups.
TSG Exec. Com. Membership: <ul style="list-style-type: none"> ▪ Welcome Alexis Kaczynski ▪ Vote on permanent Chair position 	Welcome to Alexis Kaczynski as newly appointed member of Exec. Comm. Solicited nominations for Chair position. Joanne Sheldon nominated and unanimously supported for this position. Erv Brinker voted unanimously as Vice Chair.	Appointment of Joanne Sheldon as Chair of Exec. Committee and Erv Brinker as Vice Chair.

Budget Update	Review of budget/balance statement as of 10/31/08. Average monthly spending has been less due to part-time staff. Expected to return to previous levels in Nov. Total expenses of \$267,790 since TSG inception in 2006. Current Fund balance = \$260,503.	Budget and financials accepted as presented.
PIHP Payment Issue	One PIHP has not paid their second installment of \$15,000, despite being invoiced several times by MACMHB. There is some dissatisfaction and lack of support for TSG from this PIHP and Affiliate Board members. Suggestion was made that Joanne Sheldon (as Chair) and Laura Vredevelde (TSG Staff) meet with the PIHP. Jane Terwilliger indicates this PIHP subcommittee meets on the 2 nd Tues. of each month and might be a good place for this discussion to occur.	Laura Vredevelde and Joanne Sheldon will request to meet with this PIHP and Affiliate Board members at PIHP Subcommittee to discuss ongoing concerns and support for TSG.
TSG DRAFT Work Plan for FY 2009	<p>Laura Vredevelde reviewed the draft workplan for FY2009. General support with some minor adjustments to timeframes. Discussion and clarification of charge/intent based on feedback received thus far. Laura will revise language to better reflect intent.</p> <p>This led to discussion of importance of continued promotion of the mission/vision of TSG and a review of lessons learned thus far. It can be tedious and time consuming to use a consensus model, but also improves sense of ownership/buy-in. Need to be careful of workgroup size and representation. Need to be very clear in charge/scope of tasks. Value of transparency.</p>	
Schedule for upcoming Board meetings	Laura presented a proposed meeting schedule for Exec. Committee and Governing Board meetings. Will be presented at Full board meeting in December and posted on website.	Support for scheduled monthly meetings of Exec. Committee and schedule as proposed for Governing Board meetings.
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