



**THE STANDARDS GROUP**  
**Executive Committee**  
**Meeting Minutes**  
**Friday, March 13, 2009**

**TSG Exec Committee Members Present:** Jane Terwilliger (Monroe CMHA), Jeff Brown (Oakland), Joanne Sheldon (Lifeways), Alexis Kaczynski (North Country), Phil Royster (Recovery Council), Judy Webb (MDCH), Norm DeLisle (MDRC)

**TSG Governing Board Members Present:** Michael Brashears (Ottawa CMH)

AGENDA ITEM	DISCUSSION	DECISION/ACTION
Approval of Agenda		Agenda approved as written
Approval of Minutes –Feb 2009		Minutes of Exec Committee meeting of Feb. 20 approved as written.
Public Comment	There was no public comment.	
Brief Update from TSG Director on 2009 Work Plan	<p>Laura provided an overview/update on all current TSG projects.</p> <ul style="list-style-type: none"> <li>• <b>Access:</b> Access Resource Manual is in final editing. DCH Interpretive Guidelines drafted. Planning efforts underway for statewide training.</li> <li>• <b>Waiting List/Needs Assessment:</b> Workgroup scheduled to convene Mar.26<sup>th</sup>. Jeff Brown agreed to recruit an additional consumer rep.</li> <li>• <b>Casemanagement:</b> TSG board has asked DCH to help prioritize needs and focus in this area</li> <li>• <b>Provide r Contracting/Monitoring:</b> Laura is meeting with various entities to determine what is happening in this area (Rights, Training, Provider Alliance, Uniform Contracts wkgp)</li> <li>• <b>Enhanced Data Submission:</b> Workgroup scheduled to begin March 24<sup>th</sup>. Additional workgroups members have been solicited, including provider</li> </ul>	

	<p>representatives</p> <ul style="list-style-type: none"> <li>• <b>Active Engagement</b> – Laura to meet with DD PIT group to discuss plans for focus groups with consumers, advocates, parents, etc.</li> </ul>	
TSG Structure/Goals/Plan for Evaluation	<p>The rest of this meeting was spent in looking at when and how TSG will be evaluated, as well as a plan for TSG Director evaluation. General consensus is that we should conduct additional evaluation (via a survey) similar to that which Joanne conducted previously. Primary questions: Does TSG have value, Has it accomplished what it set out to accomplish? Is it an effective and efficient way of doing business?</p> <p>Advantages/Disadvantages of current structure, ideas for restructuring – this was discussed with mixed reaction – may not want to get too much into model/structure questions, as it can become a distraction to the real issues.</p> <p>Need to ask both outcome and process questions. Agreement that we should wait until we get some additional work products complete.</p> <p>Discussion about the dangers of developing standards to a “lowest common denominator”. Need to continue to push the system forward.</p> <p>Laura indicated her desire to have evaluation of her role as TSG Director as well. Both formal and informal feedback is welcomed. Laura and Joanne will work together on this.</p>	<p>Laura agreed to develop survey for administration in late summer/early Fall. Primary objectives will be to get a sense of the field re:</p> <ul style="list-style-type: none"> <li>• Effectiveness (both process and outcomes)</li> <li>• Is TSG resulting in real improvement to the system</li> <li>• Is it worthy of continuing</li> </ul> <p>Will share draft survey with Exec Committee for their review &amp; comment in mid-summer</p> <p>Laura and Joanne will work on a plan and process for evaluation of TSG Director position.</p>
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