



**THE STANDARDS GROUP  
FULL BOARD MEETING  
Minutes  
Friday, February 20, 2009**

AGENDA ITEM	DISCUSSION	DECISION/ACTION
Approval of Agenda		Agenda approved as written
Approval of Minutes		Minutes of Full Board meeting of November 2008 approved as written.
Public Comment	There was no public comment	
Budget Update	Review of budget/balance statement through Jan. 2009. Average monthly spending remains approx. \$10,000 per month now that Laura is full-time. Current Fund balance = \$227,029. MACMHB has new controller. Will be reconciling TGS account back to October to ensure all expenses are accounted for.	Budget and financials accepted as presented.
<p>New Workgroups – approval of scope, charge, membership</p> <ul style="list-style-type: none"> <li>• Enhanced Data Submission</li> <li>• Waiting List/Needs Assessment</li> </ul>	<p>Laura reviewed the scope/charge documents created for each of the new workgroups and the recommendations from Executive Committee.</p> <p><b>Enhanced Data Submission Workgroup:</b> Scope/Charge of the workgroup approved as written with the addition of time frames for the proposed model for MDCH to be able to present to CMS during waiver renewal process and establishing target date for each of the deliverables. Membership &amp; Chairmanship approved with the recommendation to add a member of the Provider Alliance, since the provider is the generator of the incident report or information about most critical incidents. Board also wants to see consumer/advocate involvement on this workgroup. Jeff Brown agreed to volunteer a consumer advocate. Laura will also talk to Norm DeLisle about</p>	<p>Full TSG Board Approved scope/charge/membership documents with the noted additions and revisions for both the Data Submission Workgroup and the Waiting List/needs Assessment workgroup.</p> <p>Laura will follow up with additional members for each workgroup.</p>

	<p>serving on this workgroup.</p> <p>Concerns raised about whether MDCH had made their business case for requiring individual-level data. This will be tackled in the workgroup. Concerns also raised about what will be done with the data and whether MDCH has adequate resources to do the kind of analysis that may be required with this level of detailed data.</p> <p>Recommendation that we try to stick as close as possible to existing definitions established by accreditation bodies. Also recommend that we not lose sight of the need for consistent data at the local level where the real detailed analysis of trends should be occurring.</p> <p><b>Waiting List/Needs Assessment workgroup:</b>  Scope/charge approved as written with minor language edits o differentiate process/data collection vs. reporting on pg.2 and on top of pg.3</p> <p>Overall support for the direction of this workgroup.</p> <p>Membership was approved with the recommended addition of Larry Newberg from Livingston CMH and a representative from UP-Pathways. Also recommend we add members of Provider Alliance to this group. Unanimous support for Dennis Grimski to serve as chairperson of this workgroup.</p>	
<p>2009 Work Plan Update</p> <ul style="list-style-type: none"> <li>• Access Standards/Resource Manual</li> <li>• Active Engagement</li> <li>• Casemanagement</li> <li>• Provider Contracting/Monitoring</li> </ul>	<p>Laura provided an update on all of the projects on the work plan. Progress being made in all areas.</p> <ul style="list-style-type: none"> <li>• Judy Webb provided DCH's recommended edits and revisions to the Access Resource Manual. DCH staff are working on Interpretive Guidelines. Next step is to proceed with statewide trainings – to occur in May 2009.</li> <li>• Active Engagement – Laura is looking at conducting a series of focus groups to solicit input into the value</li> </ul>	<p>Laura to proceed in working with MACMHB in planning for statewide training on Access Standards and Access Resource Manual</p> <p>Support for using DD PIT group as advisory group to develop focus groups around</p>

	<p>and meaning for consumers and parents/guardians/advocates related to active engagement. Need to work on defining terms, developing common understanding. Important to articulate our values and expectations as a system</p> <ul style="list-style-type: none"> <li>• Casemanagement – DCH staff have not had time to look into this more closely. Need to prioritize what we want to accomplish this year out of the list of things we could focus on related to core competencies, trainings, credentialing, caseloads, activities &amp; functions, etc.</li> <li>• Provider Contracting/Monitoring: Laura met with Uniform Contracts group (out of CFI) and learned that 7 PIHP's are currently using the uniform contract. This group remains highly motivated to encourage its use and will be conducting further surveys/individual meetings with PIHPs to discover perceived barriers with implementation. While supporting the work of the uniform contracts workgroup, Laura's work for TSG will focus more on the monitoring and training reciprocity issues. Support for working with provider alliance in developing a survey of PIHP's to further understand the issues.</li> </ul>	<p>the state. Plan is to solicit input from consumer and guardians re: definitions and measures of active engagement.</p> <p>Board support for continued clarification of the issues to be worked on during this fiscal year related to casemanagement.</p> <p>Support for working with members of the Provider Alliance in developing a survey of PIHP's to further understand the issues.</p>
<p>Review of CIO Forum Work Product – <i>Principles for Enhanced Data Submission</i></p>	<p>Laura presented the CIO Forum document <i>Principles for Enhanced Data Submission</i>. This document is foundational to the work of the Data Submission Workgroup as it develops new methods of transmitting data related to critical incidents, jail events, etc. This document lays out guiding principles that should be adhered to in any data exchange between the PIHP's and DCH.</p>	<p>General support for the document.</p>
<p>Adjourn</p>	<p>Meeting Adjourned</p>	