



**THE STANDARDS GROUP
Governing Board Meeting
DRAFT Meeting Minutes
Friday, January 16, 2008**

Present: Corine Mann (Detroit-Wayne), Paul Ippel (Network180), Don Habkirk (Macomb), Erv Brinker (Summit Pointe), Linda Kaufman (CMH for Central Mich), Joanne Sheldon (Lifeways), Robert Blackford (Bay Arenac), Norm DeLisle (MDRC), Phil Royster (Recovery Council), Dennis Grimski (Thumb Alliance), Mike Head (DCH), Shareen Mc Bride (Assoc for Children’s MH), Cindy Lowe (Southwest Affiliation), Bill Slavin (Northern Lakes), Gail Hall (Pathways), Kim Zimmerman (CEI). Lisa Lepine (ARC), Alexis Kaczynski (North Country), Sandra Lindsey (Saginaw), Laura Vredeveld (TSG staff)

Minutes: Laura Vredeveld (TSG staff)

AGENDA ITEM	DISCUSSION	DECISION/ACTION
Approval of Agenda		Agenda approved as written
Approval of Minutes – TSG Board October 2008		Minutes of Full Board Meeting October 2008 approved as written
Public Comment	There was no public comment	
TSG Director Update <ul style="list-style-type: none"> ■ Recent Activities & Presentations ■ TSG Website 	<p>Laura Vredeveld provided an update on recent TSG Director activities and meetings attended promotion of TSG activities, presentations, and website redesign.</p> <p>Discussed feedbacks from the field - some PIHP/CMHSP’s feeling like there are too many projects or priorities going on at once and are questioning how TSG projects fit into the Department’s priorities. Mike Head indicated he is meeting with a group of PIHP/CMHSP reps next week to discuss the “list of 42” items the field is working on (some current contract requirements, some new initiatives). Mr. Head clarified that the items on the TSG project list continue to be priorities for the Dept. Judy Webb also noted that several of the TSG projects are also included in the priority in the DCH concept paper and will also be evident in the ARR & PPG’s.</p> <p>Laura provided a brief update on the Self Determination meeting held in December. Mike Head indicates he is still interested in hearing from any volunteers to work with the Dept. on Self-D. DCH is working on two documents: “Agency with Choice” and “Everything You need to Know about Self Determination”. Several individuals thanked Mr. Head for meeting with the TSG Self Determination group and for explaining his position and response to their work product.</p> <p>Phil Royster indicated a desire for a workgroup focused on Self-Determination for individuals with mental illness.</p>	
TSG Executive Committee Update:	Erv Brinker provided update/highlights from the last TSG Executive Committee. Joanne Sheldon was elected Chair and Erv was elected as vice-chair.	

<p>TSG Executive Committee Update(Con't)</p>	<p>Main focus of last Exec. Committee meeting was working through some details of draft work plan for 2009 Mike Head emphasized the importance of moving quickly on the new model for submission of critical incidents/sentinel events. This work is being done through the CIO Forum.</p> <p>Dennis Grimski asked if the work plan/deliverables are clear enough. Discussion ensued about the importance of clarifying the scope of work to be accomplished prior to turning it over to a workgroup. Laura agrees to continue this effort of clarifying scope, charge, deliverables and key policy issues to be addressed on each project and will bring this back for TSG Board approval.</p>	
<p>Budget Update</p>	<p>Laura Vredevelde presented the financial summary. Average monthly spending is approximately \$10,000. Fund balance at MACMHB is \$254,405 as of Nov. 30th, 2008.</p> <p>Brief discussion on how TSG will be evaluated and how/when decisions about future funding will be made. Executive Committee will address this in future meeting. Suggestion was made to tie \$\$ to each product to get a better sense of value of TSG.</p>	
<p>TSG Work Plan for FY 2009</p>	<p>Joanne Sheldon facilitated the discussion of the 2009 Work Plan and the status of the various projects.</p> <p><i>Access Standards</i> – Judy indicates her staff have not yet completed edits to the Access Resource Manual. Further planning efforts around training on the standards and Access Resource Manual is dependent on this work being completed.</p> <p>The <i>Enhanced Data Submission</i> project is underway with the CIO Forum. Additional subject matter experts will be solicited to ensure broader state-wide representation from QI staff on issues of reporting client-specific data on critical incidents/jail diversion, etc.</p> <p><i>Needs Assessment/Waiting List</i> project – discussion about whether this should be divided into two workgroups. Laura will review issues and bring recommendation to next mtg. Discussion around the importance of further developing the scope/charge for each project and then determining workgroup membership. Discussed the importance of statewide representation, having the “right” people in the group, without making the size unmanageable.</p> <p>Initial workgroup members for WL/NA were solicited through MACMHB Policy Committee since this is primarily a GF issue. Laura was instructed to cancel the initial meeting of this workgroup and solicit nominations from the PIHP Directors. Laura will present recommendations for workgroup membership at next meeting.</p> <p>Dennis Grimski volunteered to assist Laura with formulating the scope/charge & deliverables for the waiting list/needs assessment project.</p>	<p>Judy Webb will provide Laura with edits from DCH staff on the Access Resource Manual so that planning work on state-wide trainings can continue.</p> <p>Laura Vredevelde will solicit up to 5 additional subject matter experts from the PIHP's for the Enhanced Data Submission workgroup</p> <p>Laura Vredevelde will bring additional detail to next meeting related to charge/scope of workgroups being developed. Dennis Grimski agreed to assist on Needs Assessment/Waiting List charge/scope. Laura will solicit nominations for membership from PIHP directors and will make recommendations for workgroups at next meeting.</p> <p>Judy Webb will clarify intended scope/charge for Casemanagement workgroup for next meeting. Will wait until charge/scope is clear before soliciting members.</p>

	<p>The <i>Casemanagement</i> project needs to be better understood in terms of the Department's priorities. The list of products/ deliverables appears unwieldy at this point. Judy Webb agreed to clarify the Department's priorities related to casemanagement/supports coordination competencies to assist with clarifying this project.</p> <p><i>Active Engagement</i> – TSG will be taking the lead in holding focus groups, information gathering to better define “active engagement” and the values we should be focused on. This connects to areas in the ARR/PPG's and will be considered a developmental process this year.</p> <p><i>Provider Contracting/Monitoring</i> – Discussion focused on looking primarily at areas of efficiency with training reciprocity and monitoring. Important not to duplicate other state-wide efforts already underway.</p>	<p>Laura to begin a scan of what is being done across the state in various groups in the areas of uniform contracting, training, and monitoring. Identify current efforts and barriers.</p>
Schedule for Upcoming Board meetings	<p>Laura Vredeveld provided schedule for upcoming meetings. This will be posted on MACMHB website under TSG.</p> <p>Next Governing Board Meeting: Friday Feb 20, 2009.</p>	
Public Comment	<p>There was no public comment.</p>	
Adjourn	<p>Joanne Sheldon adjourned meeting at 2:35 p.m.</p>	