

**GOVERNING BOARD MEETING
DRAFT Meeting Minutes
Friday, June 19, 2009
MACMHB**

Present: Corine Mann (Detroit-Wayne); Don Habkirk (Macomb); Joanne Sheldon (Lifeways); Dennis Grimski (Thumb Alliance); Erv Brinker (Summit Pointe); Chuck Dougherty (CEI); Laura Vredevelde (TSG)

Phone: Bill Slavin (Northern Lakes); Linda Kaufman (CMH Central MI); Chris Pinter (Bay-Arenac); Toby Bayless (CEI); Alexis Kaczynski (North Country); Jeff Patton (SW Affiliation); Paul Ippel (network180)

Approval of Agenda – approved as written

Public Comment - No public comment at today's meeting

Approval of Governing Board Meeting Minutes –February 2009 – Approved as written

Update from Executive Committee

-Joanne Sheldon reviewed meeting minutes from March 2009 and April 2009 meetings. No comments or questions.

Budget/ Financial Update

-Laura reviewed statement of revenue and expenses through May 2009. Average monthly spending remains consistent at \$10,500. Balance as of May 2009 is approx. \$180,000.
-No questions or comments.

Update on Access Standards and Trainings

-Laura provided an update on the Access trainings. Over 400 staff trained on these standards, the technical manual and the DHC Site review protocols. The trainings were very well-received.
-The Access Technical Resource Manual is now available electronically through the macmhbtsg website.
-MDCH intends to include these standards in their site review protocols beginning in Fall 2009. This will include policy reviews, file reviews of individuals who recently accessed services and consumer interviews. The final protocols and consumer interview questions will be disseminated by MDCH prior to site visits.
-MDCH is also considering using Mystery Shoppers to measure Access performance.
-Dennis Grimski clarified now that the trainings are complete; the TSG Access Workgroup has essentially completed their work per the charge given to them by the TSG board. Laura will draft a letter from the TSG Board Chair to workgroup members indicating they have completed their work and thanking them on behalf of the TSG Board.
-Dennis Grimski was commended for his excellent work on this project.

Data Exchange Workgroup Update – Chuck Dougherty (chair)

- Chuck Dougherty provided a status update on the Data Exchange Workgroup (see PowerPoint and handout for additional details).
- The workgroup is charged with developing new methods and protocols for submitting client-specific, timely data to MDCH related to certain critical incidents.
- This new reporting will replace the existing death report and Sentinel Event Reporting.
- The workgroup is making good progress on identifying the types of incidents to be reported, definitions, reportable populations, and timelines for reporting.
- A technical subgroup is working on file formats, technical schemas, and data issues.
- There was broad support from TSG Board members for the direction and progress being made in this workgroup.

Waiting List Workgroup Update - Dennis Grimski (chair)

- Dennis Grimski provided an overview and status update on the work of the Waiting List workgroup.
- This workgroup is charged with developing uniform standards and guidelines for establishing, maintaining, and reporting on waiting lists.
- Dennis reviewed the draft Population Cell Grid which is a visual representation of the “may serve” vs’ “shall serve” populations and who would be required to be placed on a waiting list if they cannot be immediately served.
- Dennis indicates that this workgroup is very well attended (25+ members) and is making good progress on clarifying MH Code and Admin Rule language, standards of practice, draft values statements, and due process implications.
- The current work plan calls for guideline development from May- Sept, with review of draft documents to be reviewed with the TSG Board in October and public comment Oct –Dec.
- The TSG Board voiced its strong support for the direction and progress being made in this workgroup. This is a vital issue across the state and many CMHSP’s are looking for direction in this area.

Update on remainder of 2009 TSG Work Plan

- Laura provided a brief update on the remaining items on the 2009 work plan, including provider contracting/monitoring, active engagement, CIO Forum. (see June 2009 update for details)
- Dennis Grimski asked if the Board still believed these were priorities for the system and whether there was some flexibility on what issues to prioritize over others on this work plan.
- There was general consensus that due to budget constraints and other system changes and priorities, not all of these work plan items have the same level of importance.
- Agreement that we should be constantly evaluating how best to invest time and energy into projects. A formal review of TSG and the work plan and projects for the future will be conducted in the Fall. There will be opportunity for MDCH and PIHP leadership to weigh in on priorities for TSG moving forward.
- Erv Brinker and Joanne Sheldon also referenced our vision, principles and values statements and indicated we need TSG to continue to focus on its primary principles of equity, effective care, and efficiencies across the system. The work plan that flows out of this must remain somewhat dynamic to respond to the changing needs of the system.

Adjourn

- Meeting Adjourned at 2:00 pm

Next meeting of Full Governing Board: September 25th.