

**Consumer Advisory Committee Meeting Minutes
March 18, 2008**

Members Present: T. Ackley, Ballingall, Beckey, K. Miller, Rauth, Ostrander, Snyder, M. Wilson, R. Wilson

Absent: J. Ackley (ex), Berridge, Thompson

Staff present: Myers, Smith, Szewczuk

CALL TO ORDER

Chair-elect R. Wilson called the meeting to order at 9:33 AM.

Introductions: None.



Public comment (No-CAC members): None

Previous Minutes: Minutes accepted as written.

Additions to the agenda:

- Report any contact information to the secretary (phone/address, email)
- Reminder: Turn off cellphones, or put them on vibrate and step out of the room to take necessary calls.
- Review current membership status

Lenawee:

Family to Family: (not the same as the NAMI support group-Family to Family) Pam Johnson attended the meeting to review the D.H.S. initiative or process (not a program). She provided handouts describing the process. D.H.S. is asking for community help to improve the outcomes for children. D.H.S. is going to be more open to change and for providing information to their clients and the community. Individual teams of anyone involved or interested in the well-being of a child will be set up. The team members will have input on what may be in the best interest of any child that may be facing such situations as removal from their homes to foster care or residential care. Community representatives are needed for the design of the system and to serve as advocates for the families.

M. Wilson explained about the certified peer support specialist.

There is a Family to Family meeting scheduled for March 19. The topic will be an overview of the foster care system.

Executive Director Report:

- The Family Medical Center of MI opened in Lenawee County this month. The Adrian phone number is 263-1800. (The electronic copy of the flyer was emailed after the meeting.)
- Reitmeier appreciated all the help provided by CAC members at the special CAC meeting.
- A site review audit is scheduled for April.
- Pat Barrie retired from his State position. Mike Head will be the interim director until a replacement is named. Mr. Barrie will be working for the WCHO on an integrated health waiver.
- With the recent loss of Dick Bailey the CMH Board has an opening, and would like to maintain the position with a County Commissioner. The County Commission will be naming a replacement for their Board soon, and CMH does not have to be in a rush to fill the CMH position.

Reporting to the Board: Rauth reported to the Board about CAC and he was provided the opportunity to discuss some other topics.

CAC Subcommittees:

- Legislative:** The group did not meet. The next meeting is scheduled for Good Friday, but the group will reschedule the date.
- Mental Health Awareness:** The group would like to plan a conference for May 21 in the morning (No final plans. The Lori Sallows Anti-Stigma award will be presented.) By consensus the CAC members agreed on the date. Also planned that month is the *Walk-A-Mile In My Shoes* event in Lansing on May 14. Beckey will report back to the subcommittee so they can complete arrange the event.

Liaison: No new report. She asked for any concerns or questions. The Lenawee Community Collaborative last meeting was devoted to health issues. (Dental and Medical Clinics). Ballingall reported that the Dental Clinic is limited to the number of Medicaid patients that can be served because of the low reimbursement rate. Patients on the waiting list (300 persons) are called as there are openings.

CAC Membership: Some slight updating was made to the membership list provided with the minutes. Members reviewed them today for accuracy. No errors were noted. There will be openings for an MI-Adult, MI-Child and At-large. Now is the time to recruit members for these positions so they have time to attend CAC meetings, submit letters of interest, be interviewed and elections to take place in June. If there are no other applicants for the positions currently held by Ballingall or Beckey, they may serve one additional 3-year term. Ostrander is just completing a few months of a vacated position, so he may submit a letter of interest and could be elected to his first-3 year position (MI-adult or At-large). M. Wilson's second term is for 3 years ending 2010, unless she chooses not to continue. (attached)

Questions were asked about the irregular attendance of appointed members (staff). Can others attend in their place?

Rauth will draft a flyer to be posted about membership openings.

Affiliation:

RCAC: Tabled a discussion about protocols for CAC and RCAC topics and the role of CAC members. (R. Wilson and Szewczuk to outline.)

Information sharing

- **Interconnections/Drop In Center:** Ross will help staff prepare for the audit. There are possibilities for grant applications.
- **Lenawee Suicide Prevention Workgroup:**
 - 28 local persons were trained for Yellow Ribbon *Train the Trainers*. They are now available to provide trainings to community groups. Szewczuk will assist in scheduling these events.
 - 27 persons have volunteered to be a part of Lenawee's Victim's Services Unit that began March 1. They have agreed to respond along with the police to unexpected deaths (or other events) to help family members.
 - The Workgroup will next be meeting April 25, 10:30 AM, CMH.
- **Continuum of Care:**
 - Reviewed the work that is in progress.
 - So far 45 applications (9 have been used) have been received by FCCS (Kelli Kamm) for HARP vouchers.
 - The Road Map to Graduation has been successful. The desire is to expand the program.
- **RICC:** Rauth provided copies of the RICC minutes, 2007 Poverty level guidelines and information about medication programs. Possible websites to look at are: www.michigandrugprices.com (about the Governor's plan) or www.needymeds.com or www.pparxmi.org. Scott Whitehouse from the HOPE Center will come next month to do a short (15 minutes or less) presentation on medications.
- **HOPE Center:** Have been on some field trips and are doing fund raisers.
- **Miscellaneous:**
 - The DVD "CANVAS" will be shown at CMH tonight.
 - Bridges Out of Poverty II will be April 10.
 - Take Back the Night, April 3.

Reporting to the Board:

March: Ostrander and Rauth

MOTION by Ballingall to adjourn the meeting adjourned at 11:58 AM
SUPPORTED by Rauth. MOTION CARRIED.

NEXT MEETING: April 15, 2008 9:30 AM CMH
(third Tuesday each month)

FUTURE AGENDA:

- Topic protocol for CAC and RCAC.
- Medications: Scott Whitehouse
- Review of the DVD "Canvas" by Beckey

Consumer Advisory Committee; Summary of current membership:

Position	Fixed Term Dates	Endings		Current membership 10/2007	CAC start date (approx.)	RCAC 7/2007
MI Adult	2009	2012	2015	Miller	10/07 (completing term vacated by Venable)	
DD	2009	2012	2015	T. Ackley	7/06	DD
At Large	2009	2012	2015	Snyder, chair elect	7/06	At large
MI Child	2010	2013	2016	M. Wilson	Prior 02 (last term)	MI-C
DD	2010	2013	2016	Rauth	9/07	
MI Adult	2008	2011	2014	Ballingall	3/04	
MI Child	2008	2011	2014	Beckey	7/06	alternate
At Large	2008	2011	2014	Ostrander	1/08 (competing term vacated by Barnes)	
Board	Appointment			R. Wilson, Chair	Prior 02	MI-A
Board	Appointment			J. Ackley	Prior 02	
Staff	Appointment			Berridge	Prior 02	
Staff	Appointment			Thompson	Prior 02	

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From the Operating Guidelines:

Membership

The committee will be composed of 12 individuals: 2 LCMHA Board members, 2 LCMHA staff members, 2 at-large members and 2 primary or secondary mental health representatives each from the following service groups: mental illness/adult, developmentally disabled, emotionally disturbed/child.

At various times, other persons may be a part of the committee, either by serving as resource persons or by filling support roles as directed by the LCMHA Board. Their participation may be long term or short term as the need for their service dictates.

The LCMHA Board, pursuant to the by-laws of the LCMHA Board, will appoint LCMHA Board member representatives to the committee. The Executive Director will appoint the staff representatives to the committee, subject to the approval of the LCMHA Board. The board will also appoint consumer members of the committee, considering the recommendations made by the Consumer Advisory Committee. All committee members excluding staff and Board member appointments will serve one 3-year term beginning July 1st and running through June 30th of the third year. Terms of service will be staggered so all terms will not expire at the same time.

The LCMHA Consumer Advisory Committee will recruit, interview, and recommend to the LCMHA Board for appointment, all consumer members for the committee.

At the June Consumer Advisory Committee meeting, a slate of new committee members will be nominated for submission to the LCMHA Board for appointment. After serving one 3-year term committee members are eligible for one additional 3-year term, if there are no new persons applying to serve. Nomination elections will be by a simple majority of those present and voting.

After a minimum of one year of non-service on the committee, a person may reapply to serve another term.

A committee member may be recommended for removal from the committee by majority vote if they have 3 unexcused absences from regularly scheduled meetings per year (last 12 months). An excused absence may be granted if prior notice is given the secretary to this committee at 517.263.8905 or by contacting the Committee Chairperson. In addition, a consumer member may submit a letter of resignation if they feel they do not wish to continue serving on the committee. Consumer vacancies will be filled from the list of prospective members by a majority vote of the remaining committee members, upon approval of the LCMHA Board. The person appointed to fill the vacancy will complete the remainder of the term for the position vacated.

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