



Professional Development Committee CHARGE

PARTNERSHIP VISION

Recognition as a model of excellence for a system of care that is confirmed by our customers' successes

PARTNERSHIP MISSION

To assure the delivery of quality services to consumers so as to achieve their desired outcomes

VALUES

- Shared Vision/Mission
- Consumer involvement in all areas of the affiliation.
- Diversity
- Leadership across the community and the state.
- Continuous learning and improvement
- Meaningful outcomes

WORKGROUP PURPOSE

To ensure quality services for consumers, the Professional Development Committee will provide and ensure resources necessary for staff competence and professional development in an environment of a Learning Organization.

STRATEGIC PLAN ALIGNMENT

The purpose of the Committee is consistent with the regional Strategic Plan in the following ways. The Strategic Plan outlines goals assigned to the Professional Development Committee directly related to providing tools and information to CMH and provider staff that allow them to navigate their work environment. All staff development strategies need to be consistent with Learning Organization principles.

INDICATORS/MEASUREMENTS

List the indicators/measurements related to the purpose of this committee that when monitored will be considered a success if the following critical success factors are achieved.

The indicators area s follows:

1. 100% of staff within the region is licensed/credentialed as required by their professional certification/job description.
2. 100% of all staff within the Affiliation will receive training in the Learning Organization principles.

CHANGE PROCESS

Should the scope of the original purpose of the Committee need to be re-examined, the committee chair will bring the recommended change to the PI committee for input and approval to amend the purpose of the committee charge.

COMMUNICATION PLAN

The Committee chair will periodically provide updates to the PI Committee on the progress the Committee is making on addressing the purpose stated in the charge.

- The Professional Development Committee will report Quarterly.

The Committee members from each county will relay the information/work of the Committee to their county to obtain input, suggestions, recommendations etc... The Committee members will then bring that information back to the Committee to be included in the products the Committee is working on.

CONSUMER ROLE and or PLAN FOR CONSUMER INVOLVEMENT:

This committee puts high value on consumer participation and input into the work it does. Some ways to obtain feedback on a regular basis are by a consumer sitting on the committee, getting feedback from consumers during the development of training content, ensure consumers attend trainings and give feedback. The Committee will also utilize consultation with the Regional Consumer Advisory Council. The Professional Development will ensure the committees and work groups that report to it have on-going consumer involvement.

RELATIONSHIP to PERFORMANCE IMPROVEMENT:

The Professional Development Committee will report to the PI Committee its status on the implementation of the charge which will include items in the Committee Work Plan and the reporting of data from indicators being tracked/monitored by the committee.

The PI Committee in turn will report the work of the PI Team to the Affiliation Executive Committee during its periodic reports.

REPORTING RELATIONSHIP:

Any regional committee or work group that deals with developing and implementing training will report to the Professional Development Committee. Local training initiatives will be communicated to the Professional Development Committee, including and Evidence Based Practices that build on or expand the current regional curriculum, with direct relationship to the strategic plan, including Children's Diagnostic Services and Treatment Program..

RESOURCES:

This committee will be directed by standards included in BBA, JCAHO, DCH and CMS. Consultation with the Regional Compliance Committee will take place to review and update mandatory training requirements.

ROLE of the CHAIR:

The role of the Chair is to coordinate the meetings which include but not limited to:

- Providing members the necessary materials needed for participating in meetings.
- Facilitate meetings
- Use regionally agreed upon process to assist in the facilitation i.e. problem solving methods, conflict resolution
- Field information between the Committee, each county and the PI Committee
- Accountable to ensure that each local county has the necessary information to implement regionally agreed upon activities.

ROLE of the MEMBERS:

The members of the committee are accountable for coming prepared to meetings to allow for active participation.

Provide input regarding the role represented whether it being a local county role, a committee role, a function related role or dual role. Relay information to and from counties and committees to ensure full alignment with the purpose of the PI Team.

MEMBERSHIP:

NAME	ROLE	E-MAIL	PHONE / PAGER
Donna Sabourin	AEC Coach	sabourid@ewashtenaw.org	
Mary Phillips	Committee Chair	mphillips@cmhliv.org	
	PI Chair (Ad Hoc)		
Jan Baltzell	Member - CSTS	baltzell@ewashtenaw.org	
Janet Bozek	Member – Monroe	jbozek@mail.monroecmha.org	
Suzanne Gondek	Member – WCHO	gondeks@ewashtenaw.org	
Leslie Hall	Technical Consultant – Livingston	lhall@cmhliv.org	
Gratia Karmes	Member – Lenawee	gkarmes@lcmha.org	
David King	Member – Monroe	dking@mail.mo	

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Scott Brown Jill Jackson	Member – Provider Rep. Member – Provider Rep.	scott@rchi.org prssouthmi@sbcglobal.net	
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