



Community Mental Health Partnership
of Southeastern Michigan

Professional Development Committee (PDC)
Meeting Minutes
6/22/07; 10:30a-12:30p; Towner II, Rm. #223

R. Petkovich, M. Phillips, J. Jackson, L. Hall, S. Brown, J. Kearney, D. Ehret, J. Baltzell, D. Sabourin, S. Gondek, M. Vergith, S. Reitmeier, B. Sacks
 (Bolded name indicates present at meeting; non-bolded name indicates absent at meeting)

AGENDA ITEM	DISCUSSION POINTS	ACTION/OUTCOME	RESPONSIBILITY
I. Approve Agenda & Minutes	<ul style="list-style-type: none"> o Agenda additions Committee chair & co-chair o Minute changes none 	<p>Agenda approved with addition.</p> <p>Minutes approved without change.</p>	
II. Training Policy	<ul style="list-style-type: none"> o Training policy was reviewed and approved by the PDC. Policy will be sent to management teams for review. 	J. Kearney will send the affiliation training policy to management teams for review.	J. Kearney
III. Staff Training Survey Results	<ul style="list-style-type: none"> o Further discussion is needed on the staff survey results when all PDC members are present. Condensed version of the data was distributed for review and will be sent electronically to all members. Item will be discussed at the next PDC meeting. 	J. Kearney will email condensed staff survey results document to PDC for review.	J. Kearney
IV. Committee co-chair appointment	<ul style="list-style-type: none"> o J. Baltzell was awarded honor of PDC chair and D. Ehret nominated as co-chair. D. Ehret will consider co-chair nomination. PDC committee chair shift will occur in fall 2007. 		
V. Regional CPI Training	<ul style="list-style-type: none"> o AEC requested PDC coordinate CPI (Crisis Prevention Institution) training for the affiliation (both CMH and Provider staff). CSTS will soon have five CPI trainers and Monroe currently has two. There was discussion on training being consistent amongst trainers in the affiliation. o Training includes 6-8 hours of non-physical training and 2-4 hours of physical training. Overall emphasis is put on verbal portion of the training. CPI training has separate techniques for autism consumers. Training discusses reacting versus responding. CPI training is used across the world. Conflict resolution training, conducted by L. Hall, could be linked with CPI training. 	R. Petkovich will draft a brief two paragraph synopsis of CPI training, outlining the training for various levels of staff (admin vs. direct care). CPI training will be further discussed at the next PDC meeting.	R. Petkovich

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	<ul style="list-style-type: none"> ○ A clear definition of CPI training needs to be communicated to staff. It was suggested that PDC write a brief synopsis of CPI training, for clarification purposes. ○ CSTS supports CPI training <u>only</u> for staff which works directly with consumers that have it in their behavior plans. CSTS does not support CPI training for all staff. CSTS also does not support refresher CPI courses. ○ Monroe supports CPI training initial and refresher training for all staff with a condensed version for administration staff. In Monroe every full-time employee and every Provider staff are trained in CPI. CMH administrative staff receive limited version. Re-training recommendation is more for the non-physical portion of the training. ○ In Lenawee Providers are responsible for their own CPI/physical intervention training. The intermediate school district offers a two day course and families are sent to the training, but not staff. Lenawee supports CPI training for all staff. ○ Livingston is very supportive of training staff as responders. Limited (respite) staff receives CPI training. Livingston is in support of all staff receiving the training, with limited session for administrative staff. ○ Providers represented at PDC supports CPI initial and refresher courses for all staff. ○ The Rights office has requested CPI training for their staff. ○ Discussion was had on the benefit of CPI training for provider floater staff. 		
VI. Learning Org Outcome Indicator	<ul style="list-style-type: none"> ○ Indicator measurement was discussed. It was suggested to measure the systems thinking learning organization principle and its use in affiliation trainings. Elements will be defined. Trainers will be asked to demonstrate use of L.O. principle systems thinking in trainings. 	M. Phillips will draft memo which includes LO definitions and send to group for review.	M. Phillips

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VII. Learning Organization Tip of the Month	<ul style="list-style-type: none"> ○ Be helpful and kind. Throw a lifeline; hope on a rope. Do not do practice shame based or judging intervention. Analyze systems; using the systems approach and do not focus on placing blame on people. Use systems thinking, personal mastery and teamwork approaches. 		
VIII. Next Meeting	<ul style="list-style-type: none"> ○ 7/27/07; 10:30a-12p; Towner II, Rm. #223 	Agenda Items <ul style="list-style-type: none"> • Staff Training Survey Results • CPI Training • L.O. Outcome Indicator • L.O. Tip of the Month • Social Work Licensing Implications (Oct. issue of Medicaid Provider Manual) 	Parking Lot <ul style="list-style-type: none"> ○ Cultural Competency/Local Needs Assessment