



Network Management
7/27/06, 1:30-4:00, Towner II

Present: R. Green, M. Miller, M. McLain, S. Dunbar, T. Neville, H. Linky, J. Kearney

Absent: G. Noel, S. Reitmeier, E. Kurtz, R. Marhofer, C. Krawczyk, K. Gauthier, M. Vergith

Minutes: J. Kearney

AGENDA ITEM	DISCUSSION POINTS	ACTION/OUTCOME	RESPONSIBILITY
1) Approval of Minutes & Agenda	<ul style="list-style-type: none"> Minutes and agenda were approved with no changes. 	Minutes and agenda approved	
2) Encompass Update/ Q&A/ Information Sharing	<ul style="list-style-type: none"> Rondrea needs additional information for the capacity study. She will be contacting each county. Mac reported on CLS provider changes. Accreditation will have to be waived for two new companies and emergency consideration given due to Estuary closing. The two new companies have submitted RFP applications. A memo related to this issue was distributed. The Office of Recipient Rights and this Committee will partner to determine strategies for improving provider service delivery. The idea is to locate a high quality organization that respects consumer rights and model that organization as an example for other organizations to follow. Kristen Ora is working with Shelly Koyl to form criteria for excellence, which should then become part of our RFPs. Larry Newberg is drafting tools to measure excellent provider services; the idea is to model after JCAHO standards. Mac has asked ORR to attend the next NMC meeting and give an initial overview, with additional meetings to be scheduled in the future. Providers are documenting compliance for site visits; however other evidence indicates the provider is out of compliance. Current tools PRU uses for site visits aren't useful because they focus on documentation rather than services delivered. 	<p>Kristen Ora (Livingston ORR) will present @ NMC on August 10th</p>	<p>R. Green will contact each county as needed</p>

	<ul style="list-style-type: none"> • NMC would like the next meeting to be in Livingston, in order to view the database Livingston uses to issue contracts. Members would like to determine if they want to utilize the same database model for their own contract issuance this year. • Livingston completed an RFP for the construction of a group home that will have six beds. 		
<p>3) Site Visit Updates</p>	<ul style="list-style-type: none"> • Heather has 10-15 more visits to complete for Lenawee County. • Heather reported concern over the Lenawee case manager at Fairfax. It needs to be verified if actual visits are being made. The current PCP is incomplete. Also, at St. Louis Center she could not find record of the client being there. • Heather has requested a Limited English Proficiency training disk. It is a 20 minute training disk that may be a resource for the affiliation. There is a trend of providers being out of compliance for this training because they aren't sure how to provide LEP training. • Most of Rondrea's site visits in Monroe were completed by Ellen Schafer. Most have a POC outstanding. Rondrea is re-scoring some of the previous visits due to incorrect scoring related to TB testing. No CLS visits have been completed for Monroe. • Home Inc. POC will be completed by Monroe using the current process. • Mona has completed 23 sub abuse and 3 group home site visits. She is not finding the ROI in the group homes. It is not on file in the group home, only at CSTS, and the providers are using the CSTS ROI. Suzanne Kapica (Regional Compliance Officer) is working with PRU to educate providers and CMH staff in this area. • The Meds training refresher course is not being completed by group home staff. More information is needed to determine if Meds requires an annual update. • Mona visited Fresh Start Clubhouse. The biggest problem is the clubhouse is open to everyone, not just CSTS consumers. 		<p>H. Linky will follow up with Lenawee CMHA regarding these concerns</p>

	<ul style="list-style-type: none"> The emergency bag is not on the tool; however Monroe has been marked down twice. Other counties have been marked down. A process for monitoring this item is needed. Admin visits are not being routinely conducted this year. PRU will conduct an admin visit on any provider if there is a concern identified, or if an affiliate requests one. Consistent issue is poorly written PCP's. This is being reported to CJ for follow up. 		
4) Policy Review – Transportation Policy	<ul style="list-style-type: none"> Concern was previously expressed on six point criteria language in the transportation policy. Issue was researched. Ohio and Michigan are not reciprocal states, and points are not consistent, even for the same offense. The points system is therefore not a clear measure. CSTS and Monroe would like the policy more open-ended. 	The reference to six points should be removed; instead list specific items/reasons why a staff cannot transport consumers. The regional policy will establish general standards, allowing affiliate and provider policies to be more specific	T. Neville and K. Gauthier will draft new language that addresses restrictions for driving consumers
5) Policy Review – Closing of Licensed Settings	<ul style="list-style-type: none"> It was determined that this policy was not necessary. 	It was decided to discontinue the Closing of Licensed Settings policy. Information is being captured in the contract and through procedures	
6) Lease contract language	<ul style="list-style-type: none"> Contract language related to maintenance of leased properties (group homes) should be used for mutual technical assistance; and is not required to be standardized. PRU does not monitor the lease agreement or property maintenance. Lenawee and Monroe have concern over language related to providers returning leased homes in the same condition as received, NOT allowing for normal wear and tear. Lease language in the Livingston contracts allows for normal wear and tear. Washtenaw is specific on what the landlord is responsible for, within the four walls. Other issues include maintenance performed by providers. 		M. McLain will send the contract attachment on group home maintenance currently used by WCHO to NMC for their information
7) Next Meeting	<ul style="list-style-type: none"> Next meeting: August 10, 2006, 1:30 – 4:00 Location: Livingston CMHA 	AGENDA ITEMS: <ul style="list-style-type: none"> Preliminary Discussion – Systems Thinking and Plans of Correction 	