

PROGRAM DEVELOPMENT COMMITTEE

March 15, 2004 - 6:00 p.m.
Michigan High School Athletic Association
1661 Ramblewood Drive
East Lansing, Michigan

MINUTES

- PRESENT:** Jean Golden; Ron Clark; Deb De Leon; Dave Elwell; Bill Swint; Hattie Oliver; Lisa McCafferty
- ABSENT:** Shirley Carter-Johnson; Larry Gould; Ben Miller
- STAFF:** Robin Reynolds, Executive Director; Lori Griffin, Executive Secretary; Jeanne Diver, Quality Assurance Manager; Tim Shafto, Prevention Coordinator
- GUESTS:** Bruce Hindenach, Director, Central Diagnostic & Referral Services; Bob Sweet, Assistant Director, Central Diagnostic & Referral Services; Rod Macdonald, Executive Director, NCA/LRA

CALL TO ORDER

Ms. Golden called the meeting to order at 6:03 p.m. She noted Ms. Oliver's first Program Development Meeting and everyone introduced themselves.

APPROVAL OF THE MINUTES OF JANUARY 12, 2004

Mr. Elwell moved approval of the Minutes of January 12, 2004 as presented. Mr. Clark supported the motion. The motion carried.

ADDITIONS TO THE AGENDA

Ms. Reynolds added two items to the Agenda under New Business; Item E, Alcohol Awareness Month Funding Request, and Item F, Discussion of new Chair and Co-Chair of this Committee.

Mr. Clark moved approval of the Agenda as amended. Ms. Oliver supported the motion. The motion carried.

PUBLIC COMMENT

There was no public comment.

NEW BUSINESS

A. Program Review-Ingham County, NCA/Lansing Regional Area

Ms. Diver reported this is the second year this program has been presented. Located in Lansing, Ms. Diver noted they provide outpatient, intensive outpatient, individual and group treat services at the main location, and residential services at Glass House and Holden House.

For the **Main Office**, site review findings were as follows: Clinical 98%, Access:Timeliness 81%, Satisfaction Surveys 83% (53 surveyed), Delinquencies totaled 4, Concerns of needing improvement in documenting coordination with primary health care providers, and 25% of clients indicating transportation as a barrier to treatment. For **Glass House**, the Clinical score was 94%, Access:Timeliness of 75%, Satisfaction Surveys were 82% (9 surveyed), Delinquencies totaled 3 (which Ms. Diver corrected to the correct number of two), Concerns included goals on treatment plans needing to be more individualized, and improvement needed with documentation of addressing clients needs for education, job development, financial counseling, etc, and Barriers identified include distance to travel to the agency and transportation issues. For **Holden House**, the Clinical score was 98%, Access:Timeliness 100%, Satisfaction Surveys were 87% (7 surveyed), Delinquencies totaled 3, Concerns include same as those for Glass House, and Barriers same as Glass House. Ms. Diver noted the provider has a corrective action plan in place.

Ms. Reynold reported on the Financial Review, stating scores were 71% for the Main Office, and 100% for both Glass House and Holden House. The score of 71% largely represents not having updated fee agreements in the client files. Overall, the agency should be commended for their high financial scores. She reported the agency is in line where they should be with spending with Medicaid being slightly low. She added that last year with the cut to SDA, both houses lost funding. Ms. Reynolds also stated all of the files were complete and there were no discrepancies for billing.

B. Health Care Study Update

Ms. Diver presented results of the Health Care Study which were conducted with 265 clients at the time of discharge, from October 28, 2000 through March 5, 2004. She added the clients included 27 from long-term residential, 39 from short-term residential, 32 intensive outpatient and 157 outpatient. Ms. Diver noted 73% felt they were offered enough choices of where to receive treatment, 78% felt the cost of treatment was reasonable, 86% said treatment met goals they set for themselves, 83% reported parenting skills had improved due to receiving treatment, 86% reported decreased use of alcohol and other drugs since beginning treatment, 85% reported

abstinence since beginning treatment, 93% would recommend the agency to others, and 93% reported satisfaction with the counselors they had; 83% were satisfied with the

Program Development Committee Minutes

March 15, 2004

Page 3

length of treatment, 72% reported they would like to continue recovery by attending support groups, 61% sought treatment voluntarily, and 86% said the counselors respected cultural diversity.

Ms. Diver then stated staff wish to suspend the current project to implement changes, which will improve the amount and validity of the data collected. Ms. Diver presented a timetable for the project, which she stated will begin on May 1, 2004, with quarterly summary reports being presented to the Board beginning in October 2004. Ms. Diver stated that the project will be initiated with the client at the time of assessment, and once a release is received, Mid-South will contact the client to explain what the study is, and to determine if they still want to participate. A second contact will be made between 30 and 45 days to reinforce the study and improve name recognition. Contacts will then be made at 60 days, 6 months, 9-10 months, 12 months, 12-24 months, with final contact at 24 months. In addition, Ms. Diver stated the study brochure will be revised, paper surveys will be developed for use if clients cannot be contacted by phone, and contact letters will be sent.

C. Central Diagnostic & Referral Presentation

Mr. Hindenach and Mr. Sweet presented on CDRS and the utilization review and authorization process for Mid-South providers.

D. Prevention-School Survey

Ms. Reynolds stated this request is a follow-up to the presentation at last month's Board Meeting from CSII. She noted there is a great need in the region for the implementation of a comprehensive youth survey, due to the lack of sufficient data. She added that data that is available is not very useful because it is statewide data, and not county or community specific. Ms. Reynolds stated that schools will be asked to participate in the youth survey, administering it to grades 7, 9 and 11. She further reported Mid-South will pay for these surveys and give schools access to any data collected from it, noting if all school participate, the cost would be around \$91,000. Ms. Reynolds stated this would be funded with MDCH dollars from NYPPP (which closed), Cristo Rey (prevention funding removed). She stated the Committee is being asked for approval to begin exploration with the schools to engage in this process.

Mr. Elwell moved approval for staff to explore participation by schools, and for the proposal to be forwarded to the Executive Committee for funding consideration. Mr. Clark supported the motion. The motion carried.

E. Alcohol Awareness Month Funding Request

Ms. Reynolds reported the Commission has provided funding for the last two years for events surrounding Alcohol Awareness Month. She stated that again this year, NCA/LRA is spearheading local events. Mr. Macdonald reported that this year the Lansing School District is joining in, as well as the SADD Chapters at Sexton and Everett High Schools, the Girl Scouts, MCRUD and others. In addition, there will be events at the Lansing Mall to include a Poster Contest, resource table and screenings available. Mr. Macdonald also reported an initiative is under way between local sheriff offices and police for a "safe prom initiative" which will have certificates and posters in local hotels to deter them from renting rooms to students for after prom activities. He noted a joint press conference will be held to formally announce this initiative in April. Ms. Reynolds stated the funding request is for \$730 which would pay for Poster Contest prizes, bookmarks of the winning poster, and a framed poster.

Program Development Committee Minutes
March 15, 2004
Page 4

Mr. Clark moved to forward the proposal to the Executive Committee for funding consideration. Mr. Swint supported the motion. The motion carried.

F. Committee Chair and Co-Chair Discussion

Ms. Reynolds stated that with Mr. Tillotson moving to Executive Committee, she wished to offer Ms. Golden the Chairmanship of this committee. She also noted a co-chair is needed to cover if Ms. Golden is absent. Mr. Clark volunteered to co-chair.

OLD BUSINESS

There was no Old Business.

ADJOURNMENT

The meeting adjourned at 8:05 p.m.

