



**RECIPIENT RIGHTS COMMITTEE
MEETING MINUTES
March 6, 2014 5:30 p.m.
Conference Room G11-C
812 E. Jolly Road, Lansing**

Committee Members Present: Judith Fryer, Kay Pray, Steve O'Shaughnessey, Maxine Thome

Committee Members Absent: Dianne Holman

Other Board Members Present: Carol Koenig

Staff Present: Greg Fox, Liz Holcomb, Katy Hammack

Call to Order:

The meeting was called to order at 5:34 p.m. by Chairperson Kay Pray.

Previous Meeting Minutes:

MOVED by Carol Koenig and SUPPORTED by Judith Fryer to approve the Recipient Rights Committee (RRC) minutes of September 5, 2013.

MOTION CARRIED unanimously.

Adoption of Agenda:

MOVED by Carol Koenig and SUPPORTED by Judith Fryer to approve the Recipient Rights Committee agenda.

MOTION CARRIED unanimously.

Public Comment on Agenda Items:

No comment.

Maxine Thome joined the meeting at 5:37 p.m.

BUSINESS ITEMS:

Quarterly Report – Oct. 1, 2013 – Dec. 31, 2013

Liz Holcomb, Director of Quality Customer Service and Recipient Rights presented the Recipient Rights Quarterly Report for the period of October 1, 2013 through December 31, 2013. Ms. Holcomb guided the committee through the detailed summary report of allegations and outcomes. Questions were answered by the Recipient Rights staff.

MOVED by Maxine Thome and SUPPORTED by Carol Koenig that the Recipient Rights Committee recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton and Ingham Counties accept the

Recipient Rights Quarterly Report for October 1, 2013 – December 31, 2013.
Motion CARRIED unanimously.

DCH ANNUAL RECIPIENT RIGHTS REPORT: OCT. 1, 2012 – SEPT. 30, 2013

The annual report required by the Michigan Department of Community Health Office of Recipient Rights (MDCH-ORR) summarizes rights activity for CMHA-CEI for the months of October 1, 2012 through September 30, 2013. The Recipient Rights Committee regularly reviews the in-depth summaries of this activity in the quarterly reports. This annual report was submitted to MDCH-ORR by the deadline of December 31, 2013. Ms. Holcomb led the Committee through the data and questions were answered by the Recipient Rights staff. This was for informational purposes only.

Old Business:

MDCH Recipient Rights Tri-Annual Assessment

Ms. Holcomb informed committee that the MDCH Office of Recipient Rights tri-annual assessment of the CMHA-CEI Recipient Right's office went extremely well. CMHA-CEI received 100% full compliance in all areas but two. The score that CEI received put the office in Substantial Compliance. Ms. Holcomb went through the two recommendations from MDCH.

New Business:

2014-2015 Recipient Rights Committee Members

Ms. Holcomb reminded the Committee that this is typically the time of year the Recipient Rights staff would post a notice seeking new applicants for the Recipient Rights Committee. Both Ms. Fryer and Mr. O'Shaughnessey expressed interest in remaining on Recipient Rights Committee. Ms. Hammack, Recipient Rights Secretary will check with Ms. Palmer to see if she would like to stay on the committee as well. It was discussed that the Executive Committee could decide to re-appoint the current members for the 2014-2015 year, and if so there would be no need for interviews.

Public Comment:

No comment.

Adjournment:

The meeting was adjourned at 6:51 p.m. The next regular meeting of the Recipient Rights Committee is scheduled for Thursday, June 5, 2014 at 5:30 p.m. in Conference Room G11-C, 812 East Jolly Road, Lansing, MI.

Minutes respectfully submitted by:



**Katy Hammack, Secretary II
Recipient Rights & Medical Director's Office**