



RECIPIENT RIGHTS COMMITTEE  
MEETING MINUTES  
Thursday, March 3, 2016, 5:30 p.m.  
Conference Room G11-C  
812 E. Jolly Road, Lansing, Michigan 48910

**Committee Members Present:**

Daniel Arnold, Tina Bertram, Dianne Holman, Nicole Wright

**Committee Members Absent:**

Maxine Thome (notified staff of absence), Kay Pray (Chair), Paul Palmer

**Other Board Members Present:**

Kam Washburn (Chairman of the Board)

**Staff Present:**

Ashlee Bailey, Greg Fox, Joyce Tunnard

**Public Present:**

None

**Call to Order:**

The meeting was called to order by Co-Chairperson Tina Bertram at 5:31 p.m.

**Approval of Meeting Minutes:**

MOVED by Kam Washburn and SUPPORTED by Dianne Holman to approve the meeting minutes of December 3, 2015. MOTION CARRIED unanimously.

**Approval of Agenda:**

MOVED by Dianne Holman and SUPPORTED by Kam Washburn to approve the meeting agenda. MOTION CARRIED unanimously.

**BUSINESS ITEMS:**

**Recipient Rights Quarterly Report: October 1, 2015 – December 31, 2015**

Joyce Tunnard, Director of Quality, Customer Service and Recipient Rights, presented the Recipient Rights Quarterly Report for the period of October 1, 2015 – December 31, 2015. Mrs. Tunnard guided the committee through the detailed summary report of allegations and outcomes

and answered questions from meeting attendees.

**ACTION:**

**MOVED** by Tina Bertram and **SUPPORTED** by Nicole Wright 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, 2015 – December 31, 2015. Motion **CARRIED** unanimously.

**Old Business:**

None

**New Business:**

Mr. Washburn noted that there was discussion regarding the reappointment of all present members of the Recipient Rights committee.

**Updates:**

Ms. Tunnard informed the committee that our tri-annual assessment is coming up at the end of March and discussed what the assessment entails. Mr. Fox noted that the auditors sometimes ask to interview the Recipient Rights committee members and asked if anyone would be interested, if necessary. All committee members in attendance stated they were willing to help if their schedules allowed and with proper notice time.

Ms. Tunnard noted the Recipient Rights refresher training for the committee will be done before the start of the June committee meeting, all members to arrive at 5:00pm for the training. Ms. Tunnard also noted that the Rights conference is coming up September 27<sup>th</sup> through the 30<sup>th</sup> and invited the entire committee to attend if they are interested.

**Public Comment:**

No public attending

**Adjournment:**

The meeting was adjourned at 5:57 p.m. The next regularly scheduled Recipient Rights Committee meeting is June 2, 2016, 5:30 p.m., 812 E. Jolly Rd, Lansing, Conference Room G11-C.

**Minutes Submitted by:**

**Ashlee Bailey**  
**Recipient Rights Secretary**