

COMMUNITY MENTAL HEALTH SERVICES OF MUSKEGON COUNTY

MEMORANDUM

Date: October 25, 2013
To: CMH Board Members
From: Julia Rupp, Executive Director
Subject: Monthly Activity Report

The following summarizes the activity within the agency for the past month:

- The training department offers a 12 month calendar of trainings. With an increase in registration requests the training unit added additional classes in NAPPI (the 3 day introductory class), Wheelchair Lifts & Securements, Cultural Competency & LEP, and Person Centered Planning/Self Determination this past month to meet provider needs. Training staff also provided family specific training for two families this past month in partnership with the clinical team.
- A calendar of “shared” classes between Ottawa and Muskegon Counties held in the Grand Haven Facility has been completed for 2014.
- Kristina Woodard, Training and Community Resource Specialist, will be representing the agency on the Regional Inclusive Community Coalition (RICC).
- The 2nd Round of Better Together has kicked off with 40 Muskegon CMH Staff and 40 Individuals who receive services participating.
- Customer Services is coordinating attendance to the Peer Michigan Conference for 15 participants.
- Muskegon is working with Kent, Kalamazoo, and Clinton-Eaton-Ingham Counties to write a grant application in response to the State’s Request for Proposals to roll out Mental Health First Aid trainings in West Michigan. Muskegon currently has four certified instructors in Mental Health First Aid with a plan to expand training opportunities over the next six months.
- Agency staff continue to be trained for the upcoming changes in Medicaid including the Health Insurance Exchanges and Medicaid expansion; along with what this means for the individuals we serve, and the type of insurance they may have.
- Finance staff are working on closing the books for FY 2013, and at the same time gearing up for the new 2014 Fiscal Year.
- Agency staff have been looking at new software to replace our AVATAR system. This includes the electronic health record and the billing system. We have decided West

Michigan CMH's EMR looks like it will be a good fit for our business. This will help align us in the regional entity using the same software not only for reporting purposes, but also for economic reasons. West Michigan CMH also is on the MERIT fiber network (we recently converted) and this allows us an inexpensive means of sharing data, technology, and other resources at literally no additional expense.

- CMH I.T. has completed the telephone system redundancy failover project. This allows both County and CMH phones to act as a failover should one or the other experience phone issues.
- The renovation project taking place on the east end of the Mental Health Center as well as the Integrated Health Clinic is moving along as scheduled with the anticipated date of completion being November 12, 2013. The framing and drywall have now all been completed and at this point the walls are being painted.
- We are also moving forward with our plans to move the Brinks Residential Program from their current location at the County's South Campus to the Brookhaven Medical Facility. A Pre-bid meeting for interested contractors was held on Thursday, September 19, 2013. Although there were 4-5 local contractors at the meeting, only one of them submitted a bid on the project.