

## Recipient Rights Advisory Committee Meeting Minutes

Members: Sylvia Clark, Harriet Cooper, Phillip (Jo Jo) Hussey, Liz Janovits, Donna Lowe, Elizabeth Martin, Hunter Parker, Miguel Quintero, Nancy Ristich, Betty Ruoss, Lois Shulman, Judith Summers, Tali Flam Wendrow, Dr. Bijaya Hans, Amit Agrawal

<b>Date:</b>	April 6, 2023	<b>Start Time:</b>	4:05 pm	<b>Stop Time:</b>	5:35 pm	<b>Location:</b>	Michigan
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**Absent:** Harriet Cooper, Phillip Hussey, Hunter Parker, Nancy Ristich, Elizabeth Martin, Betty Ruoss, Tali Wendrow

**CMH Staff:** Vicki Suder, Jean Pfaendtner

**Guest:** Suzanne Weinert

<b>Facilitator:</b>	Liz Janovits	<b>Scribe:</b>	Tiffany Craig
<b>1. Member Attendance</b>	Roll call for the RRAC meeting was completed.		
<b>2. Public Comment</b>	<ul style="list-style-type: none"> <li>Public comments: None</li> </ul>		
<b>3. Approval of Agenda</b>	Amit A. motioned to approve the agenda; Lois S. seconded. Agenda was passed by voice vote.		
<b>4. Approval of Minutes</b>	Lois S. motioned to approve the March minutes and Amit A. supported. Minutes were passed by voice vote.		
<b>5. Welcome New Member- Liz Janovits</b>	New member Amit Agrawal was welcomed by the RRAC committee.		
<b>6. Vote for RRAC Chair &amp; Vice Chair – Vicki Suder</b>	<p>RRAC Chair</p> <ul style="list-style-type: none"> <li>Miguel nominated Liz for chair</li> <li>Donna nominated Liz for chair</li> <li>Nancy wrote a letter and nominated Liz for chair</li> <li>Sylvia nominated Liz for chair</li> </ul> <p>Lois motioned to close nominations for Chair; Miguel second. Motion was passed by voice vote.</p> <p>Liz excepted the nomination for Chair. A roll call vote was taken. 8 “yes” and 0 “no” votes for Liz J. to become Chair.</p>		

	<p>RRAC Vice-Chair</p> <ul style="list-style-type: none"> <li>• Amit nominated Lois</li> <li>• Lois nominated Amit</li> <li>• Donna nominated Miguel</li> </ul> <p>Lois and Miguel declined their nomination.</p> <p>Miguel motioned to close nominations for vice-chair; Donna second. Nominations were closed.</p> <p>Amit accepted the nomination for vice-chair. A roll call vote was taken. 8 “yes” and 0 “no” votes for Amit to become Vice-Chair.</p>
<p><b>7. Goal 2: Members get to know each other and be understood- Rishon Kimble</b></p>	<p>Rishon Kimble was unable to attend the meeting.</p>
<p><b>8. Needs Assessment – Suzanne Weinert</b></p>	<p>Suzanne shared every year OCHN conducts a needs assessment to help establish its annual goals and objectives. A copy of the short survey was provided to the RRAC.</p> <ul style="list-style-type: none"> <li>• Suzanne went over the importance of the needs assessment with the RRAC.</li> <li>• Suzanne encourages everyone to fill out the survey. Hard copies can be given to Vicki, or the survey can be completed online.</li> <li>• Survey submissions are due by Friday, April 28, 2023.</li> </ul> <p>Suzanne went through the short version of the survey with the RRAC. The RRAC members provided the follow:</p> <p><u>Questions and Comments:</u></p> <ol style="list-style-type: none"> <li>1. What are you seeing in older adults?</li> <li>2. The population of older adults being served is increasing in many areas. Interested in seeing if OCHN is experiencing serving more older adults.</li> <li>3. How are you reaching out to the community to do the survey?</li> <li>4. Are you going to report back to us regarding the results of the survey?</li> <li>5. As someone who has a physical disability and uses assistive technology, some people in group homes have speaking disabilities so how can they do this survey?</li> <li>6. How long has it been since they announced services for adults?</li> </ol>

	<ol style="list-style-type: none"> <li>7. Is there a way to turn the survey in to a PDF format?</li> <li>8. Does this survey go to nursing homes as well?</li> <li>9. I feel that some of the individuals receiving services can't be completely honest because their supervisor or staff is sitting right there with them.</li> <li>10. Members shared experience in group home regarding rights issues.</li> </ol>
<p><b>9. Review Policy RR 22.1 Recipient Rights Advisory Committee – Vicki Suder</b></p>	<p>Vicki reviewed with the RRAC member of their responsibilities by go over policy RR 22.1 Recipient Rights Advisory Committee. RRAC members received a copy of the policy.</p> <p><u>Questions and Comments:</u></p> <ol style="list-style-type: none"> <li>1. Have you thought about posting the RRAC meetings on YouTube?</li> <li>2. Do the applications have to go to the Executive Director? Is this in the Mental Health Code? Discussed this issue and some think it makes sense for it to go to the Executive Director. ACTION: Vicki will explore this issue and bring back the information for discussion at the next meeting.</li> <li>3. Does the application let people interested in applying know how many meetings they need to attend? RECOMMENDATION: Put the number of meetings and/or frequency of meetings on the application.</li> <li>4. Do applicants get education about items in this policy?</li> <li>5. Where is the application posted?</li> <li>6. Consider getting the meeting information on the website and in the description of the RRAC.</li> </ol>
<p><b>10. Manager of Rights Update – Jean Pfaendtner</b></p>	<p>Jean mentioned the following:</p> <ul style="list-style-type: none"> <li>• Jean has been training for her new position.</li> <li>• Jean and Vicki have been doing a lot of interviews.</li> <li>• The ORR team has a new team lead, who is a very experienced rights specialist, Alanna Honkanen.</li> <li>• There are 2 vacancies in the ORR department that needs to be filled.</li> </ul>
<p><b>11. Director of R &amp; A update – Vicki Suder</b></p>	<p>Vicki mentioned the following:</p> <p>Rights Manager:</p> <ul style="list-style-type: none"> <li>• The interview process has been completed for the new Rights manager position.</li> <li>• Angela O'Dowd has been selected as the new Rights Manager and will start April 24, 2023.</li> <li>• She worked for MDHHS ORR about 10 years and did the Rights assessment varies CMH Rights offices around the state.</li> <li>• She was also the director of Rights and Customer Services at Jackson CMH.</li> </ul>

	<p>Appeals</p> <ul style="list-style-type: none"> <li>• The appeals committee recently had reviewed three appeals.</li> <li>• We are expecting another appeal in the near future.</li> <li>• FY22 there were 15 appeals.</li> </ul>
<b>12. Site Visit Report-Jean Pfaendtner</b>	<ul style="list-style-type: none"> <li>• The report indicates 29.0% of service sites requiring a site visit have been completed.</li> <li>• As of 3/1/23, 136 out of 469 total number of sites that require a site visit have been completed.</li> </ul>
<b>13. Agenda items for the next meeting [May 4, 2023]</b>	<ul style="list-style-type: none"> <li>➤ Site Visit Report</li> <li>➤ Goal 2: Members get to know each other and be understood- Alanna Honkanen</li> <li>➤ Goal 1 Training: Hospital Rights System &amp; OCHN – Vicki Suder</li> <li>➤ Bring back information on RRAC Applications going to Executive Director.</li> <li>➤ Manager of Rights Update- Jean Pfaendtner</li> <li>➤ Director of Rights Update- Vicki Suder</li> <li>➤ Welcome the new manager and wish Jean well on her new journey.</li> </ul>
<b>14. Public Comments</b>	<ul style="list-style-type: none"> <li>• Public Comment – None</li> </ul>
<b>15. Member Comments</b>	<ul style="list-style-type: none"> <li>• Wanted to acknowledge a long-time friend Jackie Heller in her passing.</li> </ul>
<b>16. Meeting Adjournment</b>	Miguel Q. motioned to adjourn, and Donna L. seconded. Approved to adjourn by voice vote.

Next Meeting: Thursday, May 4, 2023 at 4:00 pm OCHN Facilitator – Liz Janovits, Chair

*Tiffany Craig*

*4/6/2023*