

**Meeting Summary of the Kentucky Mental Health Planning & Advisory Council  
Membership Committee  
July 10, 2008, 1:00pm- 4:00pm  
100 Fair Oaks Lane, 4<sup>th</sup> Floor, Conference Room A, Frankfort**

**Council Members Present:** Rebecca Garrett, John Basham (by telephone), Rita Brooks, Robert R. Hicks, Anna Winchell (by telephone), Betty Jo Moss, Mary Sue Klusman, Steve Liles, Steve Lyons

**DMHMRS Staff:** Michele Blevins, Christie Penn, Melissa Runyon

TOPIC	OUTCOME	NEXT STEPS
<b>Welcome &amp; Introductions</b>	Rebecca Garrett called the meeting to order at 1:10 p.m. Members introduced themselves.	
<b>November Meeting Summary</b>	John Basham made a motion to approve the summary for the November 2, 2007 meeting. It was seconded by Steve Liles and carried unanimously.	
<b>Review of Applications and Votes Cast for Adult Consumer of Mental Health Services Membership</b>	<p>The Membership Committee reviewed 7 applications for one vacancy for an adult consumer of mental health services. After review, one applicant was disqualified for membership as a consumer because she is currently employed full-time as a provider.</p> <p>The Council seeks diversity in its membership. Staff circulated a Kentucky map which indicated the geographic location of current members.</p> <p>A member made a recommendation that the Committee consider whether applicants have actively used services as they make their decision.</p> <p>The Committee recommends Mary Singleton for membership on the Council.</p>	<p>The Committee will present its recommendation to the Council at its meeting on August 14, 2008.</p> <p>Betty Jo Moss volunteered to become Ms. Singleton's mentor if appointed.</p>
<b>Review of Nominations and Votes Cast for Young Adult Consumer of Mental Health Services Membership</b>	<p>The Committee did not receive any application from young adult consumers of mental health services.</p> <p>Members agreed that the young adult consumer position is valuable and directed staff to continue to solicit applications.</p> <p>Robert Hicks made a motion to recommend to the Department that the age range of the young adult consumer member be changed to 18-25 years to 16-25 years.</p>	<p>Staff will continue to solicit young adult consumer applications.</p> <p>The Department will consider this recommendation.</p>
<b>Review of Membership Application Forms</b>	<p>Members reviewed the young adult consumer application and the application for adult consumers, parents/guardians, and family members.</p> <p>Rita Brooks made a motion to make the following revisions and to review the draft at the next meeting:</p> <ul style="list-style-type: none"> <li>◆ Include information about the application review and decision-making</li> </ul>	Staff will make the revisions and present the

	<p>process.</p> <ul style="list-style-type: none"> <li>◆ Add a statement to the end of the application that applicants will be notified of the outcome of the review process.</li> <li>◆ Add a sentence to the end of the Diversity Statement that applicants may volunteer elements of diversity that they bring to the Council. Make certain it is clear that disclosing the information is optional.</li> </ul> <p>Robert Hicks seconded and the motion carried unanimously.</p> <p>Members also made the following recommendations:</p> <ul style="list-style-type: none"> <li>◆ Add "Please type or print clearly" at the top of the application.</li> <li>◆ Add a place for applicants to include which CMHC Region they live in.</li> <li>◆ Add a date of revision to the bottom of the form.</li> <li>◆ Keep the current diversity statement.</li> <li>◆ Use "application" instead of "nomination."</li> </ul> <p>Staff stated that protocol/procedures could be created regarding solicitation and selection of new members.</p>	<p>revised applications to members for review.</p> <p>Staff will make revisions for all except CMHC region which staff will add once received. <i>(Individuals do not always know what CMHC region they are in).</i></p>
<p><b>Other Items from the Committee</b></p>	<p>The Committee discussed the mentoring process that is currently being utilized. Members reported that the Feb. 7<sup>th</sup> Orientation was valuable to them and that having a peer mentor is also very beneficial because it makes the transition onto a statewide council less intimidating. Rebecca Garrett, Council Chair, stated that she welcomes members to contact her when a mentor is unavailable.</p> <p>Staff discussed the status of the Mental Health Block Grant application for FY 2009, noting that the Plan and Budget process has been postponed due to Department budget allocations being delayed.</p> <p>One member recommended the Council advocate for more funds instead of deciding how to spend the current funds. Staff remarked about an excellent speaker she heard recently named Laurel True. Members recommended contacting Mr. True to see if he is available to make a presentation to the Council or a committee.</p>	<p>Include updated roster with next meeting notice.</p> <p>Staff will contact Mr. True.</p>
<p><b>Adjournment</b></p>	<p>Robert Hicks made the motion to adjourn at 3:36 p.m. Steve Liles seconded and motion carried.</p>	
<p><b>Next Meeting</b></p>	<p><b>Friday, October 24, 2008</b> 1:00 p.m. – 4:00 p.m. DMHDDAS, 4<sup>th</sup> Floor Conference Room A</p>	