**Meeting Date :** 1/17/2020 **Meeting Location:** 2nd Floor Conference Room

**Meeting Start/ End:** 10:00 am to 12:00 pm\_\_\_\_\_\_

**Approval:** Donna Coulter **Recorded by**: Michael Shaw

**Meeting Notes**

* + - 1. **Greetings & Introductions/Ground Rules/Review Of Notes**

**Goal:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Strategic Plan Pillar(s):**  Advocacy  Access  Customer/Member Experience  Finance  Quality  Workforce

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| **Introductions** – Everyone introduced themselves.  **Moment of Silence to Honor Kathleen O’Donnell:** A minutes of silence was devoted to honoring the life, legacy, and passing of Kathleen O’Donnell.  **Ground Rules –**Michael Squirewell was the Sergeant-at-Arms. He went over the agenda and the ground rules.  **Review & Approval of Notes of the November 15, 2019 CV meeting –** Notes of the November 15, 2019 CV meeting were approved without changes.  **Review & Approval of Notes of the December 6, 2019 CV meeting –** Notes of the December 6, 2019 CV meeting were approved without changes. | | |
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| **Decisions Made** |  |  |
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| **Action Items** | **Assigned To** | **Deadline** |
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* + - 1. **\_ Announcements\_\_\_\_\_\_\_\_\_**

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| Nicole Gowan read the announcements. | | |
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| **Decisions Made** |  |  |
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| **Action Items** | **Assigned To** | **Deadline** |
| Send out meeting materials | Michael Shaw | After Every meeting |

* + - 1. **DWIHN Perspective of 2020 Dr. Donna Coulter**

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| The January 8, 2020 CV Leadership Meeting Notes listed in detail CV accomplishments. Some mentioned were Ambassador Program, Talent Show, Reaching for the Stars, Dreams Come True. Dr. Coulter stated her role as “champion” for the local clubhouses. Differences between clubhouses (which are run by professionals such as social workers, psychiatrists, etc.) and Drop-In’s (which are run primarily by people who receive services) was illustrated. The vision the State (Michigan) has for the future of mental health in Michigan was outlined. The DWIHN focuses on offering whole health services (Economic, Behavioral, Spiritual, Mental and Physical). “When,” “How,” and “Where,” are areas the DWIHN will consult with the CV in relation to implementing the State’s vision. The voice of persons who receive services can be expressed in many ways; in writing, via email, verbally, etc. NAMI offers voice expression training. The Mental Health Code and legislation will need to be changed in order to implement the State’s new vision. | | |
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| **Decisions Made** |  |  |
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| **Action Items** | **Assigned To** | **Deadline** |
| Send out meeting materials | Michael Shaw | After Every meeting |
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* + - 1. **Review of SWOT Analysis from CV Leadership Meeting January 8, 2020**

**Goal:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Strategic Plan Pillar(s):**  Advocacy  Access  Customer/Member Experience  Finance  Quality  Workforce

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| Ms. Keyes-Howard reviewed the SWOT (Strengths, Weaknesses, Opportunities, Threats) that were listed at the January 8, 2020 CV Leadership meeting (see Leadership Meeting Notes). SWOT was expanded upon in the January 17, 2020 CV meeting. Additions to the SWOT were added to CV Leadership Meeting Notes of January 8, 2020. | | |
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| **Decisions Made** |  |  |
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| **Action Items** | **Assigned To** | **Deadline** |
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* + - 1. **Set Goals for CV in 2020**

**Goal:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Strategic Plan Pillar(s):**  Advocacy  Access  Customer/Member Experience  Finance  Quality  Workforce

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| Ms. Keyes-Howard discussed the items listed in the SWOT Analysis and lead discussion on possible goals for the future that the CV could pursue. Goals will be expanded upon and concrete steps outlined in CV Action Groups and at future CV meetings. | | |
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| **Decisions Made** |  |  |
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| **Action Items** | **Assigned To** | **Deadline** |
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* + - 1. **CV Action Group Election Process**

**Goal:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Strategic Plan Pillar(s):**  Advocacy  Access  Customer/Member Experience  Finance  Quality  Workforce

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| Action Group sign-up sheets were passed around for meeting attendees to sign. The four Action Groups are Engage, Empowerment, Advocacy and Advise. Persons who signed the sheets will meet in the near future and select leaders for their respective group. | | |
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| **Decisions Made** |  |  |
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| **Action Items** | **Assigned To** | **Deadline** |
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**Strategic Plan Pillar(s):**  Advocacy  Access  Customer/Member Experience  Finance  Quality  Workforce

* + - 1. **Select Committee to Review CV Bylaws**

**Goal:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Strategic Plan Pillar(s):**  Advocacy  Access  Customer/Member Experience  Finance  Quality  Workforce

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| Clarence Ruff, Joanna Lofton, and Michael Squirewell were selected to serve on the CV Bylaws’ Committee. | | |
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| **Decisions Made** |  |  |
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| **Action Items** | **Assigned To** | **Deadline** |
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* + - 1. **Good and Welfare**

**Goal:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| Tabled due to time constraints. | | |
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| **Decisions Made** |  |  |
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| **Action Items** | **Assigned To** | **Deadline** |
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**NEXT MEETING:** February 21, 2020

DWIHN

2nd Floor Conference Room

707 W Milwaukee

Detroit, MI 48202