



**DETROIT WAYNE INTEGRATED HEALTH NETWORK**  
**Recipient Rights Advisory Committee**  
**Meeting Minutes**  
***In-person meeting held at 3071 W. Grand Blvd.***  
**Monday August 7, 2023**  
**1:00 p.m. to 3:00 p.m.**

**COMMITTEE MEMBERS PRESENT:**

Angelo Glenn (Chairperson), Jonathan Kinloch (Co-chair), Janet Harmon, Maria Patterson, Eva Garza Dewaelsche, Linda Taylor, Kenneth Remson.

**COMMITTEE MEMBERS EXCUSED:** None.

**COMMITTEE MEMBERS ATTENDING VIRTUALLY:** Jaime Junior

**GUEST(S):** Nicole Gowan (DWIHN – Ambassador)

**Staff Attended in person and/or virtually:** Polly McCalister (DWIHN ORR – Director), Mignon Strong ( DWIHN ORR – Deputy Director), Chad Witcher ( DWIHN ORR – Prevention Manager) Gwena Jones (DWIHN ORR – Intake Manager), ArReana Jackson (DWIHN ORR – Intake Supervisor), Schakerra Pride (DWIHN – ORR Department Manager), Michael Olver (DWIHN ORR – Trainer), Brian Harris ( DWIHN ORR – Intake Investigator), Andre Hardrick (DWIHN – ORR Investigator) , Dwight Snodgrass (DWIHN – ORR Investigator), Nicole Williams (DWIHN – ORR Supervisor), Jessica Allison – Lamb (DWIHN – ORR Investigator), Tonia McMurray (DWIHN – ORR Investigator), Avery Barnett (DWIHN – ORR Investigator), Amanda Kevnick (DWIHN- ORR Investigator), Yolanda Turner (DWIHN Legal Department), Sheree Jackson (DWIHN – VP of Compliance) Monifa Gray (DWIHN – Legal Department, Associate VP of legal Affairs.)

**CALL TO ORDER:**

Mr. Angelo Glenn (Chairperson) welcomed everyone to the meeting. The meeting was called to order at 1:30 p.m. by the Chair.

**ROLL CALL**

Roll call was taken by Vanique Houser Recipient Rights Advisory Committee liaison. A quorum was present.

**APPROVAL OF THE AGENDA**

The Chair called for a motion on the agenda. **Motion:** It was moved by Jonathan Kinloch with the ability to make any necessary corrections; and supported by Ms. Garza Dewaelsche to approve the agenda.

### **MOMENT OF SILENCE**

The Chairperson called for a moment of silence. A moment of silence was taken.

### **REVIEW AND APPROVAL OF MINUTES:**

The meeting minutes from two previous meetings were reviewed by the committee. The Chair, called for a motion on the minutes from the previous meetings. **Motion:** It was moved by Jonathan Kinlock, and supported by Eva Garza Dewaelsche. The minutes from previous meetings were approved with any necessary corrections.

### **ORR CHAIRPERSON'S REPORT:**

The Chair gave his report as follows. Committee member updates: We have two new members, Linda Taylor and Sheldon Hill. The Chair gave the committee members that were present an opportunity to introduce themselves.

The Chair told the committee members about their DWIHN email addresses and all were advised that we would communicate with the committee in this manner in the future. We recently hired three investigators Jessica Lamb, Tonia McMurray, and Andre Hardrick. The Chair gave the three Investigators an opportunity to introduce themselves to the committee.

The ORR department submitted their semi-annual report which has been provided to all of you to review.

Per the State of Michigan

We are requesting all providers ensure their employees are trained within 30 days

of their hire to remain in compliance of the Mental Health Code Citation MHC 1755(5)(f), Standard 3.3.1.

### **ORR DIRECTOR'S REPORT:**

Dr. Polly McCalister, the director of the ORR, explained she was not providing a report to allow more time for the two educational pieces to be presented.

### **UNFINISHED BUSINESS – ANNOUCEMENTS:**

Dr. Polly McCalister the director of the ORR, announced the next meeting for the Recipient Rights Advisory Committee will be November 6, 2023. She explained the reason for the large gap being the upcoming conferences the Recipient Rights department will be attending.

### **NEW BUSINESS:**

Sheree Jackson DWIHN Vice President of Compliance, stated “Upon the closing of 707 for renovations, the compliance department noticed a gap in the processes of the Recipient Rights department concerning the management of consumer files.” Sheree Jackson stated Dr. McCalister the director of the ORR, would provide her with a policy and procedure to prevent the gap continuing in the protection of consumer files, no later than Wednesday, August 9<sup>th</sup>,2023.

### **EDUCATIONAL PIECE:**

At this time on the agenda Gwena Jones the intake manager of the DWIHN ORR presented the semi-annual report while the committee members followed along with a printed copy. Gwena then proceeded to provide

a PowerPoint presentation of the process of appeals as it relates to the DWIHN ORR and the appeals committee. After Gwena Jones ended her presentation, Michael Olver, DWIHN ORR Trainer, presented a PowerPoint presentation to the committee as well as the public who were viewing via Zoom. His presentation explained in detail how to contact the DWIHN ORR Training department as well as the role and responsibilities of their department. Committee members received a copy to follow along with as Mr. Olver presented.

**ADJOURNMENT:**

The Chair called for any public comment. No one from the public had any questions or comments. The meeting was adjourned at 2:27 p.m.

**Transcribed by:**

Vanique Houser  
RRAC - Liaison