

HEALTHWEST

PROGRAM/PERSONNEL COMMITTEE REPORT TO THE BOARD

Via Janet Thomas, Board Chairperson

1. The Program/Personnel Committee met on Thursday, November 09, 2017.
- * 2. It was recommended, and I move, to approve the Re-Privileging of Andreas Sidiropoulos, M.D. in the areas of psychiatric evaluation, psychopharmacology, medical evaluation, certification, authorize/approve clinical treatment, and clinical/internship supervision for licensure for the MI Adult, MI Child, DD, Geriatric, and Chemical Dependence populations, effective for two years from the date of approval.
- * 3. It was recommended, and I move, to approve the payment of a \$250 lump sum payment to all HealthWest staff in employment status to be paid on December 15, 2017. I further move to approve an additional two personal days for all HealthWest staff to be used between December 1, 2017, and December 1, 2018, with no carry over provision for those two personal days.
- * 4. It was recommended, and I move, to approve the position changes as outlined on the submitted Position Changes for FY 2018 County Budget and authorize HealthWest to place Cynthia Blair, Chief Clinical Officer-HealthWest, at Step 3 of her salary grade, effective June 2, 2017.

/jv²

HEALTHWEST

PROGRAM/PERSONNEL MEETING MINUTES

October 6, 2017

8 a.m.

Mental Health Center

CALL TO ORDER

The regular meeting of the Full Board was called to order by Board Chair Thomas at 8:01 a.m.

ROLL CALL

Members Present: Bonnie Gonzalez, Janet Thomas, John Schrier, Cheryl Natte

Members Excused: None

Others Present: Julia Rupp, Gina Schaner, Judy Cohen, Cyndi Blair, Margaret Tietze, Larry Spataro, Susan Plotts, Matt Plaska, Dave McElfish, Joy VanderVen

Guests: None

MINUTES

It was moved by Mr. Schrier, seconded by Ms. Thomas, to approve the minutes of October 6, 2017, meeting as written.

MOTION CARRIED.

ITEMS FOR CONSIDERATION

Re-Privileging of Andreas Sidiropoulos, MD

It was moved by Mr. Schrier, seconded by Ms. Gonzalez, to approve the Re-Privileging of Andreas Sidiropoulos, M.D. in the areas of psychiatric evaluation, psychopharmacology, medical evaluation, certification, authorize/approve clinical treatment, and clinical/internship supervision for licensure for the MI Adult, MI Child, DD, Geriatric, and Chemical Dependence populations, effective for two years from the date of approval.

MOTION CARRIED.

Approval of \$250 Payment and Two Additional Personal Days for Staff

It was moved by Ms. Thomas, seconded by Mr. Schrier, to approve the payment of a \$250 lump sum payment to all HealthWest staff in employment status to be paid on December 15, 2017. I further move to approve an additional two personal days for all HealthWest staff to be used between December 1, 2017, and December 1, 2018, with no carry over provision for those two personal days.

MOTION CARRIED.

Approval of Position Changes

It was moved by Ms. Thomas, seconded by Ms. Gonzalez, to approve the position changes as outlined on the attached Position Changes for FY 2018 County Budget and authorize HealthWest to place Cynthia Blair, Chief Clinical Officer-HealthWest, at Step 3 of her salary grade, effective June 2, 2017.

MOTION CARRIED.

OLD BUSINESS

A preliminary draft of the wage and salary study was discussed by committee members. Proposed job specifications were reviewed. Committee members asked to be provided with the preliminary data received from TBD, and will meet with Ms. Rupp and Ms. Plotts prior to next month's meeting to review.

NEW BUSINESS

There was no new business.

COMMUNICATION

There was no communication.

DIRECTOR'S COMMENTS

There were no director's comments.

AUDIENCE PARTICIPATION

There was no audience participation.

ADJOURNMENT

There being no further business to come before the board, the meeting adjourned at 8:58 a.m.

Respectfully,

Bonnie Gonzalez
Board Secretary

/jv²

***PRELIMINARY MINUTES
To be approved at the Full Board Meeting of November 17, 2017***

HEALTHWEST

**RECIPIENT RIGHTS ADVISORY COMMITTEE
REPORT TO THE BOARD**

via John Schrier, Committee Chairperson

1. The Recipient Rights Advisory Committee met on November 9, 2017.
- * 2. It was recommended, and I move, to accept the Recipient Rights report for the month of October 2017.

jv²

HEALTHWEST

RECIPIENT RIGHTS ADVISORY COMMITTEE MEETING MINUTES

Friday, November 9, 2017

8 a.m.

Mental Health Center – Board Room B

CALL TO ORDER

The regular meeting of the Recipient Rights Advisory Committee was called to order by John Schrier, Committee Chairperson, at 8:58 a.m.

ROLL CALL

Members Present: Bonnie Gonzalez, Janet Thomas, John Schrier, Cheryl Natte

Members Excused: None

Others Present: Julia Rupp, Gina Schaner, Judy Cohen, Cyndi Blair, Margaret Tietze, Larry Spataro, Susan Plotts, Matt Plaska, Dave McElfish, Joy VanderVen

Guests: None

APPROVAL OF MINUTES

It was moved by Ms. Thomas, seconded by Ms. Gonzalez, to approve the minutes of the October 6, 2017, meeting as written.

MOTION CARRIED.

ITEMS FOR CONSIDERATION

Motion to Accept Recipient Rights Report for October 2017

It was moved by Ms. Natte, seconded by Ms. Thomas, to approve the Recipient Rights Report for October 2017.

MOTION CARRIED.

For the month of October 2017 there were 34 HealthWest and 63 provider employees trained:

Rights Updates HealthWest	29
Rights Updates Provider	40
New Employee Training HealthWest/Contracted	5
New Employee Training Provider	23
SUD Recipient Rights Orientation HealthWest	
SUD Recipient Rights Orientation Provider	
MDHHS Roundtable	
RROAM	

Ms. Gonzalez commended our trainers for their efforts and stated that there is a difference in the quality of services provided when staff have not completed training at HealthWest. She also thanked the Recipient Rights staff for holding providers accountable for the services they provide.

For the month of October 2017 there were 535 incident reports and 43 rights allegations.

Statistical data showing type and code was provided for review. Discussion was held regarding this month's incident reports.

There was one death reported in October 2017.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

COMMUNICATIONS

There were no communications.

DIRECTOR'S COMMENTS

There were no director's comments.

AUDIENCE PARTICIPATION

There was no audience participation.

ADJOURNMENT

There being no further business to come before the committee, the meeting adjourned at 9:05 a.m.

Respectfully,

John Schrier
HealthWest Board Committee Chairperson

/jv²

HEALTHWEST

FINANCE COMMITTEE REPORT TO THE BOARD

via John Snider, Chairperson

1. The Finance Committee met on November 15, 2017.
- * 2. It was recommended, and I move, to approve expenditures for the month ending October 31, 2017, in the total amount of \$1,576,289.33.
- * 3. It was recommended, and I move, to authorize the HealthWest Executive Director to sign Amendment No. 1 to the contract between Michigan Department of Health and Human Services and HealthWest for Managed Mental Health Supports and Services for the period of October 1, 2017, through September 30, 2018.
- * 4. It was recommended, and I move, to authorize the HealthWest Executive Director to sign a contract with TBD Solutions LLC to provide professional consultative services regarding the Health Integration Dialogs and Pilots (298), effective September 1, 2017, through September 30, 2018, or upon project completion (whichever comes first), at the rate of \$150.00 per hour plus expenses, for a cost not to exceed \$14,000.00.
- * 5. It was recommended, and I move, to authorize the HealthWest Executive Director to sign Amendment #1 to the contract with Revel Marketing for System of Care branding, website development and support, social marketing development, and consultation, effective July 1, 2017, through December 31, 2017, for a projected expenditure of \$20,000.00.
- * 6. It was recommended, and I move, to authorize the lease of eight (8) Ford Escape S's from the Ford Motor Corporation as part of the state vehicle procurement list process for a four year lease.
- * 7. It was recommended, and I move, to authorize the HealthWest Executive Director to sign contracts with those service vendors/providers who have submitted written agreements to continue service provision at the current Fiscal Year 2016/2017 rates for the time period effective October 1, 2017, through September 30, 2018.
- * 8. It was recommended, and I move, to accept the proposed changes by those vendors/providers listed in Attachment A: FY 2017/2018 Proposed Vendor Changes, effective October 1, 2017, through September 30, 2018.
9. Information was received regarding the 2008 Mental Health Bonds.

HEALTHWEST

FINANCE COMMITTEE MEETING MINUTES

Wednesday, November 15, 2017

8:00 a.m.

Mental Health Center

Board Room

CALL TO ORDER

The regular meeting of the Finance Committee was called to order by Chair Snider at 8:00 a.m.

ROLL CALL

Committee Members Present: Jeff Fortenbacher, Bonnie Gonzalez, John Snider, Janet Thomas

Committee Members Excused: Charles Nash, Susie Hughes, Dr. Remington Sprague

Add'l Board Members Present: None

Also Present: Julia Rupp, Judy Cohen, Brandy Carlson, Susan Plotts, Matt Plaska, Margaret Tietze, Tom Best, Joy VanderVen

Guests: None

MINUTES

It was moved by Mr. Fortenbacher, seconded Ms. Gonzalez, to approve the minutes of the October 20, 2017, meeting as written.

MOTION CARRIED.

ITEMS FOR CONSIDERATION

A. Approval of Expenditures for October 2017

It was moved by Ms. Thomas, seconded by Ms. Gonzalez, to approve expenditures for the month ending October 31, 2017, in the total amount of \$1,576,289.33.

MOTION CARRIED.

B. Interim Analysis of Expenditures

Mr. Best presented the expenditures for the month of October 2017 noting that HealthWest is 5.9% under budget.

C. Interim Analysis of Revenues

Mr. Best presented the Interim Analysis of Revenues through October 31, 2017. There was nothing unusual to report.

D. Interim Balance Sheets of October 2017

Mr. Best presented the Interim Balance Sheets of October 2017, noting that there was a positive cash balance of \$1,278,195.57 for Fund 2220. Fund 7930 has a positive cash balance of \$368,409.72.

E. HealthWest Expenditures Financial Statement

Mr. Best presented the HealthWest Expenditure report for October 2017 which shows the estimated true variance to date of \$85,297. Expenditures are under budget to date.

F. Finance Update – Fees and Inpatient Summary

The Substance Abuse Fee Report has a positive total variance of \$58,315 through the month of October 2017. It should be noted that this variance report is based on the budget approved by the HealthWest Board during the month of August 2017.

The Other Fees Report has a negative total variance of (\$110,247) through the month of October 2017. The variance report is based on the budget approved by the HealthWest Board during the month of August 2017.

The Inpatient Summary Report indicates a negative variance to date of (\$64,635) for Community Inpatient, which is based on the budget approved by the HealthWest Board during the month of August 2017.

G. Budget Variance Analysis Report

Our projected budget variance, based on the budget approved by the HealthWest Board during the month of August 2017 is a little over (\$51,000). There are no contingencies at this time. That would leave us with a net negative variance of approximately (\$51,000) after the first month of the fiscal year. Due to the different periods of the budget year that these variances are calculated over, this would prorate out to a negative variance of approximately (\$615,200) for the whole fiscal year.

However, this figure does not really give us a true picture of where we stand as we are not able to use the different funding sources (i.e., State GF and Medicaid, etc.) to offset each other's shortfalls. Therefore, a truer picture would be as follows:

Medicaid (Traditional)	(478,900)
Medicaid (Healthy Michigan)	(118,900)
State General Fund	(17,400)

H. Year-End Projection Trends

Mr. Best presented the year-end projection trends for board member review.

I. Medicaid Eligibles by Program

Ms. Carlson presented the Medicaid Eligibles by Program report for board member review.

J. Authorization to Sign Amendment #1 to Contract with MDHHS

It was moved by Ms. Thomas, seconded by Ms. Gonzalez, to authorize the HealthWest Executive Director to sign Amendment No. 1 to the contract between Michigan Department of Health and Human Services and HealthWest for Managed Mental Health Supports and Services for the period of October 1, 2017, through September 30, 2018.

MOTION CARRIED.

K. Authorization to Sign Contract with TBD Solutions

It was moved by Ms. Thomas, seconded by Ms. Gonzalez, to authorize the HealthWest Executive Director to sign a contract with TBD Solutions LLC to provide professional consultative services regarding the Health Integration Dialogs and Pilots (298), effective September 1, 2017, through September 30, 2018, or upon project completion (whichever comes first), at the rate of \$150.00 per hour plus expenses, for a cost not to exceed \$14,000.00.

MOTION CARRIED.

L. Authorization to Sign Amendment #1 to Contract with Revel Marketing

It was moved by Ms. Gonzalez, seconded by Ms. Thomas, to authorize the HealthWest Executive Director to sign Amendment #1 to the contract with Revel Marketing for System of Care branding, website development and support, social marketing development, and consultation, effective July 1, 2017, through December 31, 2017, for a projected expenditure of \$20,000.00.

MOTION CARRIED.

M. Authorization to Lease Eight (8) Ford Escape Ss from the Ford Motor Corporation

It was moved by Ms. Gonzalez, seconded by Ms. Thomas, to authorize the lease of eight (8) Ford Escape S's from the Ford Motor Corporation as part of the state vehicle procurement list process for a four year lease.

MOTION CARRIED.

N. Approval of Contracts at Continuation Rates for FY2018

It was moved by Ms. Thomas, seconded by Ms. Gonzalez, to authorize the HealthWest Executive Director to sign contracts with those service vendors/providers who have submitted written agreements to continue service provision at the current Fiscal Year

2016/2017 rates for the time period effective October 1, 2017, through September 30, 2018.

MOTION CARRIED.

O. Approval of Contracts that Contain Rate Changes for FY2018

It was moved by Ms. Thomas, seconded by Ms. Gonzalez, to accept the proposed changes by those vendors/providers listed in Attachment A: FY 2017/2018 Proposed Vendor Changes, effective October 1, 2017, through September 30, 2018

MOTION CARRIED.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

COMMUNICATIONS

Discussion was held regarding the Building Authority Refunding and Contract and its effect on the HealthWest budget.

DIRECTOR'S COMMENTS

Ms. Rupp updated board members on the impact to HealthWest of the recent millage not passing. She stated that the County will go to Plan B and put some things in place that will have a positive impact on our bottom line.

AUDIENCE PARTICIPATION

There was no audience participation.

ADJOURNMENT

There being no further business to come before the Committee, the meeting adjourned at 8:41 a.m.

Respectfully,

John Snider
Committee Chairperson

JS/jv²