



FINANCE COMMITTEE
April 20, 2018 – 8 a.m.
Mental Health Center – Board Room

Committee Chair: John Snider
Committee Vice-Chair: Janet Thomas

AGENDA

	<u>Disposition</u>
1. <i>Call to Order</i>	<i>Quorum</i>
2. <i>Approval of Minutes of March 23, 2018 (Previously Forwarded)</i>	<i>Action</i>
3. <i>Items for Consideration</i>	
A. <i>Approval of Expenditures for March 2018 (Attachment #1)</i>	<i>Action</i>
B. <i>Interim Analysis of Expenditures (Attachment #2)</i>	<i>Information</i>
C. <i>Interim Analysis of Revenues (Attachment #3)</i>	<i>Information</i>
D. <i>Interim Balance Sheets of March 2018 (Attachment #4)</i>	<i>Information</i>
E. <i>HealthWest Expenditures Financial Statement (Attachment #5)</i>	<i>Information</i>
F. <i>HealthWest Finance Update – Fees and Inpatient Summary (Attachment #6)</i>	<i>Information</i>
G. <i>HealthWest Budget Variance Analysis Report (Attachment #7)</i>	<i>Information</i>
H. <i>Year End Projection Trends (Attachment #8)</i>	<i>Information</i>
I. <i>Medicaid Eligibles Report (Attachment #9)</i>	<i>Information</i>

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- J. Approval of the appointment of Mr. Jason Coleman to the HealthWest Recipient Rights Advisory Committee (Attachment #10) Action*
- K. Approval of the appointment of Ms. Stephanie Umlor to the HealthWest Recipient Rights Advisory Committee (Attachment #11) Action*
- L. Approval to Extend the Contract with TBD Solutions LLC (Attachment #12) Action*
- M. Approval to Sign Contract with Shannon Cohen, Inc. (Attachment #13) Action*
- N. Motion to Approve Position Changes for FY 2018 County Budget (Attachment #14) Action*
- O. Approval to Contract with National Council for Behavioral Health (Attachment #15) Action*
- P. Approval to Contract with the Association for Children's Mental Health (Attachment #16) Action*

- 4. Old Business
- 5. New Business
- 6. Communications
- 7. Director's Comments
- 8. Audience Participation
- 9. Adjournment

/ab

HEALTHWEST

FINANCE COMMITTEE MEETING MINUTES

Friday, April 20, 2018

8:00 a.m.

**Mental Health Center
Board Room**

CALL TO ORDER

The regular meeting of the Finance Committee was called to order by Vice Chair Thomas at 8:17 a.m.

ROLL CALL

Committee Members Present: Janet Thomas, Marvin Engle, Charles Nash, John Snider

Committee Members Excused: Jeff Fortenbacher, Dr. Remington Sprague

Add'l Board Members Present: Jason Coleman

Also Present: Julia Rupp, Cyndi Blair, Lauren Meldrum, Margaret Tietze, Brandy Carlson, Marcia VandenBerg, Susan Plotts, Andre Williams, Joy VanderVen

Guests: None

MINUTES

It was moved by Ms. Thomas, seconded by Mr. Nash, to approve the minutes of the March 23, 2018, meeting as written.

MOTION CARRIED.

ITEMS FOR CONSIDERATION

A. Approval of Expenditures for March 2018

It was moved by Mr. Engle, seconded by Ms. Thomas, to approve expenditures for the month ending March 31, 2018, in the total amount of \$5,161,239.32.

MOTION CARRIED.

B. Interim Analysis of Expenditures

Ms. Carlson presented the expenditures for the month of March 2018 noting that HealthWest is 4.8% under budget.

C. Interim Analysis of Revenues

Ms. Carlson presented the Interim Analysis of Revenues through March 31, 2018. There was nothing unusual to report.

D. Interim Balance Sheets of March 2018

Ms. Carlson presented the Interim Balance Sheets of March 2018, noting that there was a negative cash balance of (\$1,872,691) for Fund 2220. Fund 7930 has a positive cash balance of \$367,424.03.

E. HealthWest Expenditures Financial Statement

Ms. Carlson presented the HealthWest Expenditure report for March 2018 which shows the estimated true variance to date of \$16,029. Expenditures are under budget to date.

F. Finance Update – Fees and Inpatient Summary

The Substance Abuse Fee Report has a positive total variance of \$421,060 through the month of March 2018. 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 (\$1,760,792) through the month of March 2018. 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 (\$388,838) 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 (\$1,705,910). Contingencies of (\$380,405) have been made to recognize risk management activities (such as the implementation of the CANS and ANSA assessments and contract rate negotiations). That would leave us with a net negative variance of approximately (\$1,325,505) after the first six months 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 (\$2,849,934) 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)	(883,844)
Medicaid (Healthy Michigan)	(1,351,911)
Medicaid (Autism)	(164,745)
State General Fund	(449,430)

H. Month End Projection Trends

Ms. Carlson presented the month-end projection trends for board member review.

I. Medicaid Eligibles by Program

Ms. Carlson presented the Medicaid Eligibles trends for HM, DAB, and TANF for board member review.

J. Approval of the Appointment of Mr. Jason Coleman to the HealthWest Recipient Rights Advisory Committee

It was moved by Ms. Thomas, seconded by Mr. Nash, to confirm the appointment of Mr. Jason Coleman as a member of the HealthWest Recipient Rights Advisory Committee effective May 01, 2018.

MOTION CARRIED.

K. Approval of the Appointment of Ms. Stephanie Umlor to the HealthWest Recipient Rights Advisory Committee

It was moved by Ms. Thomas, seconded by Mr. Engle, to confirm the appointment of Ms. Stephanie Umlor as a member of the HealthWest Recipient Rights Advisory Committee effective May 01, 2018.

MOTION CARRIED.

L. Approval to Extend the Contract with TBD Solutions LLC

It was moved by Ms. Thomas, seconded by Mr. Engle, to authorize the HealthWest Executive Director to sign a third amendment to revise the contract language to extend the contract with TBD Solutions LLC for professional services to provide Human Resources Consultative Review, effective June 22, 2016, through September 30, 2018, or upon project completion (whichever comes first), with the consultant hours for this project capped at 255 hours (\$38,250.00), not including expenses.

MOTION CARRIED.

M. Approval to Sign Contract with Shannon Cohen, Inc.

It was moved by Ms. Thomas, seconded by Mr. Engle, to provide training sessions with the BOOM leadership team, effective May 1, 2018, through September 30, 2018, at \$4,000.00 (\$2,200.00 at in-kind).

MOTION CARRIED

N. Authorization to Approve the Position Changes for FY 2018 County Budget

It was moved by Ms. Thomas, seconded by Mr. Engle, to approve the position changes as outlined on the submitted Position Changes for FY2018 County Budget.

MOTION CARRIED

O. Authorization to Sign Contract with National Council for Behavioral Health

It was moved by Mr. Nash, seconded by Mr. Engle, to authorize the HealthWest Executive Director to sign a contract with National Council of Behavioral Health for Strategic Planning, Project Management and Ongoing Consultation and Support, effective April 1, 2018, through September 30, 2018, up to \$20,000.00 to be fully funded out of the Juvenile Urgent Response Team Grant.

MOTION CARRIED

P. Authorization to Sign Contract with the Association for Children's Mental Health

It was moved by Mr. Engle, seconded by Ms. Thomas, to authorize the HealthWest Executive Director to sign a contract with Association for Children's Mental Health (ACMH) to provide parent leadership camp, parent engagement training and consultation effective May 1, 2018, through September 30, 2018, at \$5,000.00 to be funded through the System of Care Grant.

MOTION CARRIED

OLD BUSINESS

There was no old business.

NEW BUSINESS

Mr. Snider and Ms. Rupp reported on discussion at the LRE meeting yesterday regarding the TANF and DABS populations and how the difference in state reimbursement has affected finances within the region.

COMMUNICATIONS

There were no communications.

DIRECTOR'S COMMENTS

Ms. Rupp gave an update on the progress and challenges ahead with implementing the 298 pilot.

AUDIENCE PARTICIPATION

There was no audience participation.

ADJOURNMENT

There being no further business to come before the committee, the meeting adjourned at 8:48 a.m.

Respectfully,

Janet Thomas
Committee Vice Chairperson

JT/jvv

**PRELIMINARY MINUTES
To be approved at the Finance Meeting of
May 18, 2018**