



Agenda

TO: HealthWest Board Members
FROM: Janet Thomas, Chair, via Julia Rupp, Executive Director
SUBJECT: Full Board Meeting
May 25, 2018
8:00 AM – Mental Health Center, Board Room B

- 1) Call to Order
- 2) Approval of Minutes of April 27, 2018 (Previously Forwarded) Action
- 3) Committee Reports
 - A) Nominating Committee (Attachment #1) Action
 - B) Finance Committee (Attachment #2) Action
- 4) Items for Consideration
 - A) *Authorization to reclassify the General Psychiatrist position (X41703) to a Mid-Level Practitioner (Attachment #3)* Action
 - B) *Authorization to reclassify the Registered Nurse position (N65023) to a Community Care Coordinator (Pay Grade HX290) and approve creating two (2) new Community Health Worker positions (pay grade HX00210). (Attachment #4)* Action
- 5) Old Business
- 6) New Business
- 7) Communication
 - A) Director's Report (Attachment #5) Information
- 8) Audience Participation
- 9) Adjournment Action

/ab
c: County Administration

HEALTHWEST

FULL BOARD MEETING MINUTES

May 25, 2018

8 a.m.

Mental Health Center

CALL TO ORDER

The regular meeting of the Full Board was called to order by Chair Thomas at 8:02 a.m.

ROLL CALL

Members Present: Janet Thomas, Dr. Remington Sprague, John Schrier, Marvin Engle
Charles Nash, Stephanie Umlor, Jeff Fortenbacher, John Snider, II, Cheryl
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Members Excused: Audra Mahan, Jason Coleman

Others Present: Julia Rupp, Cyndi Blair, Brandy Carlson, Margaret Tietze, Amber Berndt,
Dave McElfish, Marcia Vandenburg, Susan Plotts, Judy Cohen

Guests: Jeff Labun

MINUTES

It was moved by Dr. Sprague, seconded by Mr. Engle, to approve the minutes of the April 27, 2018, meeting as written.

MOTION CARRIED.

COMMITTEE REPORTS

Nominating Committee via Janet Thomas

HWB-085 – It was moved by Mr. Schrier, seconded by Dr. Sprague, to nominate Janet Thomas as Chair of the HealthWest Board.

MOTION CARRIED.

HWB-086 - It was moved by Mr. Schrier, seconded by Dr. Sprague, to nominate Cheryl Natte as Vice-Chair of the HealthWest Board.

MOTION CARRIED.

HWB-087 - It was moved by Mr. Schrier, seconded by Dr. Sprague, to nominate I. John Snider II as Treasurer of the HealthWest Board.

MOTION CARRIED.

HWB-088 - It was moved by Mr. Schrier, seconded by Dr. Sprague, to nominate Jeff Fortenbacher as Secretary of the HealthWest Board.

MOTION CARRIED.

Finance Committee via John Snider

HWB-089 – It as moved by Mr. Snider, seconded by Mr. Nash, To authorize the HealthWest Executive Director to sign Amendment No. 2 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.

HWB-090 - It as moved by Mr. Snider seconded by Mr. Nash, to authorize the HealthWest Executive Director to sign a purchase of service agreement with the Muskegon Area Intermediate School District to provide Applied Behavior Analysis Services, Community Living Supports Services, and Skill-Building Services to children/adolescents in all MAISD school districts, effective May 14, 2018 through September 30, 2018.

MOTION CARRIED.

HWB-091 – It was moved by Mr. Snider, seconded by Mr. Nash, to authorize to amend the Mental Health FY2018 Budget proposed to the County of Muskegon from \$64,760,186 up to \$66,823,551 for both revenues and expenditures.

MOTION CARRIED.

HWB-092 – It was moved by Mr. Snider, seconded by Mr. Nash, to approve expenditures for the month ending April 30, 2018, in the total amount of \$5,582,017.00.

MOTION CARRIED.

HWB-093 – It was moved by Mr. Snider, seconded by Mr. Nash, to approve HealthWest FY2019 Budget proposed to the County of Muskegon in the amount of \$66,276,251.00 for both revenues and expenditures.

MOTION CARRIED.

HWB-094 – It was moved by Mr. Snider, seconded by Mr. Nash, to approve the pay rate for the County personnel transfer.

MOTION CARRIED.

ITEMS FOR CONSIDERATION

Authorization to reclassify a psychiatrist position to a mid-level practitioner.

HWB-095 - It was moved by Mr. Engle, seconded by Mr. Schrier, to authorize the reclassification of position X41703 from a General Psychiatrist to a Mid-Level Practitioner (Pay Grade HX00445/\$44.907 - \$55.971).

MOTION CARRIED.

Authorization to reclassify an RN position to a Community Care Coordinator and approval to create two Community Health Worker positions.

HWB-096 - It was moved by Mr. Engle, seconded by Mr. Nash, To authorize the reclassification of position N65023 from a Registered Nurse to a Community Care Coordinator (Pay Grade HX290) and approve creating two (2) new Community Health Worker positions (pay grade HX00210).

MOTION CARRIED with Mr. Fortenbacher abstaining.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Ms. Rupp introduced the new Interim Director of the LRE, Jeff Labun to the HealthWest Board. He discussed briefly the LREs strategies moving forward and the State's ability to step in to cover the

funding issues. They have submitted this risk plan to the state and are still waiting for a response. A brief overview was given of the LREs submission for an RFP for a management firm.

COMMUNICATION

Director's Report
(See Attached)

AUDIENCE PARTICIPATION

There was no audience participation.

ADJOURNMENT

There being no further business to come before the board, the meeting adjourned at 8:35 a.m.

Respectfully,

Janet Thomas
Board Chair

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PRELIMINARY MINUTES
To be approved at the Full Board Meeting of June 29, 2018

HEALTHWEST
NOMINATING COMMITTEE REPORT TO BOARD
via Janet Thomas, Chair

1. The Nominating Committee met on April 27, 2018.
- * 2. It was recommended, and I move, to nominate Janet Thomas as Chair of the HealthWest Board.
- * 3. It was recommended, and I move, to nominate Cheryl Natte as Vice-Chair of the HealthWest Board.
- * 4. It was recommended, and I move, to nominate I. John Snider II as Treasurer of the HealthWest Board.
- * 5. It was recommended, and I move, to nominate Jeff Fortenbacher as Secretary of the HealthWest Board.

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HEALTHWEST

FINANCE COMMITTEE REPORT TO THE BOARD

via John Snider, Vice Chairperson

1. The Finance Committee met on May 18, 2018.
- * 2. It was recommended, and I move, to approve expenditures for the month ending April 30, 2018, in the total amount of \$5,582,017.
- * 3. It was recommended, and I move, to authorize the Executive Director to sign the amendment to the contract between MDHHS and HealthWest for managed mental health supports and services.
- * 4. It was recommended, and I move, to authorize the HealthWest Executive Director to sign a purchase of service agreement with MAISD.
- * 5. It was recommended, and I move, to authorize the amendment of the FY2018 HealthWest Budget.
- * 6. It was recommended, and I move, to approve the FY2019 HealthWest Budget.
- * 7. It was recommended, and I move, to approve the pay rate for the County personnel transfer.

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REQUEST FOR HEALTHWEST BOARD CONSIDERATION AND AUTHORIZATION

COMMITTEE Full Board	BUDGETED X	NON BUDGETED	PARTIALLY BUDGETED
REQUESTING DIVISION	REQUEST DATE May 25, 2018	REQUESTOR SIGNATURE Julia Rupp	
<u>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</u>			
<p>Request to reclass a General Psychiatrist (X41703) to a Mid-Level Practitioner</p> <p>HealthWest requests approval to reclass a vacant General Psychiatrist position (X41703, Pay Grade HX00650/\$90.341 - \$115.156) to a mid-level practitioner (Pay Grade HX00445/\$44.907 - \$55.971). HealthWest currently has three vacant general psychiatrist positions and we believe reclassing one of them to a mid-level practitioner will allow us more flexibility to recruit for this critical vacancy.</p>			
<u>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</u>			
I move to authorize the reclassification of position X41703 from a General Psychiatrist to a Mid-Level Practitioner (Pay Grade HX00445/\$44.907 - \$55.971).			
COMMITTEE DATE	COMMITTEE APPROVAL _____ Yes _____ No _____ Other		
BOARD DATE	BOARD APPROVAL _____ Yes _____ No _____ Other		

REQUEST FOR HEALTHWEST BOARD CONSIDERATION AND AUTHORIZATION

COMMITTEE Full Board	BUDGETED X	NON BUDGETED	PARTIALLY BUDGETED
REQUESTING DIVISION Administration	REQUEST DATE May 25, 2018	REQUESTOR SIGNATURE Julia Rupp	
<u>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</u>			
<p><i>Position Request - CMS State Innovation Model (SIM) Initiative</i></p> <p>In 2015, the Centers for Medicare and Medicaid Services (CMS) awarded the State of Michigan \$70 million over 4 years to test and implement an innovative model for delivering and paying for health care in the state. A major focus area has been strengthening connections among providers of clinical care and community-based organizations that address social determinants of health through the creation of Community Health Innovation Regions. Muskegon County is one of five regions (CHIRs) that receives funding under this initiative. As part of the approved operations plan for the CHIR project HealthWest has been funded for three positions. The scope of work attributed to these positions is as described in detail below.</p> <p><u>Request for two (2) Community Health Worker positions</u></p> <p>HealthWest is requesting the approval for two (2) Community Health Workers (Pay Grade HX00210/\$20.79-\$26.169). While these positions will be funded through the CHIR for 2 years, it is anticipated that they will be sustained through the 298 pilot projects. While there are CHWs throughout the community, these CHWs will be targeted to high ED utilizers and those with high behavioral health needs, many co-occurring conditions and social needs. The identified target populations are persons with Substance Use Disorders and youth. As with all CHW positions, their role is to work with individuals who may not be cared for by, or have trouble accessing, traditional medical and social service interventions. Community Health Workers will be responsible for ensuring that culturally diverse populations and underserved communities receive the proper medical attention and connections to social services and other interventions addressing the social determinants of health. This position will address identified risk areas and facilitate the access and coordination of needed services that are culturally and linguistically appropriate and provide them within a trauma informed framework.</p> <p><u>Request to Reclass a Registered Nurse to a Community Care Coordinator</u></p> <p>HealthWest is requesting approval to reclassify a Registered Nurse (Position N65023) to a Community Care Coordinator (Pay Grade HX290/\$25.005 - \$31.557). This position has the same job functions as the Community Health Workers (explained above) and will provide clinical supervision to the Community Health Workers. Do to quick time lines, this staff has already begun in this position and we have replaced her former position with a new staff person.</p>			
<u>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</u>			
I move to authorize the reclassification of position N65023 from a Registered Nurse to a Community Care Coordinator (Pay Grade HX290) and approve creating two (2) new Community Health Worker positions (pay grade HX00210).			
COMMITTEE DATE	COMMITTEE APPROVAL _____ Yes _____ No _____ Other		
BOARD DATE	BOARD APPROVAL _____ Yes _____ No _____ Other		

Mission Statement: To be a leader in integrated behavioral health care, inspiring hope and wellness in partnership with individuals, families, and the community.

~Julia Rupp

Dental Clinic

The dental clinic is progressing nicely. It is still on target for completion the first week in June. If any Board members are interested in a tour let us know and someone will be happy to show you around.

Core Solutions / EHR

TBD Solutions has been called in to assist with project planning with Core Solutions for the implementation of the new electronic health record. Members from both the TBD and Core teams are meeting to determine who will complete what tasks in order to prevent duplicate efforts. We're currently working on identifying which forms/documents are being used with what processes and SUD data migration. We're still on target for an August 1st completion date.

Audit

The Compliance Audit has been completed and a draft report has been received with no findings. Final report to come.

Shared County Staff

Karen Smith from Brookhaven has started with us and will be a shared employee with County Finance 50/50.

Credentialing

We are now fully credentialed with Priority Health, Meridian, Molina, Humana, the Blues, Access Health, Medicare and all Medicare products.

We are in the process of credentialing with Optum, United Healthcare, Tricare and Aetna. Our paperwork is in, we are just waiting on the insurance companies to complete our application.

We are still in the process of credentialing all necessary staff with CHAMPS.

Accounts Receivable

We have completed all back log work and are now working on cleaning up A/R.

All BCN authorizations are in place, claims were billed and paid. Authorizations will no longer be necessary after June 1, 2018.

Counties of Financial Responsibility (COFRs) - Our billing staff recently took over the COFR billing. We have received payment on claims dating back to last Fall from Allegan county in the amount of over \$34,000.00. We have also billed out all old claims from other counties and we are receiving payments on these. We also set up electronic billing to Summit Pointe and have billed over \$15,000.00 in claims out to them. Centra is also being set up for electronic billing. Hopefully this will assist us in obtaining payments from other counties in a more timely manner.

Drug Court

Pam Beane, who is currently sitting on the executive planning committee, is working on the completion of two drug court grants. Submission will happen in the next two weeks with the goal of having a felony recovery court by October 2018.

Recon: Veteran Resilience Conference

May 31st: 7:00a.m. - 5:00 p.m. at the Frauenthal Center

What is it and who should attend? The resilience conference is focused on veteran, family, and community resilience and anyone interested in supporting Veterans or gaining skills to grow resilience are invited to attend.

The founder of the Adverse Childhood Experiences study, Dr. Vincent Felitti, will be one of two keynote speakers and will present from 11:30 - 12:50. Registration is free and lunch is provided. Register at <http://healthwest.net/event/recon-veteran-resilience-conference/>.

MI Bridges Portal Training

On June 13th HealthWest will train approximately 100 staff in the new MI Bridges Portal. The number has been capped by DHHS so we've had to limit the training to only case workers, supports coordinators and assistants, peers, and select finance staff. Staff will become "Navigators" in order to better assist consumers with applying for and maintaining their DHHS benefits online.

MAT Funding

HealthWest was given additional money to fund two projects: \$180,000 to provide Vivitrol (MAT) in the jail and we also are receiving \$50,000 to assist in paying for transportation to Medication Assisted Treatment. We are earmarking some of this money to help people receive treatment out of County as our current MAT resources have waiting lists.

LRE Update

Bids have been received in response to the RFP issued by the LRE for management of the PIHP. HMA screened them for minimum qualifications and the three bidders who met minimum qualifications are being evaluated by a team put together by the LRE. A decision should be made in about two weeks. Once this bidder is selected they will begin to transition into management by July 1 with full management by October 1. Due to the delay in the 298 Pilot implementation we will continue to be a member of Lakeshore Regional Entity, likely until October of 2019.

298 Update

The 298 Leadership group (CEOs of CMHs, Health Plans and the MDCH 298 Leadership Staff) meets two times a month. We have asked the project leader and MDCH to prioritize completion of a detailed project plan so that we may involve additional staff in work groups on working through the many details. As we have learned over the last several weeks, this is extremely complicated and will take several months to work through all the detail. The priorities for the 298 leadership group are the financing and the delegation of managed care functions. These will be the topics covered in June. We had a meeting yesterday with Milliman (the firm that does the rate setting for managed care in Michigan) to discuss current structure and process of rate setting for the behavioral health carve out and the differences in how the rate setting is done currently for the health plan's managed care responsibilities. It was primarily an informational session for the Health Plans to understand those processes. We asked about the timeline for establishing rates for the pilot. As they are currently busy with rate setting for next fiscal year, they will not start to look at the pilot rates until the fall. We will need an opportunity to work collectively with the health plans to inform this process as it will be much different from how rates are currently determined (per eligible per month per enrolled member per month).