



Revised Agenda

TO: HealthWest Board Members

FROM: Janet Thomas, Chair, via Julia Rupp, Executive Director

SUBJECT: Full Board Meeting
June 29, 2018
8:00 AM – Mental Health Center, Board Room B

- 1) Call to Order
- 2) Approval of Minutes of May 25, 2018 (Previously Forwarded) Action
- 3) Committee Reports
 - A) Program/Personnel Committee (Attachment #1) Action
 - B) Recipient Rights Advisory Committee (Attachment #2) Action
 - C) Finance Committee (Attachment #3) Action
- 4) Items for Consideration
 - A) *Authorization to Meet in Closed Session Under Section 8 (a) of the Open Meetings Act to Discuss the Executive Director's Annual Performance Evaluation* (Evaluation Summary To be Distributed) Action
 - B) *Authorization to End Closed Session and Return to Open Meeting* Action
 - C) *Authorization to Contract with Julia Rupp as HealthWest Executive Director* (Attachment #4) Action
 - D) *Authorization to Amend the 2018 HealthWest Pay Grades as Presented to the Program/Personnel Committee on June 15, 2018* (Attachment #5) Action
 - E) *Authorization to contract with Beacon Specialized Living Services* (Attachment #6) Action

- F) *Authorization to add one (1) new seasonal transporter position for Family Court and two (2) new hourly transporter positions for Clubhouse*
(Attachment #7) Action

- G) *Authorization to Contract with Gina Magri, LMSW, for the provision of Outpatient Mental Health Therapy Services for adults and children*
(Attachment #8) Action

- 5) Old Business

- 6) New Business

- 7) Communication
 - A) Director's Report
(To be distributed) Information

 - B) LRE Board Member Requirements Information

- 8) Audience Participation

- 9) Adjournment Action

- /ab

- c: County Administration

HEALTHWEST

FULL BOARD MEETING MINUTES

June 29, 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 8:00 a.m.

ROLL CALL

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

Members Excused: Audra Mahan

Others Present: Julia Rupp, Brandy Carlson, Margaret Tietze, Amber Berndt, Dave McElfish,
Marcia Vandenberg, Judy Cohen

Guests:

MINUTES

It was moved by Dr. Sprague, seconded by Mr. Engle, to approve the minutes of the May 25, 2018, meeting as written.

MOTION CARRIED.

COMMITTEE REPORTS

Program/Personnel Committee via Cheryl Natte

HWB-097 – It was moved by Ms. Natte, seconded by Mr. Engle, to authorize the HealthWest Executive Director to sign a contract with TBD Solutions LLC for professional services to provide activities to support a timely, high-quality application for the FY 2018 SAMHSA Certified Community Behavioral Health Clinic (CCBHC) Expansion Grant opportunity, effective June 1, 2018 through July 9, 2018, or upon project completion (whichever comes first), at the rate of \$150.00 per hour for seventy-five hours plus expenses, for a cost not to exceed \$15,000.00.

MOTION CARRIED.

HWB-098 – It was moved by Ms. Natte, seconded by Mr. Engle, to authorize the implementation of the 2018 HealthWest Pay Grades in Attachment 2a and the position changes as outlined on Attachment 2b. Effective July 8, 2018 or as soon as the County can make the changes.

MOTION CARRIED.

HWB-099 - It was moved by Ms. Natte, seconded by Mr. Engle, to authorize the reclassification of the Mental Health Comptroller (X54401, Pay Grade HX-00390) to Mental Health Billing Manager (Pay Grade HX-00390) and the Clerk II (N18003, Pay Grade HO-00060) to Grants Manager (HX-00390), effective 6/29/18.

MOTION CARRIED.

HWB-100 – It was moved by Ms. Natte, seconded by Mr. Engle, to authorize HealthWest to implement the Mobile Crisis On-Call model for all programs effective July 8, 2018.

MOTION CARRIED.

HWB-101 – It was moved by Ms. Natte, seconded by Mr. Engle, to authorize the implementation of the “Resignation or Retirement of Direct Care Staff” policy attached, effective July 1, 2018.

MOTION CARRIED.

HWB-102 – It was moved by Ms. Natte, seconded by Mr. Engle, to authorize the HealthWest Executive Director to sign a First Amendment to the contract with TBD Solutions LLC, effective September 1, 2017 through September 30 2018, or upon project completion (whichever comes first), with the language changes noted above, for a cost not to exceed \$24,000.00 plus expenses.

MOTION CARRIED.

The following motion was mistakenly moved for deletion and later brought back to the agenda.
HWB-103 – It was moved by Ms. Natte, seconded by Dr. Sprague, to authorize the reclassification of a full-time Mental Health Worker (XMO7503/Pay Grade MN-00030)) to a full-time LPN/Resident Care Supervisor (pay grade NO-00210), effective 6/29/18.

MOTION CARRIED.

Recipient Rights Advisory Committee via John Schrier

HWB-104 – It was moved by Mr. Schrier seconded by Ms. Umlor, to accept the Recipient Rights report for the month of April/May 2018.

MOTION CARRIED.

HWB-105 – It was moved by Mr. Schrier seconded by Ms. Umlor, to accept the Recipient Rights Semi-Annual report from 10/01/17 – 03/31/18.

MOTION CARRIED

Finance Committee via John Snider

HWB-106 – It as moved by Mr. Snider, seconded by Mr. Engle, to approve expenditures for the month ending May 31, 2018, in the total amount of \$5,735,581.

MOTION CARRIED.

HWB-108 – It was moved by Mr. Snider, seconded by Mr. Engle, to authorize the HealthWest Executive Director to contract with Beacon Specialized Living Services to provide Specialized Residential Services at the Twin Lake, Blue Lake, and The Lodge Homes, effective June 11, 2018 through September 30, 2018, with no increase to Beacon’s FY 2018 projected expenditure for these services.

MOTION CARRIED.

HWB-109 – It was moved by Mr. Snider, seconded by Mr. Engle, to approve the enclosed list of changes/additions to HealthWest contractual purchases from Flatrock Manor, Cherry Health, Cornerstone I, Cornerstone II, and Harbor Hall, Inc. for FY 2018 with no change to the current budget approved by the HealthWest Board on May 25, 2018 required to meet these needs.

MOTION CARRIED.

HWB-110 – It was moved by Mr. Snider, seconded by Mr. Engle, to contract with Touchstone Recovery of Michigan for the funding of SUD recovery housing, effective June 1, 2018 through September 30, 2019, at the rate of \$25.15 a day with all utilities covered, for a maximum cost of \$15,000.00.

MOTION CARRIED.

HWB-111 – It was moved by Mr. Snider, seconded by Mr. Engle, to authorize the HealthWest Executive Director to contract with Turning Leaf Residential Rehabilitation Services to provide authorized Supported Independent Living (SIL) services in their newly revised programs, effective July 1, 2018 through September 30, 2018, with no change to their current projected expenditure for FY 2018.

MOTION CARRIED.

HWB-112 - It was moved by Mr. Snider, seconded by Mr. Engle, to authorize the HealthWest Executive Director to sign a lease agreement with the Whitehall District Schools for the use of a classroom office space and occasional building common areas such as the gymnasium, for a cost of \$450.00 per month from the date of execution of this agreement, expected to be June 1, 2018 through June 30, 2019, with a projected expenditure of \$5,400.00.

MOTION CARRIED.

HWB-113 - It was moved by Mr. Snider, seconded by Mr. Engle, to authorize the HealthWest Executive Director to sign contracts with Doctor's Behavioral Health, LLC, RiverCrest Specialty Hospital, LLC, and Neuropsychiatric Hospital of Indianapolis, LLC for Adult Inpatient Services, effective May 15, 2018 through September 30, 2018, at the rate of \$1,020.00 per day for all three hospitals.

MOTION CARRIED.

HWB-114 - It was moved by Mr. Snider, seconded by Mr. Engle, to authorize the HealthWest Executive Director to contract with Savory and Spice, LLC for a total of \$5,175.00 from June 18, 2018 through August 9, 2018.

MOTION CARRIED.

HWB-115 – It was moved by Mr. Snider, seconded by Mr. Engle, contract with Reliance Community Care Partners to complete OBRA assessment processes for HealthWest individuals in care, effective July 1, 2018 through September 30, 2019, at rates consistent with Region 3 CMHSPs who also use this agency to complete their OBRA assessments.

MOTION CARRIED.

ITEMS FOR CONSIDERATION

Motion to Amend Wage and Salary Reclassification Motion #098-P

HWB-119 – It was moved by Dr. Sprague, seconded by Mr. Engle, to authorize the amended changes to Motion 098-P, previously approved by the Program/Personnel Committee on June 15, 2018 and as outlined in the revised attachments 5a and 5b and remains effective July 8, 2018 or as soon as the County can make the necessary changes.

MOTION CARRIED.

Authorization to Contract with Beacon Specialized Living Services

HWB-120 - It was moved by Mr. Fortenbacher, seconded by Ms. Umlor, to authorize the HealthWest Executive Director to contract with Beacon Specialized Living Services to provide authorized Supported Independent Living (SIL) services in their newly revised program, effective July 1, 2018 through September 30, 2018, with no change to their current projected expenditure for FY 2018.

MOTION CARRIED.

Authorization to add 1 new Seasonal Transporter and 2 new Hourly Transporter Positions

HWB-121 - It was moved by Dr. Sprague, seconded by Mr. Engle, to authorize one (1) new seasonal transporter position (Wage Grade HO-00160/Cost Center 7316) and two (2) new hourly transporter positions (Wage Grade HO-00160/Cost Center 7137) to the FY 2018 County Budget.

MOTION CARRIED.

Authorization to Contract with Gina Magri as an Outpatient Therapist

HWB-122 – It was moved by Mr. Schrier, seconded by Ms. Umlor, to authorize the HealthWest Executive Director to sign a contract with Gina Magri, LMSW, for the provision of Outpatient Mental Health Therapy Services for adults and children, effective July, 16, 2018 through September 30, 2019, at a rate of \$70.00 per hour, for a maximum projected expenditure of \$132,300.00 for a 14.5 month contract.

MOTION CARRIED.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

COMMUNICATION

A. Director's Report
(See Attached)

B. LRE Board Member Requirements

The LRE has one vacancy that the HealthWest Board is responsible for filling. HealthWest needs to present them with two candidates and they will then decide which candidate will sit on their Board. We had two candidates chosen and one decided they were no longer interested. Margaret O'Toole from The ARC is currently the only candidate we have applying at this time and she represents the DD population which is an area the LRE Board is lacking in. Once we find a second candidate we will bring both candidates to the HealthWest Board for review.

AUDIENCE PARTICIPATION

There was no audience participation.

CLOSED SESSION

Authorization to Move into a Closed Session to Discuss the Performance Evaluation of the HealthWest Executive Director.

HWB-116 – It was moved by Chair. Thomas, seconded by Mr. Schrier, to meet in closed session at the request of Ms. Rupp under section 8 (a) of the Open Meetings Act, to openly discuss the annual performance evaluation of the HealthWest Executive Director at 8:27 a.m..

Roll Call:

Yes: Janet Thomas, Cheryl Natte, John Schrier, Jeff Fortenbacher, Stephanie Umlor, Marv Engle, John Snider, Dr. Rem Sprague, Jason Coleman, Charles Nash

No: None

Not Present: Audra Mahan

MOTION CARRIED.

Open Session was returned to order at 8:58 a.m.

Motion to Contract with Julia Rupp as HealthWest Executive Director

HWB-118 - It was moved by Mr. Engle, seconded by Dr. Sprague, to approve the continued appointment of Julia Rupp as the Executive Director of HealthWest effective April 2, 2018 to April 2, 2021, and authorizes the HealthWest Board Chairperson, Janet Thomas, to sign the employment agreement.

MOTION CARRIED.

ADJOURNMENT

There being no further business to come before the board, the meeting adjourned at 9:00 a.m.

Respectfully,

Janet Thomas
Board Chair

/ab

***PRELIMINARY MINUTES
To be approved at the Full Board Meeting of July 27, 2018***

HEALTHWEST

PROGRAM/PERSONNEL COMMITTEE REPORT TO THE BOARD

Via Cheryl Natte, Committee Chair

1. The Program/Personnel Committee met on Friday, June 15, 2018.
- * 2. It was recommended, and I move to authorize the Executive Director to sign a contract with TBD Solutions LLC for professional services to provide activities to support a timely, high-quality application for the FY 2018 SAMHSA Certified Community Behavioral Health Clinic (CCBHC) Expansion Grant opportunity, effective June 1, 2018 through July 9, 2018, or upon project completion (whichever comes first), at the rate of \$150.00 per hour for seventy-five hours plus expenses, for a cost not to exceed \$15,000.00.
- * 3. It was recommended, and I move, to authorize the implementation of the 2018 HealthWest Pay Grades in Attachment 2a and the position changes as outlined on Attachment 2b. Effective July 8, 2018 or as soon as the County can make the changes.
- * 4. It was recommended, and I move, to authorize the reclassification of the Mental Health Comptroller (X54401, Pay Grade HX-00390) to Mental Health Billing Manager (Pay Grade HX-00390) and the Clerk II (N18003, Pay Grade HO-00060) to Grants Manager (HX-00390), effective 6/29/18.
- * 5. It was recommended, and I move, to authorize HealthWest to implement the Mobile Crisis On-Call model for all programs effective July 8, 2018.
- * 6. It was recommended, and I move, to authorize the implementation of the "Resignation or Retirement of Direct Care Staff" policy attached, effective July 1, 2018.
- * 7. It was recommended, and I move, to authorize the HealthWest Executive Director to sign a First Amendment to the contract with TBD Solutions LLC, effective September 1, 2017 through September 30 2018, or upon project completion (whichever comes first), with the language changes noted above, for a cost not to exceed \$24,000.00 plus expenses.
- * 8. It was recommended, and I move, to authorize the reclassification of a full-time Mental Health Worker (XMO7503/Pay Grade MN-00030) to a full-time LPN/Resident Care Supervisor (pay grade NO-00210), effective 6/29/18.

/ab

HEALTHWEST

PROGRAM/PERSONNEL MEETING MINUTES

June 15, 2018
8 a.m.
Mental Health Center

CALL TO ORDER

The regular meeting of the Program/Personnel Committee was called to order by Chair Natte at 8:02 a.m.

ROLL CALL

Members Present: Cheryl Natte, Janet Thomas, John Schrier

Members Excused:

Add'l Board Members Present: Stephanie Umlor, Jason Coleman

Others Present: Susan Plotts, Judy Cohen, Larry Spataro, Marcia Vandenburg, Cyndi Blair, Margaret Tietze, Gina Schaner

Guests: Zachary Stepanovich

MINUTES

It was moved by Mr. Schrier, seconded by Ms. Thomas, to approve the minutes of the April 13, 2018 meeting as written.

MOTION CARRIED.

ITEMS FOR CONSIDERATION

Authorization to Sign Contract with TBD Solutions to assist with the SAMHSA/CCBHC Grant Application

It was moved by Ms. Thomas, seconded by Mr. Schrier, to authorize the Executive Director to sign a contract with TBD Solutions LLC for professional services to provide activities to support a timely, high-quality application for the FY 2018 SAMHSA Certified Community Behavioral Health Clinic (CCBHC) Expansion Grant opportunity, effective June 1, 2018 through July 9, 2018, or upon project completion (whichever comes first), at the rate of \$150.00 per hour for seventy-five hours plus expenses, for a cost not to exceed \$15,000.00.

MOTION CARRIED.

Authorization to Approve the 2018 HealthWest Pay Grades

It was moved by Ms. Thomas, seconded by Mr. Schrier, to authorize the implementation of the 2018 HealthWest Pay Grades in Attachment 2a and the position changes as outlined on Attachment 2b. Effective July 8, 2018.

MOTION CARRIED with amendment.

Motion should read: Effective July 8, 2018 or as soon as the county can make the change.

Authorization to Reclass the Mental Health Comptroller and the Clerk II Positions

It was moved by Ms. Thomas, seconded by Mr. Schrier, to authorize the reclassification of the Mental Health Comptroller (X54401, Pay Grade HX-00390) to Mental Health Billing Manager (Pay Grade HX-00390) and the Clerk II (N18003, Pay Grade HO-00060) to Grants Manager (HX-00390), effective 6/29/18.

MOTION CARRIED.

Authorization to Implement the Mobile Crisis On-Call Model for all HealthWest Programs

It was moved by Ms. Thomas, seconded by Mr. Schrier, to implement the Mobile Crisis On-Call model for all programs effective July 8, 2018.

MOTION CARRIED.

Authorization to Implement the “Resignation or Retirement of Direct Care Staff” Policy

It was moved by Ms. Thomas, seconded by Mr. Schrier to authorize the implementation of the “Resignation or Retirement of Direct Care Staff” policy attached, effective July 1, 2018.

MOTION CARRIED.

Authorization to amend the contract with TBD Solutions LLC

It was moved by Mr. Schrier, seconded by Ms. Thomas, to authorize the HealthWest Executive Director to sign a First Amendment to the contract with TBD Solutions LLC, effective September 1, 2017 through September 30, 2018, or upon project completion (whichever comes first), with the language changes noted above, for a cost not to exceed \$24,000.00 plus expenses.

MOTION CARRIED.

Authorization to Reclass a Mental Health Worker Position to a LPN/Resident Care Supervisor Position.

It was moved by Ms. Thomas, seconded by Mr. Schrier, to authorize the reclassification of a full-time Mental Health Worker (XMO7503/Pay Grade MN-00030)) to a full-time LPN/Resident Care Supervisor (pay grade NO-00210), effective 6/29/18.

MOTION CARRIED.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Mr. Schrier inquired about the process for evaluation of the Executive Director. Committee Members would like to hold a closed session around the anniversary hire date of the Executive Director to discuss the results both with the Director and in the presence of the Full Board. This will be done in a closed session following the next Full Board meeting which takes place on June 29th.

COMMUNICATION

Mr. Zachary Stepanovich, the new Recipient Rights Officer at Mercy Health, was welcomed by Chair Natte.

DIRECTOR'S COMMENTS

There was no participation from the Director.

AUDIENCE PARTICIPATION

There was no audience participation.

ADJOURNMENT

There being no further business to come before the board, the meeting adjourned at 8:21 a.m.

/ab

***PRELIMINARY MINUTES
To be approved at the Program Meeting of
August 17, 2018***

HEALTHWEST
RECIPIENT RIGHTS ADVISORY COMMITTEE
REPORT TO THE BOARD

via John Schrier, Committee Chairperson

1. The Recipient Rights Advisory Committee met on June 15, 2018.
- * 2. It was recommended, and I move, to accept the Recipient Rights report for the month of April/May 2018.
- * 3. It was recommended, and I move, to accept the Recipient Rights Semi-Annual report from 10/01/17 – 03/31/18.

/gs

HEALTHWEST

RECIPIENT RIGHTS ADVISORY COMMITTEE MEETING MINUTES

Friday, June 15, 2018

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 Mr. Schrier, Committee Chair, at 8:21 a.m.

ROLL CALL

Members Present: John Schrier, Cheryl Natte, Stephanie Umlor, Jason Coleman, Janet Thomas

Members Excused: None

Others Present: Marcia Vandenburg, Amber Berndt, Margaret Tietze, Larry Spataro, Susan Plotts, Gina Schaner, Dave McElfish, Judy Cohen

Guests: Zachary Stepanovich

APPROVAL OF MINUTES

It was moved by Ms. Umlor, seconded by Ms. Natte, to approve the minutes of the April 13, 2018 meeting as written.

MOTION CARRIED.

ITEMS FOR CONSIDERATION

Motion to Accept Recipient Rights Report for April and May 2018

It was moved by Mr. Coleman, seconded by Ms Umlor, to approve the Recipient Rights Report for April and May 2018.

MOTION CARRIED.

For the months of April and May 2018 there were 54 HealthWest and 103 provider employees trained:

Rights Updates HealthWest	43
Rights Updates Provider	54
New Employee Training HealthWest/Contracted	10
New Employee Training Provider	39
SUD Recipient Rights Orientation HealthWest	1
SUD Recipient Rights Orientation Provider	10
MDHHS Roundtable	2

RROAM	
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For the months of April and May 2018 there were 664 incident reports and 17 rights allegations.

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

There were a total of five deaths reported in April and May 2018.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

COMMUNICATIONS

There was no new communications.

DIRECTOR'S COMMENTS

There was no Director participation.

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,

Mr. John Schrier
HealthWest Rights Advisory Committee Chair

/ab

HEALTHWEST**FINANCE COMMITTEE REPORT TO THE BOARD****via John Snider, Vice Chairperson**

1. The Finance Committee met on June 22, 2018.
- * 2. It was recommended, and I move, to approve expenditures for the month ending May 31, 2018, in the total amount of \$5,735,581.
- * 3. It was recommended, and I move, to authorize the HealthWest Executive Director to contract with Beacon Specialized Living Services to provide Specialized Residential Services at the Twin Lake, Blue Lake, and The Lodge Homes, effective June 11, 2018 through September 30, 2018, with no increase to Beacon's FY 2018 projected expenditure for these services.
- * 4. It was recommended, and I move, to approve the enclosed list of changes/additions to HealthWest contractual purchases from Flatrock Manor, Cherry Health, Cornerstone I, Cornerstone II, Harbor Hall, Inc., and GuardianTrac for FY 2018, with no change to the current budget approved by the HealthWest Board on May 25, 2018 required to meet these needs.
- * 5. It was recommended, and I move, to contract with Touchstone Recovery of Michigan for the funding of SUD recovery housing, effective June 1, 2018 through September 30, 2019, at the rate of \$25.15 a day with all utilities covered, for a maximum cost of \$15,000.00.
- * 6. It was recommended, and I move, to authorize the HealthWest Executive Director to contract with Turning Leaf Residential Rehabilitation Services to provide authorized Supported Independent Living (SIL) services in their newly revised programs, effective July 1, 2018 through September 30, 2018, with no change to their current projected expenditure for FY 2018.
- *7. It was recommended, and I move, to authorize the HealthWest Executive Director to sign a lease agreement with the Whitehall District Schools for the use of a classroom office space and occasional building common areas such as the gymnasium, for a cost of \$450.00 per month from the date of execution of this agreement, expected to be June 1, 2018 through June 30, 2019, with a projected expenditure of \$5,400.00.
- *8. It was recommended, and I move, to authorize the HealthWest Executive Director to sign contracts with Doctor's Behavioral Health, LLC, RiverCrest Specialty Hospital, LLC, and Neuropsychiatric Hospital of Indianapolis, LLC for Adult Inpatient Services, effective May 15, 2018 through September 30, 2018, at the rate of \$1,020.00 per day for all three hospitals.
- *9. It was recommended, and I move, to authorize the HealthWest Executive Director to contract with Savory and Spice, LLC for a total of \$5,175.00 from June 18, 2018 through August 9, 2018.

- *10. It was recommended, and I move, to authorize the HealthWest Executive Director to contract with Reliance Community Care Partners to complete OBRA assessment processes for HealthWest individuals in care, effective July 1, 2018 through September 30, 2019, at rates consistent with Region 3 CMHSPs who also use this agency to complete their OBRA assessments.

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HEALTHWEST

FINANCE COMMITTEE MEETING MINUTES

Friday, June 22, 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 Chair Snider at 8:01a.m.

ROLL CALL

Committee Members Present: Marvin Engle, John Snider, Jeff Fortenbacher, Janet Thomas

Committee Members Excused: Charles Nash, Dr. Remington Sprague

Add'l Board Members Present: None

Also Present: Julia Rupp, Cyndi Blair, Sam Wolff, Brandy Carlson, Marcia Vandenberg, Susan Plotts, Amber Berndt, Dave McElfish,

Guests: None

MINUTES

It was moved by Ms. Thomas, seconded by Mr. Fortenbacher, to approve the minutes of the May 18, 2018, meeting as written.

MOTION CARRIED.

ITEMS FOR CONSIDERATION

A. Approval of Expenditures for May 2018

It was moved by Mr. Engle, seconded by Ms. Thomas, to approve expenditures for the month ending May, 2018, in the total amount of \$5,735,581.

.MOTION CARRIED.

B. Interim Analysis of Expenditures

Ms. Carlson presented the expenditures for the month of May 2018 noting that HealthWest is 6.0% under budget.

C. Interim Analysis of Revenues

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

D. Interim Balance Sheets of May 2018

Ms. Carlson presented the Interim Balance Sheets of May 2018, noting that there was a negative cash balance of (\$2,739,415.30) for Fund 2220. Fund 7930 has a positive cash balance of \$378,387.66.

E. HealthWest Expenditures Financial Statement

Ms. Carlson presented the HealthWest Expenditure report for May 2018 which shows the estimated true variance to date of \$391,084. Expenditures are under budget to date.

F. Finance Update – Fees and Inpatient Summary

The Substance Abuse Fee Report has a negative total variance of (\$75,262) through the month of May 2018. It should be noted that this variance report is based on the budget approved by the HealthWest Board during the month of May 2018.

The Other Fees Report has a negative total variance of (\$2,717,853) through the month of May 2018. The variance report is based on the budget approved by the HealthWest Board during the month of May 2018.

The Inpatient Summary Report indicates a positive variance to date of \$156,236 for Community Inpatient, which is based on the budget approved by the HealthWest Board during the month of May 2018.

G. Budget Variance Analysis Report

Our projected budget variance, based on the budget approved by the HealthWest Board during the month of May 2018 is a little over (\$2,024,386). Contingencies of \$421,943 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 (\$1,602,443) after the first eight 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 (\$2,853,320) 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)	(1,283,215)
Medicaid (Healthy Michigan)	(1,040,501)
Medicaid (Autism)	(126,796)
State General Fund	(402,807)

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. Authorization to Sign contract with Beacon Specialized Living Services to Open up 3 Additional Homes for Placement

It was moved by Ms. Thomas, seconded by Mr. Fortenbacher, to authorize the HealthWest Executive Director to contract with Beacon Specialized Living Services to provide Specialized Residential Services at the Twin Lake, Blue Lake, and The Lodge Homes, effective June 11, 2018 through September 30, 2018, with no increase to Beacon's FY 2018 projected expenditure for these services.

MOTION CARRIED.

K. Authorization to Approve Contract Changes with Flatrock Manor, Cherry Health, Cornerstone I, Cornerstone II, Harbor Hall, Inc., and GuardianTrac

It was moved by Mr. Engle, seconded by Mr. Fortenbacher, to approve the enclosed list of changes/additions to HealthWest contractual purchases from Flatrock Manor, Cherry Health, Cornerstone I, Cornerstone II, Harbor Hall, Inc., and GuardianTrac for FY 2018, with no change to the current budget approved by the HealthWest Board on May 25, 2018 required to meet these needs.

MOTION CARRIED.

L. Authorization to Sign Contract with Touchstone Recovery of Michigan for the Funding of SUD Recovery Housing

It was moved by Ms. Thomas, seconded by Mr. Engle, to contract with Touchstone Recovery of Michigan for the funding of SUD recovery housing, effective June 1, 2018 through September 30, 2019, at the rate of \$25.15 a day with all utilities covered, for a maximum cost of \$15,000.00.

MOTION CARRIED.

M. Authorization to Sign Contract with Turning Leaf Residential Rehabilitation Services

It was moved by Mr. Engle, seconded by Ms. Thomas, to authorize the HealthWest Executive Director to contract with Turning Leaf Residential Rehabilitation Services to provide authorized Supported Independent Living (SIL) services in their newly revised programs, effective July 1, 2018 through September 30, 2018, with no change to their current projected expenditure for FY 2018.

MOTION CARRIED.

N. Authorization to Sign a Lease Agreement with Whitehall District Schools

It was moved by Ms. Thomas, seconded by Mr. Engle, to authorize the HealthWest Executive Director to sign a lease agreement with the Whitehall District Schools for the use of a classroom office space and occasional building common areas such as the gymnasium, for a cost of \$450.00 per month from the date of execution of this agreement, expected to be June 1, 2018 through June 30, 2019, with a projected expenditure of \$5,400.00.

MOTION CARRIED.

O. Authorization to Sign Contracts with Doctor's Behavioral Health, LLC, RiverCrest Specialty Hospital, LLC, and Neuropsychiatric Hospital of Indianapolis, LLC.

It was moved by Mr. Engle, seconded by Ms. Thomas, to authorize the HealthWest Executive Director to sign contracts with Doctor's Behavioral Health, LLC, RiverCrest Specialty Hospital, LLC, and Neuropsychiatric Hospital of Indianapolis, LLC for Adult Inpatient Services, effective May 15, 2018 through September 30, 2018, at the rate of \$1,020.00 per day for all three hospitals.

MOTION CARRIED.

P. Authorization to Sign Contract with Savory and Spice

It was moved by Mr. Engle, seconded by Ms. Thomas, to authorize the HealthWest Executive Director to contract with Savory and Spice, LLC for a total of \$5,175.00 from June 18, 2018 through August 9, 2018.

MOTION CARRIED.

Q. Authorization to Sign Contract with Reliance Community Care Partners

It was moved by Mr. Engle, seconded by Ms. Thomas, to authorize the HealthWest Executive Director to contract with Reliance Community Care Partners to complete OBRA assessment processes for HealthWest individuals in care, effective July 1, 2018 through September 30, 2019, at rates consistent with Region 3 CMHSPs who also use this agency to complete their OBRA assessments.

MOTION CARRIED.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

COMMUNICATIONS

- A. The Compliance Report for FY 2017 was not discussed.
- B. A copy of the motion from last week's Program/Personnel Committee was provided to members of the Finance Committee. It was noted that this has since been revised and will be brought to Full Board for an amended motion.

DIRECTOR'S COMMENTS

Cherry Street Clinic

While we are increasing the Cherry Street contract by \$1 million dollars in this motion, we just learned this week that they have almost \$2 million they have not billed us for yet. They currently have a waiting list and have no space to build. Their rapid growth is what is getting them in trouble. They bill through Ottawa's billing system. Claims are being rejected for various reasons such as missing birth date, etc. and those claims aren't ever making it back to us for processing. Once they fix errors those bills will be processed. There is SUD funding out there, specifically for opiate treatment. Julia is confident that funding will come through to make up these deficits. MFC and Hackley Community Care are also working on providing MAT and if they are prescribing, this will also save us dollars. We will continue to work on the billing issues with Cherry Street.

LRE

The LRE held an Executive Committee meeting yesterday. They announced that Scott Gillman is no longer the CEO at Network 180. The LRE voted to start negotiations with Beacon Services to provide management services for the LRE. Julia is very hopeful with their choice. The State is also very happy with the decision. Although they are just hearing of the most recent deficit numbers of Network 180 which is more than double their original estimate.

Rates

The actuaries added a new geographic factor for two specific codes mid-year and because of that, instead of receiving the \$7 million we were supposed to receive, we're only supposed to receive \$2 million for the region. CMHs who benefited from it, are those who didn't need it or had a positive risk pool already. The state is now asking the actuaries to take a second look at it.

AUDIENCE PARTICIPATION

There was no audience participation.

ADJOURNMENT

There being no further business to come before the committee, the meeting adjourned at 9:03 a.m.

Respectfully,

John Snider
Committee Chairperson

JS/ab

**PRELIMINARY MINUTES
To be approved at the Finance Meeting of
July 20, 2018**

The County of Muskegon will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities who want to attend the meeting upon twenty-four hours notice to the County of Muskegon. Individuals with disabilities requiring auxiliary aids or services should contact the County of Muskegon by writing or calling the following: Administration, Hall of Justice, Fourth Floor, 990 Terrace Street, Muskegon, Michigan 49442, (231) 724-6505. TDD- (231) 722-4103.

REQUEST FOR HEALTHWEST BOARD CONSIDERATION AND AUTHORIZATION

COMMITTEE Full Board	BUDGETED X	NON BUDGETED	PARTIALLY BUDGETED
REQUESTING DIVISION HealthWest Board	REQUEST DATE June 29, 2018	REQUESTOR SIGNATURE Janet Thomas, Chairperson	
<u>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</u>			
<p>As the employment contract for the Executive Director of HealthWest is authorized and approved by the HealthWest Board, approval is requested for the HealthWest Board Chairperson, Janet Thomas, to sign the contract with Julia Rupp, Executive Director of HealthWest, effective April 2, 2018, and terminating April 2, 2021, subject to the early termination provision of this contract.</p>			
<u>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</u>			
<p>The HealthWest Board moves to approve the continued appointment of Julia Rupp as the Executive Director of HealthWest effective April 2, 2018 to April 2, 2021, and authorizes the HealthWest Board Chairperson, Janet Thomas to sign the employment agreement.</p>			
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 HealthWest	REQUEST DATE 6/29/2018	REQUESTOR SIGNATURE Julia Rupp																						
<u>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</u>																								
<p>Authorization is being requested to amend Motion 098-F, previously approved by the Program/Personnel Committee on June 15, 2018. Amended changes are listed in bold within the body of the original motion below.</p> <p>Request to approve and implement TBD's Compensation & Job Class Recommendations</p> <p>HealthWest contracted with TBD Solutions to conduct a compensation study to evaluate the market competitiveness of HealthWest's pay grades and the accuracy of position placement within those pay grades. Goals of this project include:</p> <ol style="list-style-type: none"> 1. Market competitive pay grades 2. Ensure Job classifications are placed in the correct pay grade 3. Reduce the number of job classifications (150 job classes, reduced to 45) 4. Standardize Exempt/Non-exempt status for similar positions <p>TBD conducted a compensation analysis using the Michigan Association of Community Mental Health Boards 2017 salary survey. In addition, TBD conducted face-to-face interviews with staff to ensure they fully understood the scope of the jobs being analyzed. Recommended pay grades for HealthWest are included in <u>Attachment 2a</u> and specific position changes are included in <u>Attachment 2b</u>.</p> <p>Implementing the new pay grades will include positions being reclassified, or moved from one pay grade to another, as well as adjustments to pay grades, impacting all staff in those pay grades. Reclassed positions could move to higher or lower pay grades. Employees in positions being moved to lower pay grades will have their salary frozen until their new pay grade catches up to their pay rate. Employees being reclassified to a higher pay grade or having their pay grade adjusted will be placed on the pay grade per County Personnel Rules. Finally, some positions will move from non-exempt to exempt status with this change.</p> <p>The cost for implementing the new pay grades is as follows:</p> <table> <thead> <tr> <th></th> <th><u>Changes</u></th> <th><u>Previous Motion</u></th> </tr> </thead> <tbody> <tr> <td>Annual cost of position reclasses:</td> <td>\$153,731</td> <td>(\$142,149)</td> </tr> <tr> <td>Annual cost of pay grade adjustments:</td> <td>\$ 94,022</td> <td>(\$ 78,270)</td> </tr> <tr> <td>Total Annual Cost</td> <td>\$247,753</td> <td>(\$220,420)</td> </tr> </tbody> </table> <p>This cost is offset by the following:</p> <table> <tbody> <tr> <td>Position Eliminations (8 positions):</td> <td>\$440,654</td> <td>(\$364,185)</td> </tr> <tr> <td>\$250 lump sum instead of 1% increase in Dec 2017</td> <td>\$ 85,600</td> <td>(\$ 85,600)</td> </tr> <tr> <td>Total Savings</td> <td>\$526,254</td> <td>(\$449,785)</td> </tr> </tbody> </table>					<u>Changes</u>	<u>Previous Motion</u>	Annual cost of position reclasses:	\$153,731	(\$142,149)	Annual cost of pay grade adjustments:	\$ 94,022	(\$ 78,270)	Total Annual Cost	\$247,753	(\$220,420)	Position Eliminations (8 positions):	\$440,654	(\$364,185)	\$250 lump sum instead of 1% increase in Dec 2017	\$ 85,600	(\$ 85,600)	Total Savings	\$526,254	(\$449,785)
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<u>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</u>																								
<p>I move to authorize the amended changes to Motion 098-P, previously approved by the Program/Personnel Committee on June 15, 2018 and as outlined in the revised attachments 5a and 5b and remains effective July 8, 2018 or as soon as the County can make the necessary changes.</p>																								
COMMITTEE DATE	COMMITTEE APPROVAL _____ Yes _____ No _____ Other																							
BOARD DATE	BOARD APPROVAL _____ Yes _____ No _____ Other																							

Classification & Pay Grade Recommendations for HealthWest

Class Spec Name	Working Job Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
Administrative Specialist I - HO-00070		12.580	13.094	13.644	14.183	14.768	15.391			
		\$26,166	\$27,236	\$28,380	\$29,501	\$30,717	\$32,013			
	Autism Program Office Assistant									
	MH Medical Records Specialist									
	Crises Residential Housekeeping & Dietary Worker									
Maintenance Worker I (U) - GU-00150		12.440	12.990	13.620	14.240	14.820	15.440	16.110	16.810	17.520
		\$25,875	\$27,019	\$28,330	\$29,619	\$30,826	\$32,115	\$33,509	\$34,965	\$36,442
	Building Maintenance Mechanic I									
Administrative Specialist II - HO-00135		14.892	15.506	16.161	16.846	17.581	18.344			
		\$30,976	\$32,253	\$33,614	\$35,040	\$36,569	\$38,154			
	Accounting Technician/HealthWest									
	Consumer Information Specialist/ Relationships Coordinator									
	Secretary/HealthWest									
Clinical Specialist I - HO-00160		14.431	15.103	15.815	16.560	17.343	18.167			
		\$30,016	\$31,414	\$32,895	\$34,445	\$36,073	\$37,787			
	Behavior Analysis Technician									
	Consumer Affairs Specialist									
	Juvenile Justice Mentor									
	Medical Assistant									
	Mental Health Coordinator									
	Parent Outreach Specialist									
	Parent Support Partner									
	Peer Mentor									
	Peer Support Specialist									
	Recovery Coach									
	Speech & Language Services Coordinator									
	Youth Mentor									
	Youth Peer Support Specialist									
	Mental Health Worker - Hourly - HM-00030		14.980	15.680	16.420	17.190	18.030	18.860		
		\$31,158	\$32,614	\$34,154	\$35,755	\$37,502	\$39,229			
Mental Health Worker - Hourly										

Classification & Pay Grade Recommendations for HealthWest

Class Spec Name	Working Job Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
Mental Health Worker FT (U) - MN-00030		15.200	15.920	16.670	17.450	18.300	19.140			
		\$31,616	\$33,114	\$34,674	\$36,296	\$38,064	\$39,811			
	Mental Health Worker FT (U)									
Clinical Specialist II - HO-00170		15.982	16.674	17.401	18.160	18.960	19.788			
		\$33,243	\$34,682	\$36,194	\$37,773	\$39,437	\$41,159			
	Behavior Technician Mentor									
	CMH Clubhouse Rehab Specialist									
	Mental Health Coordinator (CADC)									
	Supports Coordinator Assistant									
	Supports Coordinator Asst-Youth									
Administrative Supervisor I - HO-00180		15.751	16.501	17.280	18.095	18.960	19.845			
		\$32,762	\$34,322	\$35,942	\$37,638	\$39,437	\$41,278			
	Client Information Supervisor									
Individual Placement & Support Workers FT - HO-00280		17.231	18.046	18.934	19.811	20.751	21.734			
		\$35,840	\$37,536	\$39,383	\$41,207	\$43,162	\$45,207			
Administrative Specialist III - HO-00210		17.280	18.095	18.960	19.845	20.790	21.763			
		\$35,942	\$37,638	\$39,437	\$41,278	\$43,243	\$45,267			
	Crisis Stabilization Program Assistant									
	Property Specialist Assistant									
	Recipient Rights and Training Coordinator									
Administrative Supervisor II - HO-00210		17.280	18.095	18.960	19.845	20.790	21.763			
		\$35,942	\$37,638	\$39,437	\$41,278	\$43,243	\$45,267			
	Health Information Supervisor									
LPN/Resident Care Supervisor - HO-00210		17.280	18.095	18.960	19.845	20.790	21.763			
		\$35,942	\$37,638	\$39,437	\$41,278	\$43,243	\$45,267			
	LPN/Resident Care Supervisor									

Classification & Pay Grade Recommendations for HealthWest

Class Spec Name	Working Job Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
Clinical Specialist III - HO-00218		18.095	18.960	19.845	20.790	21.763	22.778			
		\$37,638	\$39,437	\$41,278	\$43,243	\$45,267	\$47,378			
	Occupational Therapy Assistant Physical Therapy Assistant									
Clinical Specialist IV - HX-00150		18.869	19.760	20.695	21.667	22.675	23.767			
		\$39,248	\$41,101	\$43,046	\$45,067	\$47,164	\$49,435			
	Case Manager/JJ									
	Case Manager/MI									
	Crisis Residential Activity Specialist									
	Employment Coordinator									
	Housing Specialist									
	Integrated Health Care Coordinator									
	Lead Family Contact									
	Medical Technician									
	Supports Coordinator/ACT									
	Supports Coordinator/BH									
	Supports Coordinator/CBS									
	Supports Coordinator/DD									
	Supports Coordinator/DD-Youth									
	Supports Coordinator/HBS									
	Supports Coordinator/MI-Correctional									
	Supports Coordinator/TAT									
	Veterans System Navigator									
	Youth Engagement Specialist									
	Administrative Specialist IV - HX-00130		19.000	19.908	20.837	21.830	22.851	23.917		
		\$39,520	\$41,409	\$43,341	\$45,406	\$47,530	\$49,747			
Accountant I/HealthWest										
Human Resources Administrative Specialist										
Executive Assistant										
Mental Health Certified Biller/Coder										
Recipient Rights Advisor Assistant Quality Improvement Project Coordinator										

Classification & Pay Grade Recommendations for HealthWest

Class Spec Name	Working Job Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
Clinical Specialist V - HX-00210		20.790	21.763	22.778	23.871	25.005	26.169			
		\$43,243	\$45,267	\$47,378	\$49,652	\$52,010	\$54,432			
	Case Manager/MI-FPE Level III									
	SIS Assessor I									
	Wraparound Coordinator Community Health Worker									
Administrative Specialist V - HX-00250		22.675	23.767	24.887	26.045	27.326	28.603			
		\$47,164	\$49,435	\$51,765	\$54,174	\$56,838	\$59,494			
	Property Specialist									
	Recipient Rights Advisor									
	Staff Ombudsman Training & Community Resource Specialist									
Master's Level Clinician I - HX-00250		22.675	23.767	24.887	26.045	27.326	28.603			
		\$47,164	\$49,435	\$51,765	\$54,174	\$56,838	\$59,494			
	Behavioral Health Assessor									
	Correctional Services Liaison									
	Crisis Residential Therapist									
	Juvenile M.H. Court Liaison FT									
	Masters Level Clinician									
	Masters Level Clinician/Adult Stabilization									
	Masters Level Clinician/UM									
	Masters Level Clinician/CBS									
	Masters Level Clinician/DD-Youth									
	Masters Level Clinician/HBS									
	Masters Level Clinician/I-DD									
	Masters Level Clinician/JJ									
	Masters Level Clinician/TAT									
	Masters Level Clinician/Home Based Services									
	Masters Level Clinician/IMH									
	Masters Level Clinician/Youth Stabilization									
	SIS Assessor II									
	Clinical Specialist VI - HX-00275		23.633	24.887	26.045	27.326	28.603	30.071		
		\$49,157	\$51,765	\$54,174	\$56,838	\$59,494	\$62,548			
Occupational Therapist										

Classification & Pay Grade Recommendations for HealthWest

Class Spec Name	Working Job Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
	Wraparound Team Lead									
Administrative Manager I - HX-00280		23.871	25.005	26.169	27.425	28.751	30.120			
		\$49,652	\$52,010	\$54,432	\$57,044	\$59,802	\$62,650			
	Client Information Manager									
Administrative Supervisor III - HX-00280		23.871	25.005	26.169	27.425	28.751	30.120			
		\$49,652	\$52,010	\$54,432	\$57,044	\$59,802	\$62,650			
	Mental Health/SUD Claims Supervisor									
	Mental Health Claims Supervisor									
Clinical Supervisor I - HX-00280		23.871	25.005	26.169	27.425	28.751	30.120			
		\$49,652	\$52,010	\$54,432	\$57,044	\$59,802	\$62,650			
	Clinical Services Supervisor/Adult Assessment & Stabilization									
	Clinical Services Supervisor/Youth CBS									
	Clinical Services Supervisor/Youth HBS									
	Clinical Services Supervisor/Youth TAT									
	Clinical Services Supervisor/Adult CBS MI									
	Clinical Services Supervisor/SUD									
	Clinical Services Supervisor/Youth IDD									
	Clinical Services Supervisor/SOC									
	Clinical Services Supervisor/Youth JJ									
	Clinical Services Supervisor/Adult IDD									
	Clinical Services Supervisor/UM									
	Clinical Services Supervisor/Youth Crisis Stabilization Residential Operations									
	Clinical Services Supervisor/Youth Mobile Response & Stabilization									
	Clinical Services Supervisor/ACT									
	Clinical Services Supervisor/Club Interactions									
	Clinical Services Supervisor/Peer Support									
Registered Nurse - HO-00315		23.871	25.005	26.169	27.426	28.751	30.120			
		\$49,652	\$52,010	\$54,432	\$57,046	\$59,802	\$62,650			
	Crisis Residential Nurse									
	Registered Nurse/CMH									

Classification & Pay Grade Recommendations for HealthWest

Class Spec Name	Working Job Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
Administrative Specialist VI - HX-00290		25.005	26.169	27.425	28.751	30.120	31.557			
		\$52,010	\$54,432	\$57,044	\$59,802	\$62,650	\$65,639			
	Quality Improvement Specialist									
	Customer Services Specialist									
	Communications & Social Marketing Coordinator Grants Accounting Specialist									
Clinical Specialist VII - HX-00290		25.005	26.169	27.425	28.751	30.120	31.557			
		\$52,010	\$54,432	\$57,044	\$59,802	\$62,650	\$65,639			
	Certified Infant Mental Health Specialist Community Care Coordinator									
Clinical Supervisor II - HX-00300		26.169	27.425	28.751	30.120	31.557	33.083			
		\$54,432	\$57,044	\$59,802	\$62,650	\$65,639	\$68,813			
	Psychologist/Supervisor									
Masters Level Clinician II - HX00300		26.169	27.425	28.751	30.120	31.557	33.083			
		\$54,432	\$57,044	\$59,802	\$62,650	\$65,639	\$68,813			
	Masters Level Behavior Specialist Psychological First Aid Specialist									
Technician I - HX-00300		26.169	27.425	28.751	30.120	31.557	33.083			
		\$54,432	\$57,044	\$59,802	\$62,650	\$65,639	\$68,813			
	Technology Analyst									
Administrative Supervisor IV HX-00320		28.751	30.120	31.557	33.083	34.678	36.362			
		\$59,802	\$62,650	\$65,639	\$68,813	\$72,130	\$75,633			
	Communications & Marketing Supervisor									
Administrative Manager II - HX-00330		29.177	30.502	31.913	33.392	35.031	36.764			
		\$60,688	\$63,444	\$66,379	\$69,455	\$72,864	\$76,469			
	Network Technology Infrastructure Systems Manager									
	Recipient Rights Officer									
	Data Architect and Analytics Manager									
	Provider Network Manager Mental Health Billing Manager									

Classification & Pay Grade Recommendations for HealthWest

Class Spec Name	Working Job Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
Clinical Manager I - HX-00330		29.177	30.502	31.913	33.392	35.031	36.764			
		\$60,688	\$63,444	\$66,379	\$69,455	\$72,864	\$76,469			
	Clinical Services Manager/IMH/ECMH FT									
	Clinical Services Manager/Crisis Residential Operations									
	Clinical Services Manager/Crisis Residential Clinical Services									
	Clinical Services Manager/Integrated Health									
	Clinical Services Manager/Supported Employment									
Board Certified Behavior Analyst/BCBA - HX-00360		30.120	31.557	33.083	34.678	36.362	38.114			
		\$62,650	\$65,639	\$68,813	\$72,130	\$75,633	\$79,277			
Administrative Manager III - HX-00390		33.169	34.798	36.581	38.308	40.190	42.175			
		\$68,992	\$72,380	\$76,088	\$79,681	\$83,595	\$87,724			
	Project Director/Community Relations Manager									
	Human Resources Manager									
Clinical Manager II -HX-00390		33.169	34.798	36.581	38.308	40.190	42.175			
		\$68,992	\$72,380	\$76,088	\$79,681	\$83,595	\$87,724			
	Clinical Services Manager/ABA-Autism Services									
	Clinical Services Manager/I-DD									
	Clinical Services Manager/MI									
	Senior Psychologist									
	Clinical Services Manager/Transition-Age Youth									
	Clinical Services Manager/Youth Services									

Classification & Pay Grade Recommendations for HealthWest

Class Spec Name	Working Job Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
Director - HX-00410		34.798	36.581	38.308	40.190	42.175	44.257			
		\$72,380	\$76,088	\$79,681	\$83,595	\$87,724	\$92,055			
	Director of ABA/Autism Services									
	Director of Director of UM & SUD									
	Director of Medical Services									
	Director of Quality Improvement									
	Director of Information Systems-HealthWest									
Chief Financial Officer-HealthWest - HX-00436		41.779	43.868	46.061	48.364	50.782	53.077			
		\$86,900	\$91,245	\$95,807	\$100,597	\$105,627	\$110,400			
Chief Administrative Officer-HealthWest - HX-00443		43.510	45.686	47.970	50.369	52.887	55.288			
		\$90,501	\$95,027	\$99,778	\$104,768	\$110,005	\$114,999			
Mid-Level Medical Practitioner - HX-00445		44.907	46.681	48.526	50.972	53.449	55.971			
		\$93,407	\$97,096	\$100,934	\$106,022	\$111,174	\$116,420			
Chief Clinical Officer-HealthWest - HX-00447		46.731	49.068	51.521	54.097	56.802	59.615			
		\$97,200	\$102,061	\$107,164	\$112,522	\$118,148	\$123,999			
Mental Health Executive Director - MD-00010		59.615	62.596	65.577	68.558	71.539	74.519			
		\$123,999	\$130,200	\$136,400	\$142,601	\$148,801	\$155,000			
General Psychiatrist - HX-00650		90.341	94.844	99.566	104.497	109.697	115.156			
		\$187,909	\$197,276	\$207,097	\$217,354	\$228,170	\$239,524			
Child Psychiatrist - HX-00701		94.844	99.566	104.497	109.697	115.156	120.889			
		\$197,276	\$207,097	\$217,354	\$228,170	\$239,524	\$251,449			
Adult/Child/Addictions Psychiatrist - HX-00800		105.766	111.028	116.555	122.358	128.450	134.848			
		\$219,993	\$230,938	\$242,434	\$254,505	\$267,176	\$280,484			
Medical Director - HX-00810		114.590	120.295	126.284	132.574	139.176	146.064			
		\$238,347	\$250,214	\$262,671	\$275,754	\$289,486	\$303,813			

Position Changes for FY 2018 County Budget

Attachment 5b (Amended)

Position Reclassifications

Pos #	Position Title	Current Pay Grade	New Title
N52122	MH Medical Records Specialist FT	HO-00070	Secretary/CMH FT
N52112	MH Medical Records Specialist FT	HO-00070	Secretary/CMH FT
N52106	MH Medical Records Specialist FT	HO-00070	Secretary/CMH FT
N52101	MH Medical Records Specialist FT	HO-00070	Crisis Residential Program Assistant
N71101	Secretary/CMH FT	HO-00105	
N11801	Behavior Technician Mentor FT	HO-00160	
N23301	Consumer Info Specialist/Relationships Coord FT	HO-00160	
N23201	Consumer Affairs Specialist-FT	HO-00168	
N51601	Medical Technician FT	HO-00170	
N76101	Speech & Language Services Coord FT	HO-00170	
N53901	Peer Support Leader FT	HO-00185	Clinical Services Supervisor/Peer Support
N52304	Mental Health Coordinator FT	HO-00195	
N52303	Mental Health Coordinator FT	HO-00195	Mental Health Coordinator/CADC
N60202	Quality Improvement Project Coordinator FT	HO-00210	
N18901	CMH Administrative Assistant FT	HO-00218	Human Resources Administrative Specialist
N19702	CMH Clubhouse Rehab Specialist	HO-00230	
N19704	CMH Clubhouse Rehab Specialist	HO-00230	
N19703	CMH Clubhouse Rehab Specialist	HO-00230	

N19706	CMH Clubhouse Rehab Specialist FT	HO-00230	
N19705	CMH Clubhouse Rehab Specialist Hrly	HO-00230	
N31902	Employment Coordinator FT	HO-00230	
N77505	Supports Coordinator/ACT FT	HO-00230	
N77509	Supports Coordinator/ACT FT	HO-00230	
N77508	Supports Coordinator/ACT FT	HO-00230	
X88401	Supports Coordinator/BH FT	HO-00230	
N60901	Recipient Rights Advisor Assistant FT	HO-00240	
N81301	Training & Com Res Specialist	HO-00280	
N61201	Recipient Rights Advisor FT	HO-00290	
N31006	Emergency Services Therp FT	HO-00300	Masters Level Clinician/Adult Stabilization
N31001	Emergency Services Therp FT	HO-00300	Masters Level Clinician/Adult Stabilization
N31005	Emergency Services Therp FT	HO-00300	Masters Level Clinician/Adult Stabilization
N31004	Emergency Services Therp FT	HO-00300	Masters Level Clinician/Adult Stabilization
N31007	Emergency Services Therp FT	HO-00300	Masters Level Clinician/Adult Stabilization
N31002	Emergency Services Therp FT	HO-00300	Masters Level Clinician/Adult Stabilization
N55601	Property Specialist FT	HO-00300	
N23801	Customer Services Spec/HW FT	HO-00305	
X10901	Case Manager/MI-FPE Level III FT	HX-00215	
X84201	SIS Assessor II FT (Bachelors)	HX-00215	SIS Assessor I
X17702	Clinical Services Supervisor I FT	HX-00240	Clinical Services Supervisor/Club Interactions
X20902	Correctional Services Liaison FT	HX-00240	

X20901	Correctional Services Liaison FT	HX-00240	
X24201	Crisis Residential Therapist FT	HX-00240	
X53321	Masters Level Clinician	HX-00240	
X53315	Masters Level Clinician	HX-00240	
X53317	Masters Level Clinician	HX-00240	
X53311	Masters Level Clinician	HX-00240	
X53302	Masters Level Clinician	HX-00240	
X53304	Masters Level Clinician	HX-00240	
X53306	Masters Level Clinician	HX-00240	
X53309	Masters Level Clinician	HX-00240	
X53331	Masters Level Clinician FT	HX-00240	
X53333	Masters Level Clinician FT	HX-00240	
X53328	Masters Level Clinician FT	HX-00240	
X53330	Masters Level Clinician FT	HX-00240	
X53332	Masters Level Clinician FT	HX-00240	
X53335	Masters Level Clinician FT	HX-00240	
X53334	Masters Level Clinician FT	HX-00240	
X52701	Masters Level Clinician/CBS FT	HX-00240	
X52706	Masters Level Clinician/CBS FT	HX-00240	
X52704	Masters Level Clinician/CBS FT	HX-00240	
X52702	Masters Level Clinician/CBS FT	HX-00240	
X52601	Masters Level Clinician/DD-Youth FT	HX-00240	

X52907	Masters Level Clinician/HBS FT	HX-00240	
X52808	Masters Level Clinician/I-DD FT	HX-00240	
X52801	Masters Level Clinician/I-DD FT	HX-00240	
X52804	Masters Level Clinician/I-DD FT	HX-00240	
X52807	Masters Level Clinician/I-DD FT	HX-00240	
X52805	Masters Level Clinician/I-DD FT	HX-00240	
X51902	Masters Level Clinician/JJ FT	HX-00240	
X51901	Masters Level Clinician/JJ FT	HX-00240	
X53102	Masters Level Clinician/TAT FT	HX-00240	
X53103	Masters Level Clinician/TAT FT	HX-00240	
X53101	Masters Level Clinician/TAT FT	HX-00240	
X52905	Masters Level Clinician-Home Based Services FT	HX-00240	
X52904	Masters Level Clinician-Home Based Services FT	HX-00240	
X52903	Masters Level Clinician-Home Based Services FT	HX-00240	
X52902	Masters Level Clinician-Home Based Services FT	HX-00240	
X52901	Masters Level Clinician-Home Based Services FT	HX-00240	
X52906	Masters Level Clinician-Home Based Services FT	HX-00240	
X53401	Masters Level Clinician-IMH FT	HX-00240	
X53404	Masters Level Clinician-IMH FT	HX-00240	
X53406	Masters Level Clinician-IMH FT	HX-00240	
X53402	Masters Level Clinician-IMH FT	HX-00240	
X53405	Masters Level Clinician-IMH FT	HX-00240	

X75301	Psychological First Aide Spec	HX-00240	
X84101	SIS Assessor I FT (Masters)	HX-00240	Sis Assessor II
X18802	Comm/Social Marketing Coord. FT	HX-00250	
X96701	Wrap-Around Team Lead	HX-00250	
X80101	Quality Improvement Specialist FT	HX-00280	
X80102	Quality Improvement Specialist FT	HX-00280	
X81501	Recipient Rights Officer FT	HX-00280	
X85801	Staff Ombudsman FT	HX-00290	
X20702	Contract Specialst/CMH FT	HX-00300	Provider Network Manager
X24401	Crises Stabilization Operations Spr FT	HX-00300	Clinical Services Manager/Crises Residential Operations
X24101	Crisis Stabilization Supervisor FT	HX-00300	Clinical Services Mabager/Crisis Residential Clinical Services
X44601	Integrated Health Supervisor FT	HX-00300	Clinical Services Manager/Integrated Health
X52402	Master Level Behavior Specialist/BCBA FT	HX-00300	Board Certified Behavior Analyst/BCBA
X46101	Intra/Internet Web Admin	HX-00320	Data Architech and Analytics Manager
X00501	ABA/Autism Services Supervisor FT	HX-00330	Clinical Services Manager/ABA-Autism Services
X00401	ABA/Autism Services Mgr FT	HX-00390	Director of ABA/Autism Services
X18801	Comm/Social Marketing Coord. FT	HX-00250	Communications & Marketing Supervisor
X52403	Master Level Behavior Specialist/BCBA FT	HX-00300	Board Certified Behavior Analyst/BCBA
X52401	Master Level Behavior Specialist/BCBA FT	HX-00300	Board Certified Behavior Analyst/BCBA
X54401	Mental Health Comproller FT	HX-00390	Menal Health Billing Manager

N18003	Clerk II/NB Full Time	HO-00060	Grants Specialist
X85901	Software Technical Systems Manager FT	HX-00330	Director of Information Systems

Title Changes Only

N03301	ACT Administrative/Comm. Team Asst. FT	HO-00170	Supports Coordinator Assistant
X53702	Masters Level Clinician/Access FT	HX-00250	Retitle: Masters Level Clinician/UM
X53704	Masters Level Clinician/Access FT	HX-00250	Retitle: Behavioral Health Assessor
X53701	Masters Level Clinician/Access FT	HX-00250	Retitle: Masters Level Clinician/UM
X53703	Masters Level Clinician/Access FT	HX-00250	Retitle: Masters Level Clinician/UM
X96903	Youth Access Specialist FT	HX-00250	Masters Level Clinician/Youth Stabilization
X96904	Youth Access Specialist FT	HX-00250	Masters Level Clinician/Youth Stabilization
X96901	Youth Access Specialist FT	HX-00250	Masters Level Clinician/Youth Stabilization
X96905	Youth Access Specialist FT	HX-00250	Masters Level Clinician/Youth Stabilization
X16402	Clinical Coordinator/ACT FT	HX-00280	Clinical Services Supervisor/ACT
X52404	Master Level Behavior Specialist/BCBA FT	HX-00300	Master Level Behavior Specialist
X52407	Master Level Behavior Specialist/BCBA FT	HX-00300	Master Level Behavior Specialist
X52408	Master Level Behavior Specialist/BCBA FT	HX-00300	Master Level Behavior Specialist
X52405	Master Level Behavior Specialist/BCBA FT	HX-00300	Master Level Behavior Specialist
X52410	Master Level Behavior Specialist/BCBA FT	HX-00300	Master Level Behavior Specialist
X52406	Master Level Behavior Specialist/BCBA FT	HX-00300	Master Level Behavior Specialist
X52409	Masters Level Behavior Specialist/BCBA FT	HX-00300	Master Level Behavior Specialist
X24901	Data Analyst FT	HX-00300	Technology Analyst
X43505	Info Systems Integrator FT	HX-00300	Technology Analyst

X43504	Info Systems Integrator FT	HX-00300	Technology Analyst
X43507	Info Systems Integrator FT	HX-00300	Technology Analyst
X53201	Manager of Adult Comm Based Services FT	HX-00330	Clinical Services Manager/Supported Employment
X56501	Network Manager/CMH FT	HX-00330	Provider Network Manager
N60201	Quality Improvement Project Coordinator FT	HO-00210	Recipient Rights and Training Coordinator
X54401	Mental Health Comptroller FT	HX-00390	Mental Health Billing Manager
X05601	Adult Assess & Stabilization Supervisor FT	HX-000280	Clinical Services Supervisor/Adult Assessment & Stabilization
X16101	Clinical Services Spr II/CBS FT	HX-000280	Clinical Services Supervisor/Youth CBS
X16102	Clinical Services Spr II/CBS FT	HX-000280	Clinical Services Supervisor/Youth CBS
X15701	Clinical Services Spr II/HBS FT	HX-000280	Clinical Services Supervisor/Youth HBS
X17301	Clinical Services Spr II/TAT FT	HX-000280	Clinical Services Supervisor/Youth TAT
X16301	Clinical Services Spvsr II/ Adult CBS-MI FT	HX-000280	Clinical Services Supervisor/Adult CBS MI
X16302	Clinical Services Spvsr II/ Adult CBS-MI FT	HX-000280	Clinical Services Supervisor/Adult CBS MI
X15301	Clinical Services Super. II/SUD FT	HX-000280	Clinical Services Supervisor/SUD
X17809	Clinical Services Supervisor II FT	HX-000280	Clinical Services Supervisor/Youth IDD
X17810	Clinical Services Supervisor II FT	HX-000280	Clinical Services Supervisor/SOC
X17808	Clinical Services Supervisor II FT	HX-000280	Clinical Services Supervisor/Youth JJ
X17807	Clinical Services Supervisor II FT	HX-000280	Clinical Services Supervisor/Adult CBS MI
X18401	Clinical Services Supervisor II/Adult/I-DD FT	HX-000280	Clinical Services Supervisor/Adult IDD
X18405	Clinical Services Supervisor II/Adult/I-DD FT	HX-000280	Clinical Services Supervisor/Adult IDD
X18404	Clinical Services Supervisor II/Adult/I-DD FT	HX-000280	Clinical Services Supervisor/Adult IDD
X18403	Clinical Services Supervisor II/Adult/I-DD FT	HX-000280	Clinical Services Supervisor/Adult IDD

X18402	Clinical Services Supervisor II/Adult/I-DD FT	HX-000280	Clinical Services Supervisor/Adult IDD
X91901	Utilization Management Supervisor FT	HX-000280	Clinical Services Supervisor/UM
X97401	Youth Crisis Stabilization Operations Supervisor	HX-000280	Clinical Services Supervisor/Youth Crisis Stabilization Operations
X97301	Youth Mobile Response & Stabilization Super FT	HX-000280	Clinical Services Supervisor/Youth Mobile Response & Stabilization
X89501	Transition Age Youth Manager FT	HX-00390	Clinical Services Manager/Transition Age Youth
X97101	Youth Manager FT	HX-00390	Clinical Services Manager/Youth Services
B01001	Mental Health Director	HD00010	Executive Director-HealthWest

Pay Grade Changes

N03101	Accounting Technician/CMH FT	HO-00135	Increased Pay Grade
N03103	Accounting Technician/CMH FT	HO-00135	Increased Pay Grade
N03104	Accounting Technician/CMH FT	HO-00135	Increased Pay Grade
N03105	Accounting Technician/CMH FT	HO-00135	Increased Pay Grade
N03106	Accounting Technician/CMH FT	HO-00135	Increased Pay Grade
N03107	Accounting Technician/CMH FT	HO-00135	Increased Pay Grade
N03108	Accounting Technician/CMH FT	HO-00135	Increased Pay Grade
N03109	Accounting Technician/CMH FT	HO-00135	Increased Pay Grade
N23301	Consumer Info Specialist/Relationships Coord FT	HO-00135	Increased Pay Grade
N52106	MH Medical Records Specialist FT	HO-00135	Increased Pay Grade
N52112	MH Medical Records Specialist FT	HO-00135	Increased Pay Grade
N71101	Secretary/CMH FT	HO-00135	Increased Pay Grade
X01602	Accountant I / CMH FT	HX-00130	Increased Pay Grade

X01603	Accountant I / HW FT	HX-00130	Increased Pay Grade
N18901	CMH Administrative Assistant FT	HX-00130	Increased Pay Grade
X34501	Executive Assistant HW FT	HX-00130	Increased Pay Grade
X54701	MH Certified Biller/Coder FT	HX-00130	Increased Pay Grade
X54702	MH Certified Biller/Coder FT	HX-00130	Increased Pay Grade
N60202	Quality Improvement Project Coordinator FT	HX-00130	Increased Pay Grade
B01001	Mental Health Director	HD00010	Increased Pay Grade
X10601	Case Manager/JJ FT	HX-00150	Eliminate 1st 2 steps of pay grade
X10830	Case Manager/MI 32hrs	HX-00150	Eliminate 1st 2 steps of pay grade
X10801	Case Manager/MI FT	HX-00150	Eliminate 1st 2 steps of pay grade
X10802	Case Manager/MI FT	HX-00150	Eliminate 1st 2 steps of pay grade
X10804	Case Manager/MI FT	HX-00150	Eliminate 1st 2 steps of pay grade
X10805	Case Manager/MI FT	HX-00150	Eliminate 1st 2 steps of pay grade
X10806	Case Manager/MI FT	HX-00150	Eliminate 1st 2 steps of pay grade
X10807	Case Manager/MI FT	HX-00150	Eliminate 1st 2 steps of pay grade
X10808	Case Manager/MI FT	HX-00150	Eliminate 1st 2 steps of pay grade
X10809	Case Manager/MI FT	HX-00150	Eliminate 1st 2 steps of pay grade
X10810	Case Manager/MI FT	HX-00150	Eliminate 1st 2 steps of pay grade
X10811	Case Manager/MI FT	HX-00150	Eliminate 1st 2 steps of pay grade
X10812	Case Manager/MI FT	HX-00150	Eliminate 1st 2 steps of pay grade
X10813	Case Manager/MI FT	HX-00150	Eliminate 1st 2 steps of pay grade
X10814	Case Manager/MI FT	HX-00150	Eliminate 1st 2 steps of pay grade

X10815	Case Manager/MI FT	HX-00150	Eliminate 1st 2 steps of pay grade
X10816	Case Manager/MI FT	HX-00150	Eliminate 1st 2 steps of pay grade
X10817	Case Manager/MI FT	HX-00150	Eliminate 1st 2 steps of pay grade
X10818	Case Manager/MI FT	HX-00150	Eliminate 1st 2 steps of pay grade
X10819	Case Manager/MI FT	HX-00150	Eliminate 1st 2 steps of pay grade
X10820	Case Manager/MI FT	HX-00150	Eliminate 1st 2 steps of pay grade
X10821	Case Manager/MI FT	HX-00150	Eliminate 1st 2 steps of pay grade
X10822	Case Manager/MI FT	HX-00150	Eliminate 1st 2 steps of pay grade
X10823	Case Manager/MI FT	HX-00150	Eliminate 1st 2 steps of pay grade
X10825	Case Manager/MI FT	HX-00150	Eliminate 1st 2 steps of pay grade
X10826	Case Manager/MI FT	HX-00150	Eliminate 1st 2 steps of pay grade
X10827	Case Manager/MI FT	HX-00150	Eliminate 1st 2 steps of pay grade
X10828	Case Manager/MI FT	HX-00150	Eliminate 1st 2 steps of pay grade
X10829	Case Manager/MI FT	HX-00150	Eliminate 1st 2 steps of pay grade
X24301	Crises Residential Activity Specialist FT	HX-00150	Eliminate 1st 2 steps of pay grade
N31902	Employment Coordinator FT	HX-00150	Eliminate 1st 2 steps of pay grade
X43101	Housing Specialist/MI	HX-00150	Eliminate 1st 2 steps of pay grade
X44801	Integrated Health Care Coordinator FT	HX-00150	Eliminate 1st 2 steps of pay grade
X49601	Lead Family Contact FT	HX-00150	Eliminate 1st 2 steps of pay grade
N51601	Medical Technician FT	HX-00150	Eliminate 1st 2 steps of pay grade
X87101	Supports Coordinator/DD FT	HX-00150	Eliminate 1st 2 steps of pay grade
X87102	Supports Coordinator/DD FT	HX-00150	Eliminate 1st 2 steps of pay grade

X87103	Supports Coodinator/DD FT	HX-00150	Eliminate 1st 2 steps of pay grade
X87104	Supports Coodinator/DD FT	HX-00150	Eliminate 1st 2 steps of pay grade
X87106	Supports Coodinator/DD FT	HX-00150	Eliminate 1st 2 steps of pay grade
X87107	Supports Coodinator/DD FT	HX-00150	Eliminate 1st 2 steps of pay grade
X87110	Supports Coodinator/DD FT	HX-00150	Eliminate 1st 2 steps of pay grade
X87111	Supports Coodinator/DD FT	HX-00150	Eliminate 1st 2 steps of pay grade
X87112	Supports Coodinator/DD FT	HX-00150	Eliminate 1st 2 steps of pay grade
X87113	Supports Coodinator/DD FT	HX-00150	Eliminate 1st 2 steps of pay grade
X87114	Supports Coodinator/DD FT	HX-00150	Eliminate 1st 2 steps of pay grade
X87115	Supports Coodinator/DD FT	HX-00150	Eliminate 1st 2 steps of pay grade
X87117	Supports Coodinator/DD FT	HX-00150	Eliminate 1st 2 steps of pay grade
X87118	Supports Coodinator/DD FT	HX-00150	Eliminate 1st 2 steps of pay grade
X87119	Supports Coodinator/DD FT	HX-00150	Eliminate 1st 2 steps of pay grade
X87120	Supports Coodinator/DD FT	HX-00150	Eliminate 1st 2 steps of pay grade
X87121	Supports Coodinator/DD FT	HX-00150	Eliminate 1st 2 steps of pay grade
X87125	Supports Coodinator/DD FT	HX-00150	Eliminate 1st 2 steps of pay grade
X87127	Supports Coodinator/DD FT	HX-00150	Eliminate 1st 2 steps of pay grade
X87128	Supports Coodinator/DD FT	HX-00150	Eliminate 1st 2 steps of pay grade
X86301	Supports Coordinatlr/TAT FT	HX-00150	Eliminate 1st 2 steps of pay grade
X86201	Supports Coordinator DD/Youth	HX-00150	Eliminate 1st 2 steps of pay grade
X86203	Supports Coordinator DD/Youth 32 hours	HX-00150	Eliminate 1st 2 steps of pay grade
X86202	Supports Coordinator DD/Youth FT	HX-00150	Eliminate 1st 2 steps of pay grade

X86204	Supports Coordinator DD/Youth FT	HX-00150	Eliminate 1st 2 steps of pay grade
X86205	Supports Coordinator DD/Youth FT	HX-00150	Eliminate 1st 2 steps of pay grade
X85701	Supports Coordinator MI/Correctional Services FT	HX-00150	Eliminate 1st 2 steps of pay grade
X85702	Supports Coordinator MI/Correctional Services FT	HX-00150	Eliminate 1st 2 steps of pay grade
X85703	Supports Coordinator MI/Correctional Services FT	HX-00150	Eliminate 1st 2 steps of pay grade
N77505	Supports Coordinator/ACT FT	HX-00150	Eliminate 1st 2 steps of pay grade
N77508	Supports Coordinator/ACT FT	HX-00150	Eliminate 1st 2 steps of pay grade
N77509	Supports Coordinator/ACT FT	HX-00150	Eliminate 1st 2 steps of pay grade
X88401	Supports Coordinator/BH FT	HX-00150	Eliminate 1st 2 steps of pay grade
X86101	Supports Coordinator/CBS FT	HX-00150	Eliminate 1st 2 steps of pay grade
X86102	Supports Coordinator/CBS FT	HX-00150	Eliminate 1st 2 steps of pay grade
X86103	Supports Coordinator/CBS FT	HX-00150	Eliminate 1st 2 steps of pay grade
X86104	Supports Coordinator/CBS FT	HX-00150	Eliminate 1st 2 steps of pay grade
X86105	Supports Coordinator/CBS FT	HX-00150	Eliminate 1st 2 steps of pay grade
X86106	Supports Coordinator/CBS FT	HX-00150	Eliminate 1st 2 steps of pay grade
X86107	Supports Coordinator/CBS FT	HX-00150	Eliminate 1st 2 steps of pay grade
X86108	Supports Coordinator/CBS FT	HX-00150	Eliminate 1st 2 steps of pay grade
X86206	Supports Coordinator/DD-Youth FT	HX-00150	Eliminate 1st 2 steps of pay grade
X86207	Supports Coordinator/DD-Youth FT	HX-00150	Eliminate 1st 2 steps of pay grade
X88203	Supports Coordinator/HBS 25 hrs	HX-00150	Eliminate 1st 2 steps of pay grade
X88202	Supports Coordinator/HBS FT	HX-00150	Eliminate 1st 2 steps of pay grade
X86303	Supports Coordinator/TAT FT	HX-00150	Eliminate 1st 2 steps of pay grade

X93101	Veteran's System Navigator FT	HX-00150	Eliminate 1st 2 steps of pay grade
X97201	Youth Engagement Specialist FT	HX-00150	Eliminate 1st 2 steps of pay grade

Position Eliminations

X15101	Clinical Lead FT (not on org chart)	Vacant
X19301	CMH Chief Operating Officer FT (not on org chart)	Vacant
N20801	Com Placement Coordinator FT	Vacant
N24301	Data Support Specialist FT	Vacant
N25002	Delivery Person/NB Full Time	Vacant
N40102	Info Systems Tech II FT	Vacant

REQUEST FOR HEALTHWEST BOARD CONSIDERATION AND AUTHORIZATION

COMMITTEE Full Board	BUDGETED X	NON BUDGETED	PARTIALLY BUDGETED
REQUESTING DIVISION Network Development	REQUEST DATE June 29, 2018	REQUESTOR SIGNATURE Marcia VandenBerg, Contract Specialist	
<u>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</u>			
<p>Authorization is requested for HealthWest to contract with Beacon Specialized Living Services (890 N. 10th Street, Suite 110, Kalamazoo, MI 49009) to provide HealthWest recipients of service with authorized Supported Independent Living (SIL) program services which are being revised and changed to better meet the needs of the IDD/MI populations. The revised contract will be effective from July 1, 2018 through September 30, 2018.</p> <p>Beacon SIL will provide services for residents based upon the identified needs in their Individual Plans of Service. The program has three (3) levels of services and supports including Skill Building and Community Living Supports programming developed for each individual through their Individual Plan of Service. The per diem costs for the new Supported Independent Living program (SIL) includes three (3) individualized levels/rates. Additional ancillary services will be provided as needed and authorized by HealthWest Clinical and Utilization Management staff. Level One (1) is \$88.00 per day, Level Two (2) is \$125.00 per day, and Level Three (3) is \$138.00 per day (which is the highest level of intensity of services). This program will be authorized through the Clinical Consult Committees at HealthWest and reviewed quarterly by the assigned Supports Coordinator and the Utilization Management staff.</p> <p>The projected maximum cost of services at the highest level per individual for one (1) year would be \$50,370.00. At this time the total cost of the program will not exceed the current budget of Beacon Specialized Living Services' current SIL program.</p>			
<u>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</u>			
<p>I move to authorize the HealthWest Executive Director to contract with Beacon Specialized Living Services to provide authorized Supported Independent Living (SIL) services in their newly revised program, effective July 1, 2018 through September 30, 2018, with no change to their current projected expenditure for FY 2018.</p>			
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 Youth Services and Clubhouse	REQUEST DATE June 29, 2018	REQUESTOR SIGNATURE Juila Rupp	
<u>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</u>			
<p>Requesting approval for one seasonal transporter position and two hourly transporter positions</p> <p>HealthWest partners with Muskegon County Family Court in providing services to youth with mental health and substance use issues who enter the Juvenile Justice system. Muskegon Family Court obtained funding through the The Michigan Juvenile Justice Mental Health Court Grant Program for the past three years. This program requires the hiring of a seasonal transporter (Wage Grade HO-00160/Cost Center 7316) to ensure youth attendance in program activities. The seasonal position will be filled from June through August of each year as long as the Family Court has the funding to pay for the position. HealthWest will be 100% reimbursed for the cost of this position by Family Court and this will not add cost to the County General Fund.</p> <p>HealthWest is requesting two (2) hourly transporter positions (Wage Grade HO-00160/Cost Center 7137) for the Clubhouse. HealthWest currently utilizes Clubhouse Rehab Specialists to transport for two hours in the morning and two hours in the afternoon, taking them away from their primary job duties. Two hourly transporter positions would be sufficient to cover the transport of individuals to the Clubhouse, while allowing the Rehab Specialist to focus on their primary job functions. These new positions will not add cost to the County General Fund.</p>			
<u>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</u>			
I move to authorize one (1) new seasonal transporter position (Wage Grade HO-00160/Cost Center 7316) and two (2) new hourly transporter positions (Wage Grade HO-00160/Cost Center 7137) to the FY 2018 County Budget.			
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 June 29, 2018	REQUESTOR SIGNATURE Cyndi Blair, Chief Clinical Officer	
<u>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</u>			
<p>HealthWest Board authorization is requested to contract with Gina Magri, LMSW (2101 Merlin Street, NE, Grand Rapids, MI 49525) as a licensed independent practitioner to provide Outpatient Mental Health Therapy Services for both adults and children on a part-time basis at HealthWest.</p> <p>HealthWest Administration is interested in contracting with master's level clinicians to provide outpatient mental health therapy on a part-time basis with no benefits except for malpractice insurance to cover the time the clinician works for HealthWest.</p> <p>Ms. Magri recently resigned from HealthWest as a full-time employee seeking part-time employment. While employed at HealthWest as a Master's Level Clinician with the Home-Based Services program for youth, Ms. Magri obtained her Department of Health and Human Services training and authorization by the State to use the Trauma Focused Cognitive Behavioral Therapy (TFCBT) evidence-based practice. She is also training to be certified in the Parent Child Interaction Therapy (PCIT) and has two cases currently at HealthWest. Upon her completion of those two cases, Ms. Magri will obtain her final certification and continue serving families with that evidence-based model.</p> <p>Ms. Magri will provide outpatient services 24-30 hours per week at \$70.00/hour (face-to-face contacts only). Ms. Magri will also be paid for her team meetings, trainings, and PCIT supervision time. The effective date of the contract will be mid-July or when she submits her professional liability insurance certificate.</p>			
<u>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</u>			
<p>I move to authorize the HealthWest Executive Director to sign a contract with Gina Magri, LMSW, for the provision of Outpatient Mental Health Therapy Services for adults and children, effective July, 16, 2018 through September 30, 2019, at a rate of \$70.00 per hour, for a maximum projected expenditure of \$132,300.00 for a 14.5 month contract.</p>			
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

New Integrated Health Clinic

Including the Dental Clinic!

The dental clinic is finishing up with the last minute changes. Dr. Joshua, DDS will begin on site August 6th. Front desk staff are currently being trained and they are interviewing for two part-time hygienists. The comprehensive procedures that will be performed in house include regular exams, cleanings, fillings, extraction and anything more invasive like root canals or dentures for example can be performed at the Baker office. Please hold the date of July 20th for an open house to show off our new integrated clinic.

Space Planning

We are working collaboratively with the county to explore all county owned space that may meet our immediate needs, as well as near future needs. The redesign of youth programs to be more evidenced-based will require more office and group space. We are planning for a crisis program for children which will require additional space and we likely will need to relocate all youth staff in the MCEC building to another location. Dave McElfish is in charge of this project and we will continue to update you.

CCBHC-SAMHSA Grant

The grant is due July 9. As you know we are utilizing TBD to assist us. We also have multiple staff working on various pieces of the application. And TBD will assist with continuity with the other 298 pilot sites. The grant amount is 2 million per year for two years. These dollars can be used to support the infrastructure as well as any services in the CCBHC array that is not covered by another payer (jail

services for example). This grant will be highly competitive and a strong application still may not guarantee funding. With that said, if funded it would go a long way to support the 298 pilot.

Electronic Health Record (Core)

Implementation Update

We continue to meet several times a week with CORE staff to keep implementation on track. I have weekly contact with senior staff at Core to resolve issues and keep the project on track. TBD has been very helpful in moving this project forward and keeping both CORE and HealthWest accountable to stick to project plan and meet deadlines. We still expect that we will begin training in August for a full roll out in October. Core understands that while we roll out in the fall we will likely need to make additional adjustments to meet the needs of the pilot as well as changes as a result of the bid out to Beacon for the LRE management. We are managing this very carefully as the implementation has not gone as planned, Core is aware that I have had discussions with another vendor as a back-up plan. They have been very responsive but also seem to be struggling with allocating sufficient resources. Beginning in July they will be invited to participate on work groups with 298. We are the first CMH in Michigan they have as a customer and they are being challenged by the unique structure in this state. They are highly motivated to get this project done as -planned.

Finance Update: IBNR (incurred but not reported)Reports

This is a liability account that we use to track expenses that have been authorized but the claims have not yet been processed. We have processes in place to monitor this for internal services and most providers. We have not had this in place for Substance Use Disorders as these claims are processed through Ottawa county system. Therefore we report expenditures for SUD as the claims are processed. Per contract the provider should report to us if there are problems with their claims so that we can resolve. As reported in the finance committee meeting, we have just been notified by Cherry Street that they have almost 2 million in outstanding claims backdating to the beginning of the fiscal year. If all these claims are processed it would increase our deficit substantially. We have notified the LRE and will be working with them to address this issue as well as Ottawa CMH and WMCMH. We have changed our process so that we now have ability to run IBNR reports for claims that are processed through the Ottawa county claims system. As all these services are Medication Assisted Treatment for Opiates we will also work with LRE to identify non Medicaid sources to cover some of this unexpected deficit. The finance department is reviewing their practices and improving monitoring of all services authorized to ensure we have no more surprises. se in order to keep a better eye on our outstanding expenses.

Update on the Pilot

Last Friday morning I met in Lansing with the state wide advocacy groups (NAMI, MPAC,ARC, etc.) and MDCH regarding 298 with the other 3 CMH Pilot Directors. I believe that the advocates were pleased to hear that we have similar concerns to theirs regarding not disrupting the current system and making sure that client experience of services is not just maintained but improved. We were able to share with them some of our proposed solutions and assure them we are working in good faith with the health plans to improve the system of care.

We have met with MDCH (4 pilot CMHs) on several occasions. We have asked that MDCH begin the transitioning of some processes and responsibilities from the PIHP to the pilot CMHs during next fiscal year rather than wait to make all changes at once on 10/1/2019. We also gave them a plan to manage the unenrolled population they are considering. They are considering our requests and will meet with us in July to discuss further.

The pilot CMH Directors met this week with the board association leadership. We wanted clarify our roles and how we communicate. We acknowledged that the association is often aligned with us on the pilot but not always as they also represent PIHP;s, providers, and advocates. While we all want to improve the system of care for the people we serve we do not always agree how to get there. We agreed to meet regularly to improve communication and be clear where we are aligned and where we are not.

Update with the Lakeshore Regional Entity

Last week at the LRE Executive Meeting they accepted the bid from Beacon and agreed to move forward with negotiations .All 5 directors of the CMHs are members of the negotiation committee; this committee also includes Linda Juarez (board member), Jeff Labun (LRE), Al Jansen and Stan Stek. Per the rfp Beacon would take over management of the LRE by 10/1/2019. Beacon is a good partner with an excellent track record in public private partnerships, they believe very much that we should not give up public governance and also should not give up the CMH management of the network which is the same stance we're trying to take with the 298 Pilot.

The legislature approved a supplemental budget to add about \$7 million dollars to our region. We (HealthWest) continue to meet with providers (especially CLS and residential) to pursue treatment models that are effective and lower costs while improving outcomes. The DD System of Care group is making good progress in this regard.