



PROGRAM AND PERSONNEL COMMITTEE

Thursday, September 9, 2021
8:00 a.m.

376 E. Apple Ave., Muskegon, MI 49442

Program and Personnel Committee Chair: Cheryl Natte
Program and Personnel Committee Vice-Chair: John Schrier

AGENDA

	<u>Disposition</u>
1) Call to Order	Quorum
2) Approval of Minutes of August 13, 2021 meeting as written. (Previously Forwarded)	Action
3) Items for Consideration	
A. Authorization to Make Position Changes as Defined on the Enclosed Motion (Attachment #1 Page 1)	Action
B. Authorization to Implement the HealthWest Pay Grades in the Enclosed Position Change Spreadsheet (Attachment #2 Page 3)	Action
C. Authorization to Approve a Retention Stipend Program for Master's Level Clinicians in both youth home-based services and the access center and Registered Nurses in the Jail (Attachment #3 Page 24)	Action
4) Old Business	Information
5) New Business	
6) Communication	
7) Director's Comments	Information
8) Audience Participation	
9) Adjournment	Action

Main Office

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HealthWest.net

REQUEST FOR HEALTHWEST BOARD CONSIDERATION AND AUTHORIZATION

COMMITTEE Program/Personnel Committee	BUDGETED X	NON-BUDGETED	PARTIALLY BUDGETED
REQUESTING DIVISION Clinical Services	REQUEST DATE September 9, 2021	REQUESTOR SIGNATURE Cyndi Blair, Chief Clinical Officer	
<u>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</u>			
<p>1. HealthWest Board authorization is requested to add five full-time Behavior Analysis Technicians (Wage Grade HO 00160/Cost Center 7319) to the Autism Program. The purpose for this request is because our contract with HGA is coming to an end on 9/30/2021 and we wish to hire the five Behavior Analysis Technicians currently working with our children who work for HGA. The cost of these positions will be covered by the funds that currently pay for the contract with HGA.</p> <p>2. HealthWest Board authorization is requested to increase the Jail Medical Clerical Support Specialist, position N17220 (Wage Grade HO 00070/cost center 7339) from hourly to full-time. The reason for this request is because the workload warrants this position to be full-time. Prior to HealthWest taking over the Jail Medical contract, the position was full-time. When HealthWest created the new positions for Jail Medical, we made the position hourly until we knew there was enough work for the position. We have determined that there is enough work for full-time status. The cost of this position is paid for through the Jail Medical contract.</p> <p>3. HealthWest Board authorization is requested to add two Client Support Specialist/Recovery Coach positions (Wage Grade HO 00160), one to Adult Assessment & Stabilization and one to the Corrections teams. The cost of these positions will be covered by the COVID 19 SUD Block Grant Supplemental funding. HealthWest was approved for these positions to assist with individuals accessing detox and/or residential treatment and individuals exiting jail/prison with the following objectives:</p> <ol style="list-style-type: none"> Engagement during initial assessment process, interim recovery supports leading up to admission and direct assistance in ensuring admission to various SUD level of care treatment options. Serve as main point of contact during a consumer's residential treatment episode; actively participate in continuity of care efforts following detox and residential services. Provide direct support, including transportation as necessary, timely transition to initial appointments and appointments to next level of care (for detox/STR transfers). <p>4. HealthWest Board authorization is requested to change the Interventionist II-32 hour, Position X46610 (Wage Grade HX 00160/Cost Center 7339) to a Interventionist II-25 hour position. The reason for this request is because the employee in this position is working towards an advanced degree and wishes to reduce his work hours.</p> <p>5. HealthWest Board authorization is requested to reclass the Clinical Coordinator, Position X16403 (Wage Grade HX 00210/Cost Center 7339), to a Clinical Services Supervisor (Wage Grade HX 00320/Cost Center 7339). The reason for this request is because the Jail Medical Program is a 24/7 program, which requires many staff to supervise, organize and support. The Manager has several other programs under her responsibility and needs the assistance of a supervisor. This position is already in the budget for the Jail Medical Program.</p>			
<u>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</u>			
I move to authorize the position changes as outlined on the attached Spreadsheet for FY 2021 County Budget, effective September 17, 2021.			
COMMITTEE DATE	COMMITTEE APPROVAL _____ Yes _____ No _____ Other		
BOARD DATE	BOARD APPROVAL _____ Yes _____ No _____ Other		

New Positions

Motion Item #	New Position Title	Budget Org	%	Wage Grade
	Behavior Analysis Techncian-FT	7319	100	HO 00160
	Behavior Analysis Techncian-FT	7319	100	HO 00160
	Behavior Analysis Techncian-FT	7319	100	HO 00160
	Behavior Analysis Techncian-FT	7319	100	HO 00160
	Behavior Analysis Techncian-FT	7319	100	HO 00160
	Client Support Specialist FT	Grant??	100	HO 00160
	Client Support Specialist FT	Grant??	100	HO 00160

Adult Assessment & Stabiliation or Intensive Crisis Stabilization
 Corrections/Jail Medical

Status Changes

Motion Item #	Current position Title	Current Position #	Current Wage Grade	Incumbent Employee	Current Budget Org	%	New Position Title	New Budget Org	%	New Wage Grade
	Clerical Support Specialist hourly	N17220	HO 00070	Stephanie Keller	7338	100	Clerical Support Specialist FT	7338	100%	No change
	Interventionist II-32 hour	X46610	HO 00160	Shawn Forquer	7339	100	Interventionist II-25 hour	7339	100%	No change
										No change
										No change
										No change
										No change

REQUEST FOR HEALTHWEST BOARD CONSIDERATION AND AUTHORIZATION

COMMITTEE Program/Personnel	BUDGETED X	NON-BUDGETED	PARTIALLY BUDGETED
REQUESTING DIVISION Finance	REQUEST DATE September 9, 2021	REQUESTOR SIGNATURE Julia Rupp, Executive Director	
<u>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</u>			
<p>HealthWest Board authorization is requested to adjust the HealthWest Classification and Pay Grades, effective October 1, 2021, to better align with our fellow Community Mental Health (CMH) partners across the State of Michigan.</p> <p>Community Mental Health Association has completed a 2021 Salary and Benefits Survey of 39 CMH partners. This survey looked at not only the position held and job duties but the size of the organization. The survey results are broken down between under \$30 million CMHs and over \$30 million CMHS. We feel that this aligns our salaries to become a closer competitor in our community and within our job market. We will, however, continue to watch the market and survey the market, since this survey was completed pre-COVID. We do not believe that these adjustments alone will address our workforce shortages and are currently surveying our colleagues for direct support positions, case managers and master's level clinician positions. We remain concerned about recruitment and retention for these positions. These job classifications are the majority of our front-line workers and this salary survey does not reflect an increase for these positions as they are in currently in line with the CMHA salary survey (note we raised Master's level Clinicians only in the last 2 months). We anticipate bringing further recommendations to the board once we have additional data.</p> <p>In addition, we are requesting reclassification of 4 positions due to change in duties or qualifications also included on the spreadsheet. The Psychological First Aid Specialist (Position #X75301) is being classed down due to change in qualifications, no longer requiring a master's degree. This is a vacant position. We are requesting reclassifications of filled positions due to increased responsibilities for the IDD Clinical Manager (Position #X22905) to IDD Director, IDD Assistant Clinical Manager (Position #X08401) to IDD Clinical Manager, from Administrative Assistant (position #N03602) to Staff Support Specialist.</p> <p>The total estimated annual effective of this change will be approximately \$734,949; this is only if all of those positions are filled. Please note, there are a few new positions that were created as well.</p> <p>The above changes are highlighted in the attached Pay Grade.</p>			
<u>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</u>			
I move to authorize the HealthWest pay grades and reclassifications in the attached position change spreadsheet, effective October 1, 2021.			
COMMITTEE DATE	COMMITTEE APPROVAL _____ Yes _____ No _____ Other		
BOARD DATE	BOARD APPROVAL _____ Yes _____ No _____ Other		

Pay Grade Name & Number	Class Specification Title	Job Description Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Average Annual Change	
HO-00070 - NON-EXEMPT			13.351	13.895	14.479	15.051	15.671	16.333					
			\$27,770	\$28,902	\$30,116	\$31,306	\$32,596	\$33,973					
	Crises Residential Housekeeping & Dietary Worker											\$ -	
Maintenance Worker I (U) - GU-00150 - NON-EXEMPT			13.200	13.790	14.450	15.110	15.730	16.390	17.100	17.840	18.590		
			\$27,456	\$28,683	\$30,056	\$31,429	\$32,718	\$34,091	\$35,568	\$37,107	\$38,667		
	Building Maintenance Mechanic I											\$ -	
Maintenance Worker II (U) - GU-00240 - NON-EXEMPT			17.700	18.500	19.390	20.280	21.240	22.250	23.270	24.370	25.530		
			\$36,816	\$38,480	\$40,331	\$42,182	\$44,179	\$46,280	\$48,402	\$50,690	\$53,102		
	Building Maintenance Mechanic II											\$ -	
HO-00137 - NON-EXEMPT			15.804	16.455	17.150	17.878	18.658	19.467					
			\$32,872	\$34,226	\$35,672	\$37,186	\$38,809	\$40,491					
	Consumer Information Specialist/ Relationships Coordinator											\$ -	
	Secretary/HealthWest											\$ -	
	Client Information Specialist											\$ -	
	Clerical Support Specialist											\$ 5,766.00	\$ 115,320.00
	Clerical Support Specialist	Autism Program Office Assistant										\$ 5,766.00	
HO-00160 - NON-EXEMPT			15.314	16.027	16.783	17.574	18.405	19.279					
			\$31,853	\$33,336	\$34,909	\$36,554	\$38,282	\$40,100					
	Behavior Analysis Technician											\$ -	
	Transporter											\$ -	
	Client Support Specialist	Juvenile Justice Mentor										\$ -	
	Client Support Specialist	Parent Mentor										\$ -	
	Client Support Specialist	Parent Outreach Specialist										\$ -	
	Client Support Specialist	Parent Support Partner										\$ -	
	Client Support Specialist	Peer Mentor										\$ -	
	Client Support Specialist	Peer Support Specialist										\$ -	
	Client Support Specialist	Recovery Coach										\$ -	
	Client Support Specialist	Youth Mentor										\$ -	
	Client Support Specialist	Youth Peer Support Specialist										\$ -	
	EMT											\$ -	
HO-00170 - NON-EXEMPT			16.961	17.694	18.466	19.271	20.121	21.000					
			\$35,279	\$36,804	\$38,409	\$40,084	\$41,852	\$43,680					
	Registered Behavior Technician (RBT)											\$ -	
	CMH Clubhouse Rehab Specialist											\$ -	
	Mental Health Coordinator (CADC)											\$ -	
	Supports Coordinator Assistant											\$ -	
	Supports Coordinator Asst-Youth											\$ -	
	Interventionist I											\$ -	
	Medical Assistant											\$ 3,512.00	\$ 49,168.00
	Accounting Technician/HealthWest											\$ 2,808.00	\$ 14,040.00
HO-00208 - NON-EXEMPT			18.287	19.151	20.093	21.023	22.021	23.064					
			\$38,037	\$39,834	\$41,793	\$43,728	\$45,804	\$47,973					
	Individual Placement & Support Worker											\$ -	
HO-00240 - NON-EXEMPT			20.121	21.060	22.063	23.095	24.173	25.332					
			\$41,852	\$43,805	\$45,891	\$48,038	\$50,280	\$52,691					

Pay Grade Name & Number	Class Specification Title	Job Description Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Average Annual Change	
	Lead Behavior Technician	(Autism Program)										\$ 4,147.00	\$ 4,147.00
	Administrative Assistant											\$ 4,147.00	\$ 20,735.00
	Property Specialist Assistant											\$ 4,147.00	\$ 4,147.00
	Training Coordinator											\$ 4,147.00	\$ 4,147.00
	HR/Payroll Specialist											\$ 4,147.00	\$ 4,147.00
	Accounting Specialist/HW											\$ 4,147.00	\$ 8,294.00
HO-00280 - NON-EXAMPT			22.063	23.095	24.173	25.332	26.535	27.771					
			\$45,891	\$48,038	\$50,280	\$52,691	\$55,193	\$57,764					
	Licensed Practical Nurse (LPN)											\$ -	
	Paramedic											\$ 8,697.00	\$ 26,091.00
HO-00218 - NON-EXEMPT			19.203	20.121	21.060	22.063	23.095	24.173					
			\$39,942	\$41,852	\$43,805	\$45,891	\$48,038	\$50,280					
	Occupational Therapy Assistant											\$ -	
	Physical Therapy Assistant											\$ -	
HX-00160 - EXEMPT			20.024	20.969	21.962	22.993	24.064	25.222					
			\$41,650	\$43,616	\$45,681	\$47,825	\$50,053	\$52,462					
	Case Manager/JJ											\$ -	
	Case Manager/MI											\$ -	
	Crisis Residential Activity Specialist											\$ -	
	Employment Coordinator											\$ -	
	Housing Specialist											\$ -	
	Lead Family Contact											\$ -	
	Medical Technician											\$ -	
	Interventionist II											\$ -	
	Supports Coordinator											\$ -	
	Supports Coordinator	Youth Intervention Specialist										\$ -	
	Veterans System Navigator											\$ -	
	Youth Engagement Specialist											\$ -	
	Stabilization Specialist											\$ -	
	Correctional Services Stabilization Specialist											\$ -	
	Waiver Coordinator											\$ -	
HX-00157 - EXEMPT			20.163	21.126	22.113	23.017	24.249	25.381					
			\$41,939	\$43,942	\$45,995	\$47,875	\$50,438	\$52,792					
	Recipient Rights Advisor Assistant											\$ -	
HX-00210 - EXEMPT			22.063	23.095	24.173	25.332	26.535	27.771					
			\$45,891	\$48,038	\$50,280	\$52,691	\$55,193	\$57,764					
	Group Counseling Coordinator											\$ -	
	SIS Assessor I											\$ -	
	Wraparound Coordinator											\$ -	
	Community Health Worker											\$ -	
	Board Certified Assistant Behavior Analyst (BCABA)											\$ -	
	Special Projects Coordinator											\$ -	
	COFR Coordinator											\$ -	
	SUD Assessor											\$ -	
	Clinical Coordinator											\$ -	
	EHR and Client Information Specialist											\$ -	
	Referral Specialist											\$ -	
	Executive Assistant											\$ 4,479.00	\$ 8,958.00

Pay Grade Name & Number	Class Specification Title	Job Description Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Average Annual Change	
	Mental Health Certified Biller/Coder											\$ 4,479.00	\$ 13,437.00
	Quality Improvement Project Coordinator											\$ 4,479.00	\$ 4,479.00
	Accountant I/HealthWest											\$ 4,479.00	\$ 8,958.00
	Staff Support Specialist											\$ 4,550.00	\$ 4,550.00
HX-00250 - EXEMPT			24.064	25.222	26.411	27.639	28.999	30.354					
	Property Specialist		\$50,053	\$52,462	\$54,935	\$57,489	\$60,318	\$63,136				\$ -	
	Recipient Rights Advisor											\$ -	
	HR Coordinator											\$ -	
	Contracts Specialist											\$ -	
HX-00275 - EXEMPT			25.080	26.411	27.639	28.994	30.417	31.911					
	Occupational Therapist		\$52,166	\$54,935	\$57,489	\$60,308	\$63,267	\$66,375				\$ -	
	Wraparound Team Lead											\$ -	
	Juvenile Justice Team Lead											\$ -	
	Psychological First Aid Specialist											\$ (4,491.00)	\$ (4,491.00)
HX-00280 - EXEMPT			25.332	26.535	27.771	29.104	30.511	31.963					
	Payroll Supervisor		\$52,691	\$55,193	\$57,764	\$60,536	\$63,463	\$66,483				\$ -	
	Accounting Supervisor											\$ -	
HX-00290 - EXEMPT			26.535	27.771	29.105	30.511	31.963	33.489					
	Masters Level Clinician		\$55,193	\$57,764	\$60,538	\$63,463	\$66,483	\$69,657				\$ -	
	Masters Level Clinician	Crisis Residential Therapist										\$ -	
	SIS Assessor II											\$ -	
HX-00300 - EXEMPT			27.771	29.104	30.511	31.963	33.489	35.108					
	Masters Level Behavior Specialist		\$57,764	\$60,536	\$63,463	\$66,483	\$69,657	\$73,025				\$ -	
	Technology Analyst											\$ -	
	Quality Improvement Data Analyst											\$ 2,972.00	\$ 8,916.00
	Quality Improvement Specialist											\$ 2,972.00	\$ 2,972.00
	Health Information Supervisor											\$ 22,209.00	\$ 22,209.00
	Customer Services Specialist											\$ 2,972.00	\$ 2,972.00
	Human Resources Specialist												
	Learning & Development Coordinator												
	Communications & Social Marketing Coordinator												
HO-00320 - NON-EXEMPT			27.865	29.189	30.548	32.017	33.562	35.159					
	Registered Nurse		\$57,960	\$60,712	\$63,540	\$66,595	\$69,809	\$73,131				\$ -	
HX-00320 - EXEMPT			30.511	31.963	33.489	35.108	36.801	38.588					
	Senior Technology Analyst		\$63,463	\$66,483	\$69,657	\$73,025	\$76,546	\$80,263				\$ -	

Pay Grade Name & Number	Class Specification Title	Job Description Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Average Annual Change	
	Quality Improvement Project Manager											\$ -	
	Clinical Services Supervisor											\$ -	
	Client Support Supervisor	Lobby Services										\$ -	
	Client Support Supervisor	Parent Support Partner Supervisor										\$ -	
	Client Support Supervisor	Peer Support Specialist Supervisor										\$ -	
HX-00330 - EXEMPT			30.963	32.369	33.866	35.436	37.176	39.014					
			\$64,403	\$67,328	\$70,441	\$73,707	\$77,326	\$81,149					
	Recipient Rights Officer											\$ -	
	Mental Health Claims Manager											\$ -	
	Provider Network Manager											\$ -	
	Mental Health Billing Manager											\$ -	
	Grants Manager											\$ -	
	Client Information Manager											\$ 13,037.00	\$ 26,074.00
HX-00360 - EXEMPT			31.963	33.489	35.108	36.810	38.588	40.447					
			\$66,483	\$69,657	\$73,025	\$76,565	\$80,263	\$84,130					
	Board Certified Behavior Analyst (BCBA)											\$ -	
HX-00390 - EXEMPT			35.199	36.928	38.820	40.652	42.650	44.757					
			\$73,214	\$76,810	\$80,746	\$84,556	\$88,712	\$93,095					
	Information Technology Ops. Manager											\$ 10,463.00	\$ 10,463.00
	Network Security & Systems Manager											\$ 10,463.00	\$ 10,463.00
HX-00410 - EXEMPT			36.928	38.820	40.652	42.650	44.757	46.966					
			\$76,810	\$80,746	\$84,556	\$88,712	\$93,095	\$97,689					
	Clinical Services Manager	ABA-Autism Services Manager										\$ 4,080.00	\$ 4,080.00
	Clinical Services Manager	IDD Clinical Manager									reclass	\$ 4,080.00	\$ 4,080.00
	Clinical Services Manager	Youth Services Manager										\$ 4,080.00	\$ 4,080.00
	Clinical Services Manager	Intake & Crisis Intervention Manager										\$ 4,080.00	\$ 4,080.00
	Clinical Services Manager	Cross-Systems Project Director										\$ 4,080.00	\$ 4,080.00
	Clinical Services Manager	Crisis Residential Operations Manager										\$ 4,080.00	\$ 4,080.00
	Clinical Services Manager	Crisis Residential Clinical Manager										\$ 4,080.00	\$ 4,080.00
	Clinical Services Manager	Integrated Health Manager										\$ 4,080.00	\$ 4,080.00
	Clinical Services Manager	Supported Employment Manager										\$ 4,080.00	\$ 4,080.00
	Clinical Services Manager	MI Adult Manager										\$ 4,080.00	\$ 4,080.00
	Clinical Services Manager	Utilization Management										\$ 4,080.00	\$ 4,080.00
	Clinical Services Manager	Clinical Quality Assurance Manager										\$ 4,080.00	\$ 4,080.00
	Clinical Services Manager	SUD Quality Assurance Manager										\$ 4,080.00	\$ 4,080.00
	Communications and Training Manager											\$ 4,080.00	\$ 4,080.00
	Human Resources Manager											\$ 4,080.00	\$ 4,080.00
HX-00432 - EXEMPT			40.652	42.650	44.757	46.966	49.286	51.725					
			\$84,556	\$88,712	\$93,095	\$97,689	\$102,515	\$107,588					
	Director of ABA/Autism Services											\$ 8,757.00	\$ 8,757.00
	Director of Medical Services											\$ 8,757.00	\$ 8,757.00
	Director of Quality Improvement											\$ 8,757.00	\$ 8,757.00
	Director of Information Systems-HealthWest											\$ 8,757.00	\$ 8,757.00
	Director of Community Relations											\$ 8,757.00	\$ 8,757.00
	Director of Finance											\$ 8,757.00	\$ 8,757.00

Pay Grade Name & Number	Class Specification Title	Job Description Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Average Annual Change		
	Director of Diversity, Equity and Inclusion											\$ 23,300.00	\$ 23,300.00	
	Director of Clinical Children's Services											new position	\$ 95,692.00	\$ 95,692.00
	Director of I/DD Clinical Services											reclass	\$ 12,837.00	\$ 12,837.00
	Director of Data Architech and Analytics											new position	\$ 95,692.00	\$ 95,692.00
			47.655	49.538	51.497	54.045	56.720	59.397						
HX-00445 - EXEMPT			\$99,122	\$103,039	\$107,114	\$112,414	\$117,978	\$123,546					\$ -	
	Mid-Level Medical Practitioner													
			49.591	52.071	54.674	57.409	60.279	63.263						
HX-00447 - EXEMPT			\$103,149	\$108,308	\$113,722	\$119,411	\$125,380	\$131,587						
	Chief Clinical Officer - HealthWest												\$ -	
	Chief Financial Officer-HealthWest												\$ 12,472.00	\$ 12,472.00
	Chief Information Officer												\$ 8,138.00	\$ 8,138.00
			62.424	66.169	70.133	74.337	78.790	83.232						
HX 00500 - EXEMPT			\$129,842	\$137,632	\$145,877	\$154,621	\$163,883	\$173,123					\$ -	
	Outpatient Therapist-Hourly (contracted)												\$ -	
			\$69.59	\$73.07	\$76.55	\$80.03	\$83.51	\$86.99						
HD-00035 - EXEMPT			\$144,746	\$151,987	\$159,226	\$166,463	\$173,700	\$180,935						
	Executive Director - HealthWest													
			95.871	100.650	105.660	110.893	116.412	122.204						
HX-00650 - EXEMPT			\$199,412	\$209,352	\$219,773	\$230,657	\$242,137	\$254,184						
	General Psychiatrist												\$ -	
	Primary Care Physician												\$ -	
			100.650	105.660	110.893	116.412	122.204	128.288						
HX-00701 - EXEMPT			\$209,352	\$219,773	\$230,657	\$242,137	\$254,184	\$266,839					\$ -	
	Child Psychiatrist												\$ -	
			112.240	117.824	123.689	129.847	136.312	143.102						
HX-00800 - EXEMPT			\$233,459	\$245,074	\$257,273	\$270,082	\$283,529	\$297,652					\$ -	
	Adult/Child/Addictions Psychiatrist												\$ -	
			121.604	127.658	134.014	140.689	147.695	155.004						
HX-00810 - EXEMPT			\$252,936	\$265,529	\$278,749	\$292,633	\$307,206	\$322,408					\$ -	
	Medical Director												\$ -	
	board member per diem rate \$45												\$ 240.00	\$ 2,880.00
													\$ 734,949.00	

COMMUNITY MENTAL HEALTH ASSOCIATION OF MICHIGAN
2021 SALARY AND FRINGE BENEFITS SURVEY RESULTS

NUMBER OF CMHSPs REPORTING:

SECTION I: BENEFITS SURVEY

LEAVE PROGRAMS

EVERYONE days reflects the average number of leave days where all employees have the same leave program (SEPARATE or Paid Time Off).

Averages where vacation & holiday & personal & sick & funeral days are SEPARATE.						Averages in a combined Paid Time Off leave program.						
	EVERYONE DAYS	CLERICAL DAYS	PROFESSIONAL DAYS	SUPERVISOR DAYS	#CMHSPs that allow to convert to cash or other leave	# OF CMHSPs REPORTING	EVERYONE DAYS	CLERICAL DAYS	PROFESSIONAL DAYS	SUPERVISOR DAYS	#CMHSPs that allow to convert to cash or other leave	# OF CMHSPs REPORTING
VACATION												
0-1 yrs	13	13	14	14	10	14	26	33	32	26	14	25
1-3 yrs	14	14	14	15	11	16	29	37	35	28	14	23
3-6 yrs	17	17	17	18	11	14	33	41	39	32	17	24
6-10 yrs	19	19	19	20	11	16	37	45	43	36	18	24
10-15 yrs	22	22	22	23	11	15	42	50	48	40	17	24
15+ yrs	23	24	23	24	11	16	44	52	50	43	18	25
HOLIDAYS	12	12	12	12	0	19	13	12	13	13	2	20
PERSONAL	4	4	4	3	1	12	4	4	4	4	0	4
SICK	10	10	10	11	2	17					0	0
FUNERAL	3	3	3	3	0	15	4	4	4	4	0	14
OTHER					0	2					0	0

CMHA 2021 SALARY AND BENEFITS SURVEY

The focus of this next section of the survey is to assist CMHs in benchmarking health plan designs. Instructions were to complete the following table for your **most popular** plan design in each plan type as applicable.

HEALTH PLAN DESIGN OPTIONS									
Item	Traditional		HMO		PPO		POS		# CMHSPs
	Self-funded	Insured	Self-funded	Insured	Self-funded	Insured	Self-funded	Insured	
# CMHSPs reporting as offering self-funded and/or fully insured	0	4	2	9	9	20	1	5	36
Average waiting period in days for onset of new employee health coverage	0	30	90	45	43	36	30	42	31
Average percent of benefits-eligible staff taking opt-out incentive		15%	0%	12%	14%	16%	15%	14%	28
Average monthly Opt-Out bonus amount		\$633.06	\$167.00	\$160.89	\$175.29	\$334.65	\$130.00	\$239.25	33
Item	Traditional In-Network	Traditional Out-of-Network	HMO In-Network	HMO Out-of-Network	PPO In-Network	PPO Out-of-Network	POS In-Network	POS Out-of-Network	# CMHSPs
Number of high deductible Single plans over \$1000 in-network / \$2000 out-of-network	0	0	5	1	11	11	3	1	1
Annual-Deductible - Single \$	\$438	\$1,000	\$1,457	\$2,100	\$1,207	\$3,013	\$1,200	\$2,100	0
Annual-Deductible - Family \$	\$875	\$2,000	\$2,914	\$4,200	\$2,439	\$6,050	\$2,400	\$4,200	0
Plan Coinsurance % Employer Portion only	540%		36%	50%	54%	45%	28%	67%	0
Percent employer contribution toward single premium	66%		91%	100%	2577%	87%	73%	56%	0
Percent employer contribution toward two-person premium	64%		89%	93%	5075%	86%	73%	56%	0
Percent employer contribution toward family premium	65%		89%	97%	5076%	86%	73%	56%	0
Next two items do not address visits that are subject to deductible and coinsurance:									# CMHSPs
Office Visit Copay \$	\$17		\$20		\$25		\$28		24
Emergency Rm Copay \$	\$100		\$133		\$150		\$180		24
#CMHSPs Responding	4		7		27		5		

Retail Prescription Drug - Copay Plans

This section excludes prescription drugs that are subject to the health plan deductible and/or coinsurance.

Drug Copay in \$	Traditional	HMO	PPO	POS	# CMHSPs
1st Tier/Generic \$	\$13	\$11	\$16	\$12	0
2nd Tier/Brand \$	\$33	\$44	\$40	\$42	0
3rd Tier if applicable \$	\$80	\$76	\$67	\$73	0
4th Tier if applicable \$	\$200	\$94	\$108		0
Mail Order is offered	3	6	19	5	0
#CMHSPs Responding	3	7	22	5	

DENTAL PLAN DESIGN OPTIONS

Item	Traditional		PPO		DHMO		# CMHSPs
	In-Network	Out-of-Network	In-Network	Out-of-Network	In-Network	Out-of-Network	
Single \$ Deductible/yr	\$31		\$50	\$25			0
Family \$ Deductible/yr	\$88		\$88	\$75			0
Type I Preventative %	98%	90%	92%	94%	100%		0
Type II Basic %	78%	80%	69%	68%	83%		0
Type III Major %	58%	65%	55%	54%	63%		0
Dental Annual Max \$	\$1,088	\$1,350	\$1,210	\$1,156			0
Orthodontia %	30%		46%	46%			0
Ortho Deductible \$					\$1,800		0
Ortho Lifetime Max \$	\$1,167		\$1,243	\$1,850	\$2,200		0
#CMHSPs Responding	8		30		2		

OTHER BENEFIT PLAN DESIGN OPTIONS

Vision plan design options	EXAM	LENSES	FRAME	# CMHSPs
Vision Copay Single \$	\$10.27	\$20.06	\$58.70	0
Vision Copay Family \$	\$9.76	\$27.76	\$75.47	0
Retirement Percent Contributions	Employer %	Employee %	Employer Ct	Employee Ct
Defined Benefit (DB)	20.6%	3.5%	20	18
Defined Contribution (DC)	5.7%	8.4%	24	19
Social Security Alternative DB	10.4%	6.1%	6	6
Social Security Alternative DC	6.6%	5.6%	15	15
	# CMHSPs			
Currently opted out of Social Security	21			
Life Insurance premium paid by employer	37			
Short-term disability premium paid by employer	31			
Long-term disability premium paid by employer	35			
Reimburse mileage at IRS rates	34			
If not at IRS rates, CMHSP average rate	\$0.51			

(Cents/mile)

BENEFIT PRACTICES AND STRATEGIES UTILIZED OVER THE PAST THREE YEARS

Many employers have tightened their administrative process in recent years to more aggressively manage health plan costs. Numbers below indicate # of CMHSPs who have used these administrative practices in the past two years.

General Benefit Array Strategies

5	Change insurance carrier
1	Implement high-deductible (\$1000+) insurance plans with MRA
13	Implement high-deductible (\$1000+) insurance plans with HRA/HSA
8	Implement cafeteria plan
12	Promote Section 125 participation
3	Implement post-employment healthcare accounts (e.g., MERS-HCSP, sect. 115)
0	Implement post-retirement healthcare accounts (e.g., VEBA)
0	Terminate all subsidized health benefits for future retirees

Plan Coverage Strategies

2	Reduce covered services
3	Carve out prescription drug coverage
0	Eliminate retiree prescription drug coverage only
2	Implement mandatory use of generics (including DAW)
1	Implement mail order prescription plan/make mandatory
1	Add coverage for over-the-counter drugs
0	Eliminate coverage for gastric bypass surgery

Eligibility Requirements

3	Restrict spousal participation if spouse has coverage under another plan
2	Restrict employee eligibility for coverage (e.g. longer waiting period or full-time employment only)

Plan Compliance Practices

21	Request birth/marriage certificates when adding a spouse or child
0	Conduct mid-year family status check
10	Request documentation when an employee adds a spouse or child at hire or open enrollment
7	Conduct a dependent audit at least once every two years to confirm eligibility
11	Adopt monitoring strategies to prevent unplanned eligibility due to average hours worked
8	Conduct COBRA participant audit at least semi-annually for a COBRA terminating event.

Incentive Strategies

2	Increase employee incentive to take single coverage rather than family coverage
4	Increase employee incentive to opt-out of employer-sponsored insurance altogether
0	Eliminate opt-out bonus

Member Contribution Strategies

6	Adopt a base plan and employee pays 100% of premium difference for higher cost plan
0	Employee bears 100% cost of insurance beyond single coverage
0	Employee pays 100% of costs
6	Retiree pays 100% of health insurance costs
10	Increase employee premium contributions
0	Implement employee premium contributions proportionate to salary
3	Increase employee premium contribution for family coverage
2	Increase employee health contributions (e.g., 80/20 to 70/30 or \$10 office visit to \$20)
5	Increase employee prescription copays (\$) or coinsurance (%)
6	Increase employee deductibles or out-of-pocket limits
1	Implement prescription deductibles/coinsurance
0	Increase retiree prescription copays or coinsurance
2	Increase retiree health contributions, deductibles, co-pays or out-of-pocket limits
4	Apply office visit to deductible & coinsurance
3	Increase office visit copay
3	Implement higher copay for specialists
4	Increase emergency room copays
0	Implement premium surcharge for spouses who are eligible for coverage with their employer
0	Charge a higher contribution for smokers
0	Charge a higher contribution or surcharge for employees that do not meet targeted health grades

Utilization Strategies

3	Chronic disease management programs
4	Weight and obesity management program
6	Health Risk Appraisals (cholesterol, blood pressure, body fat, etc.)
1	Follow-up on high risk individuals from health risk appraisals
4	Health coaching for all participants
4	Healthier vending machine choices
7	Health club membership discounts
2	On-site workout facility
21	Employee assistance program
8	Stress management program
6	Drug abuse education
4	Alcohol Abuse education
9	Tobacco use cessation program
21	Flu shots
4	Pre-natal care
9	Increase employee access to quality of care information via internet websites
13	Medical information (website, newsletter, self-care book, etc.)
11	Lunch-n-learn sessions

Fringe/Salary Ratio

38.3%	Percent of annual salaries budgeted for fringe benefits excluding workmen's compensation and unemployment compensation. (i.e., Total cost of fringe benefits divided by total cost of salaries)
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SECTION II: Salary Survey

General Workforce Planning and Compensation Actions Taken by CMHSPs:

# CMHSPs TYPICAL WORK-WEEK HOURS:	
32	40 Hours Per Week
1	35 Hours Per Week
36.9	Average hours per week if not 40 above
	# CMHSPs 7
FREEZING THIS FISCAL YEAR	
2	# CMHSPs that froze/will freeze or lower salaries for any positions in FY2020/2021
Reason that best describes why CMHSPs took this action:	
1	Position was overpaid per market data.
0	As a cost saving measure to preserve the financial health of the CMHSP.
For CMHSPs that froze salaries for any positions in FY2020/2021, the following clarification is offered:	
1	None of our employees received salary increases -- not even step increases even if they had completed another year of service in their position and the organization has a step-based salary system.
6	Although we did not adjust our overall salary structure to keep pace with the cost of living, employees did receive step increases if they were otherwise eligible to do so.
REDUCTION IN FORCE THIS FY	
0	CMHSPs that anticipate having/completed a reduction in force in FY2021/2022
FREEZING NEXT FISCAL YEAR	
0	CMHSPs that anticipate freezing or lowering any salaries in FY2021/2022
For CMHSPs that anticipate freezing salaries for any positions in FY2021/2022, the following clarification is offered:	
0	None of our employees will receive salary increases -- not even step increases even if they will complete another year of service in their position and the organization has a step-based salary system.
3	Although we will not adjust our overall salary structure to keep pace with the cost of living, employees will receive step increases if they are otherwise eligible to do so.
PAY INCREASES THIS FISCAL YEAR	
2.9%	Increase in cash compensation as a percentage of total payroll (salary or wages only -- not benefits) for FY2020/2021 over FY2019/2020
33	# of CMHSPs providing an increase in FY2020/2021
PAY INCREASES NEXT FISCAL YEAR	
2.6%	Anticipated increase in cash compensation for FY2021/2022
27	# of CMHSPs anticipating providing an increase in FY2021/2022

Salary Survey Format:

METHODOLOGY: All salary data is presented in a wage per hour format instead of reporting as annual salary. This ensures that variances in work week schedules or situations where dual roles are held by one person will not impact data integrity.

Below you will find a listing of positions that are most common among the members of the CMHAM. Descriptions of the various jobs have been offered in the Definitions section of the survey so that you can best "match" your organization's positions to those in the survey. **In order to ensure data integrity**, hourly salary or wage information for a position is only included if the employee does not typically perform that function at least 50% of their work hours. In some cases, you may report one staff member's hourly salary or wage rate in two job categories if at least 50% of their work hours are devoted to performing each job component. For example, if a Human Resources Coordinator performs the duties listed in the description for that position at least 50% of their work time and the other 50% of their work time is devoted to performing the duties listed under the Training Manager position, the hourly salary or wage rate is reported under both positions.

Most of the positions listed provide information about the minimum degree requirement for the position. As you consider whether a position in your organization "matches" a position in the survey, please note that the minimum educational qualification requirement for the position is what is relevant -- not the degree held by the incumbent in the position in your organization. For example, if you have a Case Aide position that requires the incumbent to have a high school diploma or G.E.D., an individual who happens to have a Bachelor's degree would be paid based on the pay rate for the position -- not the degree they possess.

The following are some definitions that may help you get the most out these survey results.

FTE - This is an acronym that stands for full-time equivalent. The total FTE is reported for each of the positions by each survey participant. As an example, someone working full-time would be 1 FTE and someone working half-time would be 0.5 FTEs.

***** Hourly Range** - There are six columns of data below that present the range of minimum/maximum hourly wages in the CMHSP aggregate salary structure itself for each particular position. The first two columns give the **absolute** minimum and maximum - the lowest minimum and highest maximum in the survey for each classification. The middle two columns give the **averages** of all minimum and maximum wages. And finally, the **trimmed averages** are the same as the middle two columns except that the lowest and highest minimum and the lowest and highest maximum wage are not included. No trimming occurs in the budget breakout sections because survey response numbers are lower.

Hourly Average Actual - This is the average actual hourly wage rate for all employees in the classification. There is no range for contract personnel so only an average is available.

CMHA 2021 SALARY AND BENEFITS SURVEY

A. SURVEY OF SUPERVISORY AND EXECUTIVE POSITIONS

DISCIPLINE CATEGORIES	# OF CMHSPs	TOTAL FTE	HOURLY RANGE						HOURLY AVERAGE ACTUAL
			RANGE OF ABSOLUTES		AVERAGES OF		TRIMMED AVERAGES		
			MINIMUM	MAXIMUM	MINIMUM	MAXIMUM	MINIMUM	MAXIMUM	
Deputy/Associate Director	21	36	\$27.62	\$80.03	\$42.96	\$52.94	\$42.84	\$54.00	\$52.66
Director of Administrative Services	10	11	\$29.31	\$80.21	\$39.12	\$52.75	\$37.47	\$50.65	\$47.43
Director of Financial Services	35	36	\$27.85	\$71.14	\$39.50	\$51.65	\$39.41	\$51.51	\$49.06
Director of Information Systems	26	25	\$26.96	\$69.23	\$37.54	\$48.54	\$37.50	\$48.14	\$46.71
Director of Human Resources	29	29	\$19.00	\$86.79	\$36.15	\$47.02	\$35.64	\$46.29	\$44.70
Director of Training	7	8	\$23.31	\$80.03	\$35.90	\$46.50	\$32.90	\$42.59	\$44.82
Recipient Rights Officer	33	33	\$17.10	\$69.23	\$28.11	\$36.62	\$27.76	\$36.00	\$33.79
Director of Quality Improvement	27	26	\$20.06	\$59.31	\$35.01	\$45.87	\$35.09	\$46.12	\$41.71
Office Manager	20	50	\$15.41	\$42.94	\$22.86	\$30.37	\$22.70	\$30.13	\$26.05
Administrative Manager/Supervisor	17	48	\$20.27	\$49.62	\$26.48	\$35.81	\$26.34	\$35.65	\$31.52
Medical Records Administrator/Supervisor	5	5	\$24.27	\$40.76	\$27.29	\$35.92	\$27.70	\$35.88	\$31.98
Director of Managed Care	8	9	\$27.85	\$57.67	\$37.43	\$48.25	\$37.07	\$48.72	\$44.58
Contract Management Supervisor	15	15	\$20.92	\$54.29	\$33.12	\$42.55	\$33.42	\$42.86	\$38.16
Medical Director	17	16	\$88.75	\$165.00	\$109.36	\$132.35	\$104.35	\$133.41	\$134.49
Clinical Director	30	57	\$27.85	\$67.62	\$37.23	\$50.17	\$37.15	\$50.03	\$46.71
Clinical Department Manager/Supervisor, Masters	36	306	\$17.09	\$56.41	\$29.97	\$40.33	\$29.97	\$40.10	\$36.61
Mental Health Supervisor, Bachelors	20	115	\$20.06	\$40.79	\$26.05	\$34.70	\$26.01	\$34.80	\$31.16
Clubhouse Supervisor	19	23	\$12.11	\$40.03	\$24.99	\$32.20	\$25.18	\$32.69	\$31.24
Licensed Psychologist	13	18	\$22.56	\$75.00	\$31.10	\$42.59	\$30.35	\$40.80	\$40.48
Psychiatrist	16	29	\$86.80	\$149.00	\$106.22	\$130.53	\$104.90	\$130.74	\$126.18

B. SURVEY OF CLINICAL PROFESSIONAL & PARAPROFESSIONAL POSITIONS (no supervisory responsibilities)

DISCIPLINE CATEGORIES	# OF CMHSPs	TOTAL FTE	HOURLY RANGE						HOURLY AVERAGE ACTUAL
			RANGE OF ABSOLUTES		AVERAGES OF		TRIMMED AVERAGES		
			MINIMUM	MAXIMUM	MINIMUM	MAXIMUM	MINIMUM	MAXIMUM	
Certified Peer Support Specialist, HS	36	173	\$10.58	\$26.64	\$14.33	\$19.16	\$14.25	\$19.14	\$17.14
Clubhouse / Day Treatment Specialist, HS	17	99	\$11.91	\$24.71	\$14.59	\$19.15	\$14.12	\$18.91	\$17.49
Residential Care Specialist, HS	15	589	\$10.33	\$26.46	\$13.80	\$19.32	\$13.76	\$19.04	\$16.90
Case Manager Aide, HS	27	312	\$11.03	\$28.13	\$15.19	\$19.91	\$15.18	\$19.80	\$18.41
Case Manager/Supports Coordinator, Bachelors	38	920	\$13.79	\$33.84	\$19.42	\$26.43	\$19.47	\$26.54	\$23.20
Case Manager/Supports Coordinator, Masters	20	295	\$18.69	\$37.23	\$23.16	\$31.38	\$23.25	\$31.35	\$27.00
Access Coordinator, Bachelors	13	76	\$13.79	\$36.75	\$20.65	\$28.77	\$20.90	\$28.89	\$24.28
Mental Health Clinician, Masters	37	1063	\$20.20	\$51.08	\$24.05	\$33.26	\$24.05	\$32.96	\$28.36
Behavior Analyst (BCBA)	18	48	\$22.08	\$43.23	\$27.74	\$36.85	\$27.68	\$37.04	\$32.45
Certified/Registered Medical Assistant, HS	19	63	\$12.76	\$30.35	\$15.74	\$21.16	\$15.44	\$20.72	\$18.27
Nurse LPN	8	14	\$17.69	\$36.87	\$20.98	\$27.65	\$20.73	\$27.11	\$24.01
Nurse RN	35	263	\$18.83	\$39.94	\$24.17	\$31.97	\$24.18	\$31.95	\$29.25
Nurse BSN RN	9	40	\$18.97	\$38.20	\$24.53	\$32.25	\$24.46	\$32.27	\$30.91
Nurse Practitioner/Physician Assistant	20	33	\$17.93	\$95.29	\$47.06	\$58.84	\$48.19	\$58.85	\$58.48
Registered Occupational Therapist, OTR	14	54	\$22.03	\$37.82	\$25.14	\$32.57	\$25.03	\$32.40	\$31.03

CMHA 2021 SALARY AND BENEFITS SURVEY

C. SURVEY OF ADMINISTRATIVE PROFESSIONAL & PARAPROFESSIONAL POSITIONS (no supervisory responsibilities)

DISCIPLINE CATEGORIES	# OF CMHSPs	TOTAL FTE	HOURLY RANGE						HOURLY AVERAGE ACTUAL
			RANGE OF ABSOLUTES		AVERAGES OF		TRIMMED AVERAGES		
			MINIMUM	MAXIMUM	MINIMUM	MAXIMUM	MINIMUM	MAXIMUM	
Registered Health Information Technician/Medical Records Technician ART, Associates	5	6	\$15.22	\$49.62	\$21.41	\$28.85	\$18.62	\$24.86	\$26.78
Recipient Rights Advocate or Advisor, Bachelors	23	42	\$17.02	\$53.91	\$21.57	\$28.97	\$21.54	\$28.08	\$26.52
Accountant, Bachelors	29	54	\$15.35	\$38.71	\$23.22	\$30.56	\$22.96	\$30.52	\$27.63
Help Desk, HS	14	20	\$14.90	\$33.15	\$18.16	\$24.92	\$18.15	\$24.66	\$21.22
Computer Technician, Associates	19	36	\$13.20	\$38.60	\$20.85	\$27.35	\$20.79	\$27.26	\$25.72
Programmer/Analyst, Bachelors	20	46	\$16.84	\$46.45	\$25.35	\$34.62	\$25.27	\$34.56	\$30.89
Systems Administrator, Bachelors	25	41	\$19.00	\$48.04	\$25.69	\$34.97	\$25.57	\$34.80	\$31.83
Human Resources Coordinator, Bachelors	19	30	\$0.00	\$53.91	\$22.10	\$29.74	\$23.20	\$30.55	\$27.72
Staff Development/Training Coordinator, Bachelors	16	19	\$17.10	\$40.79	\$23.49	\$31.26	\$23.52	\$31.14	\$28.39
Public Relations Coordinator, Bachelors	13	15	\$14.53	\$46.90	\$25.03	\$32.71	\$25.38	\$32.60	\$30.47
Quality Improvement Coordinator, Bachelors	24	31	\$16.51	\$44.87	\$23.98	\$32.26	\$23.95	\$32.13	\$30.07
Utilization Management Coordinator, Bachelors	16	38	\$12.87	\$46.36	\$25.55	\$34.64	\$25.93	\$35.00	\$32.25
Contract Manager, Bachelors	25	36	\$17.92	\$46.90	\$23.92	\$31.86	\$23.87	\$31.50	\$28.02
Safety Coordinator, Bachelors	8	74	\$18.08	\$49.36	\$23.46	\$31.66	\$22.39	\$29.87	\$29.22

D. SURVEY OF CLERICAL AND ADMINISTRATIVE SUPPORT POSITIONS (High School or G.E.D.)

DISCIPLINE CATEGORIES	# OF CMHSPs	TOTAL FTE	HOURLY RANGE						HOURLY AVERAGE ACTUAL
			RANGE OF ABSOLUTES		AVERAGES OF		TRIMMED AVERAGES		
			MINIMUM	MAXIMUM	MINIMUM	MAXIMUM	MINIMUM	MAXIMUM	
Receptionist	29	156	\$11.49	\$26.69	\$14.45	\$19.09	\$14.41	\$18.97	\$17.01
Transcriptionist	6	9	\$13.03	\$22.38	\$14.92	\$19.04	\$14.10	\$18.63	\$18.22
Secretary	23	240	\$11.74	\$26.63	\$14.74	\$20.57	\$14.77	\$20.46	\$18.04
Executive/Administrative Assistant	34	137	\$13.34	\$38.20	\$19.11	\$26.35	\$19.02	\$26.20	\$24.13
Accounting Assistant/Bookkeeper	32	59	\$13.96	\$29.09	\$17.74	\$23.11	\$17.66	\$23.05	\$21.12
Claims Processor	27	53	\$13.67	\$32.41	\$17.24	\$22.91	\$17.10	\$22.68	\$20.92
Payroll/Benefits Assistant	23	31	\$14.11	\$33.71	\$18.29	\$24.20	\$18.09	\$24.06	\$22.50
Human Resources Assistant	22	26	\$14.53	\$31.22	\$18.33	\$24.79	\$18.25	\$24.77	\$21.94
Medical Records Assistant	20	51	\$11.49	\$21.64	\$14.81	\$18.88	\$14.61	\$18.97	\$17.64
Housekeeper	10	12	\$9.87	\$31.30	\$13.96	\$18.01	\$13.07	\$17.36	\$17.01
Maintenance, Repair, General Utility	27	67	\$11.53	\$33.84	\$16.48	\$23.14	\$16.49	\$23.03	\$21.10

E. CONTRACT PERSONNEL COMPENSATION

DISCIPLINE CATEGORIES	# OF CMHSPs	TOTAL FTE	RANGE OF ABSOLUTES		AVERAGE
			MINIMUM	MAXIMUM	HOURLY
Registered Nurse, RN	9	19	\$27.00	\$120.00	\$52.99
Mental Health Clinician/Therapist, Masters	9	58	\$24.00	\$65.00	\$42.07
Registered Dietician, Bachelors	7	50	\$17.93	\$101.00	\$51.95
Registered Occupational Therapist, OTR	11	16	\$34.00	\$100.00	\$59.05
Physical Therapist (Licensed)	6	8	\$48.00	\$80.00	\$62.78
Physician (M.D. or D.O.)	7	4	\$100.00	\$185.50	\$144.67
Psychiatrist (M.D. or D.O.)	23	51	\$113.74	\$200.00	\$175.95
Behavioral Psychologist, LLP	8	24	\$32.20	\$150.00	\$97.37
Psychologist, LLP	5	19	\$53.00	\$82.50	\$69.66
Psychologist, LP	6	4	\$71.25	\$150.00	\$101.38
Certified Speech Therapist	4	8	\$38.00	\$160.00	\$98.53

SECTION III: EXECUTIVE DIRECTOR SECTION

Budget in Millions	# CMHSPs	Average FTE's	Average # Direct Reports	Years as CEO in Health/Human Services	Years as CMH Dir	Average Annual Salary	Survey Minimum Annual Salary	Survey Maximum Annual Salary
Under 13 million	3	65	6	12	4	\$133,085	\$126,500	\$139,415
13 to 30 million	17	134	8	7	7	\$137,407	\$111,425	\$164,206
30 to 50 million	4	180	10	8	8	\$141,399	\$127,842	\$166,046
50+ million	12	298	8	13	10	\$175,394	\$135,000	\$225,294
176	Average number of FTE's employed by all CMHSPs.							
15	Average number of staff directly reporting to all Executive Directors.							
10	Average number of years as chief executive in healthcare/human services environment							
8	Average number of years as CMH Executive Director							
\$146,242	Average Salary of all CMH Executive Directors							
7	Number CMHSPs where salary adjustments are tied to Director's performance.							
# CMHSPs	Executive Director Fringe Benefits						Average Detail	# CMHSPs Detail Count
11	Medical / Rx Insurance - Executive Director Only							
32	Medical / Rx Insurance - Family							
10	Dental Insurance - Executive Director Only							
31	Dental Insurance - Family							
10	Vision Insurance - Executive Director Only							
31	Vision Insurance - Family							
26	Group Life Insurance (Not AD&D)- Executive Director Only (Enter Benefit Amt)>						\$107,648	25
7	Group Life Insurance - Family (Provide Benefit Amount)>>>						\$20,667	3
9	Voluntary Life Insurance - Executive Director Only							
16	Voluntary Life Insurance - Family							
25	Short-Term Disability Insurance (% of Income Replacement)>>>						65%	19
30	Long-Term Disability Insurance (% of Income Replacement)>>>						63%	25
2	Long-Term Care Insurance							
20	Flexible Spending Account							
10	Retirement Health Care Savings Account (Employer Contribution)							6
16	Defined Benefit Retirement Plan (% Employer Contribution)						57%	10
7	Defined Benefit Retirement Plan (% Employee Contribution)						4%	8
17	Defined Contribution Retirement Plan (% Employer Contribution)						7%	17
17	Defined Contribution Retirement Plan (% Employee Contribution)						13%	12
15	Deferred Compensation Plan (% Employer Contribution)						4%	9
11	Longevity Pay						\$1,229	9
5	Car Allowance (Employer Provided)						\$12,671	2
28	Paid Days Off Per Year (All - Sick, Vacation, Personal)						47.57	23

SECTION IV: BOARD SECTION

# CMHSPs	Average	
36	\$45.56	Per diem to attend Board meetings
32	\$42.63	Per diem to attend committee meetings
30	\$56.67	Per diem to attend conferences
31		# CMHSPs that reimburse mileage at IRS rates
5	\$0.52	CMHSP rate if not reimbursing at IRS rate

UNDER 30 MILLION

A. SURVEY OF SUPERVISORY AND EXECUTIVE POSITIONS

DISCIPLINE CATEGORIES	# OF CMHSPs	TOTAL FTE	HOURLY RANGE				HOURLY AVERAGE ACTUAL
			RANGE OF ABSOLUTES		AVERAGES OF		
			MINIMUM	MAXIMUM	MINIMUM	MAXIMUM	
Deputy/Associate Director	10	11	\$27.62	\$56.61	\$38.13	\$47.32	\$48.38
Director of Administrative Services	2	1.5	\$29.88	\$56.41	\$36.37	\$48.22	\$43.20
Director of Financial Services	18	18.5	\$27.85	\$63.65	\$38.82	\$50.55	\$49.23
Director of Information Systems	12	10.5	\$26.96	\$54.61	\$34.76	\$44.31	\$43.36
Director of Human Resources	14	13.5	\$19.00	\$59.31	\$32.33	\$42.19	\$40.44
Director of Training	2	2	\$23.31	\$39.45	\$27.41	\$34.03	\$28.60
Recipient Rights Officer	17	16.5	\$17.10	\$37.39	\$23.63	\$30.92	\$28.38
Director of Quality Improvement	14	13	\$20.06	\$59.31	\$32.54	\$43.14	\$39.13
Office Manager	7	8	\$15.41	\$40.51	\$23.58	\$31.05	\$25.80
Administrative Manager/Supervisor	5	8.5	\$20.92	\$40.03	\$25.10	\$32.23	\$29.00
Medical Records Administrator/Supervisor	1	1	\$29.08	\$36.10	\$29.08	\$36.10	\$34.71
Director of Managed Care	3	3	\$27.85	\$57.67	\$35.90	\$47.08	\$46.22
Contract Management Supervisor	4	3.5	\$20.92	\$41.69	\$30.83	\$36.30	\$31.56
Medical Director	5	4.25	\$95.40	\$165.00	\$123.27	\$145.30	\$147.71
Clinical Director	13	17	\$27.85	\$63.65	\$38.23	\$51.90	\$47.31
Clinical Department Manager/Supervisor, Masters	19	98	\$22.42	\$56.41	\$29.78	\$39.09	\$36.55
Mental Health Supervisor, Bachelors	10	37	\$20.06	\$40.51	\$24.92	\$33.27	\$30.59
Clubhouse Supervisor	9	9.8	\$12.11	\$40.03	\$24.08	\$30.51	\$30.43
Licensed Psychologist	5	5	\$23.58	\$39.45	\$26.89	\$35.27	\$33.33
Psychiatrist	4	2	\$109.41	\$142.23	\$119.13	\$137.49	\$130.07

B. SURVEY OF CLINICAL PROFESSIONAL & PARAPROFESSIONAL POSITIONS (no supervisory responsibilities)

DISCIPLINE CATEGORIES	# OF CMHSPs	TOTAL FTE	HOURLY RANGE				HOURLY AVERAGE ACTUAL
			RANGE OF ABSOLUTES		AVERAGES OF		
			MINIMUM	MAXIMUM	MINIMUM	MAXIMUM	
Certified Peer Support Specialist, HS	18	57.3	\$10.58	\$25.53	\$14.02	\$18.47	\$16.42
Clubhouse / Day Treatment Specialist, HS	11	66	\$11.91	\$23.26	\$13.79	\$18.27	\$16.40
Residential Care Specialist, HS	7	341.6	\$10.97	\$25.08	\$14.57	\$19.67	\$17.38
Case Manager Aide, HS	15	145.75	\$11.03	\$25.50	\$14.74	\$18.72	\$17.57
Case Manager/Supports Coordinator, Bachelors	19	211.5	\$15.27	\$30.12	\$19.44	\$25.71	\$23.56
Case Manager/Supports Coordinator, Masters	13	139.8	\$19.95	\$37.23	\$23.28	\$31.01	\$27.22
Access Coordinator, Bachelors	4	17	\$16.35	\$36.75	\$19.88	\$27.06	\$23.45
Mental Health Clinician, Masters	18	245.9	\$20.95	\$41.60	\$23.80	\$32.15	\$27.96
<u>Behavior Analyst (BCBA)</u>	8	14	\$22.08	\$41.75	\$26.81	\$34.42	\$30.50
Certified/Registered Medical Assistant, HS	8	13	\$12.76	\$30.35	\$16.17	\$21.59	\$19.13
Nurse LPN	2	5	\$21.64	\$32.07	\$23.74	\$26.86	\$23.80
Nurse RN	18	84.14	\$18.83	\$36.97	\$23.36	\$30.31	\$28.23
Nurse BSN RN	6	18	\$18.97	\$38.20	\$25.15	\$31.25	\$30.73
Nurse Practitioner/Physician Assistant	9	8.65	\$17.93	\$63.31	\$42.63	\$51.25	\$58.94
Registered Occupational Therapist, OTR	6	35.5	\$22.03	\$36.97	\$24.47	\$32.03	\$29.64

CMHA 2021 SALARY AND BENEFITS SURVEY

C. SURVEY OF ADMINISTRATIVE PROFESSIONAL & PARAPROFESSIONAL POSITIONS (no supervisory responsibilities)

DISCIPLINE CATEGORIES	# OF CMHSPs	TOTAL FTE	HOURLY RANGE				HOURLY AVERAGE ACTUAL
			RANGE OF ABSOLUTES		AVERAGES OF		
			MINIMUM	MAXIMUM	MINIMUM	MAXIMUM	
Registered Health Information Technician / Medical Records Technician ART, Associates	3	3.5	\$15.22	\$27.18	\$17.18	\$23.10	\$20.02
Recipient Rights Advocate or Advisor, Bachelors	14	16.625	\$17.10	\$36.08	\$22.40	\$29.57	\$26.47
Accountant, Bachelors	7	7	\$15.22	\$26.40	\$17.33	\$22.55	\$20.13
Help Desk, HS	8	7.5	\$13.80	\$30.35	\$18.10	\$23.22	\$22.81
Computer Technician, Associates	8	11	\$16.84	\$46.18	\$23.85	\$31.93	\$28.29
Programmer/Analyst, Bachelors	10	12	\$19.00	\$46.18	\$23.60	\$31.69	\$28.34
Systems Administrator, Bachelors	7	7.8	\$16.78	\$42.43	\$22.65	\$30.33	\$31.61
Human Resources Coordinator, Bachelors	5	4	\$17.10	\$31.43	\$19.72	\$26.05	\$20.67
Staff Development/Training Coordinator, Bachelors	3	3	\$18.93	\$28.93	\$20.55	\$26.72	\$24.19
Public Relations Coordinator, Bachelors	9	8.5	\$18.08	\$37.39	\$23.62	\$30.73	\$30.19
Quality Improvement Coordinator, Bachelors	5	3.5	\$12.87	\$40.03	\$23.15	\$30.14	\$29.91
Utilization Management Coordinator, Bachelors	10	9.001	\$17.92	\$36.08	\$22.24	\$29.21	\$26.65
Contract Manager, Bachelors	1	0.25	\$18.08	\$24.70	\$18.08	\$24.70	
Safety Coordinator, Bachelors							

D. SURVEY OF CLERICAL AND ADMINISTRATIVE SUPPORT POSITIONS (High School or G.E.D.)

DISCIPLINE CATEGORIES	# OF CMHSPs	TOTAL FTE	HOURLY RANGE				HOURLY AVERAGE ACTUAL
			RANGE OF ABSOLUTES		AVERAGES OF		
			MINIMUM	MAXIMUM	MINIMUM	MAXIMUM	
Receptionist	16	58.45	\$11.49	\$22.36	\$14.39	\$18.66	\$17.16
Transcriptionist	3	3.5	\$13.46	\$19.19	\$14.18	\$18.53	\$17.66
Secretary	10	63.5	\$11.74	\$26.63	\$14.43	\$20.47	\$17.89
Executive/Administrative Assistant	15	22.5	\$13.34	\$38.20	\$18.53	\$25.85	\$24.14
Accounting Assistant/Bookkeeper	14	17.2	\$13.96	\$25.53	\$17.47	\$22.37	\$21.04
Claims Processor	13	17.5	\$13.94	\$30.12	\$16.76	\$22.30	\$20.93
Payroll/Benefits Assistant	11	10.8	\$14.11	\$30.35	\$17.66	\$23.88	\$21.52
Human Resources Assistant	8	8.5	\$14.98	\$28.93	\$17.62	\$24.43	\$21.36
Medical Records Assistant	8	10	\$11.49	\$21.64	\$15.26	\$19.03	\$17.95
Housekeeper	7	10.25	\$9.87	\$31.30	\$13.59	\$16.94	\$15.52
Maintenance, Repair, General Utility	15	24.5	\$11.53	\$32.17	\$15.92	\$22.16	\$20.80

E. CONTRACT PERSONNEL COMPENSATION

DISCIPLINE CATEGORIES	# OF CMHSPs	TOTAL FTE	RANGE OF ABSOLUTES		AVERAGE HOURLY
			MINIMUM	MAXIMUM	
Registered Nurse, RN	3	3.02	\$30.07	\$35.31	\$33.29
Mental Health Clinician/Therapist, Masters	6	15.8	\$28.00	\$65.00	\$43.79
Registered Dietician, Bachelors	4	2.1	\$17.93	\$101.00	\$59.73
Registered Occupational Therapist, OTR	4	2.25	\$50.00	\$100.00	\$73.33
Physical Therapist (Licensed)	1	2	\$55.77	\$55.77	\$55.77
Physician (M.D. or D.O.)	5	2.25	\$110.00	\$185.50	\$159.50
Psychiatrist (M.D. or D.O.)	12	25.25	\$158.89	\$200.00	\$182.65
Behavioral Psychologist, LLP	6	2.86	\$32.20	\$117.00	\$81.05
Psychologist, LLP	2	1	\$63.13	\$63.13	\$63.13
Psychologist, LP	3	1.43	\$72.00	\$105.00	\$92.33
Certified Speech Therapist	2	1.03	\$130.00	\$160.00	\$145.00

OVER 30 MILLION

A. SURVEY OF SUPERVISORY AND EXECUTIVE POSITIONS

DISCIPLINE CATEGORIES	# OF CMHSPs	TOTAL FTE	HOURLY RANGE				HOURLY AVERAGE ACTUAL
			RANGE OF ABSOLUTES		AVERAGES OF		
			MINIMUM	MAXIMUM	MINIMUM	MAXIMUM	
Deputy/Associate Director	10	21	\$33.29	\$80.03	\$47.06	\$56.63	\$56.54
Director of Administrative Services	6	7	\$33.32	\$80.21	\$43.41	\$57.60	\$51.32
Director of Financial Services	15	15	\$33.32	\$71.14	\$41.30	\$53.55	\$49.25
Director of Information Systems	13	13	\$34.33	\$69.23	\$40.08	\$51.80	\$49.53
Director of Human Resources	14	14	\$27.93	\$86.79	\$40.27	\$51.75	\$48.40
Director of Training	5	6	\$30.37	\$80.03	\$40.14	\$52.73	\$48.07
Recipient Rights Officer	14	14	\$27.15	\$69.23	\$33.51	\$43.28	\$40.24
Director of Quality Improvement	11	11	\$31.15	\$55.21	\$38.79	\$49.61	\$46.56
Office Manager	11	40	\$16.27	\$42.94	\$22.50	\$29.70	\$26.59
Administrative Manager/Supervisor	12	39	\$20.27	\$49.62	\$27.06	\$37.30	\$32.58
Medical Records Administrator/Supervisor	4	4	\$24.27	\$40.76	\$26.85	\$35.88	\$31.08
Director of Managed Care	5	6	\$31.57	\$49.62	\$38.04	\$48.72	\$43.92
Contract Management Supervisor	11	11	\$21.32	\$54.29	\$33.74	\$44.26	\$40.56
Medical Director	11	11	\$88.75	\$155.34	\$102.40	\$126.79	\$128.48
Clinical Director	15	33	\$30.84	\$67.62	\$37.25	\$49.66	\$47.17
Clinical Department Manager/Supervisor, Masters	16	200	\$17.09	\$49.89	\$30.41	\$41.82	\$36.92
Mental Health Supervisor, Bachelors	9	77	\$23.32	\$40.79	\$27.30	\$36.29	\$31.46
Clubhouse Supervisor	10	13	\$16.51	\$39.08	\$25.80	\$33.73	\$31.73
Licensed Psychologist	8	13	\$22.56	\$75.00	\$33.43	\$46.66	\$43.16
Psychiatrist	11	26	\$86.80	\$149.00	\$100.68	\$127.92	\$124.77

B. SURVEY OF CLINICAL PROFESSIONAL & PARAPROFESSIONAL POSITIONS (no supervisory responsibilities)

DISCIPLINE CATEGORIES	# OF CMHSPs	TOTAL FTE	HOURLY RANGE				HOURLY AVERAGE ACTUAL
			RANGE OF ABSOLUTES		AVERAGES OF		
			MINIMUM	MAXIMUM	MINIMUM	MAXIMUM	
Certified Peer Support Specialist, HS	16	110	\$13.08	\$26.64	\$14.65	\$19.91	\$17.33
Clubhouse / Day Treatment Specialist, HS	6	33	\$13.24	\$24.71	\$15.94	\$20.61	\$19.12
Residential Care Specialist, HS	8	248	\$10.33	\$26.46	\$13.13	\$19.02	\$16.60
Case Manager Aide, HS	11	139	\$13.67	\$28.13	\$15.83	\$21.53	\$19.48
Case Manager/Supports Coordinator, Bachelors	17	671	\$13.79	\$33.84	\$19.37	\$27.24	\$22.89
Case Manager/Supports Coordinator, Masters	7	156	\$18.69	\$35.41	\$22.95	\$32.08	\$26.64
Access Coordinator, Bachelors	8	58	\$13.79	\$33.05	\$20.77	\$29.09	\$24.60
Mental Health Clinician, Masters	17	778	\$20.20	\$51.08	\$24.34	\$34.38	\$28.50
<u>Behavior Analyst (BCBA)</u>	8	30	\$23.74	\$43.23	\$28.38	\$38.71	\$33.76
Certified/Registered Medical Assistant, HS	10	46	\$14.53	\$26.69	\$15.60	\$21.15	\$17.55
Nurse LPN	5	7	\$17.69	\$36.87	\$19.80	\$27.48	\$22.96
Nurse RN	16	175	\$20.20	\$39.94	\$25.05	\$33.91	\$30.33
Nurse BSN RN	3	22	\$20.20	\$36.87	\$23.29	\$34.25	\$31.28
Nurse Practitioner/Physician Assistant	9	23	\$45.91	\$95.29	\$52.31	\$65.48	\$58.23
Registered Occupational Therapist, OTR	8	18	\$22.56	\$37.82	\$25.65	\$32.97	\$32.08

CMHA 2021 SALARY AND BENEFITS SURVEY

C. SURVEY OF ADMINISTRATIVE PROFESSIONAL & PARAPROFESSIONAL POSITIONS (no supervisory responsibilities)

DISCIPLINE CATEGORIES	# OF CMHSPs	TOTAL FTE	HOURLY RANGE				HOURLY AVERAGE ACTUAL
			RANGE OF ABSOLUTES		AVERAGES OF		
			MINIMUM	MAXIMUM	MINIMUM	MAXIMUM	
Registered Health Information Technician/Medical Records Technician ART, Associates	2	2	\$19.52	\$49.62	\$27.76	\$37.49	\$33.55
Recipient Rights Advocate or Advisor, Bachelors	15	34	\$19.92	\$53.91	\$22.67	\$30.89	\$27.32
Accountant, Bachelors	14	35	\$15.35	\$38.71	\$24.00	\$31.33	\$28.25
Help Desk, HS	6	11	\$14.90	\$33.15	\$18.88	\$27.01	\$22.43
Computer Technician, Associates	11	28	\$13.20	\$38.60	\$22.59	\$29.98	\$27.04
Programmer/Analyst, Bachelors	12	35	\$21.32	\$46.45	\$26.34	\$36.42	\$32.41
Systems Administrator, Bachelors	14	27	\$21.32	\$48.04	\$27.39	\$37.01	\$33.30
Human Resources Coordinator, Bachelors	11	21	\$0.00	\$53.91	\$21.88	\$29.79	\$26.30
Staff Development/Training Coordinator, Bachelors	11	15	\$21.32	\$40.79	\$24.85	\$33.15	\$30.50
Public Relations Coordinator, Bachelors	10	12	\$14.53	\$46.90	\$26.52	\$34.71	\$32.36
Quality Improvement Coordinator, Bachelors	14	21	\$16.51	\$44.87	\$24.27	\$33.13	\$29.81
Utilization Management Coordinator, Bachelors	9	32	\$23.74	\$44.87	\$26.46	\$36.02	\$32.53
Contract Manager, Bachelors	13	25	\$21.73	\$46.90	\$25.60	\$34.28	\$29.96
Safety Coordinator, Bachelors	6	73	\$20.11	\$49.36	\$25.11	\$33.66	\$30.14

D. SURVEY OF CLERICAL AND ADMINISTRATIVE SUPPORT POSITIONS (High School or G.E.D.)

DISCIPLINE CATEGORIES	# OF CMHSPs	TOTAL FTE	HOURLY RANGE				HOURLY AVERAGE ACTUAL
			RANGE OF ABSOLUTES		AVERAGES OF		
			MINIMUM	MAXIMUM	MINIMUM	MAXIMUM	
Receptionist	11	81	\$12.85	\$26.69	\$14.63	\$19.70	\$16.65
Transcriptionist	3	5	\$13.03	\$22.38	\$15.65	\$19.55	\$18.77
Secretary	12	175	\$13.79	\$25.88	\$15.10	\$20.77	\$18.21
Executive/Administrative Assistant	17	112	\$13.79	\$33.25	\$19.72	\$26.73	\$23.88
Accounting Assistant/Bookkeeper	16	40	\$14.90	\$29.09	\$18.03	\$23.57	\$20.93
Claims Processor	12	30	\$14.90	\$32.41	\$18.00	\$23.87	\$21.11
Payroll/Benefits Assistant	11	20	\$14.53	\$33.71	\$18.81	\$24.26	\$23.01
Human Resources Assistant	12	16	\$14.53	\$31.22	\$18.60	\$24.64	\$21.87
Medical Records Assistant	10	38	\$13.03	\$21.60	\$14.57	\$18.66	\$17.25
Housekeeper	3	2	\$11.89	\$25.36	\$14.84	\$20.50	\$19.99
Maintenance, Repair, General Utility	12	42	\$13.23	\$33.84	\$17.10	\$24.21	\$21.40

E. CONTRACT PERSONNEL COMPENSATION

DISCIPLINE CATEGORIES	# OF CMHSPs	TOTAL FTE	RANGE OF ABSOLUTES		AVERAGE
			MINIMUM	MAXIMUM	HOURLY
Registered Nurse, RN	6	16	\$27.00	\$120.00	\$64.80
Mental Health Clinician/Therapist, Masters	3	42	\$24.00	\$60.00	\$38.64
Registered Dietician, Bachelors	3	48	\$29.25	\$52.50	\$41.58
Registered Occupational Therapist, OTR	7	14	\$34.00	\$75.00	\$52.93
Physical Therapist (Licensed)	5	6	\$48.00	\$80.00	\$64.53
Physician (M.D. or D.O.)	2	2	\$100.00	\$130.00	\$115.00
Psychiatrist (M.D. or D.O.)	10	24	\$113.74	\$200.00	\$166.85
Behavioral Psychologist, LLP	2	22	\$110.00	\$150.00	\$130.00
Psychologist, LLP	3	18	\$53.00	\$82.50	\$71.83
Psychologist, LP	3	3	\$71.25	\$150.00	\$110.42
Certified Speech Therapist	2	7	\$38.00	\$66.11	\$52.06

REQUEST FOR HEALTHWEST BOARD CONSIDERATION AND AUTHORIZATION

COMMITTEE Program/Personnel Committee	BUDGETED X	NON-BUDGETED	PARTIALLY BUDGETED
REQUESTING DIVISION Administration	REQUEST DATE September 9, 2021	REQUESTOR SIGNATURE Julia Rupp, Executive Director	
<u>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</u>			
<p>Though we recently raised the salaries for Master's Level Clinicians and registered nurses, we continue to struggle hiring for these positions in several areas: those Master's Level Clinicians who work in home-based youth services and Access, and registered nurses working in the jail. We would like to use the same incentive we utilized to hire BCBA's when they were in high demand, providing a quarterly stipend for two quarters post hire as a retention bonus. It is requested that HealthWest implement a Retention Stipend Program for these positions. The Retention Stipend would be quarterly for two quarters at \$1,000 each quarter for a total \$2,000 stipend paid for these positions who remain employed with HealthWest. We are asking for approval for one year (through September 30, 2022) and based on the effectiveness of this strategy will ask board for action at that time if needed and effective.</p> <p>This program will give HealthWest a competitive advantage in the market during this market shortage and allow us to retain our current staff and attract new Master's Level Clinicians and RN's without raising our pay range.</p> <p>There would be no change in our overall budget as a result of this change. There would be no increase to the County General Fund as a result of this change. This change would be effective October 1, 2021.</p>			
<u>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</u>			
<p>I move to approve a Retention Stipend Program for the Master's Level Clinician's for both Youth Home-Based and Access Center and Registered Nurses located at the jail, which allows HealthWest to pay a quarterly \$1,000 retention stipend to employees up to \$2,000 per employee, beginning October 1, 2021 and ending September 30, 2022.</p>			
COMMITTEE DATE	COMMITTEE APPROVAL _____ Yes _____ No _____ Other		
BOARD DATE	BOARD APPROVAL _____ Yes _____ No _____ Other		

HWB 589-P