

**HEALTHWEST**  
**FULL BOARD MINUTES**

**June 23, 2023**

**8:00 a.m.**

**376 E. Apple Ave.  
Muskegon, MI 49442**

**CALL TO ORDER**

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

**ROLL CALL**

Members Present: Stephanie Umlor, Jeff Fortenbacher, Tamara Madison, Thomas Hardy, Janice Hilleary, Cheryl Natta, Marcia Hovey-Wright, Janet Thomas, Remington Sprague, MD

Members Absent: Charles Nash, Cassandra Kitchen

Others Present: Rich Francisco, Holly Brink, Shannon Morgan, Amber Berndt, Tasha Percy, Brandy Carlson, Cyndi Blair, Malina Barrett, Gordon Peterman Kelly Betts, Gary Ridley, Mickey Wallace, Kris Burgess, Ann Judson, Matt Plaska, Kim Davis, Jason Bates, Justine Belvitch, Antarae Robinson

Guests Present: Kristen Wade

**MINUTES**

HWB 124-B - It was moved by Mr. Hardy, seconded by Ms. Umlor, to approve the minutes of the May 19, 2023 Full Board meeting as written.

**MOTION CARRIED**

**COMMITTEE REPORTS**

***Program Personnel Committee***

HWB 113-P - It was moved by Ms. Umlor, seconded by Ms. Hilleary, to approve the minutes of the May 5, 2023 meeting as written.

**MOTION CARRIED**

HWB 114-P - It was moved by Ms. Umlor, seconded by Ms. Hilleary, to authorize the policy and procedural changes for New Provider Orientation, effective June 1, 2023.

**MOTION CARRIED**

HWB 115-P - It was moved by Ms. Thomas, seconded by Ms. Umlor, to authorize the policy and procedural changes for Provider Capacity and Services, effective June 1, 2023.

**MOTION CARRIED**

***Recipient Rights Committee***

HWB 116-R - It was moved by Ms. Thomas, seconded by Ms. Hilleary, to approve the minutes of the April 14, 2023 meeting as written.

**MOTION CARRIED**

HWB 117-R - It was moved by Ms. Hilleary, seconded by Ms. Natte, to approve the Recipient Rights Reports for April 2023 / May 2023.

**MOTION CARRIED**

***Finance Committee***

HWB 118-F - It was moved by Commissioner Hovey-Wright, seconded by Ms. Thomas, to approve the minutes of the May 12, 2023, meeting as written.

**MOTION CARRIED**

HWB 119-F - It was moved by Mr. Hardy, seconded by Commissioner Nash, to approve expenditures for the month ending May 31, 2023, in the total amount of \$7,957,646.39.

**MOTION CARRIED**

HWB 120-F - It was moved by Dr. Sprague, seconded Commissioner Nash, to authorize HealthWest to increase the projected expenditures with CRC Recovery Inc. dba Western Michigan Treatment Center, for March 1, 2023, through September 30, 2023, at a cost not to exceed \$50,675.00 for FY2023.

**MOTION CARRIED**

HWB 121-F - It was moved by Ms. Thomas, seconded Commissioner Hovey-Wright, to authorize HealthWest to contract with Doctor Katherine Jawor, D.O., at a cost not to exceed \$57,600.00 for FY23, effective June 12, 2022 through September 30, 2023.

**MOTION CARRIED**

HWB 122-F - It was moved by Ms. Thomas, seconded Commissioner Hovey-Wright, to authorize HealthWest to contract with Heart and Hand In Home Care and Cameo House to provide CLS and specialized residential services to eligible HealthWest consumers, at a cost not to exceed \$55,000.00 for FY2023.

**MOTION CARRIED**

HWB 123-F - It was moved by Ms. Thomas, seconded Mr. Hardy, to authorize HealthWest to approve changes to the projected expenditures for Hernandez Homes, Hope Network, Proto Call, and Dave McElfish, at a cost not to exceed \$877,500.00, effective October 1, 2022 through September 30, 2023.

**MOTION CARRIED**

**ITEMS FOR CONSIDERATION**

HWB 125-B - It was moved by Ms. Hilleary, seconded by Mr. Hardy, to authorize the revised 2023 Meeting Schedule of the HealthWest Board of Directors for the 2023 calendar year.

**MOTION MOVED.**

### **OLD BUSINESS**

There was no old business.

### **NEW BUSINESS**

There was no new business.

### **COMMUNICATION**

Ms. Tamara Madison proved an update on the Consumer Advisory Council.

### **DIRECTOR'S COMMENTS**

Executive Director, Rich Francisco, provided his Director's Report. HealthWest has received payment from the LRE for past liabilities for FY18, and FY19. We have received 80% of what is owed to us, and we are still working on our addendum for the remaining 20%. Typically, balances are not paid until state audits have been completed. It was also shared that the LRE had an executive level meeting and CMHs will be expecting a proposal by the state / TBD Solutions to create barriers between the intake and assessment process. This will be brought to the LRE Board. Mr. Francisco provided an update on meeting with the various teams, attending County meetings, and was present for the HealthWest FY22 Annual Report at the County Commissioner's Work Session. Mr. Francisco has also been touring the various locations, learning his way around, and shared his plans to look at financial operations, contracting, and interviewing a QA Director. Lastly, Mr. Francisco shared that HealthWest has been awarded the SAMSA Grant for an additional 4-years. Looking ahead, Mr. Francisco will be reaching out to other agencies to connect and build his relationships and resources.

### **AUDIENCE PARTICIPATION**

There was no audience participation.

### **ADJOURNMENT**

There being no further business to come before the board, the meeting adjourned at 8:29 a.m.

Respectfully,



Janet Thomas  
Board Chair

/hb



**TO:** HealthWest Board Members

**FROM:** Janet Thomas, Board Chair, via Rich Francisco, Executive Director

**SUBJECT:** Full Board Meeting  
 June 23, 2023  
 376 E. Apple Ave., Muskegon, MI 49442  
<https://healthwest.zoom.us/j/92247046543?pwd=ZXY0QnFPVGc5UVZENIRwcExTTmdvdz09>  
 One tap mobile: (929) 205-6099, 92247046543#

**AGENDA**

- 1) Call to Order Action
- 2) Approval of Agenda Action
- 3) Approval of Minutes
  - A) Approval of the Full Board Minutes of May 19, 2023 Action  
(Attachment #1 – pg. 1-3)
- 4) Public Comment (on an agenda item)
- 5) Committee Reports
  - A) Program Personnel Committee Action  
(Attachment #2 – pg. 4-6)
  - B) Recipient Rights Committee Action  
(Attachment #3 – pg. 7-9)
  - C) Finance Committee Action  
(Attachment #4 – pg. 10-13)
- 6) Items for Consideration
  - A) Approval Requested to Make Changes to Board of Directors Calendar Action  
(Attachment #5 – pg. 14)
- 7) Old Business
- 8) New Business
- 9) Communication
  - A) Consumer Advisory Council Update Information
  - B) Director's Report Information  
(Attachment #6 – pg. 15-16)
- 10) Public Comment
- 11) Adjournment Action

/hb

Main Office

376 E. Apple Ave. | Muskegon, MI 49442 | P (231) 724-1111 | F (231) 724-3659

[HealthWest.net](http://HealthWest.net)

**HEALTHWEST**  
**FULL BOARD MINUTES**

**May 19, 2023**

**8:00 a.m.**

**376 E. Apple Ave.  
Muskegon, MI 49442**

**CALL TO ORDER**

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

**ROLL CALL**

Members Present: Stephanie Umlor, Jeff Fortenbacher, Tamara Madison, Thomas Hardy, Janice Hilleary, Charles Nash, Kassandra Kitchen, Cheryl Natte, Marcia Hovey-Wright

Members Absent: Janet Thomas, Remington Sprague, MD

Others Present: Holly Brink, Amber Berndt, Tasha Percy, Brandy Carlson, Cyndi Blair, Linda Wagoner, Mike Kimble, Malina Barrett, Gordon Peterman, Matt Plaska, Linda Closz, Brandon Baskin, Christy LaDronka, Michael Pyne, Stephanie Baskin, Kelly Betts, Kara Jaekel, Stephanie Williams, Matt Borushko, Ryan Westerhouse, Dave McElfish, Niki Emelander, Chelsea Kirksey, Kim Huey, Sarah Brown, Michelle Mitchell, Heidi Campbell, Linda Wagoner, Gary Ridley, Danna Beam

Guests Present: Matt Farrar, Matt Kelliher, Kristen Wade, Angie Gasiewski, Commissioner Jessica Cook

**MINUTES**

HWB 111-B - It was moved by Mr. Fortenbacher, seconded by Mr. Hardy, to approve the minutes of the April 28, 2023 Full Board meeting as written.

**MOTION CARRIED.**

HWB 113-B - It was moved by Ms. Hilleary, seconded by Commissioner Hovey-Wright, to approve the minutes of the April 28, 2023 Nominating Committee as written.

**MOTION CARRIED.**

**COMMITTEE REPORTS**

***Program Personnel Committee***

HWB 103-P - It was moved by Ms. Umlor, seconded by Ms. Hilleary, to approve the minutes of the April 14, 2023 meeting as written.

**MOTION CARRIED.**

HWB 104-P - It was moved by Mr. Hardy, seconded by Ms. Umlor, to authorize the position changes as outlined in the motions above and on the attached Position Change Spreadsheet for FY 2023 County Budget, effective May 1, 2023, or as otherwise noted in the written motions.

**MOTION CARRIED**

**Finance Committee**

HWB 105-F - It was moved by Mr. Hardy, seconded by Ms. Thomas, to approve the minutes of the April 21, 2023, meeting as written.

**MOTION CARRIED.**

HWB 106-F - It was moved by Mr. Thomas, seconded by Mr. Hardy, to approve expenditures for the month ending April 30, 2023, in the total amount of \$6,315,847.09.

**MOTION CARRIED.**

HWB 107-F - It was moved by Mr. Hardy, seconded Ms. Thomas, to authorize HealthWest to contract with Sacred Heart Rehabilitation Center, Inc., for May 1, 2023 through September 30, 2023 to provide SUD services, at a cost not to exceed \$55,000.00 for FY2023.

**MOTION CARRIED.**

HWB 108-F - It was moved by Mr. Hardy, seconded Ms. Thomas, to authorize HealthWest to increase the projected expenditures for Preferred Lawn Care, St. Mary's Family Pharmacy, and Voices of Health, at a cost not to exceed \$195,418.00, effective October 1, 2022 through September 30, 2023.

**MOTION CARRIED.**

HWB 109-F - It was moved by Ms. Thomas, seconded Mr. Hardy, to authorize HealthWest to approve changes to the Fee Rates for Services provided by HealthWest, effective June 1, 2023

It was moved by Commissioner Hovey-Wright, seconded Mr. Hardy, to table the motion until June, when we have more information regarding current data.

**MOTION TABLED**

**ITEMS FOR CONSIDERATION**

HWB 112-B - It was moved by Mr. Hardy, seconded by Commissioner Nash, to authorize entering a contract with the incumbent Executive Director of HealthWest. Approval is requested for the HealthWest Board Chairperson, Janet Thomas, to sign the contract for Executive Director of HealthWest, effective June 5, 2023 and ending June 5, 2026, subject to the early termination provision of this contract.

**MOTION MOVED.**

**OLD BUSINESS**

The discussion of appointing another HealthWest Board Member was brought up. We currently have one vacancy on the LRE Board due to Mr. Snyder resigning. We also currently have one vacancy for the HealthWest Board. Adding and additional County Commissioner was discussed.

**NEW BUSINESS**

There was no new business.

**COMMUNICATION**

A presentation for Outreach and Prevention to schools was shared by our PFA Team.

**DIRECTOR'S COMMENTS**

There was no Director's comment.

**AUDIENCE PARTICIPATION**

There was no audience participation.

**ADJOURNMENT**

There being no further business to come before the board, the meeting adjourned at 9:29 a.m.

Respectfully,

Cheryl Natte  
Board Vice Chair  
/hb

***PRELIMINARY MINUTES***  
***To be adopted and approved at the Full Board Meeting of June 23, 2023***

**HEALTHWEST**

**PROGRAM AND PERSONNEL COMMITTEE REPORT TO THE BOARD**

**via Cheryl Natte, Committee Chair**

1. The Program Personnel Committee met on June 9, 2023
- \* 2. It was recommended, and I move, to approve the minutes of the May 5, 2023, meeting as written.
- \* 3. It was recommended, and I move, to approve the policy and procedural changes for New Provider Orientation, effective June 1, 2023.
- \* 4. It was recommended, and I move, to approve the policy and procedural changes for Provider Capacity and Services, effective June 1, 2023.

/hb



**HEALTHWEST**

**PROGRAM/PERSONNEL MEETING MINUTES**

**June 9, 2023  
8:00 a.m.**

**376 E. Apple Ave.  
Muskegon, MI 49442**

**CALL TO ORDER**

The regular meeting of the Program/Personnel Committee was called to order by Chair Natte at 8:03 a.m.

**ROLL CALL**

Members Present: Steph Umlor, Cheryl Natte, Janet Thomas, Janice Hilleary, Tamara Madison

Staff Present: Holly Brink, Tasha Percy, Shannon Morgan, Cyndi Blair, Amber Berndt, Matt Plaska, Jackie Farrar, Melina Barrett, Rich Francisco, Linda Wagner, Linda Cloz, Suzanne Beckeman, Gordon Peterman, Stephanie Baskin, Gary Ridley

Guests Present: Kristen Wade

**MINUTES**

It was moved by Ms. Umlor, seconded by Ms. Hilleary, to approve the minutes of the May 5, 2023 meeting as written.

**MOTION CARRIED.**

**PUBLIC COMMENT (ON AN AGENDA ITEM)**

There was no public comment.

**ITEMS FOR CONSIDERATION**

It was moved by Ms. Umlor, seconded by Ms. Hilleary, to authorize the policy and procedural changes for New Provider Orientation, effective June 1, 2023.

**MOTION CARRIED.**

It was moved by Ms. Thomas, seconded by Ms. Umlor, to authorize the policy and procedural changes for Provider Capacity and Services, effective June 1, 2023.

**MOTION CARRIED.**

**OLD BUSINESS**

There was no old business.

**NEW BUSINESS**

There was no new business.

**COMMUNICATION**

Matt Plaska provided the Key Performance Indicator Report. Ms. Blair gave an update on the CMHA Summer Conference.

**DIRECTOR'S COMMENTS**

Executive Director, Rich Francisco, gave an update. He has in-person meetings scheduled for next week with individual leaders in the agency. He will also be resuming the Leadership Team meetings. Mr. Francisco is looking forward to seeing what makes HealthWest unique from other CMH agencies.

**AUDIENCE PARTICIPATION**

There was no audience participation or public comment.

**ADJOURNMENT**

There being no further business to come before the board, the meeting adjourned at 8:26 a.m.

Respectfully,

Cheryl Natte  
Program/Personnel Committee Chair

CN/hb

***PRELIMINARY MINUTES  
To be approved at the Program/Personnel Committee Meeting on  
July 14, 2023***

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

**via Steph Umlor, Committee Chair**

1. The Recipient Rights Advisory Committee met on June 9, 2023.
- \* 2. It was recommended, and I move, to approve the minutes of the April 14, 2023 meeting as written.
- \* 3. It was recommended, and I move, to approve the Recipient Rights Reports for April 2023 / May 2023.

/hb

**HEALTHWEST**

**RECIPIENT RIGHTS ADVISORY COMMITTEE MEETING MINUTES**

**Friday, June 9, 2023  
8:00 a.m.  
376 E. Apple Ave., Muskegon, MI 49442**

**CALL TO ORDER**

The regular meeting of the Recipient Rights Advisory Committee was called to order by Chair Umlor at 8:27a.m.

**ROLL CALL**

Members Present: Janice Hilleary, Stephanie Umlor, Janet Thomas, Tamara Madison, Cheryl Natte

HealthWest Staff Present: Holly Brink, Tasha Percy, Shannon Morgan, Cyndi Blair, Amber Berndt, Matt Plaska, Gary Ridley, Melina Barrett, Gordon Peterman, Linda Wagner, Jackie Farrar, Rich Francisco, Linda Cloz, Suzanne Beckeman, Stephanie Baskin

Guest Present: Kristen Wade, Larry Spataro

**APPROVAL OF MINUTES**

It was moved by Ms. Thomas, seconded by Ms. Hilleary, to approve the minutes of the April 14, 2023 meeting as written.

**MOTION CARRIED.**

**ITEMS FOR CONSIDERATION**

**A. *Motion to Accept Recipient Rights Reports for April 2023 / May 2023***

It was moved by Ms. Hilleary, seconded by Ms. Natte, to approve the Recipient Rights Reports for April 2023 / May 2023.

**MOTION CARRIED.**

For the months of April 2023 / May 2023, there were 70 HealthWest and 17 provider employees trained:

Rights Updates HealthWest	47
Rights Updates Provider	4
New Employee Training HealthWest/Contracted	21
New Employee Training Provider	15
SUD Recipient Rights Orientation Provider	1

For the months of April 2023 / May 2023 there were 783 incident reports and 17 rights allegations.

Statistical data showing type and code was provided in the enclosed report.

There were a total of 7 deaths reported in April 2023 / May 2023.

**OLD BUSINESS**

There was no old business.

**NEW BUSINESS**

There was no new business.

**COMMUNICATIONS**

There was no communication.

**DIRECTOR'S COMMENTS**

There was no comment from the Director.

**AUDIENCE PARTICIPATION / PUBLIC COMMENT**

Mr. Spataro gave a brief update and wanted to thank Linda Wagner for her hard work, and commitment to our consumers.

**ADJOURNMENT**

There being no further business to come before the committee, the meeting adjourned at 8:38 a.m.

Respectfully,

Stephanie Umlor  
HealthWest Rights Advisory Committee Chair

SU/hb

***PRELIMINARY MINUTES  
To be approved at the Rights Advisory Committee Meeting of  
August 11, 2023***

**HEALTHWEST****FINANCE COMMITTEE REPORT TO THE BOARD****via Jeff Fortenbacher, Committee Chair**

1. The Finance Committee met on June 16, 2023
- \* 2. It was recommended, and I move, to approve the minutes of the May 12, 2023, meeting as written.
- \* 3. It was recommended, and I move, to approve expenditures for the month ending May 31, 2023, in the total amount of \$7,957,646.39.
- \* 4. It was recommended, and I move, to approve HealthWest to increase the projected expenditures with CRC Recovery Inc. dba Western Michigan Treatment Center, for March 1, 2023, through September 30, 2023, at a cost not to exceed \$50,675.00 for FY2023.
- \* 5. It was recommended, and I move, to approve HealthWest to contract with Doctor Katherine Jawor, D.O., at a cost not to exceed \$57,600.00 for FY23, effective June 12, 2022 through September 30, 2023.
- \* 6. It was recommended, and I move, to approve HealthWest to contract with Heart and Hand In Home Care and Cameo House to provide CLS and specialized residential services to eligible HealthWest consumers, at a cost not to exceed \$55,000.00 for FY2023.
- \* 7. It was recommended, and I move, to approve HealthWest to approve changes to the projected expenditures for Hernandez Homes, Hope Network, Proto Call, and Dave McElfish, at a cost not to exceed \$877,500.00, effective October 1, 2022 through September 30, 2023.

/hb

**HEALTHWEST**

**FINANCE COMMITTEE MEETING MINUTES**

**Friday, June 16, 2023**

**8:00 a.m.**

**CALL TO ORDER**

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

**ROLL CALL**

Committee Members Present: Jeff Fortenbacher, Janet Thomas, Thomas Hardy, Marcia Hovey-Wright, Charles Nash, Remington Sprague, M.D.

Committee Members Absent: Stephanie Umlor.

Also Present: Rich Francisco, Holly Brink, Shannon Morgan, Tasha Percy, Brandy Carlson, Jennifer Stewart, Gary Ridley, Kelly Betts, Matt Plaska, Justine Belvitch, Brian Speer, Jackie Farrar, Mike Kimble, Melina Barrett

Guests: Angie Gasiewski, Mark Eisenbarth

**MINUTES**

It was moved by Commissioner Hovey-Wright, seconded by Ms. Thomas, to approve the minutes of the May 12, 2023, meeting as written.

**MOTION CARRIED.**

**ITEMS FOR CONSIDERATION**

**A. Approval of Expenditures for May 2023**

It was moved by Mr. Hardy, seconded by Commissioner Nash, to approve expenditures for the month ending May 31, 2023, in the total amount of \$7,957,646.39.

**MOTION CARRIED**

**B. Monthly Report from the Chief Financial Officer**

The May report was distributed for board member review, noting an overall cash balance of (\$4,488,199). Also presented were the month-end projection trends for board member review.

**C. Program Budget Report**

The HealthWest Expenditures Financial Statement was distributed for May 2023, which shows that expenditures to date are under budget by \$1,797,595.65.

**D. FY23 Actual and Projected Expenditures**

Ms. Carlson, Chief Financial Officer, presented the FSR.

**E. Authorization to Increase Projected Contract Expenditures for FY23**

It was moved by Dr. Sprague, seconded Commissioner Nash, to authorize HealthWest to increase the projected expenditures with CRC Recovery Inc. dba Western Michigan Treatment Center, for March 1, 2023, through September 30, 2023, at a cost not to exceed \$50,675.00 for FY2023.

**MOTION CARRIED**

**F. Authorization to Contract with Doctor Katherine Jawor D.O.**

It was moved by Ms. Thomas, seconded Commissioner Hovey-Wright, to authorize HealthWest to contract with Doctor Katherine Jawor, D.O., at a cost not to exceed \$57,600.00 for FY23, effective June 12, 2022 through September 30, 2023.

**MOTION CARRIED**

**G. Authorization to Contract with Heart and Hand In Home Care and Cameo House**

It was moved by Ms. Thomas, seconded Commissioner Hovey-Wright, to authorize HealthWest to contract with Heart and Hand In Home Care and Cameo House to provide CLS and specialized residential services to eligible HealthWest consumers, at a cost not to exceed \$55,000.00 for FY2023.

**MOTION CARRIED**

**H. Authorization to Increase Projected Contract Expenditures for FY23**

It was moved by Ms. Thomas, seconded Mr. Hardy, to authorize HealthWest to approve changes to the projected expenditures for Hernandez Homes, Hope Network, Proto Call, and Dave McElfish, at a cost not to exceed \$877,500.00, effective October 1, 2022 through September 30, 2023.

**MOTION CARRIED**

**OLD BUSINESS**

There was no old business.

**NEW BUSINESS**

There was no new business.

**COMMUNICATIONS**

There was no communication.



**DIRECTOR'S COMMENTS**

Rich Francisco, Executive Director, shared the privilege he has had of meeting the new staff and teams. Mr. Francisco has been working with Brandy Carlson, Chief Finance Officer, on operational guidelines for the County, and working through the changes to determine what will be processed through the County Board versus HealthWest Board. Mr. Francisco will be meeting with Quality Assurance to create a plan for determining areas for improvement, ways to provide more transparent financial reporting, and improving program outcomes on a clinical level.

**AUDIENCE PARTICIPATION**

There was no audience participation.

**ADJOURNMENT**

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

Respectfully,

Jeff Fortenbacher  
Committee Chair

JF/hb

**PRELIMINARY MINUTES  
To be approved at the Finance Meeting on  
July 21, 2023**

## REQUEST FOR HEALTHWEST CONSIDERATION AND AUTHORIZATION

<b>COMMITTEE</b> Full Board	<b>BUDGETED</b>	<b>NON-BUDGETED</b>	<b>PARTIALLY BUDGETED</b>
<b>REQUESTING DIVISION</b> Administration	<b>REQUEST DATE</b> June 23, 2023		<b>REQUESTOR SIGNATURE</b> Janet Thomas, Board Chair
<b>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</b>			
Approval of the revised 2023 HealthWest Board of Muskegon County Meeting Schedule is being requested: Revisions to reflect Program / Personnel Committee to move to bi-monthly, schedule on even months throughout the remainder of 2023.			
<b><u>Program/Personnel Committee</u></b>	<b><u>Recipient Rights Committee</u></b>	<b><u>Finance Committee</u></b>	<b><u>Full Board</u></b>
January 13, 2023	**	January 20, 2023	January 27, 2023
February 10, 2023	February 10, 2023	February 17, 2023	February 24, 2023
March 10, 2023	**	March 17, 2023	March 24, 2023
April 14, 2023	April 14, 2023	April 21, 2023	April 28, 2023 ***
May 5, 2023*	**	May 12, 2023 *	May 19, 2023 *
June 9, 2023	June 9, 2023	June 16, 2023	June 23, 2023
**	**	July 21, 2023	July 28, 2023
<b>August 11, 2023</b>	August 11, 2023	August 18, 2023	August 25, 2023
**	**	September 15, 2023	September 29, 2023*
<b>October 13, 2023</b>	October 13, 2023	October 20, 2023	October 27, 2023
**	**	Thursday, November 9, 2023 *	November 17, 2023 *
<b>December 1, 2023 *</b>	December 1, 2023 *	December 8, 2023 *	December 15, 2023 *
<p style="text-align: center;">*Due to holiday or event  ** Only meets even numbered months  *** Annual Meeting</p>			
<b>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</b>			
I move to approve the above revised 2023 Meeting Schedule of the HealthWest Board of Directors for the 2023 calendar year.			
<b>COMMITTEE DATE</b>	<b>COMMITTEE APPROVAL</b>		
	_____ Yes    _____ No    _____ Other		
<b>BOARD DATE</b>	<b>BOARD APPROVAL</b>		
June 23, 2023	_____ Yes    _____ No    _____ Other		

HWB 125-B



## MEMORANDUM

Date: June 20, 2023

To: HealthWest Board of Directors

CC: Mark Eisenbarth, Muskegon County Administrator  
 Matt Farrar, Muskegon County Deputy Administrator  
 Angie Gasiewski, Muskegon County Accounting Manager

From: Rich Francisco, Executive Director

Subject: **Director's Update**

### Lakeshore Regional Entity- Historical Deficit Update

The LRE board approved to pay all the CMHSPs (HealthWest, N180 and WMCMH) that were owed for past liabilities for FY18, FY19. On March 23, 2023, the judge ruled in favor of the plaintiffs, LRE, Muskegon County and HealthWest against MDHHS to allow the LRE to pay using savings and ISF to pay for past liabilities.

On May 24<sup>th</sup> at the LRE Board meeting, a resolution was proposed, by members of the LRE Board itself, and passed to order the LRE to pay the CMHSPs the funds owed for FY18 through FY21. The LRE had 7 days from the date receipt of confirmed and signed Cost Settlement Letters between the LRE and CMHSP Director(s) to pay for 80% of the funds. The other 20% will be paid to the CMH in an escrow account that could be returned to the LRE depending on performance of the CMH in the LRE compliance audit. HealthWest / Muskegon County received a total of \$9,406,781.71 on June 6<sup>th</sup>. As of June 13, 2023, the HealthWest cash balance is a positive \$1,784,024.50.

### Executive Director activities:

- Started June 5<sup>th</sup> and hit the ground running by first attending the CMHAM Summer conference the first 3 days. Networked with and met other CMHSP directors and board members also in attendance of the conference.
- Attended the Muskegon County Work session for HealthWest to present the FY22 Annual report to the County Commissioners. Kudos to the HealthWest staff who presented on metrics and outcomes of the various initiatives and programs at HealthWest. Several of the commissioners expressed how well the presentation went, and how informative it was.
- Attended the HealthWest Program/Personnel and Recipient Rights Committee. Attended HW finance committee. Attended Muskegon County Ways and Means Board Committee.

- In the process of “meeting and greeting” the various teams and programs at HealthWest. The short period of time since I started, I have met with the following directors at HealthWest:
  - Children and Clinical Services Director, Ann Judson
  - Visited and met with Clubhouse Director
  - Mickey Wallace on DEI program and framework at HealthWest.
  - Amie Bakos Director of I/DD
  - Dr. Green, HW Medical Director
  - Pam Kimble, Director of Autism and visited the HUB.
  - Ongoing meetings with CIO, CFO and Chief Clinical Officers at HealthWest. Dave McElfish, Brandy Carlson and Cyndi Blair.
  - Muskegon County HR, Finance and IT Directors: Kristen Wade, Angela Gasiewski, Matt Kelliher.
  - Muskegon County Deputy Administrator, Matthew Farrar.

**On the horizon:**

- Looking forward to representing the HealthWest at the LRE Ops meetings.
- Review the Quality Improvement/Quality Assurance Team, interview applicants for the Quality Assurance Director.
- Continue to meet with the rest of the HealthWest teams directors and begin CMH Leadership team meetings.