

HEALTHWEST
FULL BOARD MINUTES

July 28, 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: Jeff Fortenbacher, Tamara Madison, Thomas Hardy, Janice Hilleary, Kim Cyr, Marcia Hovey-Wright, Janet Thomas, Remington Sprague, MD, Charles Nash,

Members Absent: Cassandra Kitchen, Stephanie Umlor, Cheryl Natte

Others Present: Rich Francisco, Holly Brink, Shannon Morgan, Amber Berndt, Tasha Percy, Malina Barrett, Gordon Peterman Kelly Betts, Gary Ridley, Mickey Wallace, Matt Plaska, Jason Bates, Lauren Thomas, Christy LaDronka, Jackie Farrar, Urbaine Ndoye

Guests Present: Kristen Wade, Matt Farrar, John Weerstra

MINUTES

HWB 131-B - It was moved by Commissioner Nash, seconded by Dr. Sprague, to approve the minutes of the June 23, 2023 Full Board meeting as written.

MOTION CARRIED

COMMITTEE REPORTS

Finance Committee

HWB 126-F - It was moved by Ms. Thomas, seconded by Dr. Sprague, to approve the minutes of the June 16, 2023, meeting as written.

MOTION CARRIED

HWB 127-F - It was moved by Ms. Thomas, seconded Dr. Sprague, to authorize HealthWest to enter contract with Redi-Rental for the rental of portable restrooms, sinks, tables, chairs, tents and fencing for the Health, Wellness, and Recovery Picnic on August 17th, 2023, at a total cost not to exceed \$8,519.23.

MOTION CARRIED

HWB 128-F - It was moved by Ms. Thomas, seconded Dr. Sprague, to authorize HealthWest Executive Director to sign single case agreements with various out of network hospitals in the amount of \$49,776.00 for psychiatric inpatient stays for HealthWest consumers.

MOTION CARRIED

HWB 129-F - It was moved by Dr. Sprague, seconded Mr. Hardy, to authorize HealthWest to approve the projected expenditures for Anikare, Positive Behavior Supports, Shel-Mar AFC, and Services of Hope as stated with a total not to exceed \$891,125.00, effective October 1, 2022 through September 30, 2023.

MOTION CARRIED

HWB 130-F - It was moved by Mr. Hardy, seconded Dr. Sprague, to authorize HealthWest Executive Director to sign a contract with You're Always at Home AFC#2 to provide specialized residential services to eligible HealthWest consumers, at a cost not to exceed \$93,600.00 for FY2023.

MOTION CARRIED

ITEMS FOR CONSIDERATION

HWB 132-B - It was moved by Mr. Hardy, seconded by Dr. Sprague, to authorize recommendation of Linda Dunmore for the Executive Board Member for the LRE (Lakeshore Regional Entity), and authorizes the HealthWest Board Chairperson, Janet Thomas, to recommend her on behalf of the HealthWest Board of Directors.

MOTION MOVED.

HWB 133-B - It was moved by Mr. Hardy, seconded by Mr. Fortenbacher, to authorize HealthWest to pay Johnston Lewis Associate, Inc. in the amount of \$55,500.00 for Professional Liability Insurance to cover the five (5) full and part time HealthWest psychiatrists, effective August 7, 2023, through August 7, 2024.

MOTION MOVED.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

COMMUNICATION

There was no communication.

DIRECTOR'S COMMENTS

Lakeshore Regional Entity- Escrow Draft Language

Rich Francisco, Executive Director, wanted to update the board that a new motion to revise the original motion 23-23 addressing the past liabilities at the LRE board was passed. The motion was to remove the word "Escrow" language which implies that CMHSPs needed to use a third party to hold the remaining 20% owed to CMHSPs for past liabilities. Escrow accounts usually entail large fees associated with holding funds. CMHSPs don't really want to pay the fees so just having them in a restricted account until a CMHSPS can pull them out would be a better way to go. The next steps for this are that the LRE will provide us with the amended agreement which we can review to whether to accept or not, or we update our version of the agreement drafted by our corporate counsel to reflect the amend motion language and then send that out to the LRE for signatures.

Executive Director activities:

- Priority has been to work on forming the Compliance Committee and changing the frequency of meetings to monthly. HW compliance areas and initiatives are siloed and there is no central venue to discuss and address issues related to compliance. Compliance can range from review incident reporting, site reviews, OIG reports, audit results as well as address agency compliance with LRE, MDHHS and Federal requirements. In addition, compliance related to our provider network should also be addressed. The Compliance Committee will be responsible for reviewing and updating the HW compliance plan and the risk management plan. Membership will include various individuals from various admin and clinical staff including Recipient Rights, provider network, QI and finance staff.
- Quality Improvement update – We have a new Quality Assurance/Quality Improvement Director – Pam Kimble. I will be working with Pam to better structure the Quality improvement team and develop the framework to be used for tracking QI/QA initiatives. As part of improving the structure of QI, I will be training CMH leadership team on a Process Improvement framework (a LEAN framework) in August which hopefully becomes one of the improvement tools used at HW to gain desired outcomes.
- I continue to work with IT, Finance, and HR to align processes and initiatives with County IT, HR, and Finance oversight with an eye on identifying areas for improvement and efficiency and ensuring that HW meets all LRE and state reporting requirements.
- I continue to meet with various teams and programs at HW
 - Last week, I met with the ACT team, and they shared the great work that they do on a day-to-day basis. The meeting ended with me showing them a possible outcome measures report to monitor the number of services provided and comparing and mapping it to Fidelity measures required for it to be Evidence Based Practice or EBP. The team liked the idea of being able to see outcome possibilities.
 - I have also met with UM staff, Carrie Crummett and I am exploring the idea of looking at various reports that could inform authorization practice at HealthWest and go beyond just the Utilization Review process and begin looking at a variety of data to gain insight into agency wide metrics that could assist with Clinical decision support. Having a retrospective look at some data points can be helpful for HW. Some of the data points that can be looked at are data integrity reports, Cost per unit reports, program level data or even population level data.
 - I have met with Heather Wiegand, correctional services to understand what services are provided in the Jail and the various grants that are currently in place in support of these initiatives.
 - Had a meeting with Suzanne Beckerman (Integrated Health team clinical services manager) to understand her role in Integrated health clinic and begin talking about outcome metrics that she would be interested in seeing and monitoring.
 - Continuing to meet with Provider Network management team to improve the contract process. I will be reviewing a Contract Management solution for the team soon to better track contracts.

On the horizon:

- Regular Compliance Committee meetings within the agency.
- Work closely with IT, clinical staff, and the data team to begin implementing outcomes and metrics on a programmatic level so staff have indicators on how well they are doing. Have Quality Improvement team be the core group leading the efforts and monitoring the data.
- I have met with a few providers we contract with and will continue to begin meeting with other providers in the coming months.

AUDIENCE PARTICIPATION

Mr. John Weerstra introduced himself as a new member of our community and provided his background for board representation in Allegan County.

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
July 28, 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 June 23, 2023
(Attachment #1 – pg. 1-3) | Action |
| 4) | Public Comment (on an agenda item) | |
| 5) | Committee Reports | |
| | A) Finance Committee
(Attachment #2 – pg. 4-7) | Action |
| 6) | Items for Consideration | |
| | A) Approval to Recommend Representative for LRE Executive Board Member
(Attachment #3 – pg. 8) | Action |
| | B) Approval to Pay Professional Liability Insurance
(Attachment #4 – pg. 9-10) | Action |
| 7) | Old Business | |
| 8) | New Business | |
| 9) | Communication | |
| | A) Director's Report
(Attachment #5 – pg. 11-12) | Information |
| 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

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 Natte, 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.

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

***PRELIMINARY MINUTES
To be adopted and approved at the Full Board Meeting of July 28, 2023***

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

1. The Finance Committee met on July 21, 2023
- * 2. It was recommended, and I move, to approve the minutes of the June 16, 2023, meeting as written.
- * 3. It was recommended, and I move to approve HealthWest to enter contract with Redi-Rental for the rental of portable restrooms, sinks, tables, chairs, tents and fencing for the Health, Wellness, and Recovery Picnic on August 17th, 2023, at a total cost not to exceed \$8,519.23.
- * 4. It was recommended, and I move to approve HealthWest Executive Director to sign single case agreements with various out of network hospitals in the amount of \$49,776.00 for psychiatric inpatient stays for HealthWest consumers.
- * 5. It was recommended, and I move to approve HealthWest to approve the projected expenditures for Anikare, Positive Behavior Supports, Shel-Mar AFC, and Services of Hope as stated with a total not to exceed \$891,125.00, effective October 1, 2022 through September 30, 2023.
- * 6. It was recommended, and I move to approve HealthWest Executive Director to sign a contract with You're Always at Home AFC#2 to provide specialized residential services to eligible HealthWest consumers, at a cost not to exceed \$93,600.00 for FY2023.

/hb

HEALTHWEST

FINANCE COMMITTEE MEETING MINUTES

Friday, July 21, 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, Remington Sprague, M.D.

Committee Members Absent: Stephanie Umlor, Marcia Hovey-Wright, Charles Nash,

Also Present: Rich Francisco, Holly Brink, Shannon Morgan, Gina Post, Tasha Percy, Brandy Carlson, Jennifer Stewart, Matt Plaska, Justine Belvitch, Brian Speer, Jackie Farrar, Gordon Peterman, Linda Closz, Nate Kennert

Guests: Angie Gasiewski

MINUTES

It was moved by Ms. Thomas, seconded by Dr. Sprague, to approve the minutes of the June 16, 2023, meeting as written.

MOTION CARRIED.

ITEMS FOR CONSIDERATION

A. Monthly Report from the Chief Financial Officer

Ms. Carlson presented the May report, noting an overall cash balance of (\$4,488,976). Also presented were the month-end projection trends for board member review.

B. Budget and Variances Analysis Report FY23

Ms. Carlson presented the May report, noting a positive variance in both Revenue and Expenses through the month of May for a net positive variance of \$6,773,915. Projected through the end of this year would be a positive variance of \$9,585,680.

C. FY23 Monthly FSR

Ms. Carlson presented the May month FSR, noting that based on our Spending Plan to Actual, HealthWest has a negative variance to date in revenue of \$1,115,811 and a positive variance to date in expenses of \$4,767,790 for a net positive variance of \$3,651,979 to date from actual to spending plan. However, overall, we have a positive variance with the LRE of \$7,895,529. Ms. Carlson had accounted for a \$6,365,325 swing in revenue due to the end of the Public Health Emergency (PHE), thus submitting a Spending Plan with the LRE with an unbalanced budget to allow room for revenue to decline.

D. HeathWest / LRE Escrow Agreement

Ms. Carlson, Chief Financial Officer, presented the Escrow Agreement.

E. Authorization to Contract with Redi-Rental

It was moved by Ms. Thomas, seconded Dr. Sprague, to authorize HealthWest to enter contract with Redi-Rental for the rental of portable restrooms, sinks, tables, chairs, tents and fencing for the Health, Wellness, and Recovery Picnic on August 17th, 2023, at a total cost not to exceed \$8,519.23.

MOTION CARRIED

F. Authorization to Approve Single Case Agreements

It was moved by Ms. Thomas, seconded Dr. Sprague, to authorize HealthWest Executive Director to sign single case agreements with various out of network hospitals in the amount of \$49,776.00 for psychiatric inpatient stays for HealthWest consumers.

MOTION CARRIED

G. Authorization to Increase Projected Contract Expenditures for FY23

It was moved by Dr. Sprague, seconded Mr. Hardy, to authorize HealthWest to approve the projected expenditures for Anikare, Positive Behavior Supports, Shel-Mar AFC, and Services of Hope as stated with a total not to exceed \$891,125.00, effective October 1, 2022 through September 30, 2023.

MOTION CARRIED

H. Authorization to Contract with You're Always at Home AFC

It was moved by Mr. Hardy, seconded Dr. Sprague, to authorize HealthWest Executive Director to sign a contract with You're Always at Home AFC#2 to provide specialized residential services to eligible HealthWest consumers, at a cost not to exceed \$93,600.00 for FY2023.

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, provided his Director's Report:

- Mr. Francisco gave an update regarding LRE Motion 2323 that was passed in May for the Past liability settlement. As it relates to the amendment to the contract for the remaining 20% for past liabilities, there is some new concern brought by N180 and I agree with them that having a third party hold the money in ESCROW until LRE Finance Compliance Review is completed can be expensive. The fees that a third party can charge for ESCROW accounts can be as high as 1200 per month or more depending on the total amount being held. I guess no one really thought about this. So, the LRE staff/CEO is going to likely put a motion to alter the language stating that CMHS will hold the funds in a restricted account versus a third-party account.
- Mr. Francisco provided an update on the LRE Compliance audit, I attended the LRE Executive Committee and the LRE CEO meeting this past Wednesday 19th, and in both those meetings, the LRE CEO, Mary Dumas stated that they had received a letter from MDHHS stating that their request to update the FSR (Financial Status reports) for the past years to reflect past liabilities information was not accepted. The LRE will now have to revert back to their numbers and re-calculate the data. This will likely have an impact on the ISF numbers and savings numbers at the LRE. Not sure yet what other impacts this could have for the CMHSPs yet.
- Mr. Francisco also shared the LRE Wakely Rates/ISF Analysis and actuarial study – Wakely is a Health Management Associates company (HMA). Mary Dumas gave an update on the Wakely Study report, and they would like to present the data to the Directors and CFOs of the CMHSPs for input and reaction. The first meeting of two meetings will occur on 8/9. The CEOs of CFOs of CMHs are invited and will be given a chance to ask questions regarding the result. I will keep you updated on the data and results and potential impact it can have here at HW. Lastly, Mr. Francisco provided an update from the Director's Forum he attended this past week virtually. It was held in person at Lansing. The big update from the meeting was that Alan Bolter presented on the FY24 Michigan Budget and proceeded to highlight the impacts for Specific Mental Health/Substance Abuse Services

AUDIENCE PARTICIPATION

There was no audience participation.

ADJOURNMENT

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

Respectfully,

Jeff Fortenbacher
Committee Chair

JF/hb

PRELIMINARY MINUTES
To be approved at the Finance Meeting on
August 18, 2023

REQUEST FOR HEALTHWEST BOARD CONSIDERATION AND AUTHORIZATION

COMMITTEE Full Board	BUDGETED	NON-BUDGETED X	PARTIALLY BUDGETED
REQUESTING DIVISION HealthWest Board	REQUEST DATE July 28, 2023		REQUESTOR SIGNATURE Janet Thomas, Chairperson
<u>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</u>			
<p>HealthWest board authorization is requested to recommend Linda Dunmore, CNO (Chief Nursing Officer) of Trinity Health, as representative for the LRE (Lakeshore Regional Entity) Executive Board of Directors. Linda Dunmore has leadership over Hackley Behavioral Health, she knows the importance, and support needed for Mental Health Services here in Muskegon County. Her role in healthcare will help build a collaborative relationship on behalf of HealthWest, as a representative for our consumers and our community. This recommendation is effective July 28, 2023 filling the immediate vacancy of Linda Garzelloni, previous representative.</p>			
<u>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</u>			
<p>The HealthWest Board moves to approve Linda Dunmore as a recommendation for the Executive Board Member for the LRE (Lakeshore Regional Entity), and authorizes the HealthWest Board Chairperson, Janet Thomas, to recommend her on behalf of the HealthWest Board of Directors.</p>			
COMMITTEE DATE	COMMITTEE APPROVAL		
	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Other		
BOARD DATE	BOARD APPROVAL		
July 28, 2023	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Other		

REQUEST FOR HEALTHWEST BOARD CONSIDERATION AND AUTHORIZATION

COMMITTEE Full Board	BUDGETED X	NON BUDGETED	PARTIALLY BUDGETED
REQUESTING DIVISION Finance	REQUEST DATE July 28, 2023	REQUESTOR SIGNATURE Brandy Carlson, Chief Finance Officer	
<u>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</u>			
<p>HealthWest Board authorization is requested to pay Johnston Lewis Associates, Inc. (5600 King Drive, Suite 210, Troy, MI 48098) for Professional Liability Insurance to cover HealthWest's five (5) psychiatrists for the time they provide services to HealthWest consumers. This insurance does not cover any private work they might do outside of HealthWest employment.</p> <p>The renewal cost of the Professional Liability Insurance for HealthWest is \$55,500.00, and the County Finance Department is requesting HealthWest Board approval.</p>			
<u>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</u>			
<p>I move to authorize HealthWest to pay Johnston Lewis Associates, Inc. in the amount of \$55,500.00 for Professional Liability Insurance to cover the five (5) full and part time HealthWest psychiatrists, effective June 26, 2023, through June 26, 2024.</p>			
COMMITTEE DATE	COMMITTEE APPROVAL		
	_____ Yes _____ No _____ Other		
BOARD DATE	BOARD APPROVAL		
07/28/2023	_____ Yes _____ No _____ Other		

HWB 133-B

Donald Gaddis Company

WHOLESALE INSURANCE BROKERS

21 SOUTH EVERGREEN AVE SUITE 220 · ARLINGTON HEIGHTS · IL 60005

www.gaddiscompany.com

COVERAGE IS NOT EFFECTED BY THIS DOCUMENT AND MAY BE RENDERED ONLY BY AN AUTHORIZED REPRESENTATIVE OF THE INSURER

RENEWAL
QUOTATION
No. 90067424

Previous No.
LHM797648

Agent/Broker Name:

JOHNSTON LEWIS ASSOC INC.
5600 KING DRIVE
SUITE 210
TROY MI 48098

(248) 528-2400

Named Insured:

HEALTH WEST
*FKA COMMUNITY MENTAL
HEALTH SERVICES OF MUSKEGON
COUNTY
376 E. APPLE AVENUE
MUSKEGON MI 49442

Name of Insurer(s)

LANDMARK AMERICAN INS CO. 100%

THIS INSURANCE HAS BEEN PLACED WITH AN INSURER THAT IS NOT LICENSED WITH THE STATE OF MICHIGAN. IN CASE OF INSOLVENCY, PAYMENT OF CLAIMS MAY NOT BE GUARANTEED.

Proposed Term: ANNUAL

Policy Expiring: LHM797648 On: 8-07-23

COVERAGE: MEDICAL PROFESSIONAL LIABILITY - CLAIMS MADE FORM

LIMITS: \$1,000,000 EACH CLAIM/\$3,000,000 AGGREGATE

DEDUCTIBLE: \$10,000 PER CLAIM

RETROACTIVE DATE: JUNE 26, 2012

Professional Services: SOLELY IN THE PERFORMANCE OF PHYSICIAN SERVICES ONLY

TERMS: COVERAGE IS PROVIDED SUBJECT TO THE TERMS OF THE POLICY INCLUDING BUT NOT LIMITED TO: SEE ATTACHED CARRIER'S QUOTE

MINIMUM EARNED PREMIUM: 25% MINIMUM EARNED PLUS FEES

FEES: \$150 BROKER FEE

SUBJECT TO: NOTHING AT THIS TIME OTHER POLICY.

PREMIUM DUE 30 DAYS FROM EFFECTIVE DATE

PREMIUM	\$54,000.00
Broker Fee	\$150.00
Surplus Lines Tax	\$1,350.00
TOTAL	\$55,500.00

CONDITIONS

This proposal expires 20 days from the issue date listed below, and should be reconfirmed after that time. This proposal is based on the underwriting and rating information in the application provided by you. The coverage and terms being offered may not be the same or as broad as requested in your application. Please review carefully and advise us immediately if you have any questions.

Thank you for the opportunity to help you service your clients needs.
We look forward to receiving your order.

Date: July 18, 2023

Jay Dillon
Authorized Representative:



MEMORANDUM

Date: July 28, 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- Escrow Draft Language

Just wanted to update the board that a new motion to revise the original motion 23-23 addressing the past liabilities at the LRE board was passed. The motion was to remove the word "Escrow" language which implies that CMHSPs needed to use a third party to hold the remaining 20% owed to CMHSPs for past liabilities. Escrow accounts usually entail large fees associated to holding funds. CMHPS don't really want to pay the fees so just having them in a restricted account until a CMHSPS can pull them out would be a better way to go. The next steps for this is that the LRE will provide us with the amended agreement which we can review to whether to accept or not, or we update our version of the agreement drafted by our corporate counsel to reflect the amend motion language and then send that out to the LRE for signatures.

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- Quality Improvement update – We have a new Quality Assurance/Quality Improvement Director – Pam Kimble. I will be working with Pam to better structure the Quality improvement team and develop the framework to be used for tracking QI/QA initiatives. As part of improving the structure of QI, I will be training CMH leadership team on a

Process Improvement framework (a LEAN framework) in August which hopefully becomes one of the improvement tools used at HW to gain desired outcomes.

- I continue to work with IT, Finance, and HR to align processes and initiatives with County IT, HR and Finance oversight with an eye on identifying areas for improvement and efficiency and ensuring that HW meets all LRE and state reporting requirements.
- I continue to meet with various teams and programs at HW
 - Last week, I met with the ACT team and they shared the great work that they do on a day-to-day basis. The meeting ended with me showing them a possible outcome measures report to monitor the number of services provided and comparing and mapping it to Fidelity measures required for it to be Evidence Based Practice or EBP. The team liked the idea of being able to see outcome possibilities.
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 - I have met with Heather Wiegand, correctional services to understand what services are provided in the Jail and the various grants that are currently in place in support of these initiatives.
 - Had a meeting with Suzanne Beckerman (Integrated Health team clinical services manager) to understand her role in Integrated health clinic and begin talking about outcome metrics that she would be interested in seeing and monitoring.
 - Continuing to meet with Provider Network management team to improve the contract process. I will be reviewing a Contract Management solution for the team soon to better track contracts.

On the horizon:

- Regular Compliance Committee meetings within the agency.
- Work closely with IT, clinical staff and the data team to begin implementing outcomes and metrics on a programmatic level so staff have indicators on how well they are doing. Have Quality Improvement team be the core group leading the efforts and monitoring the data.
- I have met with a few providers we contract with and will continue to begin meeting with other providers in the coming months.