

HEALTHWEST
FULL BOARD MINUTES

September 22, 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, Cheryl Natte, Charles Nash

Others Present: Rich Francisco, Holly Brink, Amber Berndt, Tasha Percy, Gina Post, Melina Barrett, Gordon Peterman, Gary Ridley, Mickey Wallace, Matt Plaska, Suzanne Beckeman, Brandon Baskin, Michael Pyne, Linda Cloz, Brandy Carlson, Justine Tufts, Devan Peterson

Guests Present: Kristen Wade, Matt Farrar

MINUTES

HWB 158-B - It was moved by Commissioner Cyr, seconded by Mr. Hardy, to approve the minutes of the August 25, 2023 Full Board meeting as written.

MOTION CARRIED.

COMMITTEE REPORTS

Finance Committee

HWB 146-F - It was moved by Mr. Hardy, seconded by Ms. Thomas, to approve the minutes of the August 18, 2023, meeting as written.

MOTION CARRIED.

HWB 147-F - It was moved by Dr. Sprague, seconded by Mr. Hardy, to approve expenditures for the month ending July 31, 2023, in the total amount of \$6,367,315.27.

MOTION CARRIED.

HWB 148-F - It was moved by Mr. Hardy, seconded Dr. Sprague, to authorize HealthWest to approve the increase in projected expenditure for CRC Recovery Inc dba as Western Michigan Treatment Center at a cost not to exceed \$60,675.00 effective July 1, 2023 through September 30, 2023.

MOTION CARRIED.

HWB 149-F - It was moved by Mr. Hardy, seconded Dr. Sprague, to authorize the HealthWest Board of Directors to contract with the Substance Use Disorder Services agencies listed on Attachment A with their individual projected expenditures for the time period effective October 1, 2023 through September 30, 2024.

MOTION CARRIED.

HWB 150-F- It was moved by Dr. Sprague, seconded by Ms. Thomas, to authorize the HealthWest Board of Director to authorize the HealthWest expense for a single case agreement with Residential Opportunities, Inc. in the amount not to exceed \$34,650.00 for specialized autism residential.

MOTION CARRIED.

HWB 151-F - It was moved by Ms. Thomas, seconded by Mr. Hardy, to authorize HealthWest to approve the projected expenditures for Amanda Family, Case Management of Michigan, Reliance Community Care Partners, and St. Mary's Family Pharmacy as stated above with a total not to exceed \$124,000.00, effective October 1, 2022 through September 30, 2023.

MOTION CARRIED.

HWB 152-F - It was moved by Mr. Hardy, seconded by Commissioner Hovey-Wright, to authorize HealthWest authorize acceptance of the attached grants and of the requirements within for a total of \$6,852,083, effective October 1, 2023 through September 30, 2024.

MOTION CARRIED.

HWB 153-F - It was moved by Ms. Thomas, seconded by Commissioner Hovey-Wright, to authorize HealthWest to pay for a Savaria Portable Ceiling Track Motor & Cradle up to \$4,072 to replace broken motor & cradle, by September 30, 2023.

MOTION CARRIED.

HWB 155-F - It was moved by Ms. Thomas, seconded by Commissioner Hovey-Wright, to authorize the HealthWest Executive Director to enter into an agreement in support of Hackley Community Care purchasing professional services and entering into a lease arrangement, effective September 25, 2023 through September 30, 2024.

MOTION CARRIED.

HWB 156-F - It was moved by Mr. Hardy, seconded by Commissioner Hovey-Wright, to authorize the HealthWest Executive Director to sign an agreement in support of Brewer & Bristow Training in the amount not to exceed \$21,200 for fiscal year 2024.

MOTION CARRIED.

HWB 157-F - It was moved by Mr. Hardy, seconded by Commissioner Hovey-Wright, to authorize the HealthWest Executive Director to contract with those FY23 service vendors/providers listed in Attachment A with their individual projected expenditures for the time period effective October 1, 2023 through September 30, 2024.

MOTION CARRIED.

ITEMS FOR CONSIDERATION

HWB 159-B- It was moved by Mr. Hardy, seconded by Commissioner Hovey-Wright, to authorize Janice Hilleary as a recommendation for the Executive Board Member for the LRE (Lakeshore Regional Entity), and authorizes HealthWest Board Chairperson, Janet Thomas, to recommend her on behalf of the HealthWest Board of Directors.

MOTION CARRIED.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

COMMUNICATION

There was no communication.

DIRECTOR'S COMMENTS

MDHHS Updates:

- I will be attending the Quality Improvement Council sponsored by MDHHS and as the member representative for HealthWest. This is a quarterly meeting. The next meeting for this state council and workgroup will be held on Wednesday Oct. 4th from 10am to 12pm. This group discusses initiatives and upcoming changes at the departmental level. Various agencies and departments present updates on what is going on at the state level impacting PIHPs and CMHSPs.
- Draft rates from Milliman have been shared to PIHPs & CMHSP and Brandy has prepared an impact summary for HealthWest. The biggest factor is the PHE unwind where we are seeing a decrease in population in DAB, TANF, HMP from a peak in August 2023 at 71,017 individuals to an estimated 60,698 by next year September 2024. The other factors are Entity Factors (geographic and demographic factors), which was a decrease of 1.4% decrease (0.9953 to 0.9415) entity factor. The other factors contributing to the Milliman rates are Acuity Adjustment by population: DAB is at 1.0159, TANF is at 1.0364, HMP is 1.0590 which have all increased from the previous year.
- I will be attending the Director's forum in Lansing on 09/28 to 09/29 brought together by CMHA for directors to get updates on state level initiatives. I will also be attending the CMHA fall conference on October 23rd & 24th.

Lakeshore Regional Entity updates:

- Past 20% Liabilities: A balance of historical deficit of \$2,479,928.03 has been deposited into the Restricted Account set up by Muskegon County Finance department for HealthWest.
- LRE Site review – occurred last week and the LRE is continuing to ask for additional proof and clarification questions on proofs provided. This has certainly been a learning curve for our new QI Director, but they are doing an amazing job of keeping up with the LRE audit.
- LRE Wakely study – Will be presented to the LRE board in October. The requirement is for the LRE to complete a study for contract requirement. The LRE Board will then decide what to do with the data.
- I attended the LRE Finance ROAT meeting on 09/20/2023, and the LRE presented various reports related to the draft Milliman rates. The LRE also presented an updated Revenue projection reports and compared the CMHSPs spending plan against the projected numbers. The LRE will be reaching out to the CMHSPs to talk about variances in the two and get feedback.

Executive Director activities CMH Level:

- Quality improvement training – KATA lean training ramping up. There will be additional training provided in September and then again in October. There have been 8 requests for process improvements from various teams. The quality improvement team has also been meeting with program supervisors/managers/directors to review outcome measures.
- Our CMH organizational chart is slowly changing as there are some changes occurring on the clinical level to address issues with high clinical case volumes. The formation of the assessment

team to share in the workload experienced by staff should help. I am also reviewing case load numbers and discussing with each Program and team director at leadership.

- Piloting the implementation of HIRE reach at HW with some positions. Leadership is now reviewing the updated hiring procedures as it relates to HIRE reach implementation which was put together by our HR HealthWest team in conjunction with County HR.

On the horizon:

- Continue to review Organizational Chart and evaluate programmatic level need.
- Continue to work on improvements in various areas of the agency from administration to clinical processes.

AUDIENCE PARTICIPATION

There was no audience participation.

ADJOURNMENT

There being no further business to come before the board, the meeting adjourned at 8:38 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
September 22, 2023
376 E. Apple Ave., Muskegon, MI 49442
<https://healthwest.zoom.us/j/97691360092?pwd=dk9CRnVxUDdkbWtGREIZVCsydGdYdz09>
One tap mobile: (309)205-3325, 97691360092#

REVISED AGENDA

- | | | |
|-----|--|--------------------|
| 1) | Call to Order | Action |
| 2) | Approval of Agenda | Action |
| 3) | Approval of Minutes | |
| | A) Approval of the Full Board Minutes of August 25, 2023
(Attachment #1 – pg. 1-4) | Action |
| 4) | Public Comment (on an agenda item) | |
| 5) | Committee Reports | |
| | A) Finance Committee
(Attachment #2 – pg. 5-9) | Action |
| 6) | Items for Consideration | |
| | A) Approval to Recommend Representative for LRE Executive Board Member
(Attachment #3 – pg. 10) | Action |
| 7) | Old Business | |
| 8) | New Business | |
| 9) | Communication | |
| | A) CCBHC Presentation – Linda Cloz & Suzanne Beckeman
(Attachment #4 – pg. 11-16) | Information |
| | B) CMHA Fall Conference Save the Date
(Attachment #5 – pg.17) | Information |
| | C) Director's Report
(Attachment #6 – pg. 18-19) | Information |
| 10) | Public Comment | |
| 11) | Adjournment | Action |
- /hb

Main Office

HEALTHWEST
FULL BOARD MINUTES

August 25, 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 8:00 a.m.

ROLL CALL

Members Present: Jeff Fortenbacher, Tamara Madison, Thomas Hardy, Janice Hilleary, Kim Cyr, Marcia Hovey-Wright, Janet Thomas, Remington Sprague, MD, Cheryl Natte

Members Absent: Cassandra Kitchen, Stephanie Umlor, Charles Nash

Others Present: Rich Francisco, Holly Brink, Shannon Morgan, Amber Berndt, Tasha Percy, Malina Barrett, Gordon Peterman Kelly Betts, Gary Ridley, Mickey Wallace, Matt Plaska, Christy LaDronka, Suzanne Beckeman, Brandon Baskin, Michael Pyne, Natalie Walther, Linda Wagner, Linda Closz, Kristina Baas, Chelsea Kirksey, Brandy Carlson

Guests Present: Kristen Wade, Mark Eisenbarth, John Weerstra

MINUTES

HWB 145-B - It was moved by Mr. Hardy, seconded by Dr. Sprague, to approve the minutes of the July 21, 2023 Full Board meeting as written.

MOTION CARRIED.

COMMITTEE REPORTS

Program Personnel Committee

HWB 134-P - It was moved by Ms. Thomas, seconded by Mr. Hardy, to approve the minutes of the June 9, 2023 meeting as written.

MOTION CARRIED.

Recipient Rights Committee

HWB 135-R - It was moved by Ms. Natte, seconded by Ms. Hilleary, to approve the minutes of the June 9, 2023 meeting as written.

MOTION CARRIED.

HWB 136-R - It was moved by Ms. Thomas, seconded by Ms. Hilleary, to approve the Recipient Rights Reports for June 2023 / July 2023.

MOTION CARRIED.

Finance Committee

HWB 137-F - It was moved by Commissioner Nash, seconded by Mr. Hardy, to approve the minutes of the July 21, 2023, meeting as written.

MOTION CARRIED.

HWB 138-F - It was moved by Mr. Hardy, seconded by Commissioner Nash, to approve expenditures for the month ending June 30, 2023, in the total amount of \$8,919,187.81.

MOTION CARRIED.

HWB 139-F - It was moved by Mr. Hardy, seconded Dr. Sprague, to authorize HealthWest to approve the increase in projected expenditure as stated above for Arbor Circle Corporation, totaling \$208,487.50 effective January 1, 2023 through September 30, 2023.

MOTION CARRIED.

HWB 140-F - It was moved by Mr. Hardy, seconded Dr. Sprague, to authorize the HealthWest Executive Director to sign single case agreements with various out of network hospitals in the amount of \$48,501.00 for psychiatric inpatient stays for HealthWest consumers.

MOTION CARRIED.

HWB 141-F- It was moved by Mr. Hardy, seconded Dr. Sprague, to authorize HealthWest to approve the projected expenditures for Beacon Services, FA-HO-LO, Hernandez Homes, Kelly's Kare Community Living Supports, MOKA, and Positive Behavior Supports as stated above with a total not to exceed \$556,000.00, effective October 1, 2022 through September 30, 2023.

MOTION CARRIED.

HWB 142-F - It was moved by Mr. Hardy, seconded Dr. Sprague, to authorize the HealthWest Board of Directors to approve the increase in projected expenditure as stated above for Our Hope Association, totaling \$259,837.50 effective January 1, 2022 through September 30, 2023.

MOTION CARRIED.

HWB 143-F - It was moved by Dr. Sprague, seconded by Mr. Hardy, to authorize the HealthWest Board of Director to approve the increase in projected expenditure as stated above for Servicios De Esperanza, LLC (Services of Hope), totaling \$401,125.00 effective January 1, 2023 through September 30, 2023.

MOTION CARRIED.

HWB 144-F - It was moved by Dr. Sprague, seconded by Mr. Hardy, to authorize the HealthWest Executive Director to sign a contract with Falco Corporation to provide specialized residential services to eligible HealthWest consumers, at a cost not to exceed \$30,500.00 for FY2023.

MOTION CARRIED.

ITEMS FOR CONSIDERATION

There was no items for consideration.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

COMMUNICATION

Ms. Kristina Baas presented the Staff Satisfaction Survey results to the Full Board. Mr. Matt Plaska presented the Performance Improvement and KPI Report. Ms. Tamara Madison provided an update on behalf of the Consumer Advisory Council.

DIRECTOR'S COMMENTS

MDHHS Updates:

- State of Michigan, MDHHS SFY2024 Behavioral Health (BH) Capitation Rates Draft Rate was presented to the PIHPs and CMHSP on 8/23/2024. Brandy and I are still digesting the results, as this is a massive and complicated report with a lot of entity and risk factors in the calculation from Milliman. Our initial review and take away from the presentation, it does **not** suggest major changes to our current rates, but we do need to make sure we understand the impact of PHE unwind and enrollment impact on the rates, as well as other factors used. There is a period of Q and A at this point with PIHPS and CMHSP before the final rates are published.

Lakeshore Regional Entity updates:

- LRE and HealthWest corporate counsels are finalizing the details of the agreement related to the remaining 20% of past liabilities owed to the CMHSPs.
- LRE held the second meeting on 08/21/2023 on the Wakely ISF analysis results and follow up questions to the CMH Directors and Finance CFOs. The first one was 08/09/2023. There are a lot of questions regarding the model at this point and Wakely is taking that back for answers. Most of the questions surrounding the model is that it is based on Milliman rates, but the issue is that there is still a lack of understanding regarding how some of the factors used in that rate is being calculated. Historically, Milliman has based it on experience, this does not account for current experience or experience that may be coming such as the impact of CCBHC for the other CMHSPs becoming demonstration sites in Oct. of 2023.
- LRE site review is scheduled for Sept 11th – 14th for HW. Quality staff are working with teams and busy preparing for this site audit.
- I followed up with LRE on HW appointment of LRE Board member for a community member – Holly sent the information to Marion at the LRE for Linda Dunmore, CNO. Marion stated that she would then send Linda additional form to fill out and process her appointment.

Executive Director activities:

- Compliance Committee update – We have had our first Compliance Committee meeting and have developed an agenda for what will be discussed and included, along with follow up items for issues found if needed and determining areas for improvement if needed. The group is made up of Recipient rights, Finance, Provider Network, Quality Improvement, Compliance, and Building and Environment staff.
- Quality Improvement update – At the last Full board meeting, I gave an update of the KATA lean framework training that I completed for leadership, and since that time, we have had requests to do process improvements from several staff that have attended. We now have 2 KATA projects going with the Data analytics team and Quality and requests for process improvements are coming in from other teams: Autism and Access.

- I continue to have strategic planning meetings with County directors: HR, IT and finance and continuing to identify areas for improvement. The changes occurring are in HR with aligning some county and HW policies for drug testing. In Finance, we are working on integrating the chart of accounts in the BSA system that the county uses and moving away from SAGE. With the help of IT, HW is also looking at potentially using AOD (attendance on demand) system that Public Health is using to replace our TimeOut system, but more evaluation will be done on this to understand how this is configured for HW use.
- Just wanted to let the Board know that I worked on a motion with Kristen Wade at HR to remove the 60 day holds for internal applications, and for HealthWest to go back to the 6-month evaluation. This has become problematic for staff in terms of service delivery where in services need to be delivered right away and not being able to fill position because of this hold is proving to be a barrier. We are already dealing with a shortage of applicants and by having a hold on vacancies, it further limits us to add staff in a timely manner and provide much needed services to consumers.
- HealthWest Event: The annual Health, Wellness and Recovery health fair held on August 17 was a success! The HW staff did an excellent job at coordinating, volunteering, and ensuring this event takes place as a resource for the community to get more information on health service offerings in Muskegon.

On the horizon:

- Continuing to review Organizational Chart and evaluate programmatic level need.
- Evaluate and review grants in HW. This will include monitoring, identifying teams and programs impacted, understanding the financial status of each grant. The goal is to ensure grants are doing what they are intended to do.
- Continue to meet with Providers we contract with and other community partners.
- Continue to meet with internal teams – MI Adult teams coming up next.
- Full board program level/team level presentations will be coming. Next month we will have Ann Judson present.

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 8:56 a.m.

Respectfully,

Janet Thomas
Board Chair

/hb

PRELIMINARY MINUTES
To be adopted and approved at the Full Board Meeting of September 22, 2023

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

1. The Finance Committee met on September 15, 2023
- * 2. It was recommended, and I move, to approve the minutes of the August 18, 2023, meeting as written.
- * 3. It was recommended, and I move to approve expenditures for the month ending July 31, 2023, in the total amount of \$6,367,315.27.
- * 4. It was recommended, and I move to approve the increase in projected expenditure for CRC Recovery Inc dba as Western Michigan Treatment Center at a cost not to exceed \$60,675.00 effective July 1, 2023 through September 30, 2023.
- * 5. It was recommended, and I move to approve the HealthWest Board of Directors to contract with the Substance Use Disorder Services agencies listed on Attachment A with their individual projected expenditures for the time period effective October 1, 2023 through September 30, 2024.
- * 6. It was recommended, and I move to approve HealthWest to approve the HealthWest Board of Director to authorize the HealthWest expense for a single case agreement with Residential Opportunities, Inc. in the amount not to exceed \$34,650.00 for specialized autism residential.
- * 7. It was recommended, and I move to approve HealthWest to approve the projected expenditures for Amanda Family, Case Management of Michigan, Reliance Community Care Partners, and St. Mary's Family Pharmacy as stated above with a total not to exceed \$124,000.00, effective October 1, 2022 through September 30, 2023.
- * 8. It was recommended, and I move to approve HealthWest to approve the projected expenditures for Amanda Family, Case Management of Michigan, Reliance Community Care Partners, and St. Mary's Family Pharmacy as stated above with a total not to exceed \$124,000.00, effective October 1, 2022 through September 30, 2023.
- * 9. It was recommended, and I move to approve to pay for a Savaria Portable Ceiling Track Motor & Cradle up to \$4,072 to replace broken motor & cradle, by September 30, 2023.
- * 10. It was recommended, and I move to approve the HealthWest Executive Director to enter into an agreement in support of Hackley Community Care purchasing professional services and entering into a lease arrangement, effective September 25, 2023 through September 30, 2024.
- * 11. It was recommended, and I move to approve the HealthWest Executive Director to sign an agreement in support of Brewer & Bristow Training in the amount not to exceed \$21,200 for fiscal year 2024.
- * 12. It was recommended, and I move to approve the HealthWest Executive Director to contract with those FY23 service vendors/providers listed in Attachment A with their individual projected expenditures for the time period effective October 1, 2023 through September 30, 2024.

/hb

HEALTHWEST

FINANCE COMMITTEE MEETING MINUTES

Friday, September 15, 2023

8:00 a.m.

CALL TO ORDER

The regular meeting of the Finance Committee was called to order by Committee Chair Fortenbacher at 8:01 a.m.

ROLL CALL

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

Committee Members Absent: Stephanie Umlor, Commissioner Charles Nash

Also Present: Rich Francisco, Holly Brink, Shannon Morgan, Gina Post, Brandy Carlson, Brian Speer, Jackie Farrar, Gordon Peterman, Urbain Ndoye, Gary Ridley, Jason Bates, Melina Barrett, Christy LaDronka, Stephanie Baskin, Amber Berndt, Suzanne Beckeman, Linda Wagner, Jennifer Stewart, Tasha Percy, Cyndi Blair

Guests: Angie Gasiewski

MINUTES

It was moved by Mr. Hardy, seconded by Ms. Thomas, to approve the minutes of the August 18, 2023, meeting as written.

MOTION CARRIED.

ITEMS FOR CONSIDERATION

A. Approval of Expenditures for July 2023

It was moved by Dr. Sprague, seconded by Mr. Hardy, to approve expenditures for the month ending July 31, 2023, in the total amount of \$6,367,315.27.

MOTION CARRIED

B. Monthly Report from the Chief Financial Officer

Ms. Carlson presented the July report, noting an overall cash balance of \$4,636,764.94 as of July 31, 2023.

C. FY23 Actual and Projected Expenditures

Ms. Carlson presented the July report for the Board review.

D. FY23 Actual Budget Amendment

Ms. Carlson presented the FY23 Actual Budget Amendment report for the Board review.

E. FY24 Budget

Ms. Carlson presented the FY24 Budget report for the Board review.

F. Authorization to Approve the Increase Projected Contract for CRC Recovery Inc.

It was moved by Mr. Hardy, seconded Dr. Sprague, to authorize HealthWest to approve the increase in projected expenditure for CRC Recovery Inc dba as Western Michigan Treatment Center at a cost not to exceed \$60,675.00 effective July 1, 2023 through September 30, 2023.

MOTION CARRIED

G. Authorization to Contract with Substance Use Disorder Agencies

It was moved by Mr. Hardy, seconded Dr. Sprague, to authorize the HealthWest Board of Directors to contract with the Substance Use Disorder Services agencies listed on Attachment A with their individual projected expenditures for the time period effective October 1, 2023 through September 30, 2024.

MOTION CARRIED

H. Authorization to Approve Single Case Agreement with Residential Opportunities Inc. (ROI)

It was moved by Dr. Sprague, seconded by Ms. Thomas, to authorize the HealthWest Board of Director to authorize the HealthWest expense for a single case agreement with Residential Opportunities, Inc. in the amount not to exceed \$34,650.00 for specialized autism residential.

MOTION CARRIED

I. Authorization to Approve Increase to Contracts with Amanda Family, Case Management of Michigan, Reliance Community Care Partners, and St. Mary's Family Pharmacy

It was moved by Ms. Thomas, seconded by Mr. Hardy, to authorize HealthWest to approve the projected expenditures for Amanda Family, Case Management of Michigan, Reliance Community Care Partners, and St. Mary's Family Pharmacy as stated above with a total not to exceed \$124,000.00, effective October 1, 2022 through September 30, 2023.

MOTION CARRIED

J. Authorization to Approve Grant Funded Agreements

It was moved by Mr. Hardy, seconded by Commissioner Hovey-Wright, to authorize HealthWest authorize acceptance of the attached grants and of the requirements within for a total of \$6,852,083, effective October 1, 2023 through September 30, 2024.

MOTION CARRIED

K. Authorization to Approve Purchase of Savaria Portable Ceiling Track Motor & Cradle from Midwest Patient Lifts

It was moved by Ms. Thomas, seconded by Commissioner Hovey-Wright, to authorize HealthWest to pay for a Savaria Portable Ceiling Track Motor & Cradle up to \$4,072 to replace broken motor & cradle, by September 30, 2023.

MOTION CARRIED

L. Authorization to Enter into Agreement with Hackley Community Care (HCC)

It was moved by Ms. Thomas, seconded by Commissioner Hovey-Wright, to authorize the HealthWest Executive Director to enter into an agreement in support of Hackley Community Care purchasing professional services and entering into a lease arrangement, effective September 25, 2023 through September 30, 2024.

MOTION CARRIED

M. Authorization to Enter into a Purchase of Service Agreement with Brewer & Bristow Training

It was moved by Mr. Hardy, seconded by Commissioner Hovey-Wright, to authorize the HealthWest Executive Director to sign an agreement in support of Brewer & Bristow Training in the amount not to exceed \$21,200 for fiscal year 2024.

MOTION CARRIED

N. Authorization to Continue Contracting with the FY23 Service Vendors / Providers

It was moved by Mr. Hardy, seconded by Commissioner Hovey-Wright, to authorize the HealthWest Executive Director to contract with those FY23 service vendors/providers listed in Attachment A with their individual projected expenditures for the time period effective October 1, 2023 through September 30, 2024.

MOTION CARRIED

OLD BUSINESS

There was no old business.

NEW BUSINESS

Mr. Hardy provided an update on the new Veterans Affairs Clinic coming to Muskegon County.

COMMUNICATIONS

Mr. Hardy and Mr. Speer provided an update on the Walk-A-Mile Rally that took place in Lansing on September 13th.

DIRECTOR'S COMMENTS

Rich Francisco, Executive Director, provided his Director's Report:

- Brandy and I attended another ISF follow up meeting with the LRE, and Wakely presented the data again. The same concerns were brought up regarding the unknown factors related to the Milliman rates (still in draft) which is the basis for the analysis. The LRE is contractually required to provide an analysis of the ISF fund and submit it to MDHHS by Fiscal year end. I believe they have the analysis done; however, the question really comes down to what the LRE board members will decide on and which recommendation to go with and how much to fund the ISF and how. One way is to take it off the top as revenues come in, and the other is to wait after year end and whatever is left goes into the ISF. The idea is to have the right amount for regional contingency and at the same time ensure that a good portion of the revenue goes to the CMHSP for service delivery. In addition, the LRE still must settle with the CMHSP for this year and so the exact amount in the ISF is still not final.

- Last week, it was brought to my attention that the revenue projections that the LRE has been using and sharing with the CMH partners had an error that was not accounted for. The calculations for the projected revenue were not considering and removing the taxes of the revenue total which was inflating our revenue projections. This has since been corrected by the LRE and my understanding is that they will go back several months to recalculate a more accurate revenue projection. They may even go back the whole year. I know we are not entirely dependent on the LRE revenue projections because Brandy develops other scenarios, but I wanted to bring it up to the board. It could be a big concern for a CMH if that was used as a source for budgeting this year.
- LRE Site review audit was and is this week. With some minor hiccups at the beginning of the week uploading proofs and documents, I believe everything has now been submitted uploaded and submitted to the LRE and their staff have either reviewed or completed the desk audit reviews.

AUDIENCE PARTICIPATION

There was no audience participation.

ADJOURNMENT

There being no further business to come before the committee, the meeting adjourned at 8:42 a.m.

Respectfully,

Jeff Fortenbacher
Committee Chair

JF/hb

PRELIMINARY MINUTES
To be approved at the Finance Meeting on
October 20, 2023

REQUEST FOR HEALTHWEST BOARD CONSIDERATION AND AUTHORIZATION

COMMITTEE Full Board	BUDGETED	NON-BUDGETED X	PARTIALLY BUDGETED
REQUESTING DIVISION HealthWest Board	REQUEST DATE September 22, 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 Janice Hilleary, as representative for the LRE (Lakeshore Regional Entity) Executive Board of Directors. Janice Hilleary serves on the HealthWest Board, and knows the importance and support needed for Mental Health Services here in Muskegon County. This recommendation is effective September 22,2023. Ms. Hilleary has been filling this vacancy of our previous representative, John Snider.</p>			
<u>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</u>			
<p>The HealthWest Board moves to approve Janice Hilleary 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		
	_____ Yes _____ No _____ Other		
BOARD DATE	BOARD APPROVAL		
September 22,2023	_____ Yes _____ No _____ Other		

HWB 159-B



HealthWest

Muskegon's Behavioral Wellness Connection

www.healthwest.net



WHAT IS A CCBHC?

OUR CCBHC JOURNEY:

HealthWest received our first SAMHSA CCBHC grant in 2018 and our second in 2020.

We then become one of the State's 13 demonstration sites in October 2021.

HealthWest completed our Condensed Site Visit in June of 2023 and continue to be a Fully Certified CCBHC per MDHHS.

- A type of health care provider designated by the Substance Abuse and Mental Health Services Administration (SAMHSA).
- CCBHC's provide comprehensive, evidence-based behavioral health services to individuals with mental health and substance use disorders, as well as primary care services for individuals with co-occurring physical health conditions.
- CCBHC's must meet certain standards, including staffing requirements, care coordination, and quality reporting.

Traditionally, HealthWest and all Community Mental Health providers, serve individuals with:

- Severe Mental Illness
- Intellectual or Developmental Disability
- Substance Use Disorder
- Medicaid or no insurance

As a progressive CMH and Certified Community Behavioral Health Clinic (CCBHC), we also serve:

1. Crisis mental health services
2. Screening, assessment, and diagnosis
3. Patient-centered treatment planning
4. Outpatient mental health and substance use services
5. Outpatient clinic primary care screening and monitoring *
6. Targeted case management*
7. Psychiatric rehabilitation services*
8. Peer support, counseling, and family support*
9. Intensive mental health care for those in the military and veterans*

CMS CCBHC DEMONSTRATION VERSUS SAMHSA CCBHC EXPANSION GRANTS

CMS CCBHC Demonstration - funded using a Prospective Payment System (PPS) rate for qualifying encounters provided to Medicaid beneficiaries. States are responsible for overseeing the demonstration program, including clinic certification, payment, and compliance with federal reporting requirements. 13 entities are participating in the CMS CCBHC Demonstration.

SAMHSA CCBHC Expansion Grants - funded directly to local clinics with self-attestation that they meet baseline CCBHC criteria. States do not have any direct role in these grants. Michigan has SAMHSA CCBHC Expansion Grantees that are also included in the CMS CCBHC demonstration.

CCBHC's directly...



Increase access to telehealth and 24 hour mobile crisis services



Decrease serious psychological distress



Reduce suicide and overdoses by helping consumers feel healthier overall



Address access to addiction treatment and mental health services



Bring in more federal funding



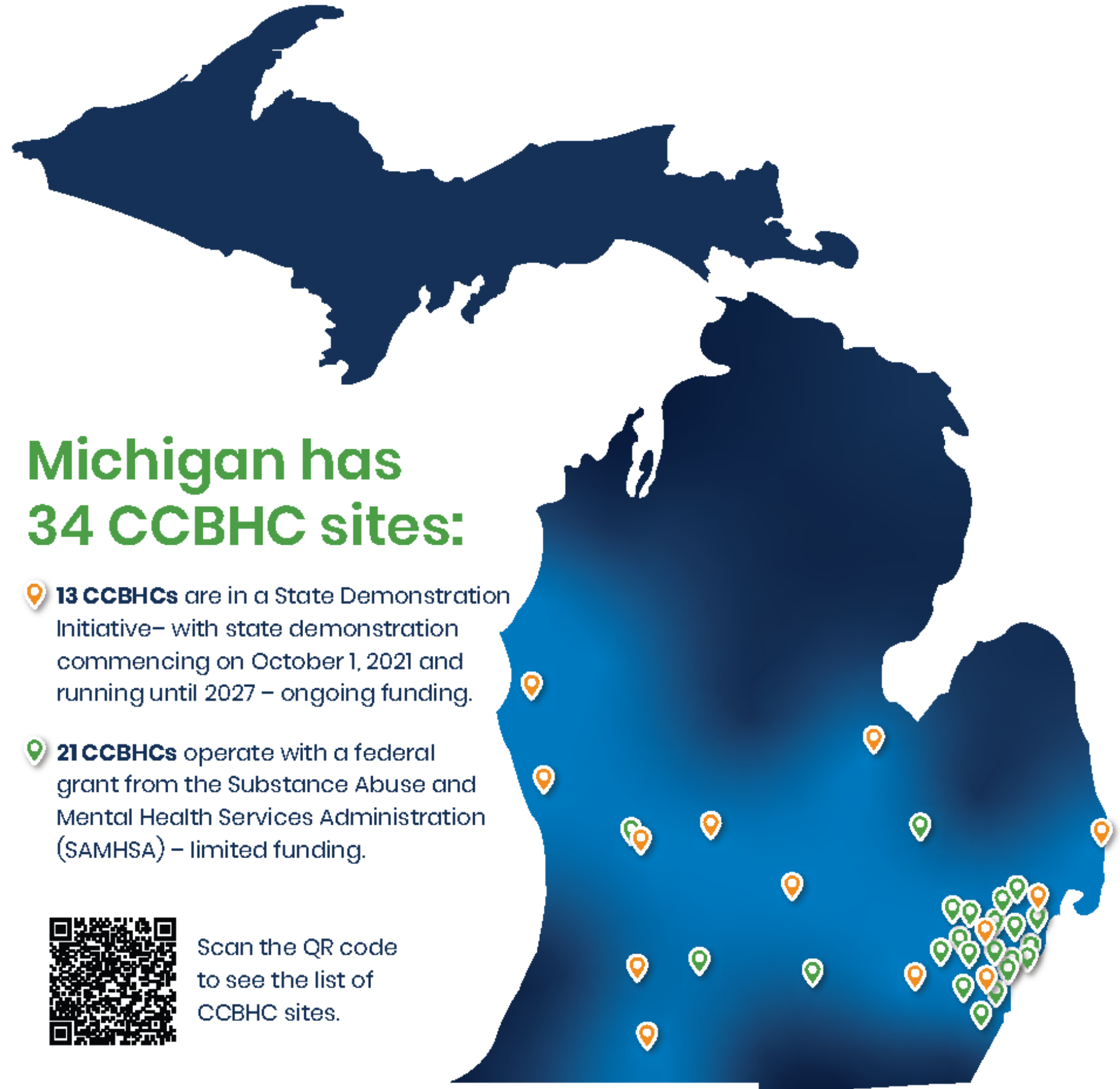
Provide better services for veterans



Increase the use of Medically Assisted Treatments



Reduce wait times for care



Michigan has 34 CCBHC sites:

13 CCBHCs are in a State Demonstration Initiative– with state demonstration commencing on October 1, 2021 and running until 2027 – ongoing funding.

21 CCBHCs operate with a federal grant from the Substance Abuse and Mental Health Services Administration (SAMHSA) – limited funding.



Scan the QR code to see the list of CCBHC sites.

A CERTIFIED COMMUNITY BEHAVIORAL HEALTH CLINIC (CCBHC)

NOW OFFERING A BROADER CONTINUUM OF INTEGRATED HEALTHCARE FOR PEOPLE WITH BEHAVIORAL HEALTH NEEDS

CALL 231-722-HELP FOR AN ASSESSMENT OR MOBILE CRISIS RESPONSE

PREVENTION, OUTREACH AND ENGAGEMENT

- Free community education on mental health, trauma, resiliency, suicide prevention and more
- Health, Wellness & Recovery - Muskegon's largest health resource fair and free picnic
- Community Groups and Wellness Classes
- Community Engagement and Advocacy
- Suicide Prevention

EARLY INTERVENTION AND HARM REDUCTION

- Psychological First Aid (PFA)
- Narcan Training and Distribution
- Warm Helpline

TREATMENT FOR MILD TO MODERATE ISSUES

- Outpatient Therapy
- Brief Interventions and Stabilization Services
- Support, Skill-building and Therapy Groups

HOME & COMMUNITY BASED SERVICES

- Case Management
- Therapy
- ACT
- Home Based Services
- Substance Use Disorder Treatment
- Supported Employment
- Peer Support
- Infant Mental Health
- Wraparound
- Psychosocial Rehab (Clubhouse)
- Medication Assisted Treatment
- Transition to Independence (TIP)
- Youth Office Based Services
- Support, Skill-building and Therapy Groups

SUB ACUTE CARE

- Hospitalization
- Crisis Residential
- Detox

SPECIALTY SERVICES

- Community Health Workers
- School Based Mental Health
- On-Site Primary Care
- Corrections and Jail Diversion
- Smoking Cessation
- Veteran Systems Navigation
- Pharmacy, Lab and Dental
- Juvenile Justice

FOUNDATIONAL APPROACHES

- Peer Delivered Services
- Person Centered Behavioral and Physical Healthcare Integrated Approach
- Mobile Crisis Response
- Trauma Informed Care
- Cultural Responsiveness



Save the Date!

**Annual Fall Conference
*Beyond Boundaries***

October 23 & 24, 2023

Grand Traverse Resort

Traverse City, Michigan



MEMORANDUM

Date: September 22, 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**

MDHHS Updates:

- I will be attending the Quality Improvement Council sponsored by MDHHS and as the member representative for HealthWest. This is a quarterly meeting. The next meeting for this state council and workgroup will be held on Wednesday Oct. 4th from 10am to 12pm. This group discusses initiatives and upcoming changes at the departmental level. Various agencies and departments present updates on what is going on at the state level impacting PIHPs and CMHSPs.
- Draft rates from Milliman have been shared to PIHPs & CMHSP and Brandy has prepared an impact summary for HealthWest. The biggest factor is the PHE unwind where we are seeing a decrease in population in DAB, TANF, HMP from a peak in August 2023 at 71,017 individuals to an estimated 60,698 by next year September 2024. The other factors are Entity Factors (geographic and demographic factors), which was a decrease of 1.4% decrease (0.9953 to 0.9415) entity factor. The other factors contributing to the Milliman rates are Acuity Adjustment by population: DAB is at 1.0159, TANF is at 1.0364, HMP is 1.0590 which have all increased from the previous year.
- I will be attending the Director's forum in Lansing on 09/28 to 09/29 brought together by CMHA for directors to get updates on state level initiatives. I will also be attending the CMHA fall conference October 23rd & 24th.

Lakeshore Regional Entity updates:

- Past 20% Liabilities: A balance of historical deficit of \$2,479,928.03 has been deposited into the Restricted Account set up by Muskegon County Finance department for HealthWest. **(We got the payment!)**
- LRE Site review – occurred last week and the LRE is continuing to ask for additional proof and clarification questions on proofs provided. This has certainly been a learning curve for our new QI Director, but they are doing an amazing job of keeping up with the LRE audit.

- LRE Wakely study – Will be presented to the LRE board in October. The requirement is for the LRE to complete a study for contract requirement. The LRE Board will then decide what to do with the data.
- I attended the LRE Finance ROAT meeting on 09/20/2023, and the LRE presented various reports related to the draft Milliman rates. The LRE also presented an updated Revenue projection reports and compared the CMHSPs spending plan against the projected numbers. The LRE will be reaching out to the CMHSPs to talk about variances in the two and get feedback.

Executive Director activities CMH level:

- Quality improvement training – KATA lean training ramping up. There will be additional training provided in September and then again in October. There have been 8 requests for process improvements from various teams. The quality improvement team has also been meeting with program supervisors/managers/directors to review outcome measures.
- Our CMH organizational chart is slowly changing as there are some changes occurring on the clinical level to address issues with high clinical case volumes. The formation of the assessment team to share in the workload experienced by staff should help. I am also reviewing case load numbers and discussing with each Program and team director at leadership.
- Piloting the implementation of HIRE reach at HW with some positions. Leadership is now reviewing the updated hiring procedures as it relates to HIRE reach implementation which was put together by our HR HealthWest team in conjunction with County HR.

On the horizon:

- Continue to review Organizational Chart and evaluate programmatic level need.
- Continue to work on improvements in various areas of the agency from administration to clinical processes.