

HEALTHWEST

FINANCE COMMITTEE MEETING MINUTES

Friday, December 8, 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, Commissioner Marcia Hovey-Wright, Commissioner Charles Nash, Remington Sprague, M.D

Also Present: Holly Brink, Shannon Morgan, Gina Post, Brandy Carlson, Gary Ridley, Melina Barrett, Tasha Percy, Jennifer Hoeker, Suzanne Beckeman, Gordon Peterman, Cyndi Blair, Amber Berndt, Nate Kennert, Michael Pyne

Guests: Angie Gasiewski, John Weerstra

MINUTES

It was moved by Mr. Hardy, seconded by Dr. Sprague, to approve the minutes of the November 9, 2023, meeting as written.

MOTION CARRIED.

ITEMS FOR CONSIDERATION

A. Approval of Expenditures for October 2023

It was moved by Ms. Thomas, seconded by Mr. Hardy, to approve expenditures for the month ending October 31, 2023, in the total amount of \$6,503,484.

MOTION CARRIED

B. Monthly Report from the Chief Financial Officer

Ms. Carlson presented the October report, noting an overall cash balance of \$9,040,853.80. as of October 31, 2023.

C. FY23 Actual and Projected Expenditures

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

D. Finance Update Memorandum

Ms. Carlson presented the Finance Update Memorandum for the Board review.

E. Authorization to Contract with iCIMS

Ms. Carlson, Chief Financial Officer, pulled motion to be reviewed at County Board

MOTION PULLED

F. Authorization to Accept Substance Use Disorder Treatment and Recovery Transportation Grant

It was moved by Dr. Sprague, seconded by Mr. Hardy, to approve acceptance of the Substance Use Disorder Treatment and Recovery Transportation Services grant and the requirements with a total of \$199,659.00 effective November 1, 2023 through September 30, 2024.

MOTION CARRIED

G. Authorization to Contract with The Indian Trails Camp, Inc

It was moved by Mr. Hardy, seconded by Dr. Sprague, to authorize the HealthWest Executive Director to sign a contract with The Indian Trails Camp Inc, dba IKUS to provide life enrichment services to eligible HealthWest consumers, at a cost not to exceed \$18,000.00 for FY2024.

MOTION CARRIED

H. Authorization to Continue Contract with Core Solutions, Inc.

It was moved by Mr. Hardy, seconded by Dr. Sprague, to authorize the HealthWest Board of Directors to continue the contract with Core Solutions, Inc. with a total of \$63,000.00 effective October 1, 2023 through September 30, 2024.

MOTION CARRIED

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

COMMUNICATIONS

There was no communication.

DIRECTOR'S COMMENTS

Ms. Carlson shared Rich Francisco's Director's Report:

- The finance team is now running the monthly budget reports for each of the programs and teams. Brandy and her staff will be meeting regularly with teams to discuss individual budgets. This is new for staff supervisors, managers and directors and allows for more staff input into the budget and budget process. This monthly meeting will also allow for staff to eventually monitor and manage their individual budget as well.
- I have been planning and coordinating the move of HealthWest finance staff along with HW HR staff with the County. We want to ensure that when our staff is slated to move to Marquette, they will have the space and resources needed to access all HealthWest resources on our network. The goal is to complete moves by January or February, and this can be a staggered move. This will be a significant savings on rent and space.
- The finance team is getting ready for the HealthWest finance audit with Roslund, Prestage and Co. The single audit will take place on December 18th and 19th.

- Lastly, just an FYI. Muskegon County has agreed to drop the lawsuit against the LRE now that we have received the secondary payment into a separate account at the County. The funds will be available for use in May 2024. Network 180, our partner, have already dropped their lawsuit with the LRE, so we are following suit and doing the same. Our order to dismiss includes a “Tolling agreement for any applicable statute of limitations that could bar the refiling allowing us to refile the case if needed before June 7, 2024, in case that the LRE claws the funds prior to May 24,2024.
- I apologize for not being there in person as I am attending the Improving Outcomes conference for CMHA in Troy, MI.

AUDIENCE PARTICIPATION

There was no audience participation.

ADJOURNMENT

There being no further business to come before the committee, the meeting adjourned at 8:24 a.m.

Respectfully,

Jeff Fortenbacher
Committee Chair

/hb

PRELIMINARY MINUTES
To be approved at the Finance Meeting on
January 19, 2024



FINANCE COMMITTEE

December 8, 2023 – 8:00 a.m.

376 E. Apple Ave. Muskegon, MI 49442

Committee Chair: Jeff Fortenbacher
Committee Vice-Chair: Janet Thomas

AGENDA

- | | | |
|----|--|-------------|
| 1. | Call to Order | Quorum |
| 2. | Approval of Minutes | |
| | A. Approval of the Minutes of November 9, 2023
(Attachment #1 pg.1-3) | Action |
| 3. | Items for Consideration | |
| | A. Approval of Expenditures for October 2023
(Attachment #2 pg. 4) | Action |
| | B. Monthly Report from the Chief Financial Officer
(Attachment #3 pg. 5-6) | Information |
| | C. FY23 Actual and Projected Expenditures
(Attachment #4 pg. 7-8) | Information |
| | D. Finance Update Memorandum
(Attachment #5 pg. 9) | Information |
| | E. Authorization to Contract with iCIMS
(Attachment #6 pg. 10) | Action |
| | F. Authorization to Accept Substance Use Disorder Treatment and
Recovery Transportation Services Grant
(Attachment #7 pg. 11-13) | Action |
| | G. Authorization to Contract with The Indian Trails Camp, Inc.
(Attachment #8 pg. 14) | Action |
| | H. Authorization to Continue Contract with Core Solutions, Inc.
(Attachment #9 pg. 15) | Action |

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- 4. Old Business
- 5. New Business
- 6. Communication
- 7. Director's Comments Information
- 8. Audience Participation
- 9. Adjournment Action

/hb



HEALTHWEST

FINANCE COMMITTEE MEETING MINUTES

Thursday, November 9, 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, Commissioner Marcia Hovey-Wright, Commissioner Charles Nash

Committee Members Absent: Remington Sprague, M.D

Also Present: Rich Francisco, Holly Brink, Shannon Morgan, Gina Post, Brandy Carlson, Gary Ridley, Melina Barrett, Tasha Percy, Justine Belvitch, Jennifer Hoeker, Suzanne Beckeman, Stephanie Baskin, Gordon Peterman, Anissa Goodno

Guests: Angie Gasiewski

MINUTES

It was moved by Mr. Hardy, seconded by Commissioner Hovey-Wright, to approve the minutes of the October 20, 2023, meeting as written.

MOTION CARRIED.

ITEMS FOR CONSIDERATION

A. Approval of Expenditures for September 2023

It was moved by Mr. Hardy, seconded by Commissioner Hovey-Wright, to approve expenditures for the month ending September 30, 2023, in the total amount of \$13,559,535.55.

MOTION CARRIED

B. Monthly Report from the Chief Financial Officer

Ms. Carlson presented the September report, noting an overall cash balance of \$5,669.964.11 as of September 30, 2023.

C. FY23 Actual and Projected Expenditures

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

D. Finance Update Memorandum

Ms. Carlson presented the Finance Update Memorandum for the Board review.

E. Authorization HUD Grant Funding Payments

It was moved by Mr. Hardy, seconded by Commissioner Hovey-Wright, to approve the above landlords for the HUD grant funding for Fiscal Year 2024, at a cost not to exceed the HUD approved dollars of \$236,948.

MOTION CARRIED

F. Authorization to Contract with Brightside Living, LLC and Stephens Home LLC

It was moved by Mr. Hardy, seconded by Commissioner Hovey-Wright, to authorize HealthWest to approve to sign a contract with Brightside Living LLC and Stephens Home, LLC to provide specialized residential services to eligible HealthWest consumers, at a cost not to exceed \$310,250.00 for FY2024.

MOTION CARRIED

G. Authorization to Approve Projected Expenditures

It was moved by Ms. Thomas, seconded by Mr. Hardy, to authorize the HealthWest to approve the projected expenditures for Harbor Hall, Ivy Rehab Michigan, LLC, and Pioneer Resources Inc. as stated above with a total not to exceed \$46,954.91, effective October 1, 2022 through September 30, 2023.

MOTION CARRIED

H. Authorization to Approve Provider Relief Funds and Single Case Agreements

It was moved by Mr. Hardy seconded by Commissioner Hovey-Wright, to approve Provider Relief Funds and a Single Case Agreement in the amount not to exceed \$312,082.34 to providers listed on Attachment A, through funding provided by the LRE.

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:

- Update from the CEO ops meeting yesterday: The LRE is working on a Risk Management Strategy, that is due to MDHHS on Dec. 13th. This Risk Management Strategy considers the LRE's budget, along with each of the CMHSP spending plan. Now that we have received final revenue from the MDHHS and the LRE, the projected budget has been shared, the CMHSPs updated their spending plans accordingly. Network 180 submitted a deficit budget of 6.9M which put the region at risk. All other CMHs presented a balanced budget with HW projecting a surplus of about 4.6M. N180 cannot submit a spending plan in the red and so is being asked by the LRE to relook at their budget.
- Internally: I have asked Fiscal to begin scheduling process improvement meetings. We will be using the KATA framework to find opportunities for improvement. Brandy and I will be working with the team to begin reviewing the various process related to our finance processes from Claims to provider network monitoring (monitoring report from data team) and

education and training for internal staff on their individual budgets. The fiscal team is on their way towards this and has now provided reports at the program level and team level. The fiscal team has also met and presented this report for team and program input as well.

- I have also invited Alan Bolter, Associate Director from CMHA – who will be attending our next full HW board meeting. He will be presenting on and updating the board on all the Legislative activities that impact CMHS and PIHPs.

AUDIENCE PARTICIPATION

There was no audience participation.

ADJOURNMENT

There being no further business to come before the committee, the meeting adjourned at 8:32 a.m.

Respectfully,

Jeff Fortenbacher
Committee Chair

/hb

PRELIMINARY MINUTES
To be approved at the Finance Meeting on
December 8, 2023

REQUEST FOR HEALTHWEST BOARD CONSIDERATION AND AUTHORIZATION

COMMITTEE Finance Committee	BUDGETED X	NON-BUDGETED	PARTIALLY BUDGETED
REQUESTING DIVISION Administration	REQUEST DATE December 8, 2023	REQUESTOR SIGNATURE Brandy Carlson, Chief Financial Officer	
<u>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</u>			
<p>Expenditures for the month of October 2023 totaled \$6,503,484. Some unusual expenditures for the month include \$108,000 to Core Solutions, Inc. for nine months of Electronic Health Record access and maintenance. \$85,225 to Heartland Center for Autism for three months of residential services, and \$19,321.85 to Recovery Cooperative of Muskegon for two months of Drop In Center services.</p>			
<u>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</u>			
<p>I move to approve expenditures for the month of October 2023, in the total amount of \$6,503,484.</p>			
COMMITTEE DATE 12/08/2023	COMMITTEE APPROVAL _____ Yes _____ No _____ Other		
BOARD DATE 12/15/2023	BOARD APPROVAL _____ Yes _____ No _____ Other		

HWB 29-F



HealthWest

Statement of Revenues, Expenditures and Changes in Fund Balances

Budget to Actual

For the Period from October 1, 2023 through October 31, 2023

	Original Budget	YTD Budget	YTD Actual	Over (Under) YTD Budget
Revenues				
Medicaid funding:				
Medicaid capitation	\$ 62,472,930	\$ 5,206,078	\$ 4,215,255	\$ (990,823)
Medicaid - Autism capitation	8,901,598	741,800	809,831	68,031
Medicaid capitation - settlement	-	-	(1,172,971)	(1,172,971)
Healthy Michigan Plan	7,443,215	620,268	491,237	(129,031)
Healthy Michigan Plan - settlement	-	-	91,318	91,318
CCBHC Supplemental	9,829,312	819,109	1,120,826	301,717
CCBHC - Settlement	-	-	780,216	780,216
State General Fund:				
Formula Fundings	2,066,287	172,191	240,069	67,878
Settlement	-	-	(4,611)	(4,611)
Grant Revenue	7,196,098	599,675	205,917	(393,758)
Local revenue:				
County appropriation	706,819	58,902	58,897	(5)
Client and third party fees	283,778	23,648	208	(23,440)
Performance Based Incentive Program (PBIP)	-	-	-	-
Interest income	138,398	11,533	-	(11,533)
Other revenue	364,845	30,404	3,972	(26,432)
Total revenue	99,403,280	8,283,608	6,840,164	(1,443,444)
Expenditures				
Salaries and wages	30,094,233	2,507,853	1,603,850	(904,003)
Fringe benefits	15,449,498	1,287,458	1,103,783	(183,675)
Staff professional development	430,517	35,876	6,495	(29,381)
Contractual expense	47,337,069	3,944,756	3,628,324	(316,432)
Overhead expense	1,710,429	142,536	89,680	(52,856)
Supplies	1,119,514	93,293	12,993	(80,300)
Utilities	320,634	26,720	126	(26,594)
Insurance	386,476	32,206	-	(32,206)
Capital outlay	112,253	9,354	-	(9,354)
Transfers out	244,579	20,382	-	(20,382)
Other expenses	2,198,078	183,174	58,233	(124,941)
Total expenditures	99,403,280	8,283,608	6,503,484	(1,780,124)
Net change in fund balance	-	-	336,680	336,680

This financial report is for internal use only. It has not been audited, and no assurance is provided.

**COMMUNITY MENTAL HEALTH
INTERIM BALANCE SHEET 2220
MENTAL HEALTH**

October 31, 2023

ASSETS	THIS YEAR	LAST YEAR
Cash in Bank	9,040,583.80	(10,775,614.66)
Imprest (Petty) Cash	2,700.00	2,700.00
Due from Credit Cards	(25.80)	-
Accounts Receivable	36,329.23	113,273.28
Due From Other Funds	35,309.17	1,930.09
Prepaid Items	609,265.12	306,001.25
Due from other governments	4,610,146.39	20,850,794.61
Total Assets	<u>\$ 14,334,307.91</u>	<u>\$ 10,499,084.57</u>
 LIABILITIES AND EQUITY		
Accounts Payable	\$ 4,314,247.45	\$ 2,789,038.20
Undistributed Receipts	825.67	1,666.28
HAB Supports Waiver	4,393,636.32	-
Medicaid Children's Waiver	81,269.67	21,916.40
Medicaid SED Waiver	110,259.05	20,416.11
State Advance	1,598,665.35	-
Capitation Medicaid	(1,977,686.32)	-
Medicaid - B3 Services	9,330,186.38	-
Accrued Wages and Fringes	242,650.38	205,118.32
Medicaid - Healthy Michigan	3,006,601.75	-
Medicaid - Autism	8,175,412.73	-
SA Federal Pass Thru	(15,420.31)	-
SA State Plan Medicaid	1,770,407.63	-
SA B3 Services	-	-
SA Healthy Michigan	3,958,963.59	-
SA PA2 Dollars	(16,925.99)	-
Unearned Revenue - Lilac St Donation	-	50,100.00
Total Liabilities and Equity	<u>\$ 34,973,093.35</u>	<u>\$ 3,088,255.31</u>
 DEFERRED INFLOWS OF RESOURCES		
Deffered Medicaid fee for services and capitation	<u>\$ 9,345,345.07</u>	<u>\$ 20,119,747.21</u>
Fund Balance at beginning of year	(17,073,240.73)	(17,073,240.73)
Nonspendable FB-Prepays	319,982.25	-
**Total Fund Balance	<u>\$ (16,753,258.48)</u>	<u>\$ (17,073,240.73)</u>
 TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCE		
	\$ 27,565,179.94	\$ 6,134,761.79
 NET OF REVENUES VS EXPENDITURES		
	<u>\$ (13,230,872.03)</u>	<u>\$ 4,364,322.78</u>
 Transferred to County Equipment Revolving Account for:		
Mental Health Center Building (6660-0000-349220)	\$2,575,098.29	\$2,638,364.62
Future Equipment Purchases (6660-0000-349222)	\$89,534.24	\$89,534.24

**COMMUNITY MENTAL HEALTH
INTERIM BALANCE SHEET 7930
CMH CLIENT FUNDS**

October 31, 2023

ASSETS	THIS YEAR	LAST YEAR
Cash	\$ 483,799.06	\$ 660,924.37
Imprest Cash	\$ 24,539.50	\$ 48,955.21
Accounts Receivable	\$ 177.00	\$ 177.00
Total Assets	<u>\$ 508,515.56</u>	<u>\$ 710,056.58</u>
 LIABILITIES AND EQUITY		
Due to Other Funds	\$ 122.10	\$ 1,279.27
Undistributed Receipts	\$ 508,393.46	\$ 708,777.31
	<u>\$ 508,515.56</u>	<u>\$ 710,056.58</u>



MEMORANDUM

Date: December 9, 2023

To: HealthWest Board of Directors
Rich Francisco, Executive Director

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

From: Brandy Carlson, Chief Financial Officer

Subject: **Finance Update**

During the month of December, HealthWest will be bringing the following motions to the County Commissioners for approval.

- Move to approve the lease agreement with Hackley Community Care and authorize the HealthWest Executive Director to sign the lease, further adjust the budget accordingly.
- Move to reclassify the vacant Account Technician, Position N03107, pay table/grade HO-00170, to a Claims Supervisor, Funding Org 7000, pay table/grade HX-00320.
- Move the status change Behavior Analysis Technician positions N11725, N11724, N11721, and N11745 from part-time (32-hour/week) to full-time.
- Move to approve a salary range adjustment for Position X93201, Waiver Coordinator, from Pay Table/Grade HX-00160 to HX-00190.
- Move to add two (2) full-time Direct Service Professionals at Pay Table/Grade HO-00160, Funding Org 7000.

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December REQUEST FOR HEALTHWEST BOARD CONSIDERATION AND AUTHORIZATION

COMMITTEE Finance Committee	BUDGETED X	NON BUDGETED	PARTIALLY BUDGETED
REQUESTING DIVISION Finance Department	REQUEST DATE December 8, 2023	REQUESTOR SIGNATURE Brandy Carlson, Chief Financial Officer	
<u>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</u>			
<p>HealthWest Board authorization is requested to contract with iCIMS, effective October 31, 2023 through October 31, 2025 (three year agreement) at a cost not to exceed (\$8,750.00) yearly totaling \$26,750.00 for three years.</p> <p>The Human Resources Department will be able to provide a pre-hire skill survey for unlimited individuals. iCIMS functions include:</p> <ol style="list-style-type: none"> 1. An evidence-based practice pre-hire software providing electronically generated candidate reference checks. Utilizes Department of Labor-based job-specific surveys. 2. Expedites equity in the hiring process, ensures EEO accuracy for reference checks; reduces supervisor time investment, and streamlines reference process during an employee-driven market. 3. Predictive analytics related to job match and staff retention predictions. 4. Coordinates with Hire Reach JOFI job match analytics. 5. Candidate comparison opportunities to determine the most effective job match. 6. Talent pipeline expansion capabilities by sourcing those providing references for HealthWest candidates. 7. Utilized successfully by Trinity Health for over a decade. 			
<u>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</u>			
I move to authorize the HealthWest Board to contract with iCIMS to provide pre-hire skill surveys at a cost not to exceed \$26,750.00 from October 31, 2023 through October 31, 2025.			
COMMITTEE DATE 12/08/23	COMMITTEE APPROVAL _____ Yes _____ No _____ Other		
BOARD DATE 12/25/2023	BOARD APPROVAL _____ Yes _____ No _____ Other		

REQUEST FOR HEALTHWEST BOARD CONSIDERATION AND AUTHORIZATION

COMMITTEE Finance Committee	BUDGETED X	NON BUDGETED	PARTIALLY BUDGETED
REQUESTING DIVISION Finance Department	REQUEST DATE December 8, 2023	REQUESTOR SIGNATURE Brandy Carlson, Chief Financial Officer	
<u>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</u>			
<p>HealthWest Board authorization is requested to enter into the Substance Use Disorder Treatment and Recovery Transportation Services grant with the Michigan Department of Human Services (MDHHS), effective November 1, 2023 through September 30, 2024.</p> <p>The Substance Use Disorder Treatment and Recovery Transportation Services Grant total award is \$199,659.00. Program expenses are outlined in Attachment B1, that includes contractual services with Pioneer Resources Inc. for \$119,217.00 and Life Align Inc. for \$3,720.00 totaling \$122,937.00.</p> <p>Resources through this funding include:</p> <ol style="list-style-type: none"> 1. Bus tickets 2. Gas cards 3. Subcontract with Life Align Inc. for vehicle costs (they have a van to transport individuals to recovery events and activities) 4. Subcontract with Pioneer Resources to provide non-emergency medical transportation services primary for out of county detox and residential needs but also within county for OP and IOP as available. 			
<u>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</u>			
<p>I move to authorize acceptance of the Substance Use Disorder Treatment and Recovery Transportation Services grant and the requirements with a total of \$199,659.00 effective November 1, 2023 through September 30, 2024.</p>			
COMMITTEE DATE 12/08/2023	COMMITTEE APPROVAL _____ Yes _____ No _____ Other		
BOARD DATE 12/15/2023	BOARD APPROVAL _____ Yes _____ No _____ Other		

HWB 31-F

B1 Attachment B1 - Program Budget Summary

PROGRAM Substance Use Disorder Treatment and Recovery Transportation Services - 2024			DATE PREPARED 11/1/2023	
CONTRACTOR NAME CMH Services of Muskegon County			BUDGET PERIOD From : 11/1/2023 To : 9/30/2024	
MAILING ADDRESS (Number and Street) 376 Apple Avenue			BUDGET AGREEMENT <input checked="" type="checkbox"/> Original <input type="checkbox"/> Amendment	
			AMENDMENT # 0	
CITY Muskegon	STATE MI	ZIP CODE 49442-3406	FEDERAL ID NUMBER 38-6006063	

	Category	Total	Amount
DIRECT EXPENSES			
Program Expenses			
1	Salary & Wages	28,208.00	28,208.00
2	Fringe Benefits	11,847.00	11,847.00
3	Employee Travel and Training	12,445.00	12,445.00
4	Supplies & Materials	1,000.00	1,000.00
5	Subawards – Subrecipient Services	0.00	0.00
6	Contractual - Professional Services	122,937.00	122,937.00
7	Communications	0.00	0.00
8	Grantee Rent Costs	0.00	0.00
9	Space Costs	0.00	0.00
10	Capital Expenditures - Equipment & Other	0.00	0.00
11	Client Assistance - Rent	0.00	0.00
12	Client Assistance - All Other	15,000.00	15,000.00
13	Other Expense	0.00	0.00
Total Program Expenses		191,437.00	191,437.00
TOTAL DIRECT EXPENSES		191,437.00	191,437.00
INDIRECT EXPENSES			
Indirect Costs			
1	Indirect Costs	8,222.00	8,222.00
2	Cost Allocation Plan	0.00	0.00
Total Indirect Costs		8,222.00	8,222.00
TOTAL INDIRECT EXPENSES		8,222.00	8,222.00
TOTAL EXPENDITURES		199,659.00	199,659.00

SOURCE OF FUNDS

	Category	Total	Amount	Cash	Inkind
1	Source of Funds				
	MDHHS State Agreement	199,659.00	199,659.00	0.00	0.00
	Fees and Collections - 1st and 2nd Party	0.00	0.00	0.00	0.00
	Fees and Collections - 3rd Party	0.00	0.00	0.00	0.00
	Local	0.00	0.00	0.00	0.00
	Non-MDHHS State Agreements	0.00	0.00	0.00	0.00
	Federal	0.00	0.00	0.00	0.00
	Other	0.00	0.00	0.00	0.00
	In-Kind	0.00	0.00	0.00	0.00
	Federal Cost Based Reimbursement	0.00	0.00	0.00	0.00
	Total Source of Funds	199,659.00	199,659.00	0.00	0.00
	Totals	199,659.00	199,659.00	0.00	0.00

REQUEST FOR HEALTHWEST BOARD CONSIDERATION AND AUTHORIZATION

COMMITTEE Finance Committee	BUDGETED X	NON BUDGETED	PARTIALLY BUDGETED
REQUESTING DIVISION Provider Network Management	REQUEST DATE December 8, 2023	REQUESTOR SIGNATURE Shannon Morgan, Contract Specialist	
<u>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</u>			
<p>HealthWest Board authorization is requested to contract with The Indian Trails Camp, Inc, dba IKUS Life Enrichment Services:</p> <p>1. The Indian Trails Camp Inc, dba IKUS Life Enrichment Services located at O-1859 Lake Michigan Dr. NW Grand Rapids, MI. 49534 to provide life enrichment services to HealthWest consumers effective January 1, 2024 through September 30, 2024. The Indian Trails Camp, dba IKUS is credentialed through the Lakeshore Regional Entity and contracted with the other CMH's in our Region. The Indian Trails Camp, dba IKUS will be paid with funding within the HealthWest budget, at a cost not to exceed \$18,000.00.</p>			
<u>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</u>			
<p>I move to authorize the HealthWest Executive Director to sign a contract with The Indian Trails Camp Inc, dba IKUS to provide life enrichment services to eligible HealthWest consumers, at a cost not to exceed \$18,000.00 for FY2024.</p>			
COMMITTEE DATE 12/08/2023	COMMITTEE APPROVAL _____ Yes _____ No _____ Other		
BOARD DATE 12/15/2023	BOARD APPROVAL _____ Yes _____ No _____ Other		

REQUEST FOR HEALTHWEST BOARD CONSIDERATION AND AUTHORIZATION

COMMITTEE Finance Committee	BUDGETED X	NON BUDGETED	PARTIALLY BUDGETED
REQUESTING DIVISION Finance Department	REQUEST DATE December 8, 2023	REQUESTOR SIGNATURE Brandy Carlson, Chief Financial Officer	
<u>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</u>			
<p>HealthWest Board authorization is requested to continue the contract with Core Solutions, Inc. located at 620 Freedom Business Center Drive, Suite 115, King of Prussia, PA 19406. HealthWest continues to reference historical clinical and financial data in the Electronic Health Record with Core Solutions, Inc.</p> <p>The number of users will be reduced to one user effective January 1, 2024, this will decrease the cost of referencing the Electronic Health Record system. Core Solutions, Inc. will be paid with funding within the HealthWest budget, at a cost not to exceed \$63,000.00.</p> <p>Payments structure for FY24:</p> <ol style="list-style-type: none"> 1. October 1, 2023 through December 31, 2023 (Quarterly Cost of \$36,000.00) 2. January 1, 2024 through September 30, 2024 (Monthly Cost of \$3,000.00) 			
<u>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</u>			
<p>I move to authorize the HealthWest Board of Directors to continue the contract with Core Solutions, Inc. with a total of \$63,000.00 effective October 1, 2023 through September 30, 2024.</p>			
COMMITTEE DATE 12/08/2023	COMMITTEE APPROVAL _____ Yes _____ No _____ Other		
BOARD DATE 12/15/2023	BOARD APPROVAL _____ Yes _____ No _____ Other		