

**HEALTHWEST**

**FINANCE COMMITTEE MEETING MINUTES**

**Friday, March 15, 2024**

**8:00 a.m.**

**CALL TO ORDER**

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

**ROLL CALL**

Committee Members Present:     Jeff Fortenbacher, Janet Thomas, Thomas Hardy, Commissioner Marcia Hovey-Wright

Committee Members Absent:     Remington Sprague, M.D., Commissioner Charles Nash

Also Present:     Rich Francisco, Holly Brink, Shannon Morgan, Gina Post, Brandy Carlson, Gordon Peterman, Amber Berndt, John Weerstra, Gina Kim, Jackie Farrar, Kristi Chittenden, Cyndi Blair, Justine Belvitch, Suzanne Beckeman, Linda Wagner, Melina Barrett, Natalie Walther, Latesha Johnson, Jamey Curtis

Guests Present:     Angela Gasiewski

**MINUTES**

It was moved by Mr. Hardy, seconded by Ms. Thomas, to approve the minutes of the February 16, 2024, meeting as written.

**MOTION CARRIED**

**ITEMS FOR CONSIDERATION**

**A.     Approval of Expenditures for January 2024**

It was moved by Mr. Hardy, seconded by Commissioner Hovey-Wright, to approve expenditures for the month of January 2024, in the total amount of \$7,801,706.53.

**MOTION CARRIED**

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

Ms. Carlson presented the January report, noting an overall cash balance of \$7,943,383.80 as of January 31, 2024.

**C.     Finance Update Memorandum**

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

**D.     Authorization to Approve Grant Funded Agreements**

It was moved by Mr. Hardy, second by Commissioner Hovey-Wright, to approve the HealthWest Executive Director to accept the Assisted Outpatient Treatment I/I Initiative Grant for a total of \$308,042 effective April 1, 2024 through September 30, 2025.

**MOTION CARRIED**

**E.     Authorization to Approve Increase Projected Contract Expenditures for Core Solutions, Inc.**

It was moved by Mr. Hardy, seconded by Ms. Thomas, to authorize the HealthWest Board of Directors to approve the projected expenditure with Core Solutions, Inc. with a total of \$133,000.00 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**

Mr. Francisco, Executive Director, provided his Director's Report:

- LRE Contract Discussion at the LRE continues to occur. A discussion workgroup has been formed and on March 14,2024 a meeting was held to bring some regional staff from across the CMH to discuss all the items brought back from the second round of feedback. The first round of feedback mostly came from our CMH and WM with our corporate counsel offering some suggestions. There is more work to be done before the contract with the LRE will be executed. The LRE will continue to extend the contract until the new agreement is finalized. The LRE is forecasting that August will be the timeframe for execution of the contract.
- Regional COFR discussions. The CMH regional COFR workgroup continues to meet with West Michigan setting the meetings. I have mentioned before that because most of the CMHs in our region are now CCBHC demonstrations, the CMHs are seeing a need for better standardized guidelines on how to deal with COFR situations. There will be a dual approach because our region must account for those CMHs that are not CCBHC demonstrations sites. The workgroup's goal is to develop a set of guidelines for COFR best practice.
- The CARF survey date has now been set and that will be on May 15 through to May 17.

**AUDIENCE PARTICIPATION**

There was no audience participation.

**ADJOURNMENT**

There being no further business to come before the committee, the meeting adjourned at 8:25 a.m.

Respectfully,

Jeff Fortenbacher  
Committee Chair

/hb

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



# FINANCE COMMITTEE

March 15, 2024 – 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 February 16, 2024<br>(Attachment #1 pg.1-3)   | Action      |
| 3. | Items for Consideration   |             |
|    | A. Approval of Expenditures for January 2024<br>(Attachment #2 pg. 4)   | Action      |
|    | B. Monthly Report from the Chief Financial Officer<br>(Attachment #3 pg. 5-8)   | Information |
|    | C. Finance Update Memorandum<br>(Attachment #4 pg. 9-10)  | Information |
|    | D. Authorization to Approve Grant Funded Agreements<br>(Attachment #5 pg. 11)   | Action      |
|    | E. Authorization to Approve Increased Projected Contract<br>Expenditures for Core Solutions, Inc.<br>(Attachment #6 pg. 12) | Action      |
| 4. | Old Business  |             |
| 5. | New Business  |             |
| 6. | Communication   | Information |
| 7. | Director's Comments   | Information |
| 8. | Audience Participation  |             |

/hb

### Main Office

376 E. Apple Ave. | Muskegon, MI 49442 | P (231) 724-1111 | F (231) 724-3659  
[HealthWest.net](http://HealthWest.net)

**HEALTHWEST**

**FINANCE COMMITTEE MEETING MINUTES**

**Friday, February 16, 2024**

**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: Rich Francisco, Holly Brink, Shannon Morgan, Gina Post, Brandy Carlson, Gary Ridley, Gordon Peterman, Amber Berndt, John Weerstra, Gina Kim, Anissa Goodno, Jackie Farrar, Kristi Chittenden, Cyndi Blair, Jennifer Hoeker, Kim Davis, Justine Belvitch, Brittani Duff, Suzanne Beckeman

Guests Present: Angela Gasiewski

**MINUTES**

It was moved by Mr. Hardy, seconded by Ms. Thomas, to approve the minutes of the January 19, 2024, meeting as written.

**MOTION CARRIED**

**ITEMS FOR CONSIDERATION**

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

It was moved by Commissioner Hovey-Wright, seconded by Dr. Sprague, to approve expenditures for the month of December 2023, in the total amount of \$8,365,703.80.

**MOTION CARRIED**

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

Ms. Carlson presented the December report, noting an overall cash balance of \$1,988,471.96 as of December 31, 2023.

**C. December Balance Sheets**

Ms. Carlson presented the December Balance Sheets for the Board review.

**D. Finance Update Memorandum**

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

**E. Authorization for Removal of Estimated Vendors / Providers Projections Replacing with Five Funding Sources**

It was moved by Ms. Thomas, second by Mr. Hardy, to approve the HealthWest Executive Director to allow spending among the sources based on the approved budget(s) for the term of the contract.

**MOTION CARRIED**

F. Authorization to Approve Increase Projected Contract Expenditures for Harbor Hall, Inc., Cretsinger Care Homes, Ltd., Services De Esperanza, LLC (Services of Hope)

Ms. Thomas pulled the motion due to Item E passing.

**MOTION PULLED**

G. Authorization to Approve Continuation of Contracting with Service Vendors from FY2023

It was moved by Ms. Thomas, seconded by Dr. Sprague, to contract with the service vendors, Covenant Academies, Lakeshore Training System, Brewer & Bristow Training, Peter Change Enterprises, Rehman Robson and Roslund Prestige Company, through the term of their contract.

**MOTION CARRIED**

H. Authorization to Approve Contract Great Lakes Recovery

It was moved by Mr. Hardy, seconded by Dr. Sprague, to authorize the HealthWest executive Director to sign a contract with Great Lakes Recovery Centers, Inc., for March 1, 2024 through September 30.

**MOTION CARRIED**

I. Authorization to Approve Contract with Pharon's Rest Haven

It was moved by Ms. Thomas, seconded by Commissioner Hovey-Wright, to authorize the HealthWest Executive Director to sign a contract with Pharon's Best Haven to provide specialized residential services to eligible HealthWest consumers.

**MOTION CARRIED**

J. Authorization to Approve Contract with Living Hope Home Care, LLC.

It was moved by Mr. Hardy, seconded by Dr. Sprague, to authorize the HealthWest Executive Director to sign a contract with Living Hope Home Care, LLC. for the period March 1, 2024 through September 30, 2025 to provide CLS and Respite services to eligible HealthWest consumers.

**MOTION CARRIED**

K. Authorization to Approve Contract with Pine Rest Christian Mental Health Services

It was moved by Mr. Hardy, seconded by Dr. Sprague, to authorize HealthWest Executive Director to sign contract with Pine Rest Christian Mental Health Services effective March 1, 2024 through September 30, 2025 to provide Crisis Residential Services to eligible HealthWest Consumers.

**MOTION CARRIED**

**OLD BUSINESS**

There was no old business.

**NEW BUSINESS**

There was no new business.

**COMMUNICATIONS**

There was no communication.

**DIRECTOR'S COMMENTS**

Mr. Francisco, Executive Director, provided his Director's Report:

*LRE Updates:*

- HealthWest continues to monitor the enrollment and eligibility files and reviewing of those individuals that have lost Medicaid funding. Our IT team has submitted a list of cases to Finance ROAT and the LRE IT. I updated the board during the last Finance Committee, that the LRE is working with MDHHS to determine what the causes are, in terms of drops in revenue across the state. The list of cases will be presented to MDHHS, Kristen Jordan, so that they can review what is happening and address the concerns of many CMHSPs across the state. Our biggest concern is the individuals that are dropping off HSW and DABs and getting converted to TANF and other funding sources.
- Contracts Renewal with LRE is still ongoing, I have submitted the aggregated feedback from all CMHSP to our corporate counsel FosterSwift, for the second round of reviews. The LRE will determine the next steps to move the negotiations forward, including all the language changes and requirement updates which are new in the contract.
- Regional COFR discussions. The CMH CEOs is leading a group of staff regionally to develop a COFR (County of Financial Responsibility) guidance. The hope is that all CMHSPs will follow these guidelines to determine how we would handle these arrangements when individuals from another CMHSPs seeks service at HW for example. The guidance will also speak about how CCBHC versus non-CCBHC CMHSPs will be handled. This is posing a complexity regionally and statewide because as a CCBHC demonstration site, we cannot turn anyone away. The issue is, what is stopping non-CCBHC demonstration CMHSP from sending consumers to us for services they normally don't provide because they are not CCBHC.

**AUDIENCE PARTICIPATION**

There was no audience participation.

**ADJOURNMENT**

There being no further business to come before the committee, the meeting adjourned at 8:36 a.m.

Respectfully,

Jeff Fortenbacher  
Committee Chair

/hb

**PRELIMINARY MINUTES**  
**To be approved at the Finance Meeting on**  
March 15, 2024

## REQUEST FOR HEALTHWEST BOARD CONSIDERATION AND AUTHORIZATION

<b>COMMITTEE</b> Finance Committee	<b>BUDGETED</b> X	<b>NON-BUDGETED</b>	<b>PARTIALLY BUDGETED</b>
<b>REQUESTING DIVISION</b> Administration	<b>REQUEST DATE</b> March 15, 2024	<b>REQUESTOR SIGNATURE</b> Brandy Carlson, Chief Financial Officer	
<b><u>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</u></b>			
<p>Expenditures for the month of January 2024 totaled \$7,801,706.53. An unusual expenditure for the month includes \$203,515.00 to CDW Government for a 36-month subscription for Managed Detection and Response Secure Works, \$157,379.02 to Cherry Street Services Inc for multiple months of services due to a system error in Cherry Street's electronic health record, and \$133,250.00 to Mercy Health Partners – Hackley Campus for multiple days of community inpatient.</p>			
<b><u>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</u></b>			
<p>I move to approve expenditures for the month of January 2024, in the total amount of \$7,801,706.53.</p>			
<b>COMMITTEE DATE</b> March 15, 2024	<b>COMMITTEE APPROVAL</b> _____ Yes    _____ No    _____ Other		
<b>BOARD DATE</b> March 22, 2024	<b>BOARD APPROVAL</b> _____ Yes    _____ No    _____ Other		

HealthWest



January 2024

Board Report



## HealthWest

### Statement of Revenues, Expenditures and Changes in Fund Balances

Budget to Actual

For the Period from October 1, 2023 through January 31, 2024

	Original Budget	YTD Budget	YTD Actual	Over (Under) YTD Budget
<b>Revenues</b>				
Medicaid funding:				
Medicaid capitation	\$ 62,472,930	\$ 20,824,310	\$ 20,309,957	\$ (514,353)
Medicaid - Autism capitation	8,901,598	2,967,199	3,125,854	158,655
Medicaid capitation - settlement	-	-	(3,795,307)	(3,795,307)
Healthy Michigan Plan	7,443,215	2,481,072	2,653,773	172,701
Healthy Michigan Plan - settlement	-	-	628,728	628,728
CCBHC Supplemental	9,829,312	3,276,437	1,976,998	(1,299,439)
CCBHC - Settlement	-	-	2,433,289	2,433,289
State General Fund:				
Formula Fundings	2,066,287	688,762	688,762	-
Settlement	-	-	-	-
Grant Revenue	7,196,098	2,398,699	1,408,050	(990,649)
Local revenue:				
County appropriation	706,819	235,606	235,603	(3)
Client and third party fees	283,778	94,593	98,135	3,542
Performance Based Incentive Program (PBIP)	-	-	-	-
Interest income	138,398	46,133	83,286	37,153
Other revenue	364,845	121,615	24,335	(97,280)
<b>Total revenue</b>	<b>99,403,280</b>	<b>33,134,426</b>	<b>29,871,463</b>	<b>(3,262,963)</b>
<b>Expenditures</b>				
Salaries and wages	32,935,119	10,978,373	8,919,284	(2,059,089)
Fringe benefits	11,089,790	3,696,597	4,817,528	1,120,931
Staff professional development	121,533	40,511	104,196	63,685
Contractual expense	36,696,994	12,232,331	15,690,877	3,458,546
Overhead expense	1,019,872	339,957	619,568	279,611
Supplies	851,406	283,802	117,587	(166,215)
Utilities	238,811	79,604	70,606	(8,998)
Insurance	342,207	114,069	-	(114,069)
Capital outlay	4,928	1,643	-	(1,643)
Other expenses	1,458,724	486,241	398,065	(88,176)
<b>Total expenditures</b>	<b>84,759,384</b>	<b>28,253,128</b>	<b>30,737,711</b>	<b>2,484,583</b>
<b>Net change in fund balance</b>	<b>14,643,896</b>	<b>4,881,298</b>	<b>(866,248)</b>	<b>(5,747,546)</b>
Fund balance (deficit), beginning of year (unaudited)	(675,744)	(675,744)	(675,744)	-
<b>Fund balance (deficit), end of year</b>	<b>\$ 13,968,152</b>	<b>\$ 4,205,554</b>	<b>\$ (1,541,992)</b>	<b>\$ (5,747,546)</b>

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**

January 1, 2024

<b>ASSETS</b>	<b>THIS YEAR</b>	<b>LAST YEAR</b>
Cash in Bank	7,943,383.80	(7,698,069.34)
Imprest (Petty) Cash	2,700.00	2,700.00
Accounts Receivable	15,664.04	111,217.79
Due From Other Funds	2,482,171.83	1,315.38
Prepaid Items	469,595.83	387,210.44
Due from other governments	1,082,489.89	15,644,321.77
<b>Total Assets</b>	<b><u>\$ 11,996,005.39</u></b>	<b><u>\$ 8,448,696.04</u></b>
<b>LIABILITIES AND EQUITY</b>		
Accounts Payable	\$ (112,609.65)	\$ 47,602.21
Undistributed Receipts	4,801.43	1,350.74
HAB Supports Waiver	(1,321,120.74)	-
Medicaid Children's Waiver	(32,511.75)	34,896.95
Medicaid SED Waiver	(16,026.96)	(49,989.08)
State Advance	(105,574.20)	-
Capitation Medicaid	(4,933,039.23)	-
Medicaid - Healthy Michigan	(771,159.35)	-
SA Federal Pass Thru	(136,730.81)	-
SA State Plan Medicaid	(407,584.65)	-
SA Healthy Michigan	(537,837.34)	-
SA PA2 Dollars	(6,032.35)	-
Unearned Revenue - Lilac St Donation	-	50,100.00
<b>Total Liabilities and Equity</b>	<b><u>\$ (8,375,425.60)</u></b>	<b><u>\$ 83,960.82</u></b>
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Deferred Medicaid fee for services and capitation	<u>\$ 7,348,752.52</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	
<b>**Total Fund Balance</b>	<b><u>\$(16,753,258.48)</u></b>	<b><u>\$(17,073,240.73)</u></b>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCE</b>		
	<b><u>\$(17,779,931.56)</u></b>	<b><u>\$ 3,130,467.30</u></b>
<b>NET OF REVENUES VS EXPENDITURES</b>		
	<b><u>\$ 29,775,936.95</u></b>	<b><u>\$ 5,318,228.74</u></b>
<b>Transferred to HealthWest LRE FY2019 Account for:</b>		
Due to Fund 2220 HealthWest (2221-0000-214.222)	\$2,479,928.03	\$0.00
Fund 2221 Fund Balance	\$2,242.12	\$0.00
<b>Transferred to County Equipment Revolving Account for:</b>		
Mental Health Center Building (6660-0000-349220)	\$2,556,990.05	\$2,622,756.37
Future Equipment Purchases (6660-0000-349222)	\$89,534.24	\$89,534.24

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

**January 1, 2024**

<b>ASSETS</b>	<b>THIS YEAR</b>	<b>LAST YEAR</b>
Cash	\$ 463,354.16	\$ 641,015.58
Imprest Cash	\$ 35,600.12	\$ 46,959.50
Accounts Receivable	\$ 177.00	\$ 177.00
<b>Total Assets</b>	<b><u>\$ 499,131.28</u></b>	<b><u>\$ 688,152.08</u></b>
 <b>LIABILITIES AND EQUITY</b>		
Due to Other Funds	\$ 1,375.13	\$ 1,219.48
Undistributed Receipts	\$ 497,756.15	\$ 686,932.60
	<b><u>\$ 499,131.28</u></b>	<b><u>\$ 688,152.08</u></b>



## MEMORANDUM

Date: March 15, 2024

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 March, HealthWest will bring the following motions to the County Commissioners for approval.

- Reclassify Wraparound Team lead position X96701, pay table/grade HX-00275 (\$26.746/hr - \$34.03/hr) to a CSM II position (pay table/grade HX-00190, \$22.907/hr - \$28.863/hr) for the Juvenile Justine (JJ) team. The JJ Team has consistently been over capacity with cases for the last year, and there currently isn't a vacant position to fill to take some of the load from the team. We do not intend to replace the Wraparound Team Lead for the Wraparound program and would like to move the position over to the JJ Team and reclassify it to a Case Manager II. This would decrease costs by \$12,676 annually.
- Request to reclassify the Group Counseling Coordinator (HX-00210, \$23.528/hr - \$29.615/hr) to a Groups Coordinator (HS-00160, \$21.353/hr - \$26.897/hr), lowering the job qualifications and wage grade. The reason for this request is that we do not need an individual who can provide group therapy services, but instead, we need someone to coordinate group activities and schedules. This will decrease costs by \$6,866 annually.
- HealthWest has applied for and received a new non-competitive grant, funded through a collaboration between Wayne State University's Center for Behavioral Health and Justice & DHHS. The Assisted Outpatient Treatment (AOT) Coordinator (pay table/grade HX-00290, \$28.297/hr - \$35.713/hr) will serve as a point of contact for the Probate Court and support the development of advanced training for internal staff, professional partners and local stakeholders including natural supports seeking AOT. This role will support developing an effective infrastructure for AOT including policy/procedure. The cost of this position will be \$90,383 (salary and benefits).
- HealthWest would like to reclassify a vacant Clinical Services Supervisor position (Wage Main Office

Grad HX-00320, \$32.537/hr - \$41.151/hr) to an Individual Placement and Support Worker (Wage Grade HO-00208, \$19.502/hr - \$24.596/hr). This will result in cost savings of \$41,579 annually.

The Supported Employment Team (IPS) needs an additional staff person to carry out the functions of individual placement and support. For over a year, caseloads have consistently run above the fidelity expectation of twenty-two (22) per individual. The existing six (6) member team has between twenty-five (25) and twenty-eight (28) cases each. There are presently thirty-eight (38) consumers waiting to be served. Over the past six (6) months, the number waiting has continued to grow. To eliminate the waiting list, the intention is to give the team supervisor a small caseload and assign a full caseload to the new staff as he/she learns the model and begins to service consumers.

**Main Office**

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## REQUEST FOR HEALTHWEST BOARD CONSIDERATION AND AUTHORIZATION

<b>COMMITTEE</b> Finance Committee	<b>BUDGETED</b>	<b>NON-BUDGETED</b> X	<b>PARTIALLY BUDGETED</b>
<b>REQUESTING DIVISION</b> Finance Department	<b>REQUEST DATE</b> March 15, 2024		<b>REQUESTOR SIGNATURE</b> Brandy Carlson, Chief Financial Officer
<b>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</b>			
<p>Authorization is requested for HealthWest to enter into a non-competitive grant funded agreements with the Michigan Mental Health Diversion Council and maintained by the Center for Behavioral Health and Justice, in coordination of Wayne State University for a total award of \$308,042, effective April 1, 2024, through September 30, 2025.</p> <p>Assisted outpatient treatment (AOT) is civil-court ordered community-based mental health treatment for those with serious mental illness that can include a period of hospitalization, or not. AOT orders can be a helpful tool, and they have been successful around Michigan and the country in reducing hospitalization and incarceration for this population using AOT. Given the involuntary nature of this intervention, it is imperative that important safeguards and guidelines are in place to ensure that AOT is used with discretion, delivered the way it is intended, and its recipients- some of society's most vulnerable-are included in the process to ensure their rights are protected.</p> <p>This grant is an AOT Implementation and Infrastructure Strengthening Possibilities Initiative that is designed to empower Community Mental Health Service Provider (CMHSP) entities to initiate, expand, or fortify their capacity to deliver evidence-based services for individuals under AOT orders or deferrals. This transformative program is a direct result of the investments made in studying the landscape of AOT in Michigan. HealthWest will be using these funds to employ an AOT Coordinator. All expenses will be 100% funded under this grant.</p>			
<b>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</b>			
<p>I move to authorize acceptance of the Assisted Outpatient Treatment I/I Initiative grant for a total of \$308,042 effective April 1, 2024 through September 30, 2025.</p>			
<b>COMMITTEE DATE</b> March 15, 2024	<b>COMMITTEE APPROVAL</b> _____ Yes    _____ No    _____ Other		
<b>BOARD DATE</b> March 22, 2024	<b>BOARD APPROVAL</b> _____ Yes    _____ No    _____ Other		

HWB 62-F

## REQUEST FOR HEALTHWEST BOARD CONSIDERATION AND AUTHORIZATION

<b>COMMITTEE</b> Finance Committee	<b>BUDGETED</b> X	<b>NON BUDGETED</b>	<b>PARTIALLY BUDGETED</b>
<b>REQUESTING DIVISION</b> Provider Network	<b>REQUEST DATE</b> March 15, 2024	<b>REQUESTOR SIGNATURE</b> Shannon Morgan, Contract Specialist	
<b><u>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</u></b>			
<p>HealthWest Board authorization is requested to increase the projected contract expenditure with <b>Core Solutions, Inc.</b> 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>Increase from \$63,000.00 to a total not to exceed \$133,000.00 to cover the number of users. Core Solutions, Inc. will be paid with funding within the HealthWest budget, at a cost not to exceed 133,000.00.</p>			
<b><u>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</u></b>			
<p>I move to authorize the HealthWest Board of Directors to approve the projected expenditure with Core Solutions, Inc. with a total of \$133,000.00 effective October 1, 2023 through September 30, 2024.</p>			
<b>COMMITTEE DATE</b> March 15, 2024	<b>COMMITTEE APPROVAL</b> _____ Yes    _____ No    _____ Other		
<b>BOARD DATE</b> March 22, 2024	<b>BOARD APPROVAL</b> _____ Yes    _____ No    _____ Other		

HWB 63-F