

HEALTHWEST

FINANCE COMMITTEE MEETING MINUTES

May 15, 2026
8:00 a.m.

CALL TO ORDER

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

ROLL CALL

Committee Members Present: Jeff Fortenbacher, Janet Thomas, Thomas Hardy, Michelle Hazekamp, John M. Weerstra

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

Also Present: Holly Brink, Brandy Carlson, Christy LaDronka, Melina Barrett, Kristi Chittenden, Brian Plumhoff, Linda Anthony, Gary Ridley, Kim Davis, Lea Streblow

Guests Present: Angela Gasiewski

ITEMS FOR CONSIDERATION

A. Approval of Expenditures for April 2026

It was moved by Mr. Hardy, seconded by Mr. Weerstra, to approve expenditures for the month of April 2026, in the total amount of \$8,511,368.74.

MOTION CARRIED

B. Monthly Report from the Chief Financial Officer

Ms. Carlson, Chief Financial Officer, presented the March report, noting an overall cash balance of \$10,191,165.20 as of March 31, 2026.

C. Finance Update Memorandum

Ms. Carlson, Chief Financial Officer, presented the Finance Update Memorandum for the Board review.

D. Authorization to Apply & Accept Grant Funding

It was moved by Mr. Hardy, seconded by Ms. Thomas, to authorize the submission and acceptance, if awarded, of a grant request in the amount of up to \$750,000 to the Michigan Endowment Fund Behavioral Health Fund for the project "Enhancing Behavioral Health Crisis Response & Stabilization in Muskegon County" (grant term anticipated 10/01/2027 – 09/30/2029); and further authorize the Executive Director to execute any required application materials, certifications, and if awarded grant agreements and related documents.

MOTION CARRIED

E. Authorization to Purchase & Accept Reimbursement from VitalCore Health Strategies, LLC and Various Pharmacies

It was moved by Mr. Hardy, seconded by Mr. Weerstra, to authorize the HealthWest Board of Directors to approve the purchase of and / or reimbursement from VitalCore and / or other utilized pharmacies for FY2026.

MOTION CARRIED

F. Authorization to Contract with Rise ABA Center

It was moved by Mr. Hardy, seconded by Mr. Weerstra, to authorize the HealthWest Executive Director to continue contract with Rise ABA effective June 1, 2026, through September 30, 2027, to provide Applied Behavior Analysis Therapy to HealthWest consumers. The funding is within the approved HealthWest Autism Budget of \$2,908,811.00.

MOTION CARRIED

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

COMMUNICATIONS

There was no communication.

AUDIENCE PARTICIPATION

There was no audience participation.

ADJOURNMENT

There being no further business to come before the committee, the meeting adjourned at 8:16 a.m.

Respectfully,

Jeff Fortenbacher
Committee Chair

/hb

**PRELIMINARY MINUTES
To be approved at the Finance Meeting on
June 12, 2026**



FINANCE COMMITTEE

May 15, 2026 – 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 Agenda | Action |
| 3. | Items for Consideration | |
| | A. Approval of the Expenditures for April 2026
(Attachment #1 pg. 1) | Action |
| | B. Monthly Report from the Chief Financial Officer
(Attachment #2 pg. 2-5) | Information |
| | C. Finance Update Memorandum
(Attachment #3 pg. 6) | Information |
| | D. Authorization to Apply & Accept Grant Funding
(Attachment #4 pg. 7) | Action |
| | E. Authorization to Purchase & Accept Reimbursement from VitalCore
Health Strategies, LLC and Various Pharmacies
(Attachment #5 pg. 8) | Action |
| | F. Authorization to Contract with Rise ABA Center
(Attachment #6 pg. 9) | Action |
| 4. | Old Business | |
| 5. | New Business | |
| 6. | Communication | |
| 7. | Audience Participation | |
| 8. | Adjournment | Action |

/hb

REQUEST FOR HEALTHWEST BOARD CONSIDERATION AND AUTHORIZATION

COMMITTEE Finance Committee	BUDGETED X	NON-BUDGETED	PARTIALLY BUDGETED
REQUESTING DIVISION Finance	REQUEST DATE May 15, 2026	REQUESTOR SIGNATURE Brandy Carlson, Chief Financial Officer	
<u>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</u>			
<p>Total expenditures for April 2026 were \$8,511,368.74. Significant expenditure included:</p> <ul style="list-style-type: none"> Amerigis Healthcare Staffing, Inc - \$146,175.00 for Temp Staffing Services Beacon Services - \$179,586.51 for Residential Services Daybreak - \$144,170.60 for Outpatient Services Flatrock Manor - \$113,102.96 for Residential Services Forest View Psychiatric Hospital - \$153,143.09 for Community Inpatient Services IvyRehab Michigan - \$216,019.39 for Autism Services Moka Corporation - \$218,053.06 for Residential Services and Outpatient Services Pine Rest - \$250,341.74 for Community Inpatient Services Pioneer Resources - \$1,089,664.24 for Autism, Outpatient and Residential Services Positive Behavior Supports Corp - \$312,544.80 for Autism Services Professional Rehabilitation Services - \$133,338.36 for Autism Services Servicios de Esperanza LLC - \$113,639.23 for Outpatient Services South Ridge Behavioral - \$143,000.00 for Community Inpatient Services Turning Leaf - \$258,715.43 for DCO Services Walloon Lake Recovery Lodge - \$189,010.41 for Substance Use Services 			
<u>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</u>			
I move to approve expenditures for April 2026 totaling \$8,511,368.74			
COMMITTEE DATE May 15, 2026	COMMITTEE APPROVAL _____ Yes _____ No _____ Other		
BOARD DATE May 29, 2026	BOARD APPROVAL _____ Yes _____ No _____ Other		

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HealthWest



March 2026

Board Report

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

March 31, 2026

ASSETS	THIS YEAR	LAST YEAR
Cash in Bank	10,191,165.20	7,999,298.28
Imprest (Petty) Cash	1,600.00	1,600.00
Due from Credit Cards	409.00	-
Accounts Receivable	38,509.60	126,185.50
Due From Other Funds	4,042.92	1,530.19
Prepaid Items	256,840.83	286,110.78
Due from other governments	(4,479,548.94)	695,922.22
Total Assets	<u>\$ 6,013,018.61</u>	<u>\$ 9,110,646.97</u>
LIABILITIES AND EQUITY		
Accounts Payable	\$ 215,711.05	\$ 40,444.51
Undistributed Receipts	10,208.58	4,349.77
Due to Federal	-	3,123.00
Total Liabilities and Equity	<u>\$ 225,919.63</u>	<u>\$ 47,917.28</u>
DEFERRED INFLOWS OF RESOURCES		
Deferred Medicaid fee for services and capitation	<u>\$ 15,905.00</u>	<u>\$ 217,464.98</u>
Fund Balance at beginning of year	417,630.85	942,565.51
Nonspendable FB-Prepays	507,930.59	
**Total Fund Balance	<u>\$ 925,561.44</u>	<u>\$ 942,565.51</u>
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCE		
	<u>\$ 1,167,386.07</u>	<u>\$ 1,207,947.77</u>
NET OF REVENUES VS EXPENDITURES		
	<u>\$ 4,845,632.54</u>	<u>\$ 7,902,699.20</u>
Transferred to County Equipment Revolving Account for:		
Mental Health Center Building (6660-0000-349.220)	\$2,274,943.51	\$2,432,448.79
Future Equipment Purchases (6660-0000-349.222)	\$119,122.10	\$86,607.86

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

March 31, 2026

ASSETS	THIS YEAR	LAST YEAR
Cash	\$ 348,074.17	\$ 478,635.79
Imprest Cash	\$ -	\$ -
Accounts Receivable	\$ -	\$ -
Total Assets	<u><u>\$ 348,074.17</u></u>	<u><u>\$ 478,635.79</u></u>
 LIABILITIES AND EQUITY		
Accounts Payable	\$ -	\$ 719.61
Due to Other Funds	\$ 2,892.93	\$ 1,530.19
Undistributed Receipts	\$ 345,181.24	\$ 476,385.99
	<u><u>\$ 348,074.17</u></u>	<u><u>\$ 478,635.79</u></u>

HealthWest

Statement of Revenues, Expenditures and Changes in Fund Balances

Budget to Actual

For the Period from October 1, 2025 through March 31, 2026

	Original Budget	YTD Budget	YTD Actual	Over (Under) YTD Budget
Revenues				
Medicaid funding:				
Medicaid capitation	\$ 66,867,234	\$ 33,433,617	\$ 29,771,507	\$ (3,662,110)
Medicaid - Autism capitation	12,683,576	6,341,788	6,996,505	654,717
Medicaid capitation - settlement	-	-	(7,734,888)	(7,734,888)
Healthy Michigan Plan	7,132,975	3,566,488	3,527,611	(38,877)
Healthy Michigan Plan - settlement	-	-	1,438,927	1,438,927
CCBHC Revenue	18,061,503	9,030,752	12,183,176	3,152,424
State General Fund:				
Formula Fundings	2,066,287	1,033,144	1,033,142	(2)
Grant Revenue	5,658,398	2,829,199	2,829,212	13
Local revenue:				
County appropriation	706,819	353,410	353,402	(8)
Client and third party fees	814,150	407,075	287,567	(119,508)
Interest income	160,420	80,210	130,945	50,735
Other revenue	212,006	106,003	258,358	152,355
Total revenue	114,363,368	57,181,686	51,075,464	(6,106,222)
Expenditures				
Salaries and wages	38,428,305	19,214,153	14,497,572	(4,716,581)
Fringe benefits	13,539,985	6,769,993	9,432,636	2,662,643
Staff professional development	620,601	310,301	227,944	(82,357)
Contractual expense	54,455,930	27,227,965	27,965,709	737,744
Overhead expense	3,471,786	1,735,893	1,564,229	(171,664)
Supplies	801,366	400,683	390,656	(10,027)
Utilities	302,400	151,200	103,982	(47,218)
Insurance	456,051	228,026	-	(228,026)
Capital outlay	5,060	2,530	-	(2,530)
Other expenses	1,994,874	997,437	570,893	(426,544)
Transfers	287,010	143,505	116,466	(27,039)
Total expenditures	114,363,368	57,181,686	54,870,087	(2,311,599)
	-	-	(3,794,623)	
Net change in fund balance				(3,794,623)
Fund balance, beginning of year	925,562	925,562	925,562	-
Fund balance, end of year	\$ 925,562	\$ 925,562	\$ (2,869,061)	\$ (3,794,623)

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



MEMORANDUM

Date: May 15, 2026

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 Finance Director
Carly Hysell, HealthWest Finance Director

From: Brandy Carlson, Chief Financial Officer

Subject: **Finance Update**

During the month of May, HealthWest brought the following motions to the County Commissioners for approval.

Move to award RFP 26-2618, HealthWest Lawn Care Services, to Great Lakes Landscape for three (3) years covering the 2026, 2027, 2028 seasons and authorize the HealthWest Director to sign the agreement.

HealthWest Facilities solicited lawn care services, including spring clean-up, lawn maintenance and fall clean-up, for the two (2) locations, Mental Health Center, 376 E Apple Ave, and Club Interactions, 1470 Peck St, per RFP 25-2618. Three (3) bids were received. After a thorough review, HealthWest Facilities is recommending awarding RFP 26-2618 for lawn care services to Great Lakes Landscape for a contract term of three (3) years beginning with the 2026 season. The estimated cost for three (3) years is \$35,000.

Move to authorize HealthWest to engage CDW-G, through Sourcewell cooperative procurement pricing, to complete a data compliance project at a cost not to exceed \$33,768.00, and to authorize the HealthWest Executive Director to execute the necessary agreement.

The project will evaluate and implement Microsoft 365 tools that strengthen the agency's HIPAA compliance, data security, and information governance practices. It includes reviewing Microsoft Purview's compliance capabilities, planning how the agency should use them, and setting up foundational protections such as sensitivity labels, data retention rules, and data loss prevention policies. This work ensures the agency is using Microsoft 365 in a secure, compliant, and well-governed manner aligned with regulatory requirements. This project is covered under the HealthWest FY2026 budget.

Main Office

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

HealthWest.net

REQUEST FOR HEALTHWEST BOARD CONSIDERATION AND AUTHORIZATION

COMMITTEE Finance	BUDGETED	NON BUDGETED X	PARTIALLY BUDGETED
REQUESTING DIVISION Finance	REQUEST DATE May 15, 2026		REQUESTOR SIGNATURE Brandy Carlson, Chief Finance Officer
<u>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</u>			
<p>Board consideration and authorization is requested to apply and accept (if awarded) a one-time grant funding from the Michigan Endowment Fund Behavioral Health Fund to support Enhancing Behavioral Health Crisis Response & Stabilization in Muskegon County. The estimated request amount is up to \$750,000. The proposed grant term is 10/1/2027 through 9/30/2029. Funds will be used for start-up operational costs and staff onboarding to establish a Crisis Stabilization Unit (CSU) and strengthen countywide crisis response and stabilization capacity. This grant request will be included in the requested budget for FY2027 if awarded and will be administered through Finance.</p> <p>Financing/impact: Grant revenue will offset eligible program start-up expenses; no in-kind match is anticipated, and no capital expenditures are planned.</p> <p>Restrictions: excluded from funding consideration are clinical research, loans, health-related emergencies, and capital projects.</p> <p>Operational impacts: Include implementation planning, hiring/onboarding (anticipated 3 grant-funded positions), and coordination with internal and community partners to launch and operate the CSU.</p>			
<u>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</u>			
Move to authorize the submission and acceptance, if awarded, of a grant request in the amount of up to \$750,000 to the Michigan Endowment Fund Behavioral Health Fund for the project "Enhancing Behavioral Health Crisis Response & Stabilization in Muskegon County" (grant term anticipated 10/1/2027–9/30/2029); and further authorize the Executive Director to execute any required application materials, certifications, and if awarded grant agreements and related documents.			
COMMITTEE DATE May 15, 2026	COMMITTEE APPROVAL _____ Yes _____ No _____ Other		
BOARD DATE May 29, 2026	BOARD APPROVAL _____ Yes _____ No _____ Other		

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REQUEST FOR HEALTHWEST BOARD CONSIDERATION AND AUTHORIZATION

COMMITTEE Finance Committee	BUDGETED X	NON BUDGETED	PARTIALLY BUDGETED
REQUESTING DIVISION Provider Network	REQUEST DATE May 15, 2026	REQUESTOR SIGNATURE Brandy Carlson, Chief Financial Officer	
<u>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</u>			
<p>Authorization is requested by the HealthWest Board to approve purchase from and/or reimbursement to VitalCore Health Strategies, LLC and various pharmacies through September 30, 2026.</p> <p>The purchases/reimbursements will include:</p> <ul style="list-style-type: none"> • Purchase of various MOUD medications from Trinity Long Term Care pharmacy and/or alternative pharmacies as needed to obtain necessary medications. • Reimbursement to VitalCore for MOUD injectable medications as prescribed by HealthWest providers. Wholesale cost orders of injectable medications must be approved by HealthWest to ensure appropriate funding is available for reimbursement. Orders placed by VitalCore without HealthWest's prior approval may not be reimbursed by HealthWest. <p>The total grant budget of \$75,000.00 will cover the cost of Medications for Opioid Use Disorder (MOUD). The funding is through the Lakeshore Regional Entity under State Opioid Response Jail MOUD.</p> <p>As of 4/24/2026 a contract amendment request is pending to the Lakeshore Regional Entity to increase this budget to \$138,353.00</p>			
<u>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</u>			
I move to authorize the HealthWest Board of Directors to approve the purchase of and/or reimbursement from VitalCore and/or other utilized pharmacies for FY2026.			
COMMITTEE DATE May 15, 2026	COMMITTEE APPROVAL _____ Yes _____ No _____ Other		
BOARD DATE May 29, 2026	BOARD APPROVAL _____ Yes _____ No _____ Other		

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REQUEST FOR HEALTHWEST BOARD CONSIDERATION AND AUTHORIZATION

COMMITTEE Finance Committee	BUDGETED X	NON BUDGETED	PARTIALLY BUDGETED
REQUESTING DIVISION Provider Network Management	REQUEST DATE May 15, 2026	REQUESTOR SIGNATURE Anissa Goodno, Provider Network Specialist	
<u>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</u>			
<p>HealthWest requests authorization to enter into a contract with Rise ABA Center, located at 4765 Airline Rd, Muskegon, MI 49444.</p> <p>Rise ABA provides Applied Behavior Analysis therapy to children diagnosed with Autism Spectrum Disorder.</p> <p>Rise ABA:</p> <ul style="list-style-type: none"> • Is a center-based program that is new to the Muskegon Area. • Has an established program in Iowa and expanded services to Muskegon County. • Available to offer services to youth during evenings and weekends (these hours and days are needed) <p>The Lakeshore Regional Entity is in the process of credentialing the facility. The contract will be effective June 1, 2026 through September 30, 2027 and paid with Medicaid funding within the approved HealthWest Autism budget of \$2,908,811.00</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 Rise ABA effective June 1, 2026, through September 30, 2027, to provide Applied Behavior Analysis Therapy to HealthWest consumers. The funding is within the approved HealthWest Autism Budget of \$2,908,811.00</p>			
COMMITTEE DATE May 15, 2026	COMMITTEE APPROVAL _____ Yes _____ No _____ Other		
BOARD DATE May 29, 2026	BOARD APPROVAL _____ Yes _____ No _____ Other		

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