

**HEALTHWEST**

FINANCE COMMITTEE MEETING MINUTES

**June 12, 2026**

**8:00 a.m.**

**CALL TO ORDER**

The regular meeting of the Finance Committee was called to order by Committee Chair Fortenbacher at 8:00a.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, Gina Manaici, Brandy Carlson, Christy LaDronka, Kristi Chittenden, Brian Plumhoff, Linda Anthony, Kim Davis, Lea Streblov, Casey Olson, Mickey Wallace, Devan Peterson, Amber Berndt, Chris Yeager, Amber Picard, Gina Kim, Carly Hysell, Jackie Farrar, Tasha Kuklewski, Justin Robillard

Guests Present: Angela Gasiewski

**ITEMS FOR CONSIDERATION**

**A. Approval of the Minutes of May 15, 2026**

It was moved by Mr. Weerstra, seconded by Mr. Hardy, to approve the Finance Committee meeting minutes from May 15, 2026 as written.

**MOTION CARRIED**

**B. Approval of Expenditures for May 2026**

It was moved by Mr. Hardy, seconded by Ms. Thomas, to approve expenditures for the month of May 2026, in the total amount of \$5,857,280.48.

**MOTION CARRIED**

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

Ms. Carlson, Chief Financial Officer, presented the April report, noting an overall cash balance of \$10,306,747.73 as of April 30, 2026.

**D. Authorization to Contract with Mend**

It was moved by Mr. Hardy, seconded by Mr. Weerstra, to authorize HealthWest to enter into a sole-source agreement with Mend at an estimated cost of \$217,600 for year 1 and estimated year 2 and 3 cost of \$196,100 and authorize the HealthWest Executive Director to sign the three-year agreement.

**MOTION CARRIED**

E. Authorization to Contract with Peter Chang Enterprises, Inc.

It was moved by Mr. Hardy, seconded by Mr. Weerstra, to authorize the HealthWest Board to contract with Peter Chang Enterprises, Inc. (PCE), for implementation and maintenance of the Crisis Residential Unit module in the Electronic Health Records (HER) services to HealthWest, for approximately one time fee of \$38,500 and annual maintenance of \$24,960.

**MOTION CARRIED**

F. Authorization to Contract with Inspiring Loving Hope Homes LLC.

It was moved by Mr. Hardy, seconded by Mr. Weerstra, to authorize the HealthWest Executive Director to sign a contract with Inspiring Loving Hope Homes LLC, effective June 27, 2026, through September 30, 2027, to provide specialized residential services to eligible HealthWest consumers. The funding is within the HealthWest AFC Specialized Residential Budget of \$24,900,000.00.

**MOTION CARRIED**

G. Authorization to Contract with Michigan Department of Health and Human Services (MDHHS)

It was moved by Commissioner Hazekamp, seconded by Mr. Hardy, to authorize the HealthWest Executive Director to sign contract #DFA27-61001 with the State of Michigan Department of Health and Human Services for \$76,400.00. This contract will fund the Eligibility Specialist at the HealthWest building from October 1, 2026, through September 30, 2027.

**MOTION CARRIED**

H. Authorization to Contract with Dr. Katherine Jawor, D.O.

It was moved by Mr. Hardy, seconded by Ms. Thomas, to authorize the HealthWest Executive Director to sign a contract with Doctor Jawor, D.O. with a total not to exceed \$288,600.00 effective June 29, 2026, through September 30, 2027.

**MOTION CARRIED**

I. Authorization to Contract with Northern Behavioral Solutions, LLC

It was moved by Mr. Hardy, seconded by Mr. Weerstra, to authorize the HealthWest Executive Director to sign a contract with Northern Behavioral Solution, LLC effective July 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 8:23 a.m.

Respectfully,

Jeff Fortenbacher  
Committee Chair

/hb

**PRELIMINARY MINUTES  
To be approved at the Finance Meeting on  
July 10, 2026**



## FINANCE COMMITTEE

June 12, 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 Minutes of May 15, 2026<br>(Attachment #1 pg. 1-2)   | Action      |
|    | B. Approval of the Expenditures for May 2026<br>(Attachment #2 pg. 3)   | Action      |
|    | C. Monthly Report from the Chief Financial Officer<br>(Attachment #3 pg. 4-7)   | Information |
|    | D. Authorization to Contract with Mend<br>(Attachment #4 pg. 8)   | Action      |
|    | E. Authorization to Contract with Peter Chang Enterprises, Inc.<br>(Attachment #5 pg. 9-14)                             | Action      |
|    | F. Authorization to Contract with Inspiring Loving Hope Homes LLC<br>(Attachment #6 pg. 15)                             | Action      |
|    | G. Authorization to Contract with Michigan Department of<br>Health and Human Services (MDHHS)<br>(Attachment #7 pg. 16) | Action      |
|    | H. Authorization to Contract with Dr. Katherine Jawor, D.O.<br>(Attachment #8 pg. 17)                                   | Action      |
|    | I. Authorization to Contract with Northern Behavioral Solutions, LLC<br>(Attachment #9 pg. 18)                          | Action      |
| 4. | Old Business  |             |
| 5. | New Business  |             |
| 6. | Communication   |             |
| 7. | Audience Participation  |             |
| 8. | Adjournment   | Action      |

**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**

## 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> Finance	<b>REQUEST DATE</b> June 12, 2026	<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>Total expenditures for May 2026 were \$5,857,280.48. Significant expenditure included:</p> <ul style="list-style-type: none"> <li>• Beacon Services - \$223,207.35 for Residential Services</li> <li>• Eastside Outpatient Services, LLC - \$113,134.32 for Substance Use Services</li> <li>• Flatrock Manor - \$161,600.04 for Residential Services</li> <li>• HGA Nonprofit Homes - \$268,627.37 for Residential Services</li> <li>• Hope Network Behavioral Health Services - \$169,557.70 for Residential Services</li> <li>• IvyRehab Michigan - \$121,665.41 for Autism Services</li> <li>• Mercy General Health Partners - \$715,041.00 for Community Inpatient Services</li> <li>• Moka Corporation - \$1,302,829.46 for Residential Services and Outpatient Services</li> <li>• Pioneer Resources - \$113,591.05 for Autism, Outpatient and Residential Services</li> <li>• Professional Rehabilitation Services - \$134,481.02 for Autism Services</li> <li>• Turning Leaf - \$304,026.84 for DCO Services</li> </ul>			
<b><u>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</u></b>			
I move to approve expenditures for May 2026 totaling \$5,857,280.48.			
<b>COMMITTEE DATE</b> June 12, 2026	<b>COMMITTEE APPROVAL</b> _____ Yes    _____ No    _____ Other		
<b>BOARD DATE</b> June 26, 2026	<b>BOARD APPROVAL</b> _____ Yes    _____ No    _____ Other		

HealthWest



April 2026

Board Report

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

**April 30, 2026**

<b>ASSETS</b>	<b>THIS YEAR</b>	<b>LAST YEAR</b>
Cash in Bank	10,306,747.73	7,191,889.20
Imprest (Petty) Cash	1,600.00	1,600.00
Due from Credit Cards	170.30	-
Accounts Receivable	92,271.81	127,506.60
Due From Other Funds	6,510.86	3,145.43
Prepaid Items	271,670.55	286,110.78
Due from other governments	(3,664,101.74)	2,188,684.98
<b>Total Assets</b>	<b><u>\$ 7,014,869.51</u></b>	<b><u>\$ 9,798,936.99</u></b>
<b>LIABILITIES AND EQUITY</b>		
Accounts Payable	\$ 57,070.07	\$ 105,712.00
Undistributed Receipts	6,578.54	4,545.27
Due to Federal	-	-
<b>Total Liabilities and Equity</b>	<b><u>\$ 63,648.61</u></b>	<b><u>\$ 110,257.27</u></b>
<b>DEFERRED INFLOWS OF RESOURCES</b>		
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	
<b>**Total Fund Balance</b>	<b><u>\$ 925,561.44</u></b>	<b><u>\$ 942,565.51</u></b>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCE</b>		
	<b><u>\$ 1,005,115.05</u></b>	<b><u>\$ 1,270,287.76</u></b>
<b>NET OF REVENUES VS EXPENDITURES</b>		
	<b><u>\$ 6,009,754.46</u></b>	<b><u>\$ 8,528,649.23</u></b>
<b>Transferred to County Equipment Revolving Account for:</b>		
Mental Health Center Building (6660-0000-349.220)	\$2,261,401.40	\$2,419,740.02
Future Equipment Purchases (6660-0000-349.222)	\$119,122.10	\$86,607.86

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

**April 30, 2026**

<b>ASSETS</b>	<b>THIS YEAR</b>	<b>LAST YEAR</b>
Cash	\$ 308,669.10	\$ 483,324.90
Imprest Cash	\$ -	\$ -
Accounts Receivable	\$ -	\$ -
<b>Total Assets</b>	<u><u>\$ 308,669.10</u></u>	<u><u>\$ 483,324.90</u></u>
 <b>LIABILITIES AND EQUITY</b>		
Accounts Payable	\$ -	\$ 100.00
Due to Other Funds	\$ 3,022.93	\$ 3,126.87
Undistributed Receipts	\$ 305,646.17	\$ 480,098.03
	<u><u>\$ 308,669.10</u></u>	<u><u>\$ 483,324.90</u></u>

# HealthWest

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

Budget to Actual

For the Period from October 1, 2025 through April 30, 2026

	Original Budget	YTD Budget	YTD Actual	Over (Under) YTD Budget
<b>Revenues</b>				
Medicaid funding:				
Medicaid capitation	\$ 66,867,234	\$ 39,005,887	\$ 34,681,209	\$ (4,324,678)
Medicaid - Autism capitation	12,683,576	7,398,753	8,146,334	747,581
Medicaid capitation - settlement	-	-	(6,643,596)	(6,643,596)
Healthy Michigan Plan	7,132,975	4,160,902	4,126,697	(34,205)
Healthy Michigan Plan - settlement	-	-	(1,167,066)	(1,167,066)
CCBHC Revenue	18,061,503	10,535,877	14,450,419	3,914,542
State General Fund:				
Formula Fundings	2,066,287	1,205,334	1,205,335	1
Grant Revenue	5,658,398	3,300,732	3,236,175	(64,557)
Local revenue:				
County appropriation	706,819	412,311	412,304	(7)
Client and third party fees	814,150	474,921	381,492	(93,429)
Interest income	160,420	93,578	130,981	37,403
Other revenue	212,006	123,670	348,514	224,844
<b>Total revenue</b>	<b>114,363,368</b>	<b>66,711,965</b>	<b>59,308,798</b>	<b>(7,403,167)</b>
<b>Expenditures</b>				
Salaries and wages	38,428,305	22,416,511	16,878,347	(5,538,164)
Fringe benefits	13,539,985	7,898,325	11,032,391	3,134,066
Staff professional development	620,601	362,017	258,494	(103,523)
Contractual expense	54,455,930	31,765,959	31,904,399	138,440
Overhead expense	3,471,786	2,025,209	1,823,040	(202,169)
Supplies	801,366	467,464	468,753	1,289
Utilities	302,400	176,400	122,802	(53,598)
Insurance	456,051	266,030	-	(266,030)
Capital outlay	5,060	2,952	(20)	(2,972)
Other expenses	1,994,874	1,163,677	604,081	(559,596)
Transfers	287,010	167,423	174,699	7,276
<b>Total expenditures</b>	<b>114,363,368</b>	<b>66,711,967</b>	<b>63,266,986</b>	<b>(3,444,981)</b>
	-	(2)	(3,958,188)	
<b>Net change in fund balance</b>				<b>(3,958,186)</b>
Fund balance, beginning of year	925,562	925,562	925,562	-
<b>Fund balance, end of year</b>	<b>\$ 925,562</b>	<b>\$ 925,560</b>	<b>\$ (3,032,626)</b>	<b>\$ (3,958,186)</b>

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

## 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> Information Systems	<b>REQUEST DATE</b> June 12, 2026	<b>REQUESTOR SIGNATURE</b> Kristi Chittenden, Chief Information Officer	
<b><u>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</u></b>			
<p>HealthWest Board authorization is requested to contract with Mend as a sole-source agreement for a patient engagement platform.</p> <p>The Mend platform includes:</p> <ul style="list-style-type: none"> <li>• communication platform allowing us to connect with clients regarding financial determination</li> <li>• secure platform to message clients via text in a HIPAA compliant easy to access platform</li> <li>• patient engagement to reduce no show</li> <li>• patient check-ins, digital forms, screeners</li> <li>• streamline workflows to free up staff time to spend on meaningful client care</li> </ul> <p>Mend is the only integrated patient engagement platform with our Electronic Health Record (EHR), Peter Chang Enterprises (PCE).</p> <p>The platform allows clients to effortlessly connect with care. No app downloads. No username or password to remember. Just stress-free connection.</p> <p>Estimated Cost:            \$16,000 implementation fee (one-time fee)            Customer Launch and Activation Support \$5,500 (one-time fee)            \$6,500 EHR integration (annually)            \$189,600 licensing fees for 200 users (annually)</p>			
<b><u>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</u></b>			
<p>I move to authorize HealthWest to enter into a sole-source agreement with Mend at an estimated cost of \$217,600 for year 1 and estimated year 2 and 3 cost of \$196,100 and authorize the HealthWest Director to sign the three-year agreement.</p>			
<b>COMMITTEE DATE</b> June 12, 2026	<b>COMMITTEE APPROVAL</b> _____ Yes    _____ No    _____ Other		
<b>BOARD DATE</b> June 26, 2026	<b>BOARD APPROVAL</b> _____ Yes    _____ No    _____ Other		

## 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> Information Systems	<b>REQUEST DATE</b> June 12, 2026	<b>REQUESTOR SIGNATURE</b> Kristi Chittenden, Chief Information Officer	
<b><u>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</u></b>			
<p>HealthWest Board authorization is requested to contract with Peter Chang Enterprises, Inc. dba PCE Systems located at 28530 Orchard Lake Road, Suite 101, Farmington Hills, Michigan 48334 to add the Crisis Residential Unit module to our Electronic Health Records (EHR) and ongoing maintenance for the module. The implementation fee is \$38,500 and maintenance is \$2,080/month.</p> <p>This project will be to develop, customize, and integrate functions and features into HealthWest's PCE system to support clinicians and other staff providing services to clients experiencing a crisis and seeking care at the HealthWest Crisis Residential Unit (CRU). The system will manage the care of these clients from the initial point of contact through admission and discharge, with management and documentation to support the care delivered by HealthWest in the CRU.</p> <p>This process will leverage existing processes, workflows, and clinical documentation already built in the system to provide a seamless, standardized flow of care, supports, and services to individuals receiving services from HealthWest.</p>			
<b><u>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</u></b>			
<p>I move to authorize the HealthWest Board to contract with Peter Chang Enterprises, Inc. (PCE), for implementation and maintenance of the Crisis Residential Unit module in the Electronic Health Records (EHR) services to HealthWest, for approximately one time fee of \$38,500 and annual maintenance of \$24,960.</p>			
<b>COMMITTEE DATE</b> June 12, 2026	<b>COMMITTEE APPROVAL</b> _____ Yes    _____ No    _____ Other		
<b>BOARD DATE</b> June 26, 2026	<b>BOARD APPROVAL</b> _____ Yes    _____ No    _____ Other		

HWB 89-F



# Statement of Work

Crisis Residential Unit Module Proposal

May 8, 2026

**PREPARED FOR**

**HealthWest**

376 E Apple Ave  
Muskegon, MI 49442

**PREPARED BY**

**PCE Systems**

(248) 932-4888 | [jchang@pcesystems.com](mailto:jchang@pcesystems.com)

## **Confidentiality Statement**

The information in this statement of work (SOW) shall not be disclosed outside of HealthWest and shall not be duplicated, used or disclosed in whole or in part for any purpose other than to evaluate the proposal. If a contract is awarded to PCE Systems (PCE) as a result of this proposal, HealthWest shall have the right to duplicate, use or disclose the information to the extent provided by the contract. This restriction does not limit the right of HealthWest to use information contained in the proposal if the information is obtained from HealthWest.

## Scope of Work / Deliverables

This project will be to develop, customize, and integrate functions and features into the Latitude43 system to support clinicians and other staff providing services to HealthWest recipients experiencing a crisis and seeking care at the HealthWest Crisis Residential Unit (CRU). The system will manage the care of these consumers from the initial point of contact through admission and discharge, with management and documentation to support the care delivered by HealthWest in the CRU.

This process will leverage existing processes, workflows, and clinical documentation already built in the Latitude43 system to provide a seamless, standardized flow of care, supports, and services to individuals receiving services from HealthWest.

For this project, PCE anticipates the implementation of the following functions and features:

- Bed Management Functionality
  - Bed Type (Adult, Child, Recliner)
  - Bed Admission and Discharge
  - Non-Clinical Bed Unavailability
  - Bed Registry
- Crisis Stay Documentation
  - Comprehensive Crisis Residential Stay Workflow
  - Admission Workflow
  - Interactive Bed Board, including:
    - Bed Location
    - Bed Availability
    - Separation by Program / Location / Level of Care
    - Admission
    - Admission Date / Time and Length of Stay
    - Client Photo
    - “Quick Link” Documentation for:
      - Observations
      - Acuity
      - Medication Administration
    - Link to Client Chart and Crisis Stay
- Medication Management
  - Electronic Medication Administration Record (MAR)\*
    - MAR Order Entry
    - Standing Orders

- MAR Administration

It is expected that, where available, existing documentation in Latitude43 will be used and integrated into the CRU Module, however the following documentation is expected to require design and/or development :

- CRU Admission Record
- Orientation Checklist
- Inventory List
- CRU Release
- Health Screen
- Data Sheet and Prescription for Personal Care
- Resident Funds Record Part I (BCAL-2318)
- Resident Funds Part II (BCAL-2319)
- AFC-Resident Care Agreement (BCAL-3266)
- Assessment Plan for AFC Residents (BCAL-3265)
- Health Care Appraisal (OCAL-3947)

## Cost Information

**One-Time Implementation Cost.....\$38,500.00**

This one-time fixed cost includes the cost of system implementation, data conversion, and training as described in this proposal as well as any consulting and professional services related to the initial development of the system. The timing of payment of this cost will be mutually established by the parties.

**Monthly System Maintenance Fee..... \$2,080/month**

The Monthly Hosting and System Maintenance Fee include all software licensing, maintenance costs, hosting costs, and support costs for the functionality described in this SOW. The first payment of this amount will be due on the date first set for Go-Live and thereafter on the first day of each month.

# Acceptance

PCE agrees to perform, and HealthWest agrees to pay for, the services as described in this Statement of Work.

Accepted and agreed,

## HealthWest

## PCE Systems

By: \_\_\_\_\_

By: \_\_\_\_\_

Printed: \_\_\_\_\_

Printed: \_\_\_\_\_

Its: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

## 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 Management	<b>REQUEST DATE</b> June 12, 2026	<b>REQUESTOR SIGNATURE</b> Gina Kim, Provider Network Specialist	
<b><u>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</u></b>			
<p>HealthWest Board authorization is requested to contract with the Adult Foster Care (AFC) provider below:</p> <p>Inspiring Loving Hope Homes LLC located at 3125 Peck St., Muskegon Heights, MI 49444 to provide specialized residential services effective June 27, 2026, through September 30, 2027. This provider is credentialed through the LRE and will be paid with Medicaid funding within the approved HealthWest AFC Specialized Residential budget of \$24,900,000.</p>			
<b><u>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</u></b>			
<p>I move to authorize the HealthWest Executive Director to sign a contract with Inspiring Loving Hope Homes LLC effective June 27, 2026 through September 30, 2027, to provide specialized residential services to eligible HealthWest consumers. The funding is within the HealthWest AFC Specialized Residential Budget of \$24,900,000.00.</p>			
<b>COMMITTEE DATE</b> June 12, 2026	<b>COMMITTEE APPROVAL</b> _____ Yes    _____ No    _____ Other		
<b>BOARD DATE</b> June 26, 2026	<b>BOARD APPROVAL</b> _____ Yes    _____ No    _____ Other		

## 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 Management	<b>REQUEST DATE</b> June 12, 2026	<b>REQUESTOR SIGNATURE</b> Gina Kim, Provider Network Specialist	
<b><u>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</u></b>			
<p>HealthWest Board approval is requested for HealthWest to contract with the State of Michigan Department of Health and Human Services (MDHHS) for the purpose of placing one MDHHS Eligibility Specialist at HealthWest. The Eligibility Specialist will provide services as outlined in the job description below.</p> <p>Job Description: Employees in this job determine applicants' eligibility for financial assistance programs and maintain ongoing cases. The work involves frequent contact with clients and others to obtain and verify information needed to approve services under various financial assistance programs, Food Assistance, Medical Assistance, and other programs administered by the Michigan Department of Health and Human Services.</p>			
<b><u>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</u></b>			
<p>I move to authorize the HealthWest Executive Director to sign contract #DFA27-61001 with the State of Michigan Department of Health and Human Services for \$76,400.00. This contract will fund an Eligibility Specialist at the HealthWest building from October 1, 2026, through September 30, 2027.</p>			
<b>COMMITTEE DATE</b> June 12, 2026	<b>COMMITTEE APPROVAL</b> _____ Yes    _____ No    _____ Other		
<b>BOARD DATE</b> June 26, 2026	<b>BOARD APPROVAL</b> _____ Yes    _____ No    _____ Other		

## 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> June 12, 2026	<b>REQUESTOR SIGNATURE</b> Christy LaDronka, Chief Clinical Officer	
<b><u>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</u></b>			
<p>HealthWest Board authorization is requested to contract with <b>Doctor Katherine Jawor D.O.</b> for Psychiatric Services with a Contract term dated June 29, 2026 through September 30, 2027.</p> <p><b>Services Include:</b></p> <ul style="list-style-type: none"> <li>• Conducting initial and ongoing psychiatric evaluations</li> <li>• Diagnosing mental health and co-occurring disorders</li> <li>• Prescribing, adjusting, and monitoring psychotropic medications</li> <li>• Providing clinical consultation to multidisciplinary treatment teams</li> <li>• Supporting crisis evaluation and stabilization needs when appropriate</li> </ul> <p><b>Compensation:</b> Dr. Jawor will be compensated at the rate of One Hundred and Eighty-Five Dollars (\$185.00) per hour for up to 24 hours per week for 65 weeks at a cost not to exceed \$288,600.00.</p>			
<b><u>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</u></b>			
I move to authorize the HealthWest Executive Director to sign a contract with Doctor Jawor, DO with a total not to exceed \$288,600.00 effective June 29, 2026, through September 30, 2027.			
<b>COMMITTEE DATE</b> June 12, 2026	<b>COMMITTEE APPROVAL</b> _____ Yes    _____ No    _____ Other		
<b>BOARD DATE</b> June 26, 2026	<b>BOARD APPROVAL</b> _____ Yes    _____ No    _____ Other		

HWB 92-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 Management	<b>REQUEST DATE</b> June 12, 2026	<b>REQUESTOR SIGNATURE</b> Anissa Goodno, Provider Network Specialist	
<b><u>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</u></b>			
<p>HealthWest requests authorization to enter into a contract with Northern Behavioral Solutions, LLC located at 7005 E. 88<sup>th</sup> Street, Newaygo, MI 49337</p> <p>Northern Behavioral Solutions, LLC. provides Applied Behavior Analysis therapy to children diagnosed with Autism Spectrum Disorder.</p> <p>Key Service Highlights:</p> <ul style="list-style-type: none"> <li>• <u>In-Home ABA Services</u> -In Muskegon County, all services will be delivered in the home, supporting individualized treatment, family participation, and skill generalization in natural environments.</li> <li>• <u>Established Regional Programs</u> – Northern Behavioral Solutions currently operates in Montcalm County as well as Mason County where they have a current contract with West Michigan Community Mental Health and provide services both in-home and at their Ludington-based Center.</li> <li>• <u>Evening and Weekend Availability</u> – The provider is able to offer ABA services during evenings and weekends, which are high-need times for families.</li> </ul> <p>They are currently credentialed with The Lakeshore Regional Entity. The contract will be effective July 1, 2026, through September 30, 2027, and paid with Medicaid funding within the approved HealthWest Autism budget of \$2,908,811.00</p>			
<b><u>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</u></b>			
I move to authorize the HealthWest Executive Director to sign a contract with Northern Behavioral Solutions, LLC effective July 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.			
<b>COMMITTEE DATE</b> June 12, 2026	<b>COMMITTEE APPROVAL</b> _____ Yes    _____ No    _____ Other		
<b>BOARD DATE</b> June 26, 2026	<b>BOARD APPROVAL</b> _____ Yes    _____ No    _____ Other		

HWB 93-F