

# Allegan County Community Allegan County Community Mental Health Services

## **Administrative Services Board Report ~ June 2021**

Submitted by Gary Smith, MBA, Director of Administrative Services  
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1. The April financials when combining traditional BH and SUD with our combined Medicaid bucket is continuing to show positive results. We should see the trend continue in a positive direction in the bucket analysis as the next five operational months get completed. Strong revenue is once again the main driver.
2. We are in the process of completing the FY20 Compliance audit. This should be wrapped up by about June 21, 2021. We have received the draft version of the Compliance Audit document for our review and the draft does not have any findings to report. The Compliance Audit is completely clean of items that would need to be reported. This is as good as it gets from an Audit perspective.
3. The last Audit process that we are working through is the Single Audit of Federal programs. This should be wrapped up before the end of June.
4. We are continuing to work on the full process moving towards the new facility. Updates on this process will be provided monthly as referenced in the attached report.

## **New Building Status Report**

For the Allegan CMH Board of Directors  
June 16, 2021

1. Activity Report since prior board meeting
  - a. Still waiting on the USDA for the actual loan closing date, the USDA has indicated that we could possibly look to the week of June 21, 2021 for that process to happen.
  - b. The current time line on the building process looks something like this:
    - i. 5/6 Public Notice on the building project was published.
    - ii. 5/16 an open house at the Shopko building was held for any and all contractors that are bidding on the project. This gave the contractors an opportunity to see the physical structure of the building. We had approximately 40 individual's show up to walk through the building.
    - iii. 6/1 at the request of a number of contractors the building was opened up for a second walk through. Approximately 10 contractors came for a second look.
    - iv. The original bid due date of Monday 6/7 has been moved out to Wednesday 6/16 at the request of several contractors who indicated they needed additional time to complete and put the best bid forward. The bids will be opened at a public meeting for any and all that want to hear who the bidders are and what proposed prices for the project are.
    - v. The bids will be compiled and reviewed and the contractor(s) will be selected for an interview and discussion on the project. After this interview process a contractor for the project will be selected.
  - c. We are working with representatives from Michigan Office Equipment (MOE) to define specifications on the potential office furniture from Hayworth.
  - d. The Management team continues to meet with Schley Architects as needed for any key topics that require a conversation and a decision.
2. Next Steps/Plans (Highlights)
  - a. Our next steps will be to move to the Loan closing hopefully in late June and then be able to proceed to starting the remodel process.