

AGENDA

OnPoint Board
Tuesday, May 16, 2023
5:30 pm

540 Jenner Drive
Board Room

Also available virtually at the link or phone number below:

Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

[+1 616-327-2708,896969400#](tel:+16163272708,896969400#) United States, Grand Rapids

Phone Conference ID: 896 969 400#

NOTE: At this time, in-person attendance capacity is limited. Social distancing is required.

1. Call to Order – Commissioner Gale Dugan
2. Pledge of Allegiance
3. Provision for Public Comment – Agenda items only, subject to 5” limit per speaker
4. Approval of Agenda
5. Consent Agenda – *All items listed are considered to be routine and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda upon request of any board member and will be considered separately.*
 - a. **Motion** – Approval of prior minutes:
 - i. RRAC Meeting (02.21.2023)
 - ii. Executive Committee Meeting (04.14.2023)
 - iii. Board Meeting (04.18.2023)
 - iv. Building Committee Meeting (04.18.2023)
 - v. Finance Committee Meeting (04.18.2023)
 - vi. Program Committee Meeting (04.18.2023)
6. Building Committee – Commissioner Gale Dugan
7. Program Committee – Alice Kelsey
8. Finance Committee Report – Beth Johnston
 - a. **Motion** – Approval of Voucher Disbursements April 2023
 - b. **Motion** – Deficit Elimination Plan
9. Recipient Rights Advisory Committee (Feb/May/Aug/Nov) – Glen Brookhouse
10. Chairperson’s/Executive Committee Report – Commissioner Gale Dugan
11. LRE updates – Stephanie VanderKooi
12. Corporate Compliance Training – Mandy Padget
13. OnPoint Executive Director’s Report – Mark Witte
14. Provision for Public Comment (any topic, subject to 5” limit per speaker) – Commissioner Dugan
15. Board Member Comments
16. Adjournment

Future meetings: **540 Jenner Drive**

June 16, 2023 – 2:30 pm – Executive Committee

June 20, 2023 – 3:30 pm – Building Committee

June 20, 2023 – 4:00 pm – Finance Committee

June 20, 2023 – 4:15 pm – Program Committee

June 20, 2023 – 5:30 pm – Full Board

OnPoint
Building Committee
May 16, 2023 – 3:30 pm
Location: OnPoint, 540 Jenner Drive, Allegan, MI 49010

Board Members: [] Gale Dugan [] Mark DeYoung [] Beth Johnston [] John Weerstra
Staff Members: [] Nan Lawrence [] Erinn Trask [] Andre Pierre [] Mark Witte

Proposed Agenda:

1. Review/Approval of Agenda
2. Review/Approval of Prior Minutes
3. Construction Report
4. Financial Report
5. Other
6. Next Meeting Date
7. Adjournment

OnPoint
Building Committee Minutes

April 18, 2023 – 3:30 pm

Location: OnPoint, 3282-122nd Street, Allegan, MI 49010

Board Members: Gale Dugan Mark DeYoung Beth Johnston John Weerstra
Staff Members: Nan Lawrence Erinn Trask Andre Pierre Mark Witte

1. **Call to Order** – Chairperson Dugan called the meeting to order at 3:32 pm.
2. **Review/Approval of Agenda** – Reviewed. Moved by Johnston, seconded by Commissioner DeYoung, to approve the agenda as presented. All in favor. Adopted. Agenda approved.
3. **Review/Approval of Prior Minutes** – Reviewed. Moved by Commissioner DeYoung, seconded by Johnston, to approve the agenda as presented. All in favor. Adopted. Agenda approved.
4. **Construction Report** – Mark Witte reported on several items of interest including Change Order #15, the fire inspection, and a generator RFP being developed by the county. He also shared the invitation list from yesterday’s open house. Chairperson Dugan noted that the County may have the ability to temporarily locate a decommissioned generator from the County’s 911/Dispatch facility until our purchased generator is acquired. The County will advise as to its suitability.
5. **Financial Report** – Erinn Trask reported on financials for the construction project. Pay application #14 of \$678K processed. Fiber optic cable costs are much lower than estimated (\$135K vs. \$300K+). Based on data from our construction spreadsheet financials, we may have about \$175K in MEDC funds available for other decisions. Chairperson Johnston requested a simplified report to the board that shows a simple description of the total costs of the building project by source.
6. **Other** – Commissioner Dugan asked if there is a scenario in which loan payments would not be available. Erinn does not anticipate this. We are required to have a year’s payments in reserves. Kudos on the grand opening.
7. **Next Meeting Date** – Tuesday, May 16, 2023 at 3:30 pm.
8. **Adjournment** – Motion by Johnston, seconded by Commissioner DeYoung, to adjourn the meeting. All in favor. Adopted. Meeting adjourned at 3:59 pm.

Submitted by Mark Witte

AGENDA

OnPoint Recipient Rights Advisory Committee (RRAC) Tuesday, February 21, 2023 3:30 pm

New Meeting Location: OnPoint 540 Jenner Drive – Hopkins Conference Room

1. Call to Order – Glen Brookhouse, Chairperson
2. Public Comment – Agenda Items Only, Subject to 5-Minute Limit Per Person
3. Approval of/Additions to Agenda
4. Approval of Prior Meeting Minutes – February 2022
5. Review ORR Status Report – Kelsey Newsome
6. Review updated Recipient Rights Policies
7. Other Business
 - a. Discuss plan for Semi-Annual report with new quarterly meeting schedule
8. Public Comment – Any Topic, Subject to 5-Minute Limit Per Person
9. Adjournment, Next Meeting

RRAC members are:

Glen Brookhouse, Chair; Stacy Engelsman, Vice Chair;
Amy Clugston, John Weerstra, Richard Wiley, and Craig VanBeek

2023 Meeting Dates: May

RRAC. (Excerpt from Board Bylaws, Art. VII. Section 1d (page 5) approved by ACCMHS Board 2021.)

Pursuant to MCL 330.1757, the board of each community mental health services program shall appoint a recipient rights advisory committee consisting of at least 6 members. The membership of the committee shall be broadly based so as to best represent the varied perspectives of the community mental health services program's geographic area. At least 1/3 of the membership shall be primary consumers or family members, and of that 1/3, at least 1/2 shall be primary consumers. The recipient rights advisory committee shall do all of the following:

- (a) Meet at least semiannually or as necessary to carry out its responsibilities.*
- (b) Maintain a current list of members' names to be made available to individuals upon request.*
- (c) Maintain a current list of categories represented to be made available to individuals upon request.*
- (d) Protect the office of recipient rights from pressures that could interfere with the impartial, even-handed, and thorough performance of its functions.*
- (e) Recommend candidates for Director of the Office of Recipient Rights to the Executive Director, and consult with the Executive Director regarding any proposed dismissal of the Director of the Office of Recipient Rights.*
- (f) Serve in an advisory capacity to the Executive Director and the Director of the Office of Recipient Rights.*
- (g) Annually review the funding of the ORR during the budgetary process in accordance with 755(2) of the Code (MCL 330.1755(2)). Review and provide comments on the report submitted by the Executive Director to the community mental health services program board under section 755 (MCL 330.1755).*
- (h) Serve as the appeals committee for a recipient's appeal under section 774 (MCL 330.1774).*
- (i) Meetings of the recipient rights advisory committee, except when meeting as Appeals Committee, are subject to the open meetings act, Act No. 267 of the Public Acts of 1976, MCL 15.261 to 15.275. Minutes shall be maintained and made available to individuals upon request.*

MINUTES
RECIPIENT RIGHTS ADVISORY COMMITTEE (RRAC)
February 21, 2023
3:30 pm- 4:00 pm

Committee Members Present:

Glen Brookhouse, Chairperson
Stacy Engelsman, Vice Chairperson
John Weerstra, Board Member
Craig VanBeek, Board Member

Committee Members Not Present:

Amy Clugston, Board Member
Richard Wiley, Community Member

Staff Present:

Kelsey Newsome, Recipient Rights Director
Allison Kridler, Recipient Rights Officer

Staff Not Present:

Samantha Dereski, Recipient Rights Officer
Melisse Hughes, ORR Specialist

Members of the Public Present:

1. **CALL TO ORDER** ~ Chairperson Glen Brookhouse called the meeting to order at 3:30pm.
2. **PUBLIC COMMENT** ~ Chairperson Glen Brookhouse opened an opportunity for public comment. No public comment. Chairperson Glen Brookhouse closed the opportunity for public comment.
3. **APPROVAL OF/ADDITIONS TO AGENDA** ~ Chairperson Glen Brookhouse proposed to approve agenda as written. Board Member John Weerstra supported to approve, 2nd by Board Member Craig VanBeek. Unanimously approved by a voice vote.
4. **Approval of Prior Meeting Minutes** ~ Chairperson Glen Brookhouse motioned to approve the December 20, 2022 meeting minutes. Board Member John Weerstra supported the motion. Unanimously approved by a voice vote.
5. **Review of ORR Status Report** ~ Recipient Rights Director Kelsey Newsome reviewed the ORR Status Report and answered questions as they arose.
6. **Other Business** ~ Board Member Craig VanBeek proposed moving our meeting frequency to quarterly. Kelsey Newsome let the board know that the state requirement for RRAC is meeting at least twice a year. Board Member Craig VanBeek asked Kelsey Newsome for her opinion, and she said she is comfortable with quarterly meetings. Vice Chairperson Stacey Englesman voiced concerns about time constraints. Board Member Craig VanBeek offered that Kelsey Newsome could call a special meeting if desired and the committee could increase the frequency if desired and/or needed. Board Member John Weerstra made a motion to make the meetings quarterly. Board Member Craig VanBeek supported the motion. Chairperson Glen Brookhouse stated that the next meetings would be May 16, 2023; August 15, 2023; and November 21, 2023. Unanimously approved by a voice vote.
7. **OTHER BUSINESS** ~ Chairperson Glen Brookhouse opened the floor for Other Business. No comments.
8. **Public Comment** ~ No public comment.

9. **ADJOURNMENT** – Motion to adjourn made by Chairperson Glen Brookhouse supported by Board Member John Weerstra and approved unanimously by voice vote. Adjourned at 4:00 pm.

Respectfully Submitted by

A handwritten signature in black ink, appearing to read "Allison Kridler". The signature is written in a cursive style with a horizontal line through the middle of the name.

Allison Kridler
Recipient Rights Officer

**RECIPIENT RIGHTS ADVISORY COMMITTEE (RRAC)
May 2023 STATUS REPORT**

Reporting Period: February, March, & April 2023
Submitted by Kelsey Newsome, LMSW, Recipient Rights Director
ORR Direct Line: 269-628-5715; email knewsome@onpointallegan.org

February, March, & April 2023 Allegations

Abuse II – Non-Accidental Act	3
Neglect III	5
Treatment Planning Person Centered Process	1
Dignity & Respect	4
Mental Health Services Suited to Condition	4
Out of Jurisdiction	2
Family Dignity and Respect	1
Prior Consent for Video and Photographs	2
Disclosure of Confidential Information	5
Restrictions/Limitations without authorization	3
Total Allegations	30

FY 23 Timeliness Report:

	No Right Involved/ Out of Jurisdiction (Acknowledgement Letter Only)	≤ 30 days	≤ 60 days	≤ 90 days	> 90 days	Total
Previously Closed Allegations	2			57	0	57
February, March, & April 2023 Closed Allegations	2	0	0	29	0	31
Open Allegations	0	10	8	10	0	28
Total						

Progress Updates on FY 23 Annual Report Goals:

Goal	Updates/Current Status
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<p>ORR will work collaboratively with QI and Compliance to improve the incident reporting process. Objectives to accomplish this goal include: a) update incident reporting policy and supporting forms b) review standards with internal and contracted provider staff c) update internal codes used to process IRs d) monitor compliance during annual provider site reviews.</p>	<ul style="list-style-type: none"> a) Policy has been updated. Forms TBD b) Policy changes & attestation sent to all internal staff. IR policy added as a standing agenda item to be reviewed at all Provider Network Meetings <ul style="list-style-type: none"> a. Trends in reporting discussed with other statewide RR Offices. Considering options for in person training to address continued gaps in reporting. c) TBD d) Ongoing – In process
<p>ORR will work with recipients to develop examples to include in recipient rights trainings.</p>	<p>TBD</p>
<p>ORR will work with the OnPoint Provider Network staff to strengthen Recipient Rights orientation/training for management and owner level staff for contracted providers.</p>	<p>TBD</p>

AGENDA

OnPoint Finance Committee May 16, 2023

4:00 pm – immediately following the Building Committee

540 Jenner Drive, Allegan
Hamilton Room

NOTE: At this time, in-person attendance capacity is limited. Social distancing is required.

1. Call to Order – Beth Johnston, Chairperson
2. Public Comment – Agenda Items Only, Subject to 5-Minute Limit Per Person
3. Approval of Agenda
4. Approval of Minutes
5. Review of Written Reports
 - a. Administrative Services Report – Andre Pierre, Chief Financial Officer
 - b. Facilities & Human Resources – Nan Lawrence, Director of Human Resources
6. Action Items
 - a. Voucher Disbursements April 2023
 - b. Deficit Elimination Plan
7. Informational Items
 - a. March 2023 Financial Reports
8. Finance Committee Member Comments
9. Public Comment – Any Topic, Subject to 5-Minute Limit Per Person
10. Adjournment until next meeting: June 20, 2023 – **540 Jenner Drive** at 4:00 pm.

Finance Committee: Beth Johnston, Chair; Glen Brookhouse, Vice Chair;
Mark DeYoung, John Weerstra and Karen Stratton.

Finance Committee. (Excerpt from Board Bylaws, Art. VII. Section 1b (page 5) approved by ACCMHS Board May 2021.) *The Finance Committee shall consist of not less than 4 and not more than 6 Board members, and shall include the Authority's chief financial officer as an advisor. The Committee shall review the financial position of the Authority in relation to state, county, federal and other funding sources; the budget and allocations and third party payments; address audit issues when appropriate; analyze financial reporting requests/ requirements and Authority expenditures; and consider such other financial matters as the Board or the Chairperson of the Board may refer to the Committee. The Chairperson of the Finance Committee shall be the Board Treasurer. The Finance Committee shall meet monthly, on a regular basis, at a date and time determined by the Chairperson. A finance committee will typically be responsible for monitoring and communicating to the board about the organization's overall financial health. Its core duties are likely to include participating in and overseeing: the development of the organization's budgeting and financial planning, the creation of the organization's internal controls, the preparation and distribution to the board of timely, accurate, user-friendly financial reports, and the implementation of safeguards to protect the organization's assets.*

Allegan County Community Mental Health Services
DRAFT Finance Committee Minutes
April 18, 2023 – 4:00 pm
Location: County Services Building in the Nederveld Room

Board Members Present: Glen Brookhouse, Gale Dugan, Mark DeYoung, Karen Stratton, Beth Johnston

Board Members Absent: John Weerstra

Staff Members: Mark Witte, Nannette Lawrence, Erinn Trask, Andre Pierre

Public Present: Derek Miller

1. **Call to Order** – Beth Johnston - Chairperson, called the meeting to order at 4:01pm

2. **Public Comment** – None

3. **Approval of Agenda**

Moved: Mr. DeYoung Supported: Mr. Dugan

Motion carried.

Approval of Minutes

Moved: Mr. Brookhouse Supported: Mr. DeYoung

Motion carried.

4. **Review of Written Reports:**

a. Administrative Services Report

Mr. Pierre reviewed the report and was available for questions.

b. Facilities & Human Resources

Ms. Lawrence provided an update on the two current posted positions. The other approved positions remain on hold and will be opened on May 1, 2023.

5. **Action Items:**

a. The Finance Committee recommends that the OnPoint Board approve the December 2022 disbursements totaling \$3,715,385.27.

Moved: Mr. Brookhouse Supported: Mr. Dugan

Motion carried.

b. The Finance Committee recommends that the OnPoint Board approve the following list of provider contracts for fiscal year 2023.

Moved: Mr. Dugan Supported: Mr. Brookhouse

Motion carried.

6. **Informational Items**

a. February 2023 Financial Reports reviewed with Administrative Report.

b. FY2022 Audit – Mr. Miller reviewed the audit report. The FY22 audit results were of a clean opinion, no findings.

7. **Finance Committee Member Comments**

Mr. DeYoung asked for clarity regarding the Medicaid re-enrollment process related specifically to our funding. Discussion followed.

8. **Public Comment**

None

9. **Next Meeting** – May 16, 2023, at 4:00 pm.

10. **Adjournment**

Moved: Mr. Dugan

Supported: Ms. Stratton

Motion carried.

Meeting adjourned at 4:49pm.



Administrative Services Board Report May 2023

Submitted by Andre Pierre, Chief Financial Officer
269.569.3238 – APierre@OnPointAllegan.org

We have officially taken occupancy of the new building on May 5, 2023. There still remains a “punch list” of small building items/projects to be completed. These items are on track to be completed over the next few months. We are processing the fourteenth construction draw totaling \$678,674.56, which will be funded through the United States Department of Agriculture (USDA) loan and Michigan Economic Development Corporation (MEDC) grant. We are reviewing one new change order representing a total amount of \$12,862. The significant cost driver behind this amount was a modification to the HVAC system. We continue to meet with Cornerstone Construction and Schley Nelson Architects to review change orders, requests for information, and project status.

This month’s packet includes the monthly financial report for April 2023. This is the sixth month under the agency’s new chart of accounts after implementing Standard Cost Allocation. We are required to track staff time and costs at a greater level of detail than in the past, and to change the methodology we use to allocate costs. Overall, this change in methodology has not resulted in a significant change in cost by funding source. The Summary Schedule of Revenues and Expenses by Fund Source shows the difference between the revenue received from the Lakeshore Regional Entity (LRE) and the State of Michigan Department of Health and Human Services (MDHHS) and the eligible expenses incurred by OnPoint. These fund sources are cost settled at the end of each year, and any unspent funds are required to be returned to the LRE or MDHHS. We are projecting to return approximately \$1,228,199 (MH Medicaid and SUD Medicaid combined) to the LRE and carry forward/lapse approximately \$125,782 in General Funds back to MDHHS.

Following the statements are several charts showing the trending of capitation revenue from the LRE for the past three fiscal years. Additionally, there are several charts comparing the revenue and expense by funding category for each month of this fiscal year. Finally, there are key indicators tables showing summary service data for each month of the fiscal year to date.

In April, the auditing firm Roslund, Prestage and Company (RPC) completed the fiscal year 2022 financial audit. They are currently in the middle of completing the Compliance Exam and preparing to begin the Single Audit. We anticipate that both will be completed by the end of June 2023, to meet timely submission. Upon completion a copy of the audit reports will be included in the proceeding month’s board packet, with a subsequent presentation of the results to the Board.

I continue to work together with Erinn Trask in the transition of responsibilities. Due to the complex nature of Community Mental Health Service Program (CMHSP) finances and reporting requirements, our collaboration will continue over the next several months, as I progress into the scope of this role. One of the items we are working on together is formulating the discussion and planning for building the agency’s budget to successfully pursue CCBHC demonstration. This will require a thoughtful and collaborative approach to bring forward a budget by July 1, 2023, that supports the merits of this endeavor.

Sincerely,

Andre Pierre
Chief Financial Officer
Tuesday, May 9, 2023



Full Board ACTION REQUEST	Subject: Voucher Disbursements		
	Meeting Date: May 16, 2023		
	Requested By: Beth Johnston, Finance Committee Chairperson		
<u>RECOMMENDED MOTION:</u>			
<u>The Finance Committee recommends that the OnPoint Board approve the April 2023 disbursements totaling \$2,886,560.74.</u>			
<u>SUMMARY OF REQUEST/INFORMATION:</u>			
<u>Date Issued:</u>	<u>Voucher Number:</u>	<u>Type:</u>	<u>Amount:</u>
April 3, 2023	N/A	Loan Payment	\$21,334.00
April 14, 2023	P1696	Payroll	\$612,681.69
April 14, 2023	V0905	Vendor	\$1,428,296.68
April 26, 2023	V0906	Construction	\$405,021.41
April 28, 2023	P1694	Payroll	\$419,226.96
<u>BUDGET/FINANCIAL IMPACT</u>			
<ul style="list-style-type: none"> • These disbursements are part of the approved fiscal year 2023 operating budget for OnPoint. • Voucher batch 0906 paid out on 5/1/2023. 			
BY: Erinn Trask, former Interim Chief Financial Officer		DATE: May 8, 2023	



Full Board ACTION REQUEST	Subject:	Deficit Elimination Plan		
	Meeting Date:	May 16, 2023		
	Requested By:	Beth Johnston, Finance Committee Chairperson		
<u>RECOMMENDED MOTION:</u>				
<u>The Finance Committee recommends that the OnPoint Board adopt the attached deficit elimination plan, as summarized below.</u>				
<u>SUMMARY OF REQUEST/INFORMATION:</u>				
		2023	2024	2025
Revenue				
County appropriation revenue	\$	346,095	\$ 346,095	\$ 346,095
First and third party revenue		123,204	129,364	135,832
Performance Based Incentive Pool (PBIP)		245,757	245,757	245,757
Interest and other local revenue		6,381	6,381	6,381
Total projected local revenue		721,437	727,597	734,065
Expense				
General fund local match	\$	115,185	\$ 126,704	\$ 139,374
State Medicaid match		65,251	68,514	71,939
State inpatient costs		98,892	-	-
Total projected local revenue		279,328	195,218	211,313
Net local funds surplus	\$	442,109	\$ 532,379	\$ 522,752
Building depreciation reimbursement		132,425	132,425	132,425
Total projected increase in net position		574,534	664,804	655,177
Beginning net deficit		(1,498,705)	(924,171)	(259,367)
Projected ending net deficit	\$	(924,171)	\$ (259,367)	\$ 395,810
BY: Erin Trask, former Interim Chief Financial Officer		DATE: May 8, 2023		

ONPOINT



May 1, 2023

Deficit Elimination
Plan

ONPOINT

Deficit Elimination Plan

May 1, 2023

As of September 30, 2022, the current liabilities of \$7,489,983 for Allegan County Community Mental Health Services dba OnPoint exceeded its current assets of \$5,424,427, resulting in a difference of (\$2,065,556). Of this amount, \$256,008 relates to the current portion of long-term debt and therefore should be excluded from a deficit calculation, per Numbered Letter 2016-1, resulting in a net difference of (\$1,809,548). Additionally, the accounts payable balance contained retainage payable of \$310,843 which will be paid in fiscal year 2023 using proceeds from long-term debt. OnPoint believes this should further reduce the amount considered a deficit, for a final difference of (\$1,498,705). This amount is primarily the result of a historical unrestricted deficit net position of (\$427,806) as of September 30, 2021, plus a required local match contribution of \$986,270 for the agency's ongoing building project.

The agency operates as a Community Mental Health Service Provider (CMHSP) in the State of Michigan. As such, it has four main sources of revenue: 1) Capitated Medicaid (including Healthy Michigan Plan) funding, 2) State General Fund revenue, 3) Grant revenues, and 4) Local revenue (including County appropriations and third party billing revenue). By contract, the CMHSP is required to cost settle both Medicaid and State General Fund revenue each year, and therefore is generally unable to use those sources to add to net position. Similarly, the agency has reimbursement based grants where revenue can only be recognized to the extent that grant expenses have been incurred. The agency's construction local match of \$986,270 plus the debt funded construction of \$5,635,000 shall be recognized over the expected useful life of the asset and can be allocated across all funding sources, resulting in an annual increase in cash and unrestricted net position of \$132,425.

The other source the agency can use to build its unrestricted net position is through the retention of local funding. There are 3 main sources of local revenue for the agency 1) County appropriation revenue, 2) first and third party revenue, and 3) Performance Based Incentive Pool (PBIP) funding. The County funding level is required per section 330.1311 of the Mental Health Code, and remains unchanged from year to year. First and third party revenue is based on the cost of services provided, and is estimated to approximate the cost of services not resulting in any significant change in net position. The Performance Based Incentive Pool (PBIP) revenue from the State of Michigan is earned by the agency meeting quality measures established by the State of Michigan Department of Health and Human Services. By ensuring the quality measures, the agency has control over maximizing this revenue. There are several expenses which are required to be funded using local funding. One is the local match for General Fund services, which fluctuates based on the number of uninsured or underinsured individuals being served. The agency has projected increases in these items, with the ending of the public health emergency in the fiscal year ended September 30, 2023. The agency also is required to make a local match for State Medicaid, which is expected to be eliminated after the fiscal year ended September 30, 2023. The last local only expense the agency has is the cost of care for individuals receiving services in a State facility. The agency does not always have control over these placements (i.e. individuals deemed Not Guilty by Reason of Insanity or NGRI) or the cost of services. The agency is able to retain any unspent local funding sources, as unrestricted net position for future years.

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

ONPOINT

Deficit Elimination Plan

May 1, 2023

The following is the projected local revenue and expense activity, based on section M of the Financial Status Report (FSR) required for CMHSPs.

	2023	2024	2025
Revenue			
County appropriation revenue	\$ 346,095	\$ 346,095	\$ 346,095
First and third party revenue	123,204	129,364	135,832
Performance Based Incentive Pool (PBIP)	245,757	245,757	245,757
Interest and other local revenue	6,381	6,381	6,381
Total projected local revenue	<u>721,437</u>	<u>727,597</u>	<u>734,065</u>
Expense			
General fund local match	\$ 115,185	\$ 126,704	\$ 139,374
State Medicaid match	65,251	68,514	71,939
State inpatient costs	98,892	-	-
Total projected local revenue	<u>279,328</u>	<u>195,218</u>	<u>211,313</u>
Net local funds surplus	\$ 442,109	\$ 532,379	\$ 522,752
Building depreciation reimbursement	<u>132,425</u>	<u>132,425</u>	<u>132,425</u>
Total projected increase in net position	574,534	664,804	655,177
Beginning net deficit	<u>(1,498,705)</u>	<u>(924,171)</u>	<u>(259,367)</u>
Projected ending net deficit	<u>\$ (924,171)</u>	<u>\$ (259,367)</u>	<u>\$ 395,810</u>

Based on these projections, OnPoint expects to fully eliminate its deficit by September 30, 2025. Questions concerning any of the information provided in this report or requests for additional information should be addressed to:

Chief Financial Officer
OnPoint
540 Jenner Drive
Allegan, MI 49010

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

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Period Ended
March 31, 2023

Monthly Finance
Report

ONPOINT

Summary of Variances and Fluctuations

March 31, 2023

I. Assets

- Cash and cash equivalents - Significant increase is due to timing of receipts from the Lakeshore Regional Entity (LRE) (see corresponding decrease in due from other governments below), as well as receipt of the second half of the Michigan Economic Development Corporation (MEDC) grant funds (see corresponding increase in unearned revenue below).
- Due from other governments - Significant decrease is primarily due to timing of receipts from the Lakeshore Regional Entity (LRE), see corresponding increase in cash and cash equivalents above.
- Capital assets - Significant increase is due to ongoing construction work on the agency's new building.

II. Liabilities

- Accounts payable - Significant decrease is primarily related to the timing of construction payments for the agency's new building.
- Due to other governments - Significant increase is due to the accrual of the full fiscal year 2022 settlement balance due to the LRE and State of Michigan, along with the fiscal year 2023 to date settlement balances.
- Unearned revenue - Significant increase is primarily related to the receipt of the second \$1.25 million in grant funds from the Michigan Economic Development Corporation (MEDC), see a corresponding increase in cash above. These funds are recorded as unearned revenue until spent at which time the revenue is recognized.
- Notes payable - Significant increase is related to draws on the agency's loan from the United States Department of Agriculture (USDA) to fund the building construction project. See the corresponding increase in capital assets above.

III. Operating revenue

- Other reimbursements and revenue - Significant variance is due to increase in third-party billings, as an increasing number of individuals are served under the Certified Community Behavioral Health Clinic (CCBHC) model.

IV. Operating expenses

- Salaries and wages and Fringes - Significant variance is due to vacant positions for the year to date.
- Supplies and materials - Significant variance is due to the nature of these items. This budget line item includes the annual replacement of technology, which only happens one or two times a year, as well as certain supplies related to the move into the new building scheduled for May 2023.
- Contractual services - Variance is due in part to utilizing contracted staffing for vacant positions (see corresponding variances in salaries and fringes above), as well as identified enhancements to the agency's electronic health record.

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

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Summary Schedule of Revenues and Expenses by Fund Source

October 1, 2022 through March 31, 2023

Mental Health Services	Medicaid	Autism	Healthy MI Plan	Medicaid Combined	General Fund
Revenue	\$ 12,238,820	\$ 2,054,333	\$ 1,472,356	\$ 15,765,509	\$ 853,868
Expense	12,687,075	955,550	1,491,617	15,134,242	728,086
Revenue over/(under) expenses	<u>\$ (448,255)</u>	<u>\$ 1,098,783</u>	<u>\$ (19,261)</u>	<u>\$ 631,267</u>	<u>\$ 125,782</u>

Substance Use Disorder Services	Medicaid	Healthy MI Plan	Medicaid Combined	SUD Block Grant	Public Act 2
Revenue	\$ 385,311	\$ 775,674	\$ 1,160,985	\$ 117,280	\$ -
Expense	220,140	343,913	564,053	117,280	-
Revenue over/(under) expenses	<u>\$ 165,171</u>	<u>\$ 431,761</u>	<u>\$ 596,932</u>	<u>\$ -</u>	<u>\$ -</u>

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

ONPOINT

Statement of Net Position

March 31, 2023

	September 2022	March 2023
Assets		
Current assets:		
Cash and cash equivalents	\$ 3,613,590	\$ 5,254,009
Accounts receivable	79,421	67,460
Due from other governmental units	2,136,967	1,023,191
Prepaid items	447,203	457,498
Total current assets	<u>6,277,181</u>	<u>6,802,158</u>
Non-current assets:		
Capital assets not being depreciated	4,986,365	7,479,771
Capital assets being depreciated, net	23,050	14,835
Total non-current assets	<u>5,009,415</u>	<u>7,494,606</u>
Total assets	<u>11,286,596</u>	<u>14,296,764</u>
Liabilities		
Current liabilities:		
Accounts payable	\$ 3,683,185	\$ 2,536,621
Accrued payroll and benefits	291,048	313,317
Due to other governmental units	2,619,923	3,429,646
Unearned revenue	544,964	1,219,324
Current portion of long-term liabilities	94,855	94,855
Current portion of long-term liabilities	256,008	256,008
Total current liabilities	<u>7,489,983</u>	<u>7,849,771</u>
Long-term liabilities:		
Compensated absences	537,509	537,509
Notes payable	1,893,586	3,741,751
Total long-term liabilities	<u>2,431,095</u>	<u>4,279,260</u>
Total liabilities	<u>9,921,078</u>	<u>12,129,031</u>
Net position		
Invested in capital assets	2,859,821	3,496,847
Restricted for building construction	852,754	63,792
Unrestricted	<u>(2,347,057)</u>	<u>(1,392,906)</u>
Total Net Position	<u>\$ 1,365,518</u>	<u>\$ 2,167,733</u>

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ONPOINT

Statement of Revenue, Expenses and Change in Net Position

October 1, 2022 through March 31, 2023

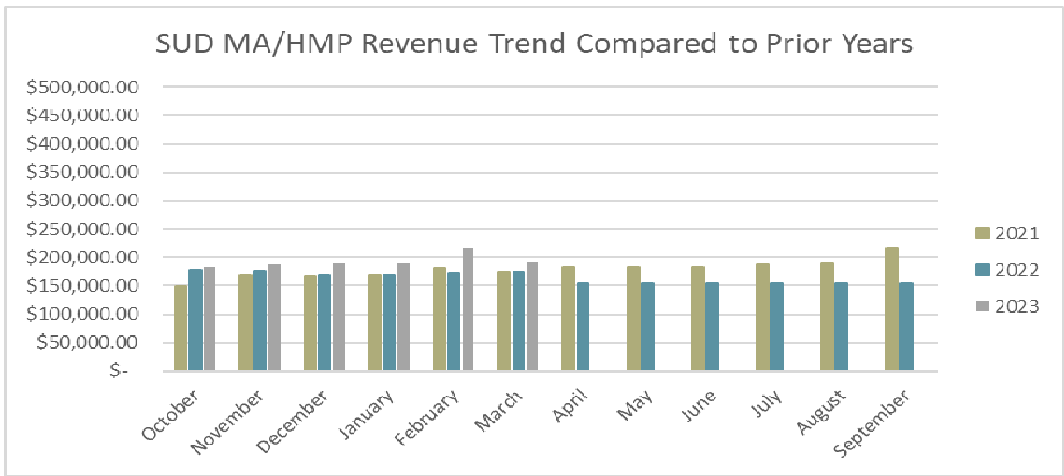
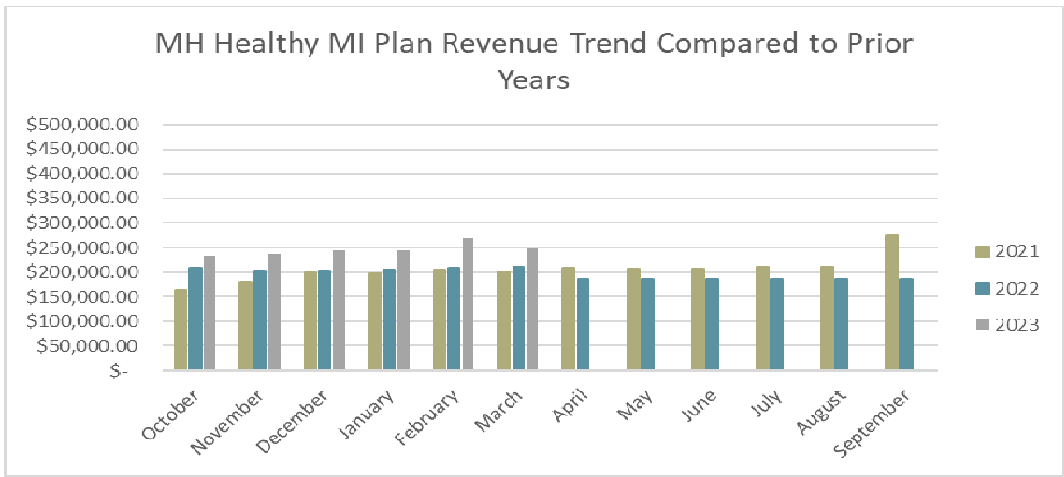
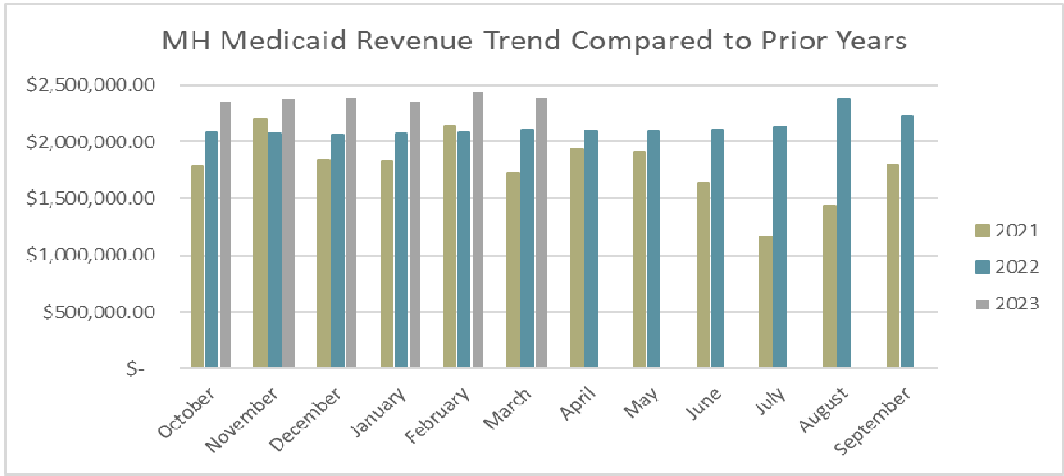
Percent of Year is 50.00%

	Total FY 2023 Budget	YTD Totals 3/31/23	Under/(Over) Budget	Percent of Budget - YTD
Operating revenue				
Medicaid:				
Traditional Capitation	\$ 25,193,969	\$ 12,238,820	\$ 12,955,149	48.58%
Traditional Capitation-Autism	3,937,779	2,054,333	1,883,446	52.17%
Traditional Settlement	(619,666)	(650,528)	30,862	
Healthy Michigan Capitation	2,697,512	1,472,356	1,225,156	54.58%
Healthy Michigan Settlement	(274,727)	19,261	(293,988)	
Substance use disorder revenue:				
Traditional Capitation	730,726	385,311	345,415	52.73%
Traditional Settlement	(465,390)	(165,171)	(300,219)	
Healthy Michigan Capitation	1,541,824	775,674	766,150	50.31%
Healthy Michigan Settlement	(983,316)	(431,761)	(551,555)	
State General Fund:				
Formula Fundings	1,707,737	929,335	778,402	54.42%
Settlement	(110,377)	(125,782)	15,405	
Grants and earned contracts	5,109,145	2,402,075	2,707,070	47.02%
Local funding	346,095	173,048	173,047	50.00%
Other reimbursements and revenue	268,262	234,772	33,490	87.52%
Total operating revenue	\$ 39,079,574	\$ 19,311,743	\$ 19,767,831	49.42%
Operating expenses				
Salaries and wages	\$ 11,496,279	\$ 4,815,583	\$ 6,680,696	41.89%
Fringe benefits	3,818,274	1,629,170	2,189,104	42.67%
Supplies and materials	409,807	86,234	323,573	21.04%
Provider Network services	20,980,022	10,487,339	10,492,683	49.99%
Contractual Services	1,642,209	1,220,800	421,409	74.34%
Professional development	98,941	52,196	46,745	52.75%
Occupancy	186,154	58,669	127,485	31.52%
Miscellaneous expenses	356,194	151,323	204,871	42.48%
Depreciation	14,423	8,215	6,208	56.96%
Total operating expenses	\$ 39,002,303	\$ 18,509,529	\$ 20,492,774	47.46%
Change in net position	77,271	802,214	\$ (724,943)	
Beginning net position	106,285	1,365,519		
Ending net position	\$ 183,556	\$ 2,167,733		

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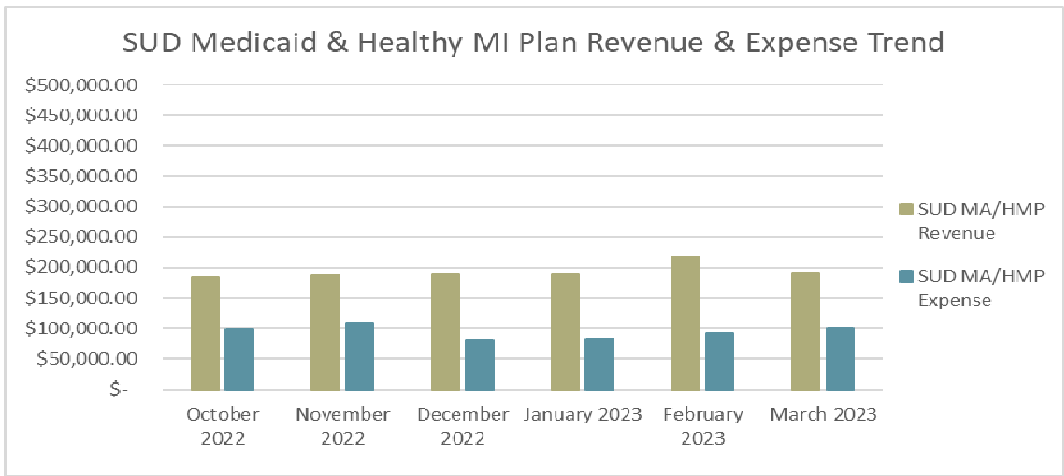
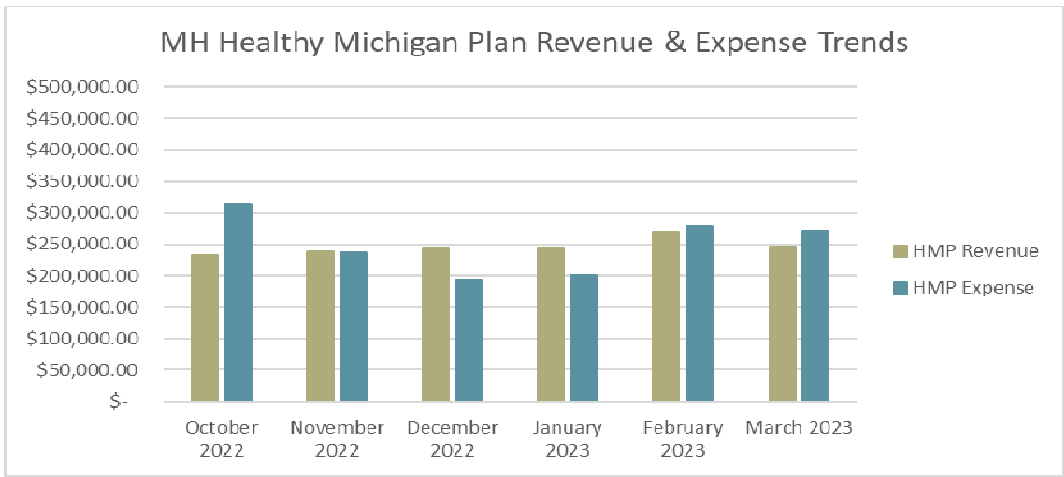
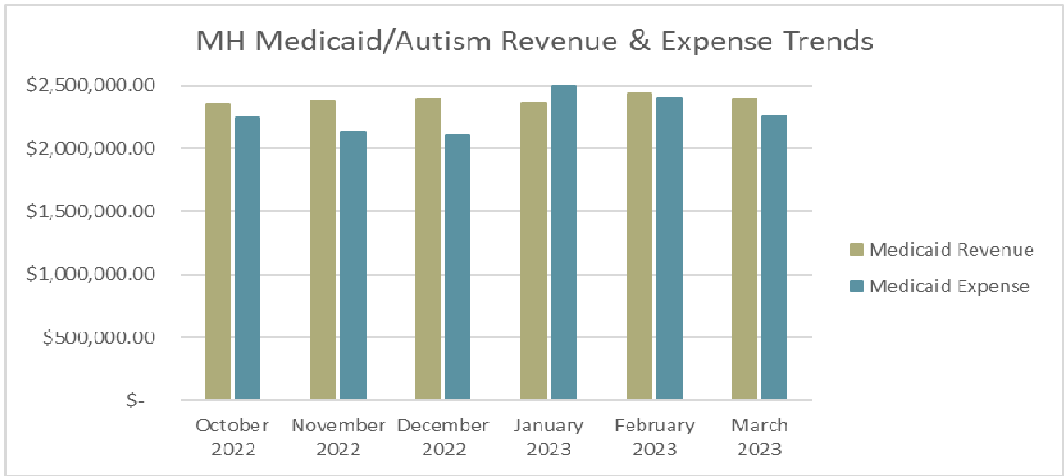
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Key Indicators March 31, 2023



ONPOINT

Key Indicators
March 31, 2023



ONPOINT

Key Indicators

March 31, 2023

Internal Program Name	October 2022			
	Total Cost of Services	Number of Clients Served	Total Minutes of Service	Average Cost per Client
Career Concepts	\$ 5,025	10	330	\$ 503
Case Management	\$ 228,112	417	19,072	\$ 547
Outpatient Therapy	\$ 221,670	232	18,094	\$ 955
Occupational Therapy	\$ 8,996	11	787	\$ 818
ACT Program	\$ 37,851	32	3,569	\$ 1,183
Home Based Services	\$ 85,554	54	9,041	\$ 1,584
Med Clinic Services	\$ 104,467	199	8,638	\$ 525
CCBHC Program	\$ 91,140	138	12,340	\$ 660
SUD Services	\$ 46,005	26	5,183	\$ 1,769
Grand Total	\$ 828,820	869	77,054	\$ 954

Internal Program Name	November 2022			
	Total Cost of Services	Number of Clients Served	Total Minutes of Service	Average Cost per Client
Career Concepts	\$ 16,733	12	1,099	\$ 1,394
Case Management	\$ 228,284	455	19,729	\$ 502
Outpatient Therapy	\$ 226,313	244	19,661	\$ 928
Occupational Therapy	\$ 8,987	10	685	\$ 899
ACT Program	\$ 46,176	32	4,538	\$ 1,443
Home Based Services	\$ 88,878	52	9,324	\$ 1,709
Med Clinic Services	\$ 91,159	176	7,657	\$ 518
CCBHC Program	\$ 85,644	140	11,659	\$ 612
SUD Services	\$ 63,930	28	6,376	\$ 2,283
Grand Total	\$ 856,104	888	80,728	\$ 964

Internal Program Name	December 2022			
	Total Cost of Services	Number of Clients Served	Total Minutes of Service	Average Cost per Client
Career Concepts	\$ 6,441	10	423	\$ 644
Case Management	\$ 232,999	408	19,947	\$ 571
Outpatient Therapy	\$ 171,780	217	16,073	\$ 792
Occupational Therapy	\$ 16,895	17	1,145	\$ 994
ACT Program	\$ 47,106	31	4,562	\$ 1,520
Home Based Services	\$ 59,576	47	6,173	\$ 1,268
Med Clinic Services	\$ 62,221	126	4,913	\$ 494
CCBHC Program	\$ 62,394	125	8,428	\$ 499
Grand Total	\$ 705,026	828	66,261	\$ 851

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Key Indicators

March 31, 2023

Internal Program Name	January 2023			
	Total Cost of Services	Number of Clients Served	Total Minutes of Service	Average Cost per Client
Career Concepts	\$ 8,081	5	555	\$ 1,616
Case Management	\$ 321,279	525	27,815	\$ 612
Outpatient Therapy	\$ 274,578	269	20,323	\$ 1,021
Occupational Therapy	\$ 36,517	26	2,504	\$ 1,405
ACT Program	\$ 62,091	34	5,950	\$ 1,826
Home Based Services	\$ 86,308	48	8,999	\$ 1,798
Med Clinic Services	\$ 95,255	200	7,817	\$ 476
CCBHC Program	\$ 65,997	133	8,970	\$ 496
SUD Services	\$ 48,219	43	5,003	\$ 1,121
Grand Total	\$ 998,325	980	87,936	\$ 1,019

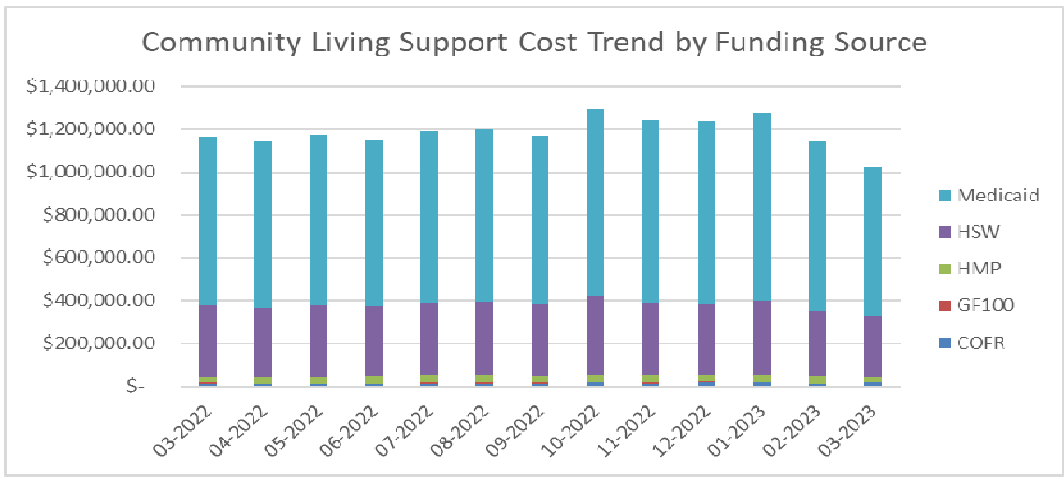
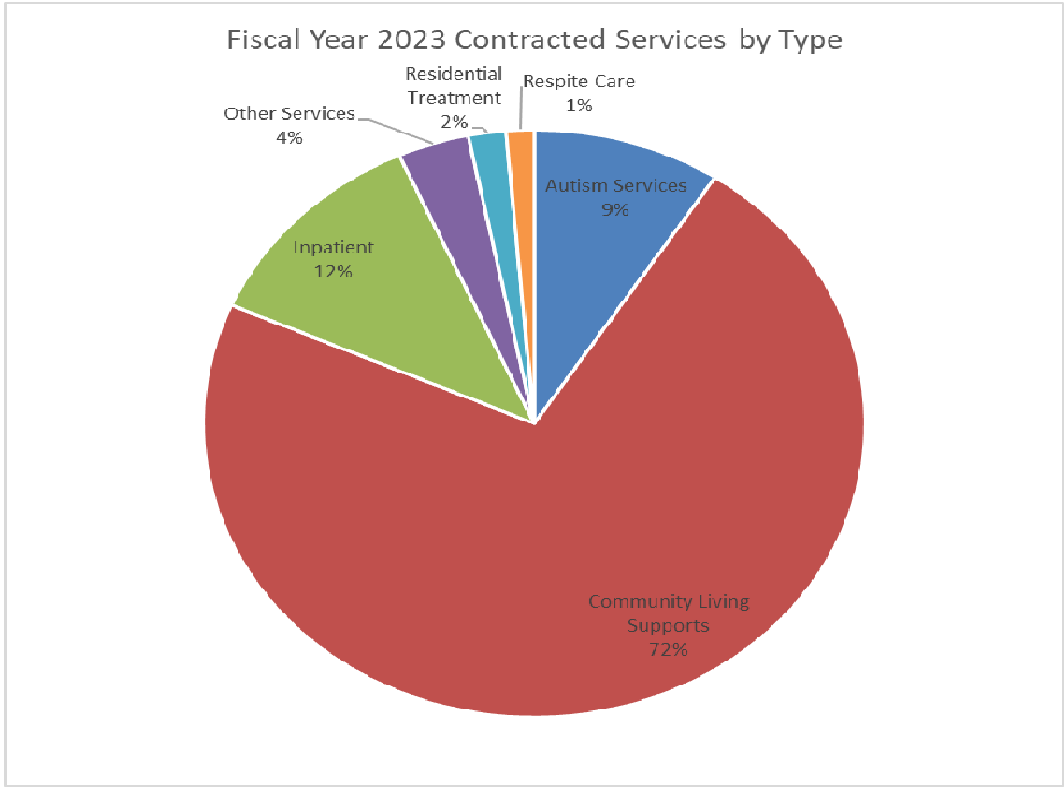
Internal Program Name	February 2023			
	Total Cost of Services	Number of Clients Served	Total Minutes of Service	Average Cost per Client
Career Concepts	\$ 6,288	5	413	\$ 1,258
Case Management	\$ 264,514	465	22,570	\$ 569
Outpatient Therapy	\$ 257,507	226	14,900	\$ 1,139
Occupational Therapy	\$ 32,999	24	2,312	\$ 1,375
ACT Program	\$ 46,758	34	4,442	\$ 1,375
Home Based Services	\$ 84,445	48	8,794	\$ 1,759
Med Clinic Services	\$ 70,398	154	6,059	\$ 457
CCBHC Program	\$ 47,914	112	6,292	\$ 428
SUD Services	\$ 41,594	53	4,508	\$ 785
Grand Total	\$ 852,417	892	70,290	\$ 956

Internal Program Name	March 2023			
	Total Cost of Services	Number of Clients Served	Total Minutes of Service	Average Cost per Client
Career Concepts	\$ 18,956	10	1,245	\$ 1,896
Case Management	\$ 316,868	505	27,373	\$ 627
Outpatient Therapy	\$ 247,312	239	15,546	\$ 1,035
Occupational Therapy	\$ 38,090	27	2,666	\$ 1,411
ACT Program	\$ 66,024	34	6,665	\$ 1,942
Home Based Services	\$ 95,385	54	10,128	\$ 1,766
Med Clinic Services	\$ 45,922	117	3,801	\$ 392
CCBHC Program	\$ 37,239	102	4,713	\$ 365
SUD Services	\$ 50,215	45	4,775	\$ 1,116
Grand Total	\$ 916,011	929	76,912	\$ 986

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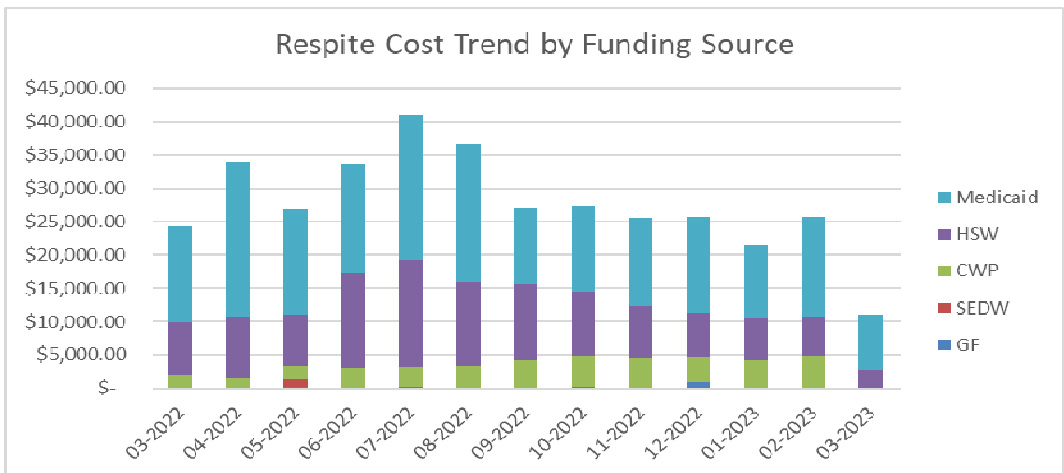
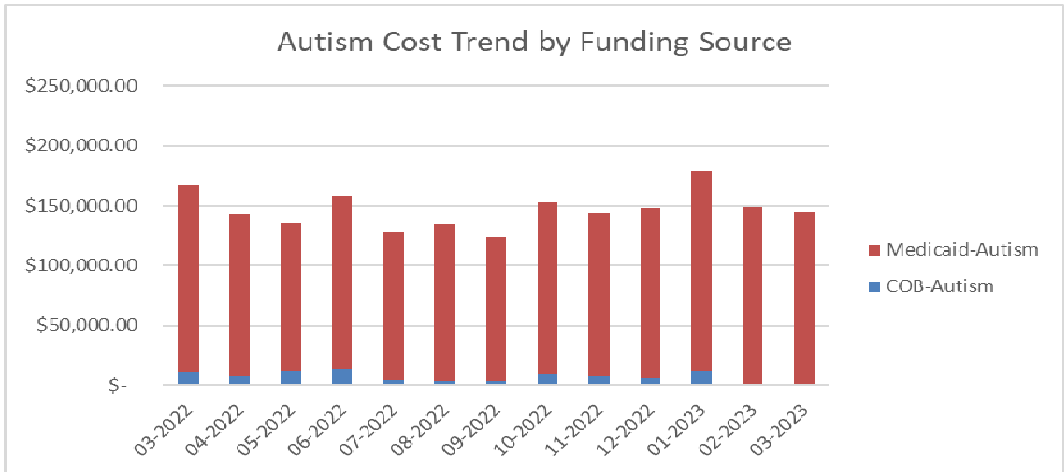
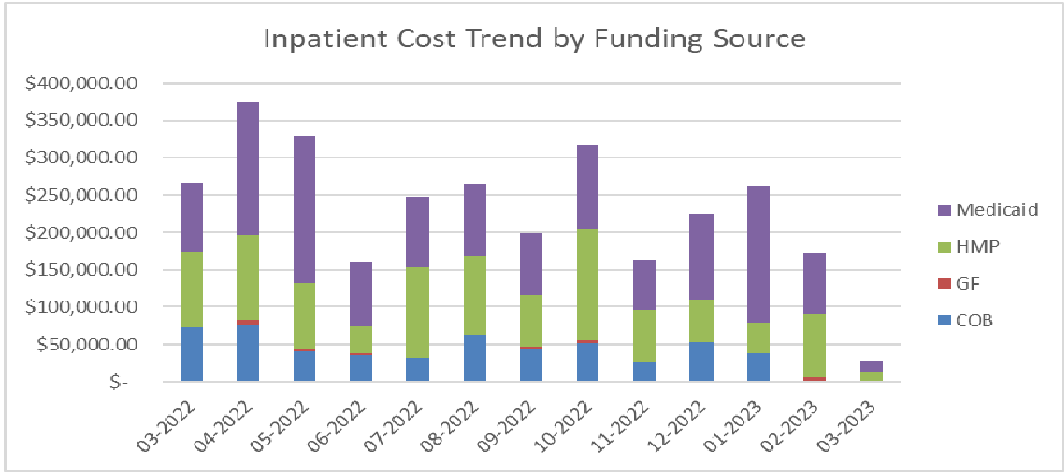
ONPOINT

Key Indicators
March 31, 2023



ONPOINT

Key Indicators March 31, 2023



AGENDA

OnPoint
Program Committee
Tuesday, May 16, 2023
4:15 pm

540 Jenner Drive, Allegan

Also available virtually at the link or phone number below:

Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

[+1 616-327-2708,896969400#](tel:+16163272708,896969400) United States, Grand Rapids

Phone Conference ID: 896 969 400#

NOTE: At this time, in-person attendance capacity is limited. Social distancing is required.

1. Call to Order – Alice Kelsey, Chair
2. Public Comment – Agenda Items Only, Subject to 5-Minute Limit Per Person
3. Approval of Agenda
4. Approval of Minutes
5. Program Presentation: Prevention Team – Heidi Denton
6. Written Reports to Program Committee
 - a. Integrated Health – Leanne Kellogg
 - b. Clinical Services – Susan Conrad
 - c. Quality Improvement/Performance Management – Mandy Padgett
 - d. Customer Service – Cathy Potter (Feb/May/Aug/Nov)
7. Program Committee Member Comments
8. Public Comment – Any Topic, Subject to 5-Minute Limit Per Person
9. Adjournment – Next meeting June 20, 2023 – **540 Jenner Drive**

Program Committee: Alice Kelsey, Chair; Vacant, Vice Chair;
Kim Bartnick, Robin Klay, Emily Schwartz, John Weerstra

Program Committee. (Excerpt from Board Bylaws, Art. VII. Section 1c (page 5) approved by OnPoint Board May 2021.)

The Program Committee shall consist of not less than 4 and not more than 6 Board members and shall include the Authority's chief program officer as an advisor. It shall review data and narrative information provided by Authority staff regarding services delivered by community-based service providers and hospital providers; review proposed new programs and existing programs and make recommendations relating thereto; make recommendations which encourage improvement in quality of services; review information with a view towards policy which encourages accountability in areas of programmatic, fiscal, compliance and clinical performance; and review compliance program issues and initiatives and make recommendations relating thereto. The Program Committee shall meet monthly, on a regular basis, at a date and time determined by the committee chairperson.

**Program Committee Minutes
April 18, 2023 – 4:15 pm**

Board Members Present: Alice Kelsey, Kimberly Bartnick, Robin Klay and Emily Schwartz
(virtual)

Board Members Absent: John Weerstra

OnPoint Staff Present: Susan Conrad, Geniene Gersh, Brenda Holquist, Leanne Kellogg,
Mandy Padget, Brenda Polmanteer, Cathy Potter, Shandra Stewart
and Lauren Tordaro

Others: None

1. Call to Order

Ms. Kelsey called the meeting to order at 4:16 pm.

2. Public Comment

None.

3. Approval of Agenda – tabled – no quorum

Moved: Supported:

Motion carried.

4. Approval of Minutes of March 21, 2023 – tabled no quorum. Agreed to proceed with the agenda as is.

Moved: Supported:

Motion carried.

6. Program Presentation – Crisis Services

Ms. Stewart presented and was available for questions.

7. Program Committee Reports

a. Integrated Health

Ms. Kellogg reviewed her report and was available for questions.

b. Clinical Services

Dr. Gersh reviewed her report and was available for questions.

c. Quality Improvement/Performance Management

Ms. Padget reviewed her report and was available for questions.

d. Customer Service

No report this month.

7. Program Committee Member Comments

None.

8. **Public Comment**

None.

9. **Adjournment**

Meeting adjourned at 5:15 pm.

OnPoint COO BOARD REPORT

May 2023

Submitted by: Leanne Kellogg, Chief Operating Officer, MS, BSN, RN,
269-673-6617 ext. 4868 email: lkellogg@onpointallegan.org

Chief Operating Officer

Moving is complete and we are in the new building! Many thanks for our HR team for their dedicated effort throughout this entire project. As we begin to settle into our new space together, we have positioned leadership to be present and rounding on all fronts to be able to problem solve together.

Continued preparation for strategic planning has also been prioritized in the month of April and May. We will sequence internal meetings once staff are settled from the move. We are eager for development of interventions to support the overall goals.

CCBHC (Certified Community Behavioral Health Clinic) Grant

Significant movement has occurred this past month in regard to sustainability options for the programs supported through CCBHC.

We became aware of an opportunity to join Michigan's CCBHC demonstration as part of an initiative to expand the CCBHC sites across the state. The announcement from MDHHS indicated that all CMH's, either as current CCBHC grantees or not, could indicate an intention for demonstration. If interested, OnPoint needed to respond to a survey by 5/5 indicating our intention for application. We submitted this survey on 5/3/23.

We have also begun work for an additional CCBHC SAMHSA grant application under the notice of funding opportunity for CCBHC IA- (Improvement and Advancement) to explore additional infrastructure capacity within administration and clinical areas. The IA grant could support up to \$1,000,000/year for four years to build upon our current CCBHC work. The grant application is due by 5/22.

Ongoing project management efforts have also completed the following:

- Submission of quarterly narrative report inclusive of a variety of data dashboards from IBH Analytics for progress on our overall programmatic goals
- Ongoing Grant Project Officer Meeting
 - Successful May meeting regarding our sustainability efforts, our data tracking reporting the numbers served, reassessment data and our stakeholder dashboard report.

Submitted by: Angel Hopkins RN, BSN, Clinic Practice Manager
269-673-6617 ext. 4877 email: ahopkins@onpointallegan.org

Outpatient Psychiatric Medical Clinic

Our outpatient psychiatric medical clinic team staff continue to be flexible in our remote working arrangement to accommodate our consumer needs.

The medical clinic continues to strive for high quality of care for our consumers and the community.

- Staffing

- Karen Krusinga, NP will be joining the med clinic staff as a full-time provider starting on May 15th.
- Psych Services
 - Telehealth services are being used, while offering in person appointments also based on individual choice but no longer scheduling audio only appointments.
- Streamline EMR
 - Streamline completed our first ever provider training virtually for Dr. Jamison with success.
- RN Medication Reviews
 - Our nursing staff within their triage and scheduled duties are conducting nurse medication reviews more now, fully utilizing their licensure as well as extending our provider capacity. Provider capacity is low with the abundance of new CCBHC individuals seeking psychiatric services.
- Community/Residential Nursing continues to work with the outpatient team for individuals needing nursing services.
- Pharmacy
 - The Medical Clinic and ACT team changed our pharmacy over to Allegan Medical Clinic Pharmacy and it has been a smooth transition.

Integrated Health Efforts

- The Med Office RN continues to teach the health and medications classes for the agency every 3 weeks.
- Juvenile Home visits and assessments are being conducted twice weekly and as needed through June.

Submitted by: Rebecca DeHart-Elkins, Occupational Therapist

Occupational Therapy

- The OT and COTA continue in-home services weekly to bi-weekly based on consumer need, and we are continuing to adhere to stricter sanitization of equipment to prevent the spread of illness. We will continue to mask as needed and with our medically fragile population throughout this cold and flu season due to the close nature of our job.
- The OT team is working to organize OT equipment in the new building. We are awaiting approval for a large piece of equipment utilizing the sensory room grant to make the space functional as an outpatient treatment option for our consumers.
- The OT team is researching other possibilities for equipment and programming to use in the new space and compiling a list of needed items.
- The OT and COTA are continuing to work through new referrals. We continue to get new referrals regularly.
- The OT continues to assist in trauma-informed parenting classes with members of the children's team as needed and requested.

- The OT team will welcome a new student intern from Western Michigan University to the team in June. She will be with us for 12 weeks, and we will have another student this fall.

OnPoint Substance Use Disorder (SUD) Services May 2023 Board Report

Department Report by Lauren Todaro, MSW, LMSW, CAADC, CCJP-M

SUD Services Manager, 269-249-7288; ltodaro@accmhs.org

Current OnPoint SUD Services Enrollment as of May 8th, 2023:

Program	Individuals Enrolled*
OnPoint SUD Services	38 (+18.5%)
OnPoint Corrections – SUD Services*	43 (+23.5%)

*Corrections enrollment designates the referral source coming from Allegan County Probation & Parole.

SUD Provider Network:

In tandem with Amy Kettring, Provider Network Manager, the SUD Provider Network continues to expand to allow for a wider range of provider locations for services not provided within OnPoint.

OnPoint participated in a site visit in late April with a prospective provider in Battle Creek, MI, which would expand current detox/short-term residential availability within Southwest Michigan by 84 SUD treatment residential beds. Ongoing conversations with this provider are occurring, as they begin the process of credentialing with the required agencies to pursue contractual relationships.

Heath Resources and Services Administration (HRSA) Medication-Assisted Treatment (MAT) Grant:

Recommitment to the submission of the 2022 RCORP-MAT occurred in late February. Currently, there is no announcement date provided by HRSA. This grant would support the renovation of the 540 Jenner Drive MAT Clinic identified space, as well as staffing and material cost support for MAT initiation at OnPoint. For further information, the Notice of Funding Opportunity can be viewed at the following link: <https://www.hrsa.gov/grants/find-funding/hrsa-22-165>

Jail-Based Medication-Assisted Treatment (MAT):

SUD Services is supporting the implementation of jail-based MAT for inmates within Allegan County Correctional Center (ACCC), with the support of Allegan County Correctional Center staff. Current status is as follows;

- 1) MAT medication trainings are scheduled, so ACCC medical staff are able receive clinical training on administration.
- 2) Policy and procedures for MAT administration are being created within ACCC for medication provision.

Ongoing updates will be provided as this project moves forward. This implementation follows the evidence-based model of MAT in corrections settings, and will be supported by State Opioid Response Grant 3 (SOR 3).

Grand Rapids Red Project Mobile Unit:

The Grand Rapids Red Project Mobile Unit has been successful in implementation in downtown Allegan, located centrally in in the parking lot of River and Cutler. The Mobile Unit is currently under review for location, as a location that provides more privacy would be desired. For more information on the Grand Rapids Red Project Mobile Unit, please review the following website: <https://redproject.org/services/overdose-education/allegan-county/>

Michigan State Police (MSP) Overdose Fatality Review (OFR) Grant:

Overdose Fatality Review (OFR) teams are multidisciplinary teams that review overdose fatalities similar to the Child Death Review model, and includes information about a decedent of overdose within the county which can contribute to the analysis of available data to make recommendations that will prevent future overdose deaths. The Allegan OFR is scheduled to meet May 9th and May 31st. To request participation or forward the information to a community member who could benefit from membership, please contact ltodaro@onpointallegan.org

State Opioid Response (SOR) Grant 3; Treatment Overdose & Education, Naloxone Distribution:

The *OnPoint Overdose Response Kit* have been created for community and staff distribution, alongside support from the Grand Rapids Red Project for Narcan Administration training. The *OnPoint Overdose Response Kit* is designed to be an overdose “first-aid kit” to be carried and kept in case of recognition of overdose. The kit contains two nasal-administration doses of Narcan (naloxone), “opioid antagonist” used to counter the effects of opioid overdose, for example a heroin or fentanyl overdose. The kit also contains a disposable CPR face shield, non-latex gloves, fentanyl test strips, informational cards for post-administration, and contact cards for further aftercare. The OnPoint goal for distribution is approximately 500 kits within the community and staff. As of May 8th, 104 kits have been distributed to OnPoint clients, staff, or within our partners and community. Please contact Lauren at ltodaro@onpointallegan.org or (260)249-7288 if you are interested in obtaining an *OnPoint Overdose Response Kit*.

SUD Services: Prevention Services

Program Report Submitted by Heidi Denton, MSW, CPS-M

SUD Prevention Supervisor, hdenton@onpointallegan.org

Allegan County Substance Abuse Prevention Coalition (ASAP):

The next virtual ASAP meeting will be May 25th from 8:30-10am.

Prime for Life:

Adult: Next class is scheduled for May.

Youth: 10 youth completed the class in April from 4 middle and high schools. We continue to see an increase in youth using vape products containing THC in schools- this has been the majority of our referrals.

Suicide Prevention Coalition:

No report this month.

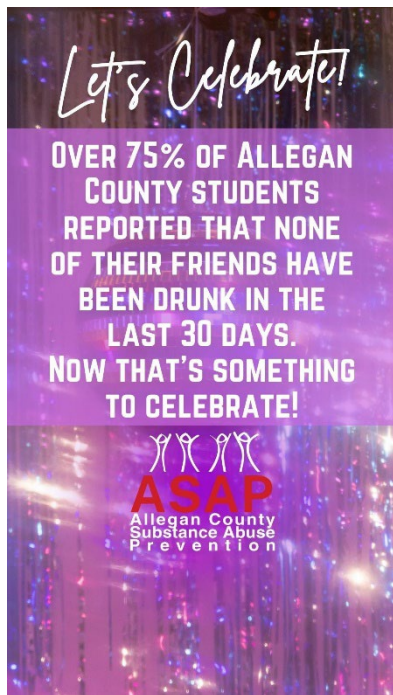
Covid funds: No update this month.

LARA funds: Media campaign focused on locking up marijuana is in process for this summer/fall. Locked bags will be shipped to all the dispensaries in the county this summer to promote safe storage of marijuana.

Stop act funds: ASAP's Underage drinking Prom Snapchat Ad served 29,324 Impressions to Allegan County High School Students and Parents (so far).

354 Students and 45 Parents swiped up to go to Talksooner.org (395 Swipe Ups total).

Here's two examples from the campaign:



PAL's and Pride:

PALs is getting ready to wind down for the school year. Saugatuck is finishing the second trimester of training to wrap up this year's instruction in all 5 schools which include Allegan, Hopkins, Plainwell, Saugatuck, and Wayland. Each school has students active in classroom placements. The PRIDE program in Wayland is wrapping up groups at the 5th and 6th grade levels in mid May. Each school has also completed selection for school year 2023-24 PALs classes.

To highlight one school's activities, Wayland High School's PALs program was identified by administration and staff as very helpful in their support of the counselor's crisis response efforts in coping with the loss of a student this past spring. They helped find students in need and bring them to the media center where they provided listening and support to students in partnership with counselors and social workers from the district. As a result of this tragedy, PALs mobilized to increase positive messaging to students, promotion of coping strategies, information about grief, the 988 number, and the availability of PALs as a listening resource. As a result of their

efforts, we have seen a significant increase in the number of students requesting PALs sessions with Wayland PALs and high satisfaction has been noted by students in evaluations. They have also partnered with the Student Council and the SADD group to promote “Wellness Week” May 8-17 (through senior’s last day) and includes several activities aimed to increase coping skills, interpersonal connection, and a positive social environment. They are also introducing and rolling out “Clayful”, which is a student app for personal coaching.

Mental Health First Aid:

The collaboration with Perrigo and their health and safety team to train in mental health first aid to employees started with an in-person training this month, as well as a conversation and refresher for those who were trained last year. We have another in person training scheduled for May, as well as 5 dates in the fall.

SUD Services: Treatment Services

Program Report Submitted by Brooke Hickman, LMSW-C, CAADC, DP-CCS, JD

SUD Program Supervisor, 269-512-2594; bhickman@onpointallegan.org

SUD Services Internal Staff Credentialing:

The SUD Program Supervisor has confirmed the following MCBAP (Michigan Certification Board of Addiction Professionals) CAADC (Certified Advanced Alcohol and Drug Counselor) staff within the agency, achieving a CCBHC goal of having 8 CAADC’s or CAADC DP’s (Development Plan) staff within the agency.

Full CAADC in Clinical Direct-Care Role: 1 staff
Full CAADC in Agency-Total: 3 staff
CAADC Development Plan Approved: 22 staff
CADC Development Plan Approved: 1 staff
Total: 27 staff

SUD Services Internal Program Development:

Since our last Board Report, the SUD Treatment team is proud to announce that two new staff have joined our team. Last month, we welcomed Denise Hall as our new SUD Clinician and Nichole Troutman as our new Certified Peer Recovery Coach. We are excited and glad that they have joined our team.

The number of clients who we are providing SUD services continues to grow. These clients are self-referred, as well as referred by MDOC. The SUD Services Department is continuing to build our relationship and referral base with Allegan County Probation and Parole Department.

The OnPoint SUD Intensive Outpatient Program (IOP) provides ASAM Level 2.1 Services to Allegan County. The IOP runs three times weekly for 3 hours each group over 10 weeks. Additionally, each participant is engaged in SUD individual therapy. This is being achieved through the combined efforts of the OnPoint Outpatient Clinic and OnPoint SUD Services Department. ASAM (American Society of Addiction Medicine) CONTINUUM Assessments are

being completed by Integrated Health Teams and Access/Crisis staff to evaluate level of care and treatment recommendations.

State Opioid Response (SOR) Grant 3; Peer Outreach & Linkage:

The SUD Peer Recovery Coach has 8 clients on her caseload, who were referred by Outpatient clinicians. The SUD Program Supervisor is providing the SUD Peer Recovery Coach with additional training and support, in preparation for her to begin to work with individuals who have been authorized for SUD Higher Levels of Care (detoxification and residential treatment) and who have been wait listed due to bed availability.

With this new service, the SUD Peer Recovery Coach will focus on engagement and support of these individuals with the goal of increasing the number of individuals who are admitted to the authorized SUD Higher Level of Care. Additionally, the Peer Recovery Coach will continue to engage with these individuals while they are in residential treatment and up through their second aftercare appointment. Further, the SUD Program Supervisor has collaborated with the Housing Supervisor, and the GBHI Peer Recovery Coach will be joining SUD Services for 6-8 hours weekly to offer these services to individuals who prefer to work with a female Peer Recovery Coach. We are excited to begin this new and important service!

Assertive Community Treatment

The ACT team is working hard and adjusting to new supervision and ACT Team members. This transition is going smoothly, and a positive work environment is being formed. April has been a busy month for the team with decluttering the ACT room and preparing for the move to the new building. Currently, there are 36 active consumers on the ACT team. Out of the 36, eight have been within the last three months, one being within the last week. There has been an uptick of persons entering and leaving the criminal justice and hospital systems.

We are glad to report that one ACT consumer was able to obtain housing this month, and one other is being assisted with finding AFC homes. This process is hindered by their financial status. However, we have had success with one AFC home agreeing to work with an ACT consumer while SSI is being worked through and finalized. The SSI process is being actively worked through with several ACT consumers. We continue to work towards client goals, which often include acquiring appropriate and independent housing.

Allegan County Transportation packets have been submitted for most ACT consumers, to enable them to come into On Point for some of their contacts, and for medical appointments. This process is difficult for some of them to manage. The ACT Team will work with the consumers until they are comfortable with riding public transportation.

Respectfully submitted,

Shandra Stewart, LLMSW

Melissa Potvin MA, LPC – Manager of High Intensity Services

Access

There were 157 inquiries/requests for services for the month of April. 133 assessments were scheduled in April, 89 were completed and 44 were either cancellations or no shows. 36 assessments were referred to adult mental health services, 23 were referred to children's mental health services, 4 were referred to adult I/DD services, 9 to the Autism Benefit Waiver, and 14 were referred to SUD outpatient/IOP services. 2 assessments were completed for the Children's Waiver Program (CWP) and neither were qualified for the waiver at this time.

Mental Health Treatment Court

There are currently four people in Phase One and 3 people in Phase Two. We had no new cases in the month and two people pending who are scheduled for a MHTC assessment. One person was discharged after they were picked up on a warrant issued about 6 months ago.

Crisis

For the month of April, the Crisis team performed formal prescreen evaluations for 39 individuals with a breakdown of 70% adult screenings and 30% for minors. The number of crisis walk in appointments has been increasing steadily with the start of warmer weather so more crisis situations are being processed without the need for higher level of care screenings. Approximately 33% of those screened were able to be safely planned home with further follow up as appropriate and 67% were placed in a form of a higher level of care including crisis residential, partial hospitalization or inpatient.

May, 2023
Customer Services Status Report
(Report covers time period: March, April, May)

Submitted by Cathy Potter 269-686-5124 or 877-608-3568
Email: customerservices@onpointallegan.org

During this quarter Customer Service met with 5 new hires. All orientations were held in person. Customer service-related items were discussed:

- Three in March (SUD Clinician, Secretary, Peer Recovery Coach)
- None in April
- Two scheduled in May (Nurse Practitioner, SUD Clinician)

Customer Service spent most of this quarter preparing for the move into the new building. Customer Service attended the Exit Interview hosted by CARF auditors in March. The two sections assigned to customer service (Section 1.D. Input for Client & Stakeholders and 1.K Rights of Persons Served) received no recommendations.

Community Outreach/Trainings

Customer Service attended two informational training courses offered by OnPoint this quarter. The first one was called Marijuana update with Ken Stecker, Traffic Safety Resource Prosecutor and the other one was called Military Cultural Competence and Suicide Prevention. Both training courses were held in March.

LRE Customer Service ROAT

CMHSP's Customer Services and LRE staff continue to meet monthly to discuss customer service-related items. 2nd quarter grievance data was submitted to the LRE in a timely fashion. Customer Service participated in the survey workgroup which met multiple times during this quarter. A regional satisfaction survey has been updated and is ready for distribution. LRE is recommending all CMH's distribute the survey during the months of May and June. Customer Service is collaborating with Quality Improvement staff regarding implementing the survey to all OnPoint customers.

LRE completed 2nd quarter audits relating to grievances and adverse benefit determination notices. Customer Service will continue to participate in these quarterly audits along with the Director of Quality Innovation and Compliance to assure recommendations provided will be shared with clinical staff as needed. LRE continues to discuss the grievance process with each CMH to assure concerns are being recorded properly using required templates.

During this quarter, LRE requested that each CMH monitor all customer service-related phone calls. Customer Service has begun entering this data on an excel spreadsheet effective May 1st.

Statewide Customer Service Workgroup

There was one Statewide Customer Service Workgroup teleconference meeting held during this quarter on April 19, 2023. Continued discussion occurred regarding grievance and appeal language and processes. The group reviewed the draft version of the PIHP master contract and provided feedback to MDHHS regarding grievances and appeals.

CAP (Community Advisory Panel)

There was one CAP meeting held this quarter in March and the next meeting is scheduled for June 8th. The group received regional updates from the LRE such as the agency newsletter, updated website, CAP membership, LRE staff update, strategic planning, and legislative bills.

COAP (Community Opportunity Advisory Panel)

During the March meeting, COAP members had the honors of meeting Mari Hesselink, who is the LRE's Customer Service Specialist. Mari provided the attached Community Advisory Panel (CAP) brochure and gave information on what this group does. All COAP members were interested in participating in this group and completed an application during the meeting. All applications have been submitted to the LRE for review. It was exciting to see a spark of interest in this group. Next meeting is scheduled May 26th and will be held in the new building.

OnPoint
Executive Committee Meeting DRAFT Minutes
April 14, 2023 – 2:30 pm
Location: OnPoint, 3283-122nd Street, Allegan, MI 49010

Board Members [X] Commissioner Gale Dugan, OnPoint Board Chairperson
 [X] Alice Kelsey, OnPoint Board Vice-Chairperson
 [X] Elizabeth Johnston, OnPoint Board Treasurer
 [X] Commissioner Mark DeYoung, OnPoint Board Secretary
OnPoint Staff [X] Mark Witte, OnPoint Executive Director

1. **Call to Order**
2. **Members Present/Excused** – All Present
3. **Review of Agenda** – Chairperson Dugan requested addition of (a) Committee Nominations, (b) LRE Update, and (c) CMHA Executive Board meeting report. Motion by Johnston to approve agenda as amended. Supported by Kelsey. All in favor. Motion approved.
4. **Review/Approval of Minutes of Prior Meeting** – Motion by Kelsey to approve agenda as amended. Supported by Commissioner DeYoung. All in favor. Motion approved.
5. **Compliance Update** – Nothing requested by Ms. Padgett today.
6. **Updates on Prior Meeting Topics**
 - a. Building Updates – Witte provided a construction update provided by Witte. Reviewed list of Open House invitees, details of building change order #15, recent fire inspection report, generator RFP as drafted by the county, and the building punch list. Commissioner Dugan asked if we might be able to use a usable generator that is being replaced by the County. Witte replied that since the County staff have taken the lead in defining our generator needs and the RFP to procure it, they may also be in the best position to determine the answer to that question. Inquiry will be made.
 - b. Director Evaluation (Dugan) – Nearing completion; final comments being relayed.
7. **Executive Director Items** (Witte)
 - a. Board Meeting Packet Review/Opportunity for Clarifications – Handout
 - b. Review “Key Board Tasks by Month” – Witte noted a shift in the Compliance training to May per the request of Ms. Padgett. Other changes placed the election of officers to the March meeting where it occurred this year, allowing it to definitely precede April’s start of terms.
 - c. Board member application – Witte reported that an application for board membership has been received from Jessica Castaneda of Dorr. It is being processed as usual through the County Commission. Witte has connected by email with Ms. Castaneda.
8. **Discussion Items Requested by Members**
 - a. Nominations – Chairperson Dugan discussed changes he anticipates making to committee membership at Tuesday’s board meeting.
 - b. LRE update – Court of Claims (Judge Shapiro) ruled in favor of LRE in response to its request for summary judgment. LRE board will likely determine path forward in settlements with LRE members. Concerns expressed for parity of services across all counties within the LRE.
 - c. CMHA Board meeting – Chairperson Dugan briefly summarized the proceedings of this week’s CMHA Executive Board meeting.
9. **Next Meeting Date/Time**
 - a. Proposed: Friday, May 12, 2023 at 2:30 pm at 540 Jenner Drive, Allegan, MI 49010
10. **Adjournment** – Motion by Johnston to adjourn. Supported by Kelsey. All in favor. Motion approved. Meeting adjourned at 4:00 pm.

MINUTES

ONPOINT BOARD

Tuesday, April 18, 2023, at 5:30 P.M.

COUNTY SERVICES BUILDING, 3283 122ND AVENUE, ALLEGAN
Allegan County Commission Board Room

Present: Kim Bartnick, Glen Brookhouse, Commissioner Mark DeYoung, Commissioner Gale Dugan, Beth Johnston, Alice Kelsey, Robin Klay, Emily Schwartz and Karen Stratton

Absent: Pastor Craig Van Beek and John Weerstra

Staff: Susan Conrad, Geniene Gersh, Brenda Holquist, Leanne Kellogg, Nan Lawrence, Kelsey Newsome, Mandy Padgett, Andre Pierre, Brenda Polmanteer, Cathy Potter, Lauren Tordaro, Erinn Trask and Mark Witte

Visitors: Royal Grue, Derek Miller and Stephanie VanDerKooi

1. Call to Order

Commissioner Dugan called the meeting to order at 5:30 pm. Roll call was taken and a quorum was reached.

2. Pledge of Allegiance

Recited.

3. Provision for Public Comment

None.

4. Approval of Agenda with the addition of appointment to the program committee.

Moved: Ms. Johnston

Supported: Mr. Brookhouse

Motion carried by roll call.

5. Consent Agenda – *All items listed are routine and to be enacted by one motion.*

a. **Recommended Motion:** Approval of prior minutes for the following:

- i. Executive Committee Meeting (03.17.2023)
- ii. Board Meeting (03.21.2023)
- iii. Building Committee Meeting (03.21.2023)
- iv. Finance Committee Meeting (03.21.2023)
- v. Program Committee Meeting (03.21.2023)

Moved: Ms. Klay

Supported: Ms. Stratton

Motion carried by roll call.

6. Building Committee

Commissioner Dugan gave a report on the most recent meeting and was available for questions.

7. Program Committee Report

Ms. Kelsey briefly reviewed the activities of the Program Committee, highlighting reports of interest and was available for questions.

8. Finance Committee Report

- a. The Finance Committee recommends that the OnPoint Board approve the March 2023 disbursements totaling \$3,715,385.27.

Moved: Ms. Johnston

Supported: Ms. Stratton

Motion carried by roll call.

- b. The Finance Committee recommends that the OnPoint Board approve the following list of provider contracts for fiscal year 2023.

Extended Care Fremont
Thompson Tutoring LLC dba Edge Water Music Therapy
William Riley
University of Illinois Medical Center (FY 22)
Berghuis Psychological Services, PC

Moved: Ms. Johnston

Supported: Mr. Brookhouse

Motion carried by roll call.

Ms. Trask gave an overview of the February financials and was available for questions. Derek Miller of RPC presented the FY2022 audit and was available for questions.

Motion: Approve the FY2022 audit as presented.

Moved: Ms. Johnston

Supported: Ms. Klay

Motion carried by roll call.

9. Recipient Rights Advisory Committee (May/Aug/Nov)

No report this month.

10. Chairperson's/Executive Committee Report

Commissioner Dugan reported on the Executive Committee meeting and was available for questions.

Motion: To approve the appointment of Karen Stratton to the Program Committee.

Moved: Mr. DeYoung

Supported: Ms. Kelsey

11. LRE Update

Stephanie VanDerKooi gave an update on the LRE and was available for questions.

12. OnPoint Executive Director's Report

Mr. Witte reviewed his report and was available for questions.

13. Provision for Public Comment

Andy Bright, Otsego, Horizon Circle of Friends, Peer Support Specialist. Has formed a support group at Horizon. Budget cuts kept him from peer roll. Would like to see a drop in center.

14. Board Member Comments

Ms. Klay asks Mr. Bright about his funding for peer support. Previously he was paid by self-directed services and hired by family members.

Ms. Johnston thanks Mr. Bright for his comments on what the county has lost in services from the past.

Commissioner DeYoung reminds the board to review the CMHA weekly newsletter and that Board Works are available online for all board members.

Commissioner Dugan shares that the state has its challenges of keeping mental health at the forefront. He thanks the county for the lease of the buildings during the previous years.

15. Motion to Adjourn:

Moved: Ms. Johnston

Supported: Ms. Klay

Motion carried.

Meeting adjourned at 6:43 pm.

Respectfully submitted,

Brenda Holquist
Executive Assistant

Gale Dugan
Board Chair

OnPoint Board of Directors
Executive Director Report
May 2023

1. Agency

Building – We’re home! From our open house and ribbon cutting the day before our last board meeting in April to our agency’s pickup and move into the new space on May 5, it’s been a whirlwind of a month! It’s so good to have these milestones behind us so we can concentrate on settling into the new space and meeting the needs of our community from an excellent location.

The final building sign has now been installed, and our May board committees and meeting will happen in the new space. We’re excited to offer the opportunity for you and members of the public to join us there on May 16.

2. Board

CMHA BoardWorks Training – Board members have always been encouraged to take the series of board member trainings offered by the Community Mental Health Association (CMHA) of Michigan. Now, those trainings are all available online from the CMHA website. To simplify access for our board members, we have located a link on the lower right corner of the board page on our website: <https://onpointallegan.org/board-packets/>. This is the link to the CMHA page if you would like to access it directly: <https://cmham.org/education-events/boardworks/>.

Strategic Plan – We continue in a brief pause status relative to our plan. We will resume work on this in the next month or so.

3. Community

Community Health Improvement Plan (CHIP) – The first meetings of the various workgroups of the CHIP have begun to meet. Workgroups exist for (a) Access to Medical Care, (b) Food Security, (c) Housing, and (d) Behavioral Health.

4. Region

Lakeshore Regional Entity (LRE) – With the judgment in favor of the LRE, our regional attention turns to the matter of how the LRE will settle its prior year obligations to its members. Uncertainties involving current financials and the prospect of declining revenues as Medicaid enrollments normalize create a scenario for careful settlement actions.

5. State

Certified Community Behavioral Health Clinic (CCBHC) – The most significant information for board members this month is an unexpected announcement/invitation by MDHHS. Last month I noted that the state had the option to expand the number of sites in its CCBHC demonstration, and that it was hedging its plans on the outcome of the state’s budget activities. We have since received notice that all CMH’s and current non-CMH CCBHC grantees have the opportunity to join the demonstration! That was certainly unexpected, but very welcome.

We are now on a very tight timeline to submit a notice of intent (already done) as well as prepare certain documents that will set the stage for our eventual certification and inclusion in the demonstration. We are simultaneously applying for the SAMHSA CCBHC “IA” (Implementation and Advancement) grant about which I wrote last month. The IA grant is

intended to follow our current CCBHC-E (Expansion) grant and offers up to \$1,000,000/year x four years to continue our CCBHC work. The chief opportunity (and risk) in joining the state demonstration project is to prepare for significant change in funding mechanisms. The demonstration agencies get additional revenue through a Prospective Payment System (PPS) that helps cover a substantial portion the costs of expanding services to a community beyond those who are eligible for Medicaid. We are also eligible to continue to access the unexpended portion of our CCBHC-E grant that may remain after the 2-year award period ends on 8/30/2023 (the “no cost extension” option discussed last month).

All in all, this is a very significant time of development and foundation for the system of services that OnPoint will be able to offer in Allegan County for many years to come. What a great time to be a part of the development of this system of care!

Sincerely,

Mark Witte
May 8, 2023