



Board of Directors Meeting Agenda

Tuesday, April 16, 2024 at 5:30 PM

Board Room, 540 Jenner Drive, Allegan, MI 49010

*(To attend virtually via Microsoft Teams: [Click here to join the meeting](#)
or by audio only via telephone: [call 1-616-327-2708, and enter ID 598 536 159#](#))*

1. Call to Order – Commissioner Gale Dugan
2. Pledge of Allegiance
3. Roll Call – Commissioner Gale Dugan
4. Provision for Public Comment (agenda items only, 5” limit per speaker)
5. Approval of Agenda
6. Consent Agenda
(All items listed are considered routine and will be enacted by one motion without separate discussion of each item. If discussion is desired, a board member may request the removal of any item from this list.)
 - a. **Motion** – Approval of prior minutes:
 - i. Board Meeting (03/19/2024)
 - ii. Finance Committee (3/19/2024)
 - iii. Program Committee (3/19/2024)
 - iv. Executive Committee (03/15/2024)
7. Program Committee – Kim Bartnick
8. Finance Committee Report – Beth Johnston
 - a. Review of Financial Audit from RPC
 - b. **Motion** – Approval of Voucher Disbursements
 - c. **Motion** – Approval of Contracts
9. Recipient Rights Advisory Committee (Mar/June/Sep/Dec) – Glen Brookhouse
10. LRE Updates – Mary Dumas or alternate
11. Chairperson’s/Executive Committee Report – Commissioner Dugan
12. OnPoint Executive Director’s Report – Mark Witte
13. Corporate Compliance Training – Mandy Padget
14. Provision for Public Comment (any topic, 5” limit per speaker) – Commissioner Gale Dugan
15. Board Member Comments – Commissioner Gale Dugan
16. Adjournment
17. Future Meetings:
 - a. May 17, 2024 @ 2:30 pm – Executive Committee
 - b. June 18, 2024 @ 3:30 pm – Recipient Rights Advisory Committee
 - c. May 21, 2024 @ 4:00 pm – Program Committee
 - d. May 21, 2024 @ 4:30 pm – Finance Committee
 - e. May 21, 2024 @ 5:30 pm – Full Board Meeting



OnPoint Board Finance Committee Meeting Agenda

Tuesday, April 16, 2024 @ 4:30 pm

Hamilton Conference Room, 540 Jenner Drive, Allegan MI 49010

- 1) Call to Order – Beth Johnston
- 2) Public Comment (agenda items only, 5 minute limit per speaker)
- 3) Approval of Agenda
- 4) Approval of Minutes
- 5) Review of Written Reports
 - a) Facilities & Human Resources – Andre Pierre
 - b) Administrative Services Report – Andre Pierre
- 6) Action Items
 - a) Motion – to Recommend Board Approval of Voucher Disbursement(s)
 - b) Motion – to Recommend Board Approval of Contract(s)
 - c) Motion – to Recommend Board Approval revised Deficit Elimination Plan
- 7) Informational Items
 - a) Review of Financial Audit from RPC
 - b) Financial Reports
- 8) Finance Committee Member Comments
- 9) Public Comment (any topic, 5” limit per speaker)

- 10) Adjournment – Next Meeting May 21, 2024 at 4:30 pm, 540 Jenner Drive, Allegan, MI
DeYoung; Commissioner Gale Dugan, Pastor Craig VanBeek
Finance Committee: Beth Johnston, Chair; Glen Brookhouse, Vice Chair; Commissioner Mark

OnPoint
DRAFT Finance Committee Minutes
March 19, 2024 – 4:30 pm
Location: 540 Jenner Drive

Board Members Present: Glen Brookhouse, Gale Dugan, Beth Johnston, Pastor Craig VanBeek

Board Members Absent: None

Staff Members: Andre Pierre, Mark Witte

Public Present: None

1. **Call to Order** – Beth Johnston – Chairperson, called the meeting to order at 4:31 pm.

2. **Public Comment** – None

3. **Approval of Agenda**

Moved approval as presented: Mr. Brookhouse Supported: Mr. Dugan

Motion carried.

4. **Approval of Minutes**

Moved approval as amended: Mr. Dugan Supported: Pastor VanBeek

Motion carried.

5. **Review of Written Reports:**

a. Facilities & Human Resources

Facilities – A review of the “punch list” was completed by Mr. Pierre and Mr. Witte. Three outstanding items were sent to Cornerstone for review. An assessment on a broken guardrail for repair is being completed.

Human Resources – No new separations with two new hires and five current postings. Rehmann consultant has utilized portions of the compensation review that had been completed in November and is working with Human Resource staff in the development of pay grade re-structure as well as policy development.

Information Technology – Rehmann consultant has completed seven policies. They will engage in audit preparations that will occur in June with Lakeshore Regional Entity. All four cell phone boosters have been installed and appear to be working good. A review of the cell phone policy is being completed with an engagement with cell phone carrier to upgrade agency cell phones.

b. Administrative Services Report

Mr. Pierre reviewed report submitted. Was noted that there was an error in approximate projected return to LRE should be \$2,045,535, not \$4,227,238 for MH and SUD.

6. **Action Items:**

a. The Finance Committee recommends that the OnPoint Board approve the January 2024 disbursements totaling \$3,181,650.78.

Moved: Pastor VanBeek Supported: Mr. Brookhouse

All in favor. Motion carried.

7. **Informational Items**

a. **Financial Reports**

Mr. Pierre reviewed the financial report. Year to date for CCBHC visits are at 7,348, which are over the estimated year to date volume of 6,570. Questions were raised about capacity, scheduling, management of scheduling, and costing for future.

It was noted that the supply line items are over due to grant purchasing, which is fully reimbursable by the grants.

Mr. Pierre noted that there will be a rate setting meeting with the state that will be attended by Ms. Trask and himself. Was discussed that rates need to be actuarially sound and need to fund the need.

Mr. Pierre presented a preliminary comparative analysis from MDHHS 2022 for review, which indicated where OnPoint ranked. Discussion of ranking and what type of sample size was used for report. Finance Committee was pleased with what has been provided so far with more information to come.

8. Finance Committee Member Comments

None

9. Public Comment

None

10. Next Meeting – April 16, 2024, at 4:30 pm.

11. Adjournment

Moved: Mr. Dugan

Supported: Mr. Brookhouse

All in favor. Motion carried.

Meeting adjourned at 5:23 pm.

Administrative Services Board Report April 2024
Submitted by Andre Pierre, Chief Administrative 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 twentieth construction draw totaling \$58,926.00 which will be funded through the United States Department of Agriculture (USDA) loan and Michigan Economic Development Corporation (MEDC) grant. During the month of February, we did not execute any change order requests. 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 February 2024. We have now been one year 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 \$1,649,257 (MH Medicaid and SUD Medicaid combined) to the LRE and carry forward/lapse approximately \$ 441,951 in General Funds back to MDHHS.

In the month of February, the Human Resources department did not experience significant activity in the areas of turnover and internal transitions. The following activity occurred:

New Hires- 4
Separations- 0
Active Posting- 8

In the area of Information Technology, OnPoint began work on Project II of our IT policy plan which will continue over the next few months. That work is expected to provide the preparation to OnPoint for the forthcoming June audit by the PIHP. Through our partnership with Allegan County Information Technology, we continue to work on items in the 2024 project list. During the month we began taking the first steps in analyzing the inventory management of our technology assets. The Human Resource project work was initiated with the consulting arm of Rehmann. We have provided our internal data for the first project which focuses on a review of compensation (i.e. job descriptions and pay grades). We have been encouraged by the interactions we are having and feel optimistic about the end deliverable. OnPoint is now in the active project launch and review stage and will provide periodic updates to key stakeholders as warranted.

Sincerely,

Andre Pierre
Chief Administrative Officer
April 4, 2024

Full Board ACTION REQUEST	Subject:	Voucher Disbursements	
	Meeting Date:	April 16, 2024	
	Requested By:	Beth Johnston, Finance Committee Chairperson	
<u>RECOMMENDED MOTION:</u>			
<u>The Finance Committee recommends that the OnPoint Board approve the February, 2024 disbursements totaling \$3,706,532.44.</u>			
<u>SUMMARY OF REQUEST/INFORMATION:</u>			
<u>Date Issued:</u>	<u>Voucher Number:</u>	<u>Type:</u>	<u>Amount:</u>
March 1, 2024	N/A	Loan Payment	\$21,334.00
March 1, 2024	N/A	On-Demand (Accident Fund Worker's Comp)	\$8,116.00
March 1, 2024	P1722	Payroll	\$432,893.64
March 15, 2024	P1723	Payroll	\$441,716.32
March 15, 2024	V0937	Vendor	\$1,431,210.71
March 29, 2024	P1724	Payroll	\$457,685.40
March 29, 2024	V0938	Vendor	\$913,576.37
<u>BUDGET/FINANCIAL IMPACT</u>			
<ul style="list-style-type: none"> • These disbursements are part of the approved fiscal year 2024 operating budget for OnPoint. 			
BY: Nikki McLaughlin, Accounting Manager		DATE: April 16, 2024	



Full Board ACTION REQUEST	Subject:	Contracts (revised)
	Meeting Date:	April 16, 2024
	Requested By:	Beth Johnston, Finance Committee Chairperson
<u>RECOMMENDED MOTION:</u> <u>The Finance Committee recommends that the OnPoint Board approve the following list of provider contracts for fiscal year 2024.</u>		
<u>SUMMARY OF REQUEST/INFORMATION:</u>		
Provider Helping Hands AFC Esper Electric Dianne L Bennett Digital Elevation Ferris State University		Contracted Service(s) Specialized Residential Generator/Installation Professional Services Professional Services MOU (Interns)
<u>BUDGET/FINANCIAL IMPACT</u>		
<ul style="list-style-type: none"> • These contracted services are part of the fiscal year 2024 operating budget for OnPoint. 		
BY: Nikki McLaughlin, Accounting Manager		DATE: April 16, 2024



Full Board ACTION REQUEST	Subject:	Deficit Elimination Plan
	Meeting Date:	April 16, 2024
	Requested By:	Beth Johnston, Finance Committee Chairperson

RECOMMENDED MOTION:

The Finance Committee recommends that the OnPoint Board adopt the attached deficit elimination plan, as summarized below.

SUMMARY OF REQUEST/INFORMATION:

WHEREAS OnPoint’s current liabilities exceeded current assets by \$730,806 on September 30, 2023; and

WHEREAS, 1971 PA 140 requires that a Deficit Elimination Plan be formulated by the local unit of government and filed with the Michigan Department of Treasury;

NOW THEREFORE, IT IS RESOLVED that the OnPoint’s legislative body adopts the following as the OnPoint operating fund Deficit Elimination Plan for the fiscal year ended September 30, 2024:

Surplus (Deficit) at September 30, 2023	\$	(730,806)
Operating revenue		41,102,685
Operating expenses		(39,761,136)
Nonoperating expenses		(108,434)
Depreciation adjustment		(378,084)
Change in unrestricted net position		1,611,199
Surplus (Deficit) at September 30, 2024	\$	880,393

BE IT FURTHER RESOLVED that the OnPoint’s Chief Financial Officer submits the Deficit Elimination Plan to the Michigan Department of Treasury for certification.

BY: Andre Pierre, Chief Administrative Officer	DATE: April 16, 2024
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CLERK’S CERTIFICATION:

ONPOINT



Period Ended
February 29, 2024

Monthly Finance
Report

ONPOINT

Summary of Variances and Fluctuations

February 29, 2024

I. Assets

- Cash and cash equivalents - The February payment for Medicaid Capitation was not received until March, therefore decrease in cash on hand as of February 29, 2024. See a corresponding increase in Due from Other Governments below.
- Due from other governmental units - The significant increase is due to the timing of payment received from LRE for February's Medicaid Capitation payment as well as the CCBHC Supplemental revenue payments which are received two months following the month of service once daily visits have been reported and reconciled.
- Prepaid items - The significant increase is due to the timing of annual contract payments, many of which fall in the first couple of months of the fiscal year, including prepaid items for Information Systems as well as the agency's dedicated MDHHS worker.

II. Liabilities

- Accounts Payable - The decrease is primarily related to the construction payable accrued at September 30, 2023, which was paid subsequent to year-end.
- Accrued Payroll and Benefits - The increase is due to a full pay period being accrued at February 29, 2024, compared to a partial pay period which was accrued at September 30, 2023.
- Due to other governments - The increase is primarily related to the surplus fiscal year 2024 to date General Fund revenue due back to the State of Michigan and Medicaid revenue due back to the PIHP in addition to the full fiscal year 2023 surplus. The fiscal year 2023 surplus will be paid upon settlement, which is expected to happen with the PIHP in April 2024.
- Unearned revenue - The decrease is primarily related to Michigan Economic Development grant funds used for building related expenditures.

I. Operating revenue

- Healthy Michigan capitation - This revenue reduction is primarily due to enrollment levels declining faster than projected due to ending of public health emergency (PHE).
- CCBHC Capitation and Supplemental - Year-to-date revenue is higher than budgeted due to more CCBHC eligible services being provided than originally projected.
- Grants and earned contracts - There were several grants not awarded until after the fiscal year 2024 budget was approved, including the Certified Community Behavioral Health Clinic Improvement & Advancement (CCBHC-IA) grant being utilized for CCBHC NonMedicaid Services.
- Performance Based Incentive Payment (PBIP) - This is a once-a-year payment, calculated based on quality metrics achieved. We anticipate this funding will be received in April, based on prior year timelines.
- Other reimbursements and revenue - projected revenue received for insurance and private pay increase due to volume of services.

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

ONPOINT

Summary of Variances and Fluctuations

February 29, 2024

IV. Operating expenses

- Fringe Benefits - Actual cost is lower than budgeted due to lower than projected rate increases and changes in employee elections.
- Depreciation - The budget was prepared before the final cost of each of the individual components and useful lives were determined. Therefore the budget was prepared using the project cost divided by the useful life of the building, while many components actual had shorter useful lives (such as the cubicles/office furniture) resulting in a higher annual depreciation. This will be addressed through a budget amendment.

ONPOINT

Summary Schedule of Revenues and Expenses by Fund Source

October 1, 2023 through February 29, 2024

	MDHHS Revenue	Grant Revenue	Expense	Redirects	Lapse or (Deficit)
Medicaid					
Medicaid - Mental Health	\$ 9,360,469	\$ -	\$ (8,911,158)	\$ -	\$ 449,311
Medicaid - Autism	1,692,227	-	(862,158)	-	830,069
Medicaid - SUD	311,377	-	(80,156)	-	231,221
Healthy Michigan Plan - Mental Health	559,241	-	(687,181)	-	(127,940)
Healthy Michigan Plan - SUD	493,843	-	(227,247)	-	266,596
Medicaid subtotal	<u>\$ 12,417,157</u>	<u>\$ -</u>	<u>\$ (10,767,900)</u>	<u>\$ -</u>	<u>\$ 1,649,257</u>
CCBHC Demonstration					
CCBHC - Medicaid	\$ 3,250,638	\$ -	\$ (2,559,222)	\$ -	\$ 691,416
CCBHC - Healthy MI Plan	950,179	-	(874,205)	-	75,974
CCBHC - NonMedicaid	-	353,298	(482,323)	129,025	-
CCBHC Subtotal	<u>\$ 4,200,816</u>	<u>\$ 353,298</u>	<u>\$ (3,915,750)</u>	<u>\$ 129,025</u>	<u>\$ 767,389</u>
General Fund	<u>\$ 796,944</u>	<u>\$ -</u>	<u>\$ (225,968)</u>	<u>\$ (129,025)</u>	<u>\$ 441,951</u>
SUD Treatment Block Grant	<u>\$ -</u>	<u>\$ 96,853</u>	<u>\$ (93,139)</u>	<u>\$ -</u>	<u>\$ 3,714</u>

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ONPOINT

Statement of Net Position

February 29, 2024

	September 2023	February 2024
Assets		
Current assets:		
Cash and cash equivalents	\$ 3,563,125	\$ 2,899,826
Accounts receivable	103,318	43,320
Due from other governmental units	1,110,805	4,465,220
Prepaid items	383,584	511,576
Total current assets	<u>5,160,832</u>	<u>7,919,942</u>
Non-current assets:		
Capital assets not being depreciated	225,600	225,600
Capital assets being depreciated, net	8,586,474	8,428,939
Total non-current assets	<u>8,812,074</u>	<u>8,654,539</u>
Total assets	<u>\$ 13,972,907</u>	<u>\$ 16,574,481</u>
Liabilities		
Current liabilities:		
Accounts payable	\$ 2,659,827	\$ 2,501,638
Accrued payroll and benefits	314,484	389,177
Due to other governmental units	2,025,640	4,047,943
Unearned revenue	516,455	459,149
Compensated absences - current portion	99,289	99,289
Notes payable - current portion	256,008	256,008
Total current liabilities	<u>5,871,702</u>	<u>7,753,204</u>
Long-term liabilities:		
Compensated absences	562,636	562,636
Notes payable	4,813,235	4,852,179
Total long-term liabilities	<u>5,375,872</u>	<u>5,414,815</u>
Total liabilities	<u>11,247,574</u>	<u>13,168,019</u>
Net position		
Invested in capital assets	3,588,422	3,546,352
Restricted for building construction	19,935	38,424
Unrestricted	<u>(883,024)</u>	<u>(178,314)</u>
Total Net Position	<u>\$ 2,725,333</u>	<u>\$ 3,406,462</u>

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ONPOINT

Statement of Revenue, Expenses and Change in Net Position

October 1, 2023 through February 29, 2024

Percent of Year is 41.67%

	Total FY 2024 Budget	YTD Totals 2/29/24	Under/(Over) Budget	Percent of Budget - YTD
Operating revenue				
Medicaid capitation	\$ 26,568,936	\$ 11,364,073	\$ 15,204,863	42.77%
Medicaid settlement	(924,438)	(1,510,601)	586,163	
Healthy Michigan capitation	3,286,276	1,053,084	2,233,192	32.04%
Healthy Michigan settlement	(408,682)	(138,656)	(270,026)	
CCBHC capitation and supplemental	7,656,476	4,200,817	3,455,659	54.87%
State General Fund formula funding	1,793,123	796,944	996,179	44.44%
State General Fund settlement	-	(441,951)	441,951	
Grants and earned contracts	2,362,800	1,270,116	1,092,684	53.75%
Local funding	346,095	144,206	201,889	41.67%
Performance based incentive payment (PBIP)	245,757	-	245,757	0.00%
Other reimbursements and revenue	561,711	285,688	276,023	50.86%
Total operating revenue	\$ 41,488,054	\$ 17,023,720	\$ 24,464,334	41.03%
Operating expenses				
Salaries and wages	\$ 10,829,937	\$ 4,045,987	\$ 6,783,950	37.36%
Fringe benefits	3,621,548	1,288,709	2,332,839	35.58%
Supplies and materials	164,312	110,070	54,242	66.99%
Provider Network services	23,603,305	9,473,671	14,129,634	40.14%
Contractual services	2,182,827	958,893	1,223,934	43.93%
Professional development	154,994	59,903	95,091	38.65%
Occupancy	150,706	109,980	40,726	72.98%
Miscellaneous expenses	145,467	92,662	52,805	63.70%
Depreciation	158,215	157,535	680	99.57%
Total operating expenses	\$ 41,011,311	\$ 16,297,410	\$ 24,713,901	39.74%
Nonoperating expenses				
Interest expense	46,998	45,181	1,817	96.13%
Change in net position	\$ 429,745	\$ 681,129	\$ (251,384)	
Beginning net position	2,725,333	2,725,333		
Ending net position	\$ 3,155,078	\$ 3,406,462		

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OnPoint Board of Directors – Program Committee Meeting Agenda
Tuesday, April 16, 2024 @ 4:00 pm
Board Room, 540 Jenner Drive, Allegan MI 49010

*(To attend virtually via Microsoft Teams: [Click here to join the meeting](#)
or by audio only via telephone: [call 1-616-327-2708](tel:1-616-327-2708), and enter ID 598 536 159#)*

- 1) Call to Order – Kim Bartnick, Vice-Chairperson
- 2) Public Comment (agenda items only; 5” limit per speaker)
- 3) Approval of Agenda
- 4) Approval of Minutes
- 5) Program Presentation:
 - a) Assertive Community Treatment (ACT) – Lauren Todaro & Shandra Stewart
- 6) Review of Written Reports
 - a) Quality, Innovation and Compliance – Mandy Padgett
- 7) Program Committee Member Comments
- 8) Public Comment (any topic; 5” limit per speaker)
- 9) Adjournment – Next Meeting May 21, 2024 at 4:00 pm, 540 Jenner Drive, Allegan, MI

Program Committee: Alice Kelsey, Chairperson; Kim Bartnick, Vice-Chairperson;
Pam Brenner; Jessica Castañeda; Jane Ferrel; Dr. Robin Klay; Karen Stratton

OnPoint Board of Directors
DRAFT Program Committee Minutes
March 19, 2024

Board Members Present: Alice Kelsey, Chairperson; Kim Bartnick, Vice-Chairperson; Jessica Castañeda; Pam Brenner; Dr. Robin Klay; Jane Ferrel

Board Members Absent: Karen Stratton

OnPoint Staff Present: Meagan Currie; Dreka Payne; Geniene Gersh; Rob Griffith; Leanne Kellogg; Mandy Padget; Melissa Potvin; Alison Schuyler; Janice August (virtual); Emily Berning (virtual); Susan Conrad (virtual)

Public Present:

- 1) **Call to Order** – Ms. Kelsey called the meeting to order at 4:02pm.
- 2) **Public Comment** – No comments from members of the public.
- 3) **Approval of Agenda** – Kim Bartnick moved to approve the agenda. Jessica Castañeda supported the motion. Motion carried by unanimous consent.
- 4) **Approval of Minutes** – Dr. Robin Klay moved to approve the minutes from the meeting on February 20, 2024. Kim Bartnick supported the motion. Motion carried by unanimous consent.
- 5) **Program Committee Reports** – Alison Schuyler, Access Program Supervisor; Dreka Payne, Crisis Program Supervisor; and Melissa Potvin, Program Manager of Access, Crisis, and Outpatient gave a presentation on Access, Crisis, and Mental Health Treatment Court. Alison started out by giving a program overview of the Access Department. She then went on to share the impact of becoming a CCBHC has had on access, including the increase of individuals entering services. Alison shared that OnPoint is working to include Same Day Access which would eliminate cancellations/no shows and are hoping to implement by the end of summer. Finally, Alison gave an update on the Mental Health Treatment Court. Dreka started out by presenting an overview of the Crisis Department. She went on to share what seeking professional help looks like in Crisis, including Preadmission Assessment Screens, Mental Health Petitions, Crisis Walk-Ins, SUD Brief Screens, and Mobile Crisis Response. Finally, Dreka shared Pre-Admission Screens by the numbers, where almost half of the screens were done via phone, but the numbers will be changing for this year because Crisis can no longer bill for phone assessments.

Leanne Kellogg, Chief Operations Officer, highlighted a couple of topics within her report. First, OnPoint will need to go through a CCBHC recertification process due June 1st. Next, with the change to the new Electronic Medical Record (EMR) system, OnPoint held an internal competition to name the new system and the winner was CRANE. Leanne also expressed her appreciation for the PCE Implementation Team, Subcommittee members, and Rob for the hard work and dedication to this project.

Alice mentioned that she would like a presentation from Rob Griffith in the future on the new CRANE system. Ms. Kelsey also asked if the new EMR could be linked with the Electronic Visit Verification (EVV)? Mandy stated that they can be linked, however, the company being utilized for the EVV is behind in this implementation but there is a lot of training going on to prepare for this change. Alice went on to ask if OnPoint was given any of the Habilitation Supports Waiver (HSW) slots by the LRE.

Mandy shared that OnPoint received 20 or 21 slots and are working with the clinical team to fill the slots appropriately.

- 6) **Program Committee Member Comments** – No comments from members of the Program Committee.
- 7) **Public Comment** – No comments from members of the public.
- 8) **Adjournment** – Motion by Kim Bartnick, supported by Pam Brenner to adjourn the meeting. Motion carried by unanimous consent. Meeting adjourned at 5:18pm.

Submitted by,

Meagan Currie

Quality Innovation, Utilization Management, Provider Network, Health Information Management, and Compliance Board Report April 2024

Submitted by Mandy Padget, MSW, CHC, Director of Quality Innovation and Compliance
(269) 673-6617 ext. 2718 – mpadget@onpointallegan.org

Director's Update

As many of you are already aware, I have submitted my resignation to OnPoint, effective May 3, 2024. It has been an honor and a pleasure to serve the Allegan County community and I am delighted with the significant strides that OnPoint has made organizationally in the areas of quality improvement and innovation over the last two years. The best is yet to come!

Quality Innovation Activities

Team QI continues to work on a variety of organizational initiatives to support quality service provision across OnPoint's numerous service lines. Current work includes creating the structure for the 2024 LRE site review scheduled for June 10-14, 2024, entering hundreds of CCBHC cases into the WSA, and completing/submitting MMBPIS reporting with show proof documentation for the LRE HSAG PMV audit.

Corporate Compliance Activities

OnPoint has one open investigation at this time.

Utilization Management Activities

The Utilization Management team collectively reviewed and approved hundreds of internal and external service authorizations. The team continues to work on a number of projects related and is also actively involved in the development of OnPoint's CRANE system and works closely with the implementation team and Rob Griffith, Project Manager.

Health Information Management

The Health Information Management team, in collaboration with the Chief Information Officer, have been diligently working on a number of organizational initiatives to support enhanced and improved security within OnPoint's business practices. Policy and procedure work has been completed and submitted to the CEO for review and approval. The Health Information Management team has also been heavily involved in the development of OnPoint's CRANE system and works closely with the implementation team and Rob Griffith, Project Manager to assure OnPoint's transition to CRANE in October 2024 is a seamless one.

Provider Network

Amy Kettring, Provider Network Manager will be representing team QI at NatCon this year and we are so excited to hear about all the innovative things happening in behavioral health across the country.

Respectfully submitted,

Mandy Padget, MSW, CHC
Director of Quality Innovation and Compliance
April 8, 2024

OnPoint Board of Directors Minutes - DRAFT
Tuesday, March 19, 2024, at 5:30 PM
Board Room, 540 Jenner Drive, Allegan, MI 49010

Board Members Present: Kim Bartnick; Pam Brenner; Glen Brookhouse; Jessica Castañeda; Commissioner Gale Dugan; Jane Ferrel; Beth Johnston; Alice Kelsey; Dr. Robin Klay; Pastor Craig VanBeek

Board Members Absent: Commissioner Mark DeYoung; Karen Stratton

OnPoint Staff Present: Meagan Currie; Geniene Gersh; Rob Griffith; Kelsey Newsome; Mandy Padget; Andre Pierre; Cathy Potter; Mark Witte; Susan Conrad (virtual)

Public Present: Mary Marlatt-Dumas; Alan Bolter

1. **Call to Order** – Commissioner Dugan called the meeting to order at 5:31pm.
2. **Pledge of Allegiance** – All present stood to recite the Pledge of Allegiance.
3. **Roll Call** – Commissioner Dugan conducted the roll call with the attendance of board members as documented above. A quorum was established.
4. **Provision for Public Comment** – No comments received.

5. **Approval of Agenda**

Motion: To approve the agenda as presented.

Moved: Dr. Robin Klay

Supported: Jessica Castañeda

Motion carried by unanimous roll call vote.

6. **Approval of Closed Session Minutes (2/20/2024)**

Motion: To approve the minutes as presented.

Moved: Beth Johnston

Supported: Alice Kelsey

Motion carried by unanimous roll call vote.

7. **Consent Agenda** – *All items listed are considered routine and thus will be enacted by one motion.*

- i. Board Meeting (02/20/2024)
- ii. Finance Committee (02/20/2024)
- iii. Program Committee (02/20/2024)
- iv. Recipient Rights Advisory Committee (12/19/2023)
- v. Executive Committee (02/16/2024)

Motion: To approve the minutes on the consent agenda as presented.

Moved: Kim Bartnick

Supported: Jane Ferrel

Motion carried by unanimous roll call vote.

8. **Special Guest** – Alan Bolter, Associate Director, CMH Association of Michigan

Mr. Bolter provided the FY25 Executive Budget Proposal, Medicaid Redetermination and the Impacts, 2024 CMHA Interests, Dual Eligible Special Needs Plan (D-SNP) and provided CMHA Public Policy Updates. He also shared the outcomes from Michigan CCBHC sites, MI Healthy Life – MHP Rebid, and Health Endowment Fund Grants. Ms. Kelsey asked Mr. Bolter if there is any concern around the Shirkey Bills being reintroduced. Alan responded by stating there are no plans to move those bills at this time with the current make-up of the Michigan legislator. Mr. Witte asked if, as a system, there should be worry around the momentum of the CCBHC innovation with Senator Stabenow retiring this year. Mr. Bolter stated with the last

bill, the CCBHC demonstration is going to continue to expand to 10 states every 2 years, so the expansion is already built in. Also, Senator Stabenow is working on another bill to make the CCBHC funding permanent in the federal budget with a number of other protections.

9. **Program Committee** – Alice Kelsey

Ms. Kelsey briefly reviewed the activities of the Program Committee. During the meeting, the Access and Crisis Supervisors gave a presentation on their departments and the changes within since the transition to becoming a CCBHC. Also, it was shared that Same Day Access is being implemented later this year which will cut down on intake time for clients. Furthermore, there was an internal contest for the name of the new Electronic Medical Record, which will now be CRANE. Finally, Alice mentioned that Mandy made a comment that there is a new reporting requirement for the Provider Network, and there is already a process in place to mesh this requirement with CRANE.

10. **Finance Committee Report** – Beth Johnston, Treasurer

- a. Motion: To approve the February 2024 disbursements totaling \$3,181,650.78 as recommended by the Finance Committee.

Moved: Beth Johnston

Supported: Dr. Robin Klay

Motion carried by unanimous roll call vote.

Ms. Johnston mentioned there was a correction to the Administrative Services Report, on page 5 at the end of the second paragraph, there is a reference to \$4,227,238 which should read \$2,045,535. Furthermore, she shared the number of units served covered the CCBHC expenses for January. Also, the Leadership Team is having some final meetings for the building, generator installation, and a federal grant.

11. **Recipient Rights Advisory Committee** – Mr. Brookhouse shared the number of allegations is trending downward and the timeline of reporting is trending around the 60-day mark, which means they are on time. The goals were also reviewed. Finally, there were two members of the public that joined the meeting to express their gratitude and concerns. Ms. Newsome shared that she is preparing for an every-three-year rights office review by MDHHS's Office of Recipient Rights which is scheduled for the end of April.

12. **Lakeshore Regional Entity (LRE) Updates** – Mary Marlatt-Dumas, Executive Director of the LRE, gave an update on LRE matters. Ms. Marlatt-Dumas gave an update on the ways the LRE increased their revenue, like obtaining additional HSW slots. Mary also gave an update on the LRE contract with the CMHs. Furthermore, Mary, Alan, and Stephanie will be meeting with the legislators. Also, the PIHPs have been working to provide accurate information about our rates to the State as we're going into April 1st. Ms. Johnston asked if the Internal Security Fund (ISF) could be funded individually, where you can only take what you contribute. Mary stated that it potentially could be, but bylaws would need to be changed and approved.

13. **Corporate Compliance Training** – Mandy Padgett

14. **Chairperson's/Executive Committee Report** – Commissioner Dugan briefly reported on the items discussed during the Executive Committee meeting, including a review of the Finance update, further input on the Executive Director's evaluation, the Board Resource Folders were presented, and discussion of the Executive Director's Merit Increase Resolution. Commissioner Dugan went on to share information about the Allegan County Transportation (ACT) app. The annual Conflict of Interest form was distributed, and the Board members were instructed to return the completed form to Meagan. Additionally, the BoardWorks workshop training due at the April Board meeting is *Participatory Governance and Ethical Implications*.

- a. Motion: To approve the Board Bylaws and Board Policies as presented.

Moved: Dr. Robin Klay

Supported: Glen Brookhouse

Motion carried by unanimous roll call vote.

- b. Chairperson Dugan offered a Resolution for consideration:

“**Whereas** OnPoint Executive Director Mark Witte has been serving the agency as interim or permanent Executive Director since 2017;

Whereas OnPoint’s Board of Directors’ Executive Committee has conducted its annual performance review of Mr. Witte’s employment on February, 2024, pursuant to Section 9 of the Executive Director Agreement for 2022-2025 (“the contract”);

Whereas Section 9(d) of the contract provides that Mr. Witte be provided a merit increase to his salary at the discretion of the OnPoint Board of Directors;

Whereas the Executive Committee recommends that Mr. Witte be provided a merit increase of \$375.00 per pay period from April 1, 2024 to March 31, 2025.

Be it resolved that the OnPoint Board of Directors authorizes a one-time merit increase of \$375.00 per pay period from April 1, 2024 to March 31, 2025 to Mr. Witte, to be paid out following the completion of the annual performance review.”

Motion: To adopt the resolution as presented

Moved: Beth Johnston

Supported: Glen Brookhouse

Motion carried by unanimous roll call vote.

15. **OnPoint Executive Director’s Report** – Mr. Witte thanked his team for allowing him to be disconnected while on vacation. Mark also shared that Senator Stabenow’s office contacted OnPoint to submit nominations for additional funding, and it will be either this year or next year when the results are reported. Furthermore, there are four Board terms expiring this year, all four members reapplied and a member from the community applied as well. There is a continuation with the LRE contract, and a new one will hopefully be signed soon.

16. **Provision for Public Comment** – No comments received.

17. **Board Member Comments** – Ms. Kelsey asked about an update on the generator. Mr. Pierre shared that multiple proposals were sent, and bids were received, but a generator has not been ordered yet. Alice also shared that Kim will be acting as Chairperson for the Program Committee next month, as she will be gone. Jane stated she was grateful for the special guest Alan Bolter. Pastor VanBeek thanked Mary for coming and presenting, and thanked Mark for his work at OnPoint. Finally, Commissioner Dugan thanked the Board, Alan, Mary, and OnPoint staff for their continuing work.

18. **Motion to Adjourn**

Moved: Beth Johnston

Supported: Kim Bartnick

Motion approved by common consent.

Meeting adjourned at 7:16pm.

Respectfully submitted,

Meagan Currie
Executive Assistant

Gale Dugan
Board Chairperson

Executive Director Report April 2024
Submitted by Mark Witte, Executive Director
269-615-4893 – mwitte@onpointallegan.org

Our April board meeting coincides with the annual conference of the National Council on Mental Wellness (“NATCON”) in St. Louis, Missouri. I’m attending with a handful of staff, and plan to break from the events to join you virtually at the Program Committee and the full board meeting.

1. Agency

Roundabout Much? Bad joke, I know. To help all our various stakeholders find their way with the temporary closure of a part of M-40, we’ve posted information on our door, on our website, and on our social media accounts. It’s so interesting to see how people respond to situations like these. Road construction generally means some temporary inconvenience on the way to improvements for our common good. Besides the need for more patience is the challenge to our coping skills. These are things we know a lot about at OnPoint. Our staff regularly help people address current needs with a focus on a brighter future or to cope with the reality of each day. Being with people during their painful or hopeless moments is a part of that job sometimes. I am amazed at the resilience of people to overcome challenges. I’m equally amazed by our staff who work selflessly to support clients through that process. We work with heroes on both sides.

Spring Cycles – With Spring comes the first dizzying rounds of activity that are part of the cycle of work at OnPoint. It seems that many organizations suspend their work over the winter season and now are in a fast-paced mode to get it all done before summer arrives. We’ll see it again this fall when the slower pace of summertime gives way to a mad dash of work before the holidays are once again upon us. This is the annual rhythm of work in our field. Specifically, this month you’ll be hearing about preparations for regional audits and state inspections, budget revisions and policy changes, implementation and planning. It’ll be a busy spring!

Mandy Padgett – On March 29, we shared with staff the notice that Mandy had accepted a new position as CEO of Health and Human Services for a tribal organization in northern Wisconsin. Her last day with us will be May 3. We took time to note that we’ve had the privilege of witnessing Mandy on her academic journey through college and graduate school. We have also watched her gain professional experience in increasingly responsible positions at OnPoint. It’s really true that she has contributed mightily to the success of this organization over the past several years. We are working diligently to plan and pursue short-term resources as a contingency just in case the posting/interviewing process takes longer than expected. Join us in wishing Mandy the best in her next endeavor and in giving her thanks for the work she’s partnered with us to do.

2. Board

Board Terms – Our county’s Board of Commission met on March 28 to process the appointment applications of four of our current members to the OnPoint board. At the risk of stealing their news, I’ll report that those whose terms were ending 3/31/24 have all been named to new three-year terms. Congratulations to Kimberly Bartnick, Jessica Castañeda, Beth Johnston, and Pastor Craig VanBeek! We did have one new applicant whose application will be held pending any potential opening that may emerge in the future. It’s such a blessing for OnPoint to have had a full and fully engaged board for so long. Kudos (and thank you) to you all!

Compliance Training – In order to take advantage of the time Mandy has with us before she departs, I will recommend to the Executive Committee that we move the board’s scheduled May board compliance training to the April meeting.

3. Community

Ascension – I recently inquired with Ascension as to whether or not Natalie Ryder was still at the helm as hospital administrator. I found that a new person, Paul Hoffman, had recently been appointed. I am scheduled to meet with Mr. Hoffman on April 22 at Ascension. As with all of the administrators who have been named to the position over the last few years, we look forward to developing supportive and mutually beneficial partnerships with our local hospital.

Community Health Needs Assessment (CHNA) – In its capacity as a planning partner for Ascension, the Allegan County Health Department (in conjunction with the Allegan County Community Foundation) is hosting a meeting to undertake the next three-year CHNA study project. The data these efforts produce help to create the CHIP (Community Health Improvement Plan) which, in turn, helps hospital systems target their community investments.

This cycle of CHNA/CHIP is an IRS requirement of non-profit hospitals created by the passage of the Affordable Care Act of 2010. That law dramatically improved the bottom line for hospitals because more people had insurance which reduced hospital losses from uncompensated care. Quoting from the law, hospitals must conduct the needs assessment and then adopt “*an implementation strategy to meet the community health needs identified through such assessment.*” The assessment must “[take] into account input from persons who represent the broad interests of the community served by the hospital facility, including those with special knowledge of or expertise in public health, and [be] made widely available to the public.”

Health Department – I’m not sure if I shared with you that the former Allegan County Health Officer Angelique Joynes left her position at the end of January 2024. The Board of Commissioners appointed Randy Rapp, Environment Health Manager, to the position of Acting Health Officer while the search for a full-time successor to Angelique is conducted.

Supporting Community Agencies – So much of OnPoint’s work intersects with the work of other community agencies, and it’s important to attend the various events that several of them host as part of their annual calendar. I’ll be attending the Spirit of Allegan Awards on 4/13 (Allegan Chamber of Commerce), the Lifeline Gala on 4/19 (Safe Harbor), the Ability Award on 4/23 (Disability Network Lakeshore), and the ACT Open House on 5/10 (Allegan County Transportation).

4. Region

PIHP Contract – I’ve signed contract extension #10 with the LRE to extend the FY2021 contract to 9/30/2024 while drafting of the FY2025 contract continues. The aim is to have all LRE policies referenced by the contract complete before resuming the careful negotiations toward the final FY2025 version of the contract.

5. State

MI State of Reform Policy Conference – I attended a day-long session in Lansing on 4/4/2024 that focused on the status of various reform efforts in Michigan. Driven by an advisory board that includes mostly insurance companies and consultants, but also CMHA’s Alan Bolter, the sessions drew speakers on several highly important issues such as 988 & crisis services, racial disparities, healthcare coverage, CCBHC’s, ARPA fund depletion, workforce shortages, drug cost controls, school-based services, workplace safety, jail-based addiction treatment, and technology. I believe the most actionable item of the ones I attended will be relative to advancing addiction treatment service development in our local correctional facility.

Issue Media Group (IMG) – OnPoint contracted with IMG in late 2022 for paid for legitimate earned media coverage. We were not alone in contracting with IMG; so did about 25 other CMHs across the state as well as our state association (CMHA) itself. IMG's approach is called "solutions journalism". We help in generating story ideas and leads for IMG's journalists who are generally interested in the work we do at the local level to solve important problems or deliver important resources to people and communities in need. The journalists write their stories independently. If you haven't seen their work about OnPoint, you can find numerous stories posted on our website on the <https://onpointallegan.org/about/> page.

At a recent story meeting, we discussed the reality that our work is nothing without the board and staff members who comprise the agency. We're proud of the attractive building that people see as they drive by, but there are real people behind these walls who work in varied roles to support our mission and achieve our success. Over time, I will be working with IMG to bring that reality to light. Whether a staff member is a clinician or supports our work in another way, we will be telling their story. I want to help our community see and appreciate our staff, but I also want to help people see the many ways in which they might be able to join or support our work. We need all kinds of people here, and I'd like to see a lot of eager and well-informed members of our community apply for positions when we post them. Stay tuned!

Conflict-Free Access and Planning – Can we all agree that the people we serve should have no interference with access to services they need and deserve, and that no one at OnPoint should have a conflicting interest in making recommendations about care or providing care for a member of the community? Despite the best efforts of CMHA, MDHHS is proceeding to require (by 10/1/2024) that for services under the purview of Michigan's Home and Community-Based Waiver, (in general) no one entity may provide access/case management planning and actual services for the same individual. The premise is that our staff can either represent a financial interest for OnPoint, or possibly might impede a client's progress by preserving dependence on the organization's continuing services. Given that we are a pre-paid, safety-net system that returns all unutilized funds and are subject to disciplinary licensure actions for unethical actions with clients, it's difficult to envision a system-level circumstance that would warrant this kind of 'cure'.

Medicaid Rate-Setting – At last month's meeting, CMHA's Alan Bolter noted that discussions were underway regarding adjustments to the Medicaid rates that support many of OnPoint's programs. CMHs and PIHPs have been reporting greater than expected enrollment declines in DAB, TANF, and HMP enrollees without offsetting expenses. The former is unexpected. The latter is not; Medicaid expenses often remain level despite enrollment in specialty health plans like ours. During periods in which overall Medicaid enrollment declines, the bulk of persons served by those specialty systems (in this case, the state's public mental health system) retain their Medicaid eligibility and continue to receive services through these systems.

However, the state's PIHPs and CMSHPs are seeing unusual re-enrollment patterns. As examples, they have seen HAB Waiver beneficiaries move from HAB Waiver status and DAB enrollees being moved out to family planning only status. While these may be temporary "holding place" enrollment changes while the Department places these persons in the appropriate Medicaid category, our concern is heightened by the similarity of these re-enrollment patterns to those that we saw several years ago when DAB beneficiaries were re-enrolled as HMP enrollees given the far simpler enrollment process involved in the latter. Alan Bolter held a series of discussions with a number of key legislators around this issue, underscoring the need for increased Medicaid rates in FY 24 and FY25 and using the points above as the foundation for those discussions.


We received notice on 4/1/24 (no joke) that Bolter's meetings have been far more successful than anticipated. Rather than simply setting the stage for action while awaiting the development of the estimates of Medicaid revenue loss by the state's PIHPs, MDHHS and

Milliman used the information that CMHA provided them to conduct their own analysis of the enrollment decline and the related loss of Medicaid funding to our system. Their analysis of the impact of the enrollment decline was greater than Milliman had originally projected and reinforced CMHA’s findings. This will result in a considerable rate increase for the CMH system starting 4/1/2024 of \$116 million in Medicaid dollars to the state’s public mental health system. The new revenues are very close to the \$117 million Medicaid gap projected by the CMH analysis. The increased rates are retroactive to 10/1/2023. Here are two key pages from Milliman’s presentation:

Projected SFY 2024 Revenue Change Due to Amendment (Excluding HRA) – In Millions


RATE CATEGORY	SFY 2024 ORIGINAL CAPITATION RATES	SFY 2024 AMENDED CAPITATION RATES	INCREASE/DECREASE
DAB			
Mental Health	\$ 2,069.2	\$ 2,126.8	\$ 57.6
Substance Abuse	40.6	41.4	0.9
Autism	161.2	169.0	7.8
HMP			
Mental Health	\$ 281.9	\$ 294.3	\$ 12.4
Substance Abuse	129.6	135.6	6.0
Autism	0.3	0.3	0.0
TANF			
Mental Health	\$ 365.3	\$ 379.8	\$ 14.5
Substance Abuse	47.3	47.3	0.0
Autism	130.4	140.0	9.6
1915(c) Waiver			
Children’s Waiver Program	\$ 21.4	\$ 21.4	\$ 0.1
Habilitative Supports Waiver	620.4	627.8	7.4
Serious Emotional Disturbances	12.3	12.3	0.0
Total State & Federal	\$ 3,879.9	\$ 3,996.2	\$ 116.3
Total State Only	\$ 1,257.1	\$ 1,293.2	\$ 36.2
Total Federal Only	\$ 2,622.8	\$ 2,703.0	\$ 80.2

Note: Both original and amended capitation rate columns are based on amended enrollment projections

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SFY 2024 DCW, Trend, & Enrollment Amendment Rate Change

RATE CELL	PROJECTED EXPOSURE	ORIGINAL SFY 2024 CAPITATION RATE (EXCLUDING HRA)	SFY 2024 AMENDED CAPITATION RATE (EXCLUDING HRA)	CAPITATION RATE PERCENT CHANGE	EFFECTIVE APRIL 2024 TO SEPTEMBER 2024 RATES
DAB – Enrolled	2,783,400	\$ 374.63	\$ 386.01	3.0%	\$ 398.05
DAB – Unenrolled	3,320,800	369.84	380.27	2.8%	391.27
HMP – Enrolled	7,582,600	44.62	46.62	4.5%	49.08
HMP – Unenrolled	2,076,600	35.39	36.97	4.5%	38.97
TANF – Enrolled	12,812,500	37.08	38.74	4.5%	40.59
TANF – Unenrolled	2,934,600	23.18	24.15	4.2%	25.22
HSW	88,100	7,044.50	7,128.12	1.2%	7,211.82
CWP	6,500	3,304.46	3,316.80	0.4%	3,329.14
<u>SED</u>	6,300	1,962.26	1,964.28	0.1%	1,966.30
Total	31,510,500	\$ 123.13	\$ 126.82	3.0%	\$ 130.86

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Mark Witte, Executive Director
April 5, 2024