



Board of Directors Meeting Agenda

Tuesday, September 17, 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 (08/20/2024)
 - ii. Special Board Meeting (08/23/2024)
 - iii. Finance Committee (08/20/2024)
 - iv. Program Committee (08/20/2024)
 - v. Executive Committee (08/16/2024)
 - vi. Recipient Rights Advisory Committee (06/18/2024)
7. Program Committee – Alice Kelsey
8. (5:45pm) Public Hearing on the Proposed FY2025 OnPoint Budget
 - a. Opening of Opportunity for Public Comment
 - b. Reading of Comments Received in Writing
 - c. Closing of the Opportunity for Public Comment
9. Finance Committee Report – Beth Johnston
 - a. **Motion** – Approval of Voucher Disbursements
 - b. **Motion** – Approval of FY2024 Contracts
 - c. **Motion** – Approval of FY2025 Contracts
 - d. **Motion** – Approval of FY2025 Budget
10. Recipient Rights Advisory Committee (Mar/June/Sep/Dec) – Glen Brookhouse
11. LRE Updates – Mary Dumas or alternate
12. Chairperson’s/Executive Committee Report – Commissioner Dugan
13. OnPoint Executive Director’s Report – Mark Witte
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. October 11, 2024 @ 2:30 pm – Executive Committee
 - b. December 17, 2024 @ 3:30 pm – Recipient Rights Advisory Committee
 - c. October 15, 2024 @ 4:00 pm – Program Committee
 - d. October 15, 2024 @ 4:30 pm – Finance Committee
 - e. October 15, 2024 @ 5:30 pm – Full Board Meeting

540 Jenner Drive, Allegan, MI 49010

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Fiscal Year 2025

Proposed Budget

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Significant Assumptions and Key Points

Proposed Budget

- I. Medicaid and Healthy Michigan (HMP) revenue based on updated projections received from the Lakeshore Regional Entity (LRE), using projected enrollment changes through the end of the fiscal year based on year-to-date trends. Fiscal year 2025 rates have not been received from the Michigan Department of Health and Human Services (MDHHS) yet, information is expected to be released in mid-September.
- II. The agency received approval for Certified Community Behavioral Health Clinic (CCBHC) Demonstration status. Revenue projections were prepared based on OnPoint's preliminary fiscal year 2024 cost report and annualized daily visits.
- III. State General Fund revenue based on MDHHS redistribution model.
- IV. Salaries, Wages, and Fringe Benefits include an estimate for moderate benefit rate increases and projected merit based increases have been included. A number of new positions are budgeted, primarily to increase capacity for continued provision of CCBHC and substance use disorder (SUD) services, along with positions incorporated into grants received.
- V. All other expenses
 - Built department by department based on actual identified needs of each.
 - Provider claims projected based on actual service utilization trends experienced during fiscal year 2024 to date, and include planned increase in direct care wage required by MDHHS effective October 1, 2024.

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Summary Schedule of Revenues and Expenses by Fund Source

Proposed Budget

For the fiscal year ended September 30, 2025

	MDHHS Revenue	Coordination of Benefits	Grant Revenue	Expense	Redirects	Lapse or (Deficit)
Medicaid						
Medicaid - Mental Health	\$ 22,793,725	\$ 4,096	\$ -	\$ (24,856,776)	\$ -	\$ (2,058,955)
Medicaid - Autism	4,198,155	-	-	(1,916,352)	-	2,281,803
Medicaid - SUD	653,507	-	-	(298,524)	-	354,983
Healthy Michigan Plan - Mental Health	1,119,576	-	-	(1,872,187)	-	(752,611)
Healthy Michigan Plan - SUD	805,992	-	-	(559,958)	-	246,034
Medicaid subtotal	<u>\$ 29,570,955</u>	<u>\$ 4,096</u>	<u>\$ -</u>	<u>\$ (29,503,797)</u>	<u>\$ -</u>	<u>\$ 71,254</u>
CCBHC Demonstration						
CCBHC - Medicaid	\$ 6,988,506	\$ 65,108	\$ -	\$ (6,906,807)	\$ -	\$ 146,807
CCBHC - Healthy MI Plan	2,089,634	7,063	-	(2,072,077)	-	24,621
CCBHC - NonMedicaid	-	128,684	494,429	(1,497,805)	713,574	(161,119)
CCBHC Subtotal	<u>\$ 9,078,140</u>	<u>\$ 200,855</u>	<u>\$ 494,429</u>	<u>\$ (10,476,689)</u>	<u>\$ 713,574</u>	<u>\$ 10,309</u>
General Fund	<u>\$ 1,707,737</u>	<u>\$ 1,553</u>	<u>\$ -</u>	<u>\$ (995,716)</u>	<u>\$ (713,574)</u>	<u>\$ -</u>
SUD Treatment Block Grant	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 465,344</u>	<u>\$ (414,360)</u>	<u>\$ -</u>	<u>\$ 50,984</u>

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

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Statement of Revenue, Expenses and Change in Net Position

Proposed Budget

For the fiscal year ended September 30, 2025

	2023 Final Actual	Amended 2024 Budget	Annualized 2024 Actual	Requested 2025 Budget	Over (Under) Prior Budget
Operating revenue					
Medicaid capitation	\$ 29,274,073	\$ 27,583,577	\$ 27,133,104	\$ 27,645,387	\$ 61,810
Medicaid settlement	(660,681)	(826,620)	(2,048,034)	(577,831)	248,789
Healthy Michigan capitation	4,445,013	2,204,723	2,333,420	1,925,568	(279,155)
Healthy Michigan settlement	(251,466)	(272,977)	59,044	506,577	779,554
CCBHC capitation and supplemental	-	8,962,199	10,401,835	9,078,140	115,941
State General Fund formula funding	1,783,204	1,793,123	1,610,201	1,707,737	(85,386)
State General Fund settlement	(542,953)	(161,549)	(65,596)	-	161,549
Grants and earned contracts	5,332,267	4,717,714	2,882,884	4,326,003	(391,711)
Local funding	346,095	346,095	346,096	346,095	-
Performance based incentive payment	245,757	245,757	-	-	(245,757)
Other reimbursements and revenue	668,988	578,971	596,109	581,967	2,996
Total operating revenue	\$ 40,640,297	\$ 45,171,013	\$ 43,249,063	\$ 45,539,643	\$ 368,630
Operating expenses					
Salaries and wages	\$ 10,230,289	\$ 11,111,534	\$ 10,372,886	\$ 11,908,348	\$ 796,815
Fringe benefits	3,355,902	3,952,112	3,729,118	4,380,776	428,664
Supplies and materials	285,302	436,092	281,446	279,936	(156,157)
Provider Network services	22,147,876	23,998,396	22,542,312	24,048,125	49,729
Contractual Services	2,269,281	3,170,795	2,327,899	3,269,157	98,362
Professional development	134,327	224,775	152,244	166,171	(58,604)
Occupancy	186,675	274,598	256,206	293,728	19,130
Miscellaneous expenses	249,211	442,702	175,126	515,518	72,816
Depreciation	193,150	400,000	378,084	420,000	20,000
Total operating expenses	\$ 39,052,013	\$ 44,011,004	\$ 40,215,320	\$ 45,281,759	\$ 1,270,755
Nonoperating expenses					
Interest expense	67,214	106,802	107,438	115,000	8,198
Change in net position	\$ 1,521,070	\$ 1,053,207	\$ 2,926,304	\$ 142,884	\$ (910,323)

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OnPoint Board Finance Committee Agenda

Tuesday, September 17, 2024 at 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 Disbursements
 - b) Motion – to Recommend Contract Approval for fiscal year 2024
 - c) Motion – to Recommend Contract Approval for fiscal year 2025
 - d) Motion – to Recommend to the Board for Approval of the Fiscal Year 2025 Operating Budget
 - 7) Informational Items
 - a) Financial Reports
 - 8) Finance Committee Member Comments
 - 9) Public Comment (any topic, 5” limit per speaker)
 - 10) Adjournment – Next Meeting October 15, 2024 at 4:30 pm, 540 Jenner Drive, Allegan, MI
- Finance Committee: Beth Johnston, Chair; Glen Brookhouse, Vice Chair; Commissioner Mark DeYoung; Commissioner Gale Dugan

OnPoint Finance Committee Minutes - DRAFT
Tuesday, August 20, 2024, at 4:30 pm
Hamilton Conference Room, 540 Jenner Drive, Allegan MI 49010

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

Board Members Absent: None

Staff Members: Mark Witte, Andre Pierre, Nikki McLaughlin

Public Present: None

1. **Call to Order** – Beth Johnston - Chairperson, called the meeting to order at 4:30 pm.

2. **Public Comment** – None

3. **Approval of Agenda**

Moved: Mr. Dugan

Supported: Mr. Brookhouse

Amend Agenda to include Motion 6c.

Motion carried.

4. **Approval of Minutes**

Moved: Mr. Brookhouse

Supported: Pastor VanBeek

Motion carried.

5. **Review of Written Reports:**

a. **Facilities & Human Resources**

Human Resources – 1 new hire as well as 3 separations (1 voluntary and 2 involuntary). There are currently twelve active postings. Applications are reviewed and interviews are being scheduled. HR is starting to see more “committed” applicants in the process. Clinical positions are a little more difficult to fill based on criteria required for position.

Job analysis is complete with a market analysis and presentation to management team. This presentation will be refined and presented before leadership in the near future. New scale will give growth opportunity, goal setting as well as reward for those going above and beyond. This will also allow OnPoint to be competitive in the job market.

Facilities – In June, the generator was placed. Volume and pressure have been an issue with the gas coming in. Waiting for new regulators to come in and be installed, Michigan Gas Utilities to install new meter.

Information Technology – Lakeshore Regional Entity completed review of IT in June. There was improvement from prior year. OnPoint is currently working on a comprehensive disaster recovery plan with the county and policy.

b. **Administrative Services Report**

Mr. Pierre reviewed the administrative report with the committee. Draw #20 is being finalized and processed. Financials are doing well with \$1.84 million Medicaid Funds projected to return to LRE and \$380,000 returned to state for General Fund.

6. **Action Items:**

a. The Finance Committee recommends that the OnPoint Board approve the July 2024 disbursements totaling \$24,541,633.00.

Moved: Pastor VanBeek

Supported: Mr. DeYoung

Motion carried.

- b. The Finance Committee recommends that the Board authorize the Executive Director to sign the FY2025 General Fund contract with the Michigan Department of Health and Human Services (MDHHS) on behalf of OnPoint (DBA for Allegan County Community Mental Health Authority), including any subsequent non-substantial amendments or extensions to the agreement which may be offered by the department.

Moved: Mr. Brookhouse

Supported: Mr. Dugan

Motion carried.

- c. The Finance Committee recommends that the Board authorize the expenditure of \$32,500 to Schley-Nelson Architects for Interior Build-Out of MAT Area and authorize the Executive Director to accept the proposal from Schley-Nelson Architects and execute all related documents on behalf of OnPoint (dba for Allegan County Community Mental Health Authority).

Moved: Mr. DeYoung

Supported: Pastor VanBeek

Motion carried.

7. **Informational Items**

a. **Financial Reports**

Mr. Pierre reviewed the financial reports from June. Mr. Pierre noted that the finance audit for fiscal year 2024 will address unrestricted, auditor to send letter to state.

Mr. Pierre presented a rough draft of the fiscal year 2025 budget to the Finance Committee and gave a broad overview of what decisions were coming from the state as to revenue projections, including a 9 month PPS1 calculation, 9/6/2024 state revenue meeting and refinement of the fiscal year budget 2025 that will be presented in September.

Finance Committee reviewed dashboards provided.

8. **Finance Committee Member Comments**

None

9. **Public Comment**

None

10. **Next Meeting** – October 15, 2024, at 4:30 pm.

11. **Adjournment**

Moved: Mr. Dugan

Supported: Pastor VanBeek

Motion carried.

Meeting adjourned at 5:25 pm.

Administrative Services Board Report September 2024

Submitted by Andre Pierre, Chief Administrative Officer

269.569.3238 – APierre@OnPointAllegan.org

It has been one year since we officially began occupancy of the new building on May 5, 2023. We are processing construction draw twenty total of \$59,783.55 which will be funded through the United States Department of Agriculture (USDA) loan and Michigan Economic Development Corporation (MEDC) grant. During the month of July, we did not execute any change order requests. However, we did meet with Cornerstone Construction, Schley Nelson Architects, and the USDA to conduct a walk-through of the building to identify any outstanding work to be completed to close-out the project. The result was a project close “punch list” of deliverables to be completed over the next few months. Work has begun on many of the items.

This month’s packet includes the monthly financial report for July 2024. Implementing the Standard Cost Allocation methodology has been successful and 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 \$1,657,492 (MH Medicaid and SUD Medicaid combined) to the LRE and carry forward/lapse approximately \$221,330 in General Funds back to MDHHS.

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

New Hires- 3

Separations- 0

Active Posting- 15

In the area of Information Technology, we continue to work with Allegan County Information Technology on items in the 2024 project list. Each year certain computers are scheduled to be replaced due to having reached the end of their four-year useful. During July I took the opportunity to upgrade and standardize the computers used by OnPoint and extend the useful life to five years between replacement. The new equipment standard more effectively supports the technical demands of our expanding business as well as the operational/administrative needs of personnel with faster processors, expanded memory, and designated touchscreens. The Human Resource project work to evaluate and revise the OnPoint compensation and employee evaluation structure with the consulting arm of Rehmann continued during July. During the month we made further refinements to the analysis to capture changes in the Fair Labor Standards Act (FLSA), that went into effect July 1, 2024, and with a subsequent anticipated January 1, 2025. In addition, we reviewed approaches to handle positions that would be considered exceptions, to allow for a level of consistency going forward. Lastly, we began determining the tenets of the new employee performance appraisal and established a preliminary timeline for the implementation of the new pay grades and pay-for-performance evaluations. In the area of Facilities, we submitted the application for the installation of a larger commercial meter from Michigan Gas company to increase the volume and pressure of natural gas flowing to the generator. Further assessment made by contractors determined that our system also required

the installation of additional gas regulators to prevent damage to the RTU's and boiler. We have been encouraged by all the interactions we are having and feel optimistic about the end deliverables. OnPoint is in the active project launch and review stage and will provide periodic updates to key stakeholders as warranted.

Sincerely,

Andre Pierre
Chief Administrative Officer
September 9, 2024

Finance Committee ACTION REQUEST	Subject:	Voucher Disbursements		
	Meeting Date:	September 17, 2024		
	Requested By:	Beth Johnston, Finance Committee Chairperson		
<u>RECOMMENDED MOTION:</u>				
<u>The Finance Committee recommends that the OnPoint Board approve the August, 2024 disbursements totaling \$3,836,016.11.</u>				
<u>SUMMARY OF REQUEST/INFORMATION:</u>				
<u>Date Issued:</u>	<u>Voucher Number:</u>	<u>Type:</u>	<u>Amount:</u>	
August 1, 2024	N/A	Loan Payment	\$21,334.00	
August 2, 2024	P1734	Payroll	\$437,800.63	
August 15, 2024	V948/949	Vendor	\$1,401,322.68	
August 16, 2024	P1735	Payroll	\$441,789.89	
August 27, 2024	V951	USDA	\$31,700.00	
August 30, 2024	V950	Vendor	\$1,026,844.42	
August 30, 2024	P1736	Payroll	\$475,224.49	
<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: September 17, 2024	

Full Board ACTION REQUEST	Subject:	Contracts
	Meeting Date:	September 17, 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 Grand Rapids LGBTQ+ Healthcare	Contracted Service(s) Presenter	
<u>BUDGET/FINANCIAL IMPACT</u>		
<ul style="list-style-type: none"> The contracted service is part of the fiscal year 2024 operating budget for OnPoint. 		
BY: Nikki McLaughlin, Accounting Manager		DATE: September 17, 2024

Full Board ACTION REQUEST	Subject:	Contracts
	Meeting Date:	September 17, 2024
	Requested By:	Beth Johnston, Finance Committee Chairperson

RECOMMENDED MOTION:

The Finance Committee recommends that the OnPoint Board approve the following list of provider contracts for fiscal year 2025.

SUMMARY OF REQUEST/INFORMATION:

Provider	Contracted Service(s)
Acorn Health of MI, LLC	Supports & Services
Adia LLC	Specialized Residential
Advisacare	Professional Services
Affinity Health Management, LLC	Specialized Residential
Agnus Dei AFC Home, Inc.	Specialized Residential
Allegan County	IT Services/Building Rent
Allegan County Facilities	Building/Grounds
Allegan County Medical Care Facility	OBRA Services Agreement
Allegan County Transportation	Transportation Services
Andrea Russell	Professional Services
Arbor Circle Corporation	Supports & Services
Autism Forward	Professional Services
Autism Spectrum Therapies, LLC	Supports & Services
BCA Stone Crest Center	Hospital services
Beacon Specialized Living Services, Inc.	Specialized Residential
Benjamin's Hope	Specialized Residential
Bolden AFC LLC	Specialized Residential
Borgess Hospital - Ascension Health	Hospital services
Bronson-Acadia Joint Venture, LLC dba Bronson Behavioral Hospital	Single Case Agreement
Building Men for Life, Inc	Supports & Services
Camp Kidwell	Respite Camps
Camp Sunshine	Respite Camps
Castle Kingdom Inc.(Amy John & Girls LLC)	Specialized Residential
Cedar Creek Hospital	Hospital services
Cherry Street Services, Inc.	Supports & Services
Chrysalis Services, LLC	Supports & Services
Community Healing Centers	Supports & Services
Community Health Center of Branch County	Hospital services
Cornerstone	Specialized Residential
County of Muskegon	Single Case Crisis Residential
Cran-Hill Ranch	Respite Camps

CRC Recovery dba West Michigan Comprehensive Treatment Center	SUD outpatient
Cretsinger Care Home Ltd.	Specialized Residential
Cutting Edge Lawn & Landscape	Professional Services
Deaf and Hard of Hearing Services	Professional Services
Developmental Enhancement, PLC	Supports & Services
Dianne L Bennett	Professional Services
Digital Elevation	Professional Services
Doxy Me	IT Communications
Edward C Swart, PhD	Consultation Services
Elkins AFC	Specialized Residential
Ely Manor/Allegan Nursing Home, LLC	OBRA Services Agreement
Enriched Living, LLC	Specialized Residential
EPS Security	Alarm System Monitoring
Eva's AFC	Specialized Residential
Extended Care Fremont	Specialized Residential
Ferris State University	Internship agreement (MOU)
Flatrock Manor	Specialized Residential
Forest View Hospital	Hospital services
Gage Consulting for Challenging Behavior, LLC	Professional Services
Gidding AFC	Specialized Residential
Go Media, LLC	Professional Services
Grace of Douglas	OBRA Services Agreement
GT Independence	Professional Services
Hackley Hospital	Hospital services
Hadley Memorial Center Hospital	Hospital services
Harbor Oaks Hospital	Hospital services
Harmony Enterprises, Inc.	Specialized Residential
Havenwyck Hospital	Hospital services
Health West	COFR
Healthsource Hospital	Hospital services
Helping Hands AFC	Specialized Residential
Henry Ford	Single Case Agreement
Heritage Homes AFC	Specialized Residential
Hillsdale Hospital	Hospital services
Holland Community Hospital	Hospital services
Hope Discovery ABA Services	Supports & Services
Hope Network Behavioral Health Services	Specialized Residential
Horminy Family LLC	Specialized Residential
IBH Analytics, LLC	Professional Services
Illume Communications, LLC	Professional Services
Indian Trails Camp	Respite Camps

Inspiration Studio	Consultation Services
Interface Consultation Services, PLLC	Supports & Services
Iris Telehealth	Psychiatric Telehealth
Issue Media Group	Professional Services
J. Chad Professional Training	Consultation Services
Jennifer Hibbard	Professional Services
Jessica Duguid	Clinical Services
Joyful Living Adult Foster Care Group Home	Specialized Residential
Kassie L. Rodino, MACCC/SLP	Clinical Services
Kingswood Hospital	Hospital services
KWB Strategies	Consultation Services
Kwiktag	Professional Services
Lakeland Behavioral Health	Hospital services
Lakeshore Home Health Care Services, Inc.	Supports & Services
Lakeshore Regional Entity	Medicaid Services/Grants
Landmark Recovery, LLC	SUD Detox/Residential
Laurels of Sandy Creek	OBRA Services Agreement
Life Care Center of Plainwell	OBRA Services Agreement
Locum Tenens	Psychiatric Staffing
Madison Communtiy Hosptial dba	Inpatient
Samaritan Beh. Health Center	Specialized Residential
Mary's Home	Grant/Annual contract for staffing
MDHHS	SUD Residential
Meridian Health Services	Specialized Residential
MOKA Corporation	Housing Grants
MSHDA	COFR
Network 180	Hospital services
NeuroPsychiatric Hospital (Indiana)	Clinical Services
Nilanjan B. Gajare, M.D.	Specialized Residential
Norma Jeans AFC	Specialized Residential
Nyumbani AFC	Hospital services
Oaklawn Hospital	Supports & Services (COFR)
Ottawa County CMH	Specialized Residential
Our Haus Inc.	Supports & Services
Our Hope	Supports & Services
Passages Behavioral Health	Specialized Residential
Pine Grove AFC	Specialized Residential
Pine Rest Christian Mental Health Services	Respite Camps
Pine Ridge Bible Camp	Hospital services
Pontiac General Hospital	Supports & Services
Positive Behavior Supports Corporation	Supports & Services
Professional Rehabilitation Services, Inc.	Supports & Services

ProMedica Coldwater Regional Hospital	Hospital services
R & B Living Services	Specialized Residential
R.E.A.L Results Autism Center LLC	Autism
Reach for Recovery, LLC	Supports & Services
Recovery Road LLC	Supports & Services
ReFocus, L.L.C.	Professional Services
Rehmann	Professional Services
Reliance Community Care Partner	OBRA Services Agreement
Relias	Staff Training Solutions
Residential Opportunities, Inc.	Specialized Residential
Resthaven Care Center	OBRA Services Agreement
Riverside Integrated Systems, Inc	Fire Monitoring
Rosland Prestige	Auditing Firm
Sacred Heart Rehabilitation Center, Inc	SUD Residential
Saint Mary's Health Services	Hospital services
Salvation Army Turning Point	Supports & Services
Samaritan Behavioral Hospital	Hospital services
SAMHSA	Grant
Schley Nelson Architects	Architectural Services
Shutterly Beautiful Photos LLC	Professional Services
SIL (Supported Independent Living)	Supports & Services
South Coast Homes, LLC	Specialized Residential
State of Michigan	State Hospital Services
Streamline Inc	EHR Solutions
Sylvia's Place	Supports & Services
TBD Solutions	Consultation Services
The Grand Rapids Red Project	Professional Services
The Hamman Group	Professional Services
Thompson Tutoring LLC dba Edge Water	
Music Therapy	Clinical Services
Threads	Electronic Employee Evaluation
TM Group	Microsoft-GL
Trinity Home Health Agency	Specialized Residential
Turning Leaf Residential Rehabilitation Services	Specialized Residential
Twin Doves II AFC	Specialized Residential
United States Department of Housing and Urban Development (HUD)	Housing Grants
University of Michigan Health System	Hospital services
VanBuren CMH	COFR
Victory Clinic Services, LLC	Supports & Services
Voices for Health, Inc.	Consultation Services
War Memorial	Hospital services

Wedgwood Christian Services
Western Michigan University SOM
Woodlands
Wrz Specialized AFC Services
Wrzesinski Family Home
Zoom

Supports & Services
Hospital services
COFR
Specialized Residential
Specialized Residential
IT Communications

BUDGET/FINANCIAL IMPACT

Contracted services are part of the fiscal year 2025 operating budget for OnPoint.

BY: Nikki McLaughlin, Accounting Manager

DATE: September 17, 2024

Full Board ACTION REQUEST	Subject:	Contracts
	Meeting Date:	September 17, 2024
	Requested By:	Beth Johnston, Finance Committee Chairperson
<u>RECOMMENDED MOTION:</u>		
<u>The Finance Committee recommends that the OnPoint Board approve the fiscal year 2025 budget with expenditures totaling \$45,281,759.</u>		
BY: Andre Pierre Jr., Chief Administrative Officer	DATE: September 17, 2024	

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Period Ended
July 31, 2024

Monthly Finance
Report

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Summary of Variances and Fluctuations

July 31, 2024

I. Assets

- Cash and cash equivalents - Increase is due to the accumulation of the year-to-date surplus in both Medicaid capitation (which is offset by the increase in Due to PIHP below) and CCBHC (which is shown as an increase to net position) funding.
- Due from other governmental units - Significant increase is due to the timing of payment received from LRE for CCBHC Supplemental Payments, which are paid two months after the month of service based on when funding is received by the LRE from MDHHS as well as encounter reporting timelines.

II. Liabilities

- Accrued payroll and benefits - The increase is related to the accrual of the full payroll which was paid on July 5th, 2024.
- 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, net of the fiscal year 2023 surplus which was cost settled in April 2024.

I. Operating revenue

- CCBHC capitation and supplemental - More daily services provided than originally projected, which has resulted in an increase in revenue.
- Grants and earned contracts - The agency amended our budget to include on all grant awards received. Due to staffing limitations, some planned grant activities have had to be delayed. OnPoint is moving forward with some of these activities now and will be requesting the carryforward of grant dollars for other items.
- Performance Based Incentive Payment (PBIP) - Due to a change in policy at the Lakeshore Regional Entity, this funding is no longer being passed onto the CMHSPs.

IV. Operating expenses

- Salaries & Wages/Fringe Benefits/Professional Development - Significant variance from budget is due to staff turnover and vacant positions.
- Supplies and materials - The budget includes certain one-time purchases, such as the annual replacement of IT equipment, which have not occurred yet. Further, certain grant funded expenditures have been delayed due to staffing constraints (see a corresponding difference in grant revenue above).
- Contractual services - The agency included funds in the budget amendment to allow for the use of contractors during the vacancy of staff positions, until the right candidates can be hired, as well as support key initiatives including certain grant activities.
- Miscellaneous expense - Certain grant funded expenditures have been delayed due to staffing constraints (see a corresponding difference in grant revenue above).

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Summary Schedule of Revenues and Expenses by Fund Source

October 1, 2023 through July 31, 2024

	MDHHS Revenue	Coordination of Benefits	Grant Revenue	Expense	Redirects	Lapse or (Deficit)
Medicaid						
Medicaid - Mental Health	\$ 18,416,208	\$ 3,414	\$ -	\$ (18,939,135)	\$ -	\$ (519,513)
Medicaid - Autism	3,445,587	-	-	(1,596,960)	-	1,848,627
Medicaid - SUD	608,523	-	-	(230,942)	-	377,581
Healthy Michigan Plan - Mental Health	970,661	-	-	(1,513,802)	-	(543,141)
Healthy Michigan Plan - SUD	947,769	-	-	(453,831)	-	493,938
Medicaid subtotal	<u>\$ 24,388,748</u>	<u>\$ 3,414</u>	<u>\$ -</u>	<u>\$ (22,734,670)</u>	<u>\$ -</u>	<u>\$ 1,657,492</u>
CCBHC Demonstration						
CCBHC - Medicaid	\$ 6,627,809	\$ 54,257	\$ -	\$ (5,171,615)	\$ -	\$ 1,510,451
CCBHC - Healthy MI Plan	1,980,244	5,886	-	(1,579,179)	-	406,951
CCBHC - NonMedicaid	-	107,236	525,855	(1,101,103)	468,012	-
CCBHC Subtotal	<u>\$ 8,608,053</u>	<u>\$ 167,379</u>	<u>\$ 525,855</u>	<u>\$ (7,851,897)</u>	<u>\$ 468,012</u>	<u>\$ 1,917,402</u>
General Fund	<u>\$ 1,508,501</u>	<u>\$ 1,294</u>	<u>\$ -</u>	<u>\$ (820,453)</u>	<u>\$ (468,012)</u>	<u>\$ 221,330</u>
SUD Treatment Block Grant	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 309,415</u>	<u>\$ (309,415)</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

July 31, 2024

	September 2023	July 2024
Assets		
Current assets:		
Cash and cash equivalents	\$ 3,563,125	\$ 5,299,561
Accounts receivable	103,318	89,785
Due from other governmental units	1,110,805	2,256,624
Prepaid items	383,584	372,946
Total current assets	<u>5,160,832</u>	<u>8,018,916</u>
Non-current assets:		
Capital assets not being depreciated	225,600	325,369
Capital assets being depreciated, net	8,586,474	8,271,404
Total non-current assets	<u>8,812,074</u>	<u>8,596,773</u>
Total assets	<u>\$ 13,972,907</u>	<u>\$ 16,615,689</u>
Liabilities		
Current liabilities:		
Accounts payable	\$ 2,659,827	\$ 1,848,502
Accrued payroll and benefits	314,484	699,727
Due to other governmental units	2,025,640	2,748,369
Unearned revenue	516,455	349,424
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>6,001,319</u>
Long-term liabilities:		
Compensated absences	562,636	562,636
Notes payable	4,813,235	4,789,860
Total long-term liabilities	<u>5,375,872</u>	<u>5,352,496</u>
Total liabilities	<u>11,247,574</u>	<u>11,353,815</u>
Net position		
Invested in capital assets	3,588,422	3,550,905
Restricted for building construction	19,935	41,978
Unrestricted	<u>(883,024)</u>	<u>1,668,991</u>
Total Net Position	<u>\$ 2,725,333</u>	<u>\$ 5,261,874</u>

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ONPOINT

Statement of Revenue, Expenses and Change in Net Position

October 1, 2024 through July 31, 2024

Percent of Year is 83.33%

	Total FY 2024 Budget	YTD Totals 7/31/24	Under/(Over) Budget	Percent of Budget - YTD
Operating revenue				
Medicaid capitation	\$ 27,583,577	\$ 22,610,920	\$ 4,972,657	81.97%
Medicaid settlement	(826,620)	(1,706,695)	880,075	
Healthy Michigan capitation	2,204,723	1,944,517	260,206	88.20%
Healthy Michigan settlement	(272,977)	49,203	(322,180)	
CCBHC capitation and supplemental	8,962,199	8,668,196	294,003	96.72%
State General Fund formula funding	1,793,123	1,508,501	284,622	84.13%
State General Fund settlement	(161,549)	(221,330)	59,781	
Grants and earned contracts	4,717,714	2,490,046	2,227,668	52.78%
Local funding	346,095	288,413	57,682	83.33%
Performance based incentive payment (PBIP)	245,757	-	245,757	0.00%
Other reimbursements and revenue	578,971	504,372	74,599	87.12%
Total operating revenue	\$ 45,171,013	\$ 36,136,143	\$ 9,034,870	80.00%
Operating expenses				
Salaries and wages	\$ 11,157,158	\$ 8,641,375	\$ 2,515,783	77.45%
Fringe benefits	3,968,993	3,107,598	861,395	78.30%
Supplies and materials	436,092	234,538	201,554	53.78%
Provider Network services	23,998,396	18,785,260	5,213,136	78.28%
Contractual services	3,170,795	1,939,916	1,230,879	61.18%
Professional development	224,775	126,870	97,905	56.44%
Occupancy	274,598	213,505	61,093	77.75%
Miscellaneous expenses	442,702	145,938	296,764	32.97%
Depreciation	400,000	315,070	84,930	78.77%
Total operating expenses	\$ 44,073,509	\$ 33,510,070	\$ 10,563,439	76.03%
Nonoperating expenses				
Interest expense	106,802	89,532	17,270	83.83%
Change in net position	\$ 990,702	\$ 2,536,541	\$ (1,545,839)	
Beginning net position	2,725,333	2,725,333		
Ending net position	\$ 3,716,035	\$ 5,261,874		

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Recipient Rights Advisory Committee (RRAC) Agenda

Tuesday, September 17, 2024 at 3:30 pm

Board Room, 540 Jenner Drive, Allegan, MI 49010

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 – June 2024
5. Review ORR Status Report – Kelsey Newsome
6. Other Business
 - a. Review of FY2025 Budget
7. Public Comment – Any Topic, Subject to 5-Minute Limit Per Person
8. Adjournment, Next Meeting

RRAC members are:

Glen Brookhouse, Chair; Stacy Engelsman, Vice Chair;
Craig VanBeek, Richard Wiley, Pam Brenner, Kim Bartnick, Jessica Castañeda

2024 Meeting Months: March, June, September, December

Recipient Rights Advisory Committee (RRAC) Minutes - DRAFT
Tuesday, June 18, 2024, at 3:30 PM
Board Room, 540 Jenner Drive, Allegan, MI 49010

Committee Members Present:

Glen Brookhouse, Chairperson
Craig VanBeek, Board Member
Pam Brenner, Board Member
Kim Bartnick, Board Member
Stacy Engelsman, Vice Chairperson
Jessica Castañeda, Board Member

Committee Members Not Present:

Richard Wiley, Committee Member

Staff Present:

Kelsey Newsome, Recipient Rights Director
Melisse Hughes, ORR Specialist
Mark Witte, Executive Director

Staff Not Present:

Samantha Dereski, Recipient Rights Officer
Allison Kridler, Recipient Rights Officer

Members of the Public Present:

None

1. **CALL TO ORDER** ~ Chairperson Glen Brookhouse meeting called 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 approving agenda as written with no additions. Board Member, Kim Bartnick, supported to approve, 2nd by Vice Chairperson, Stacy Engelsman. Unanimously approved by a voice vote.
4. **APPROVAL OF PRIOR MEETING MINUTES** ~ Chairperson Glen Brookhouse motioned to approve the March 19, 2024, meeting minutes. Motioned by Board Member, Pam Brenner, supported by Board Member, Kim Bartnick. 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** ~ Chairperson Glen Brookhouse opened the floor for Other Business. The committee discussed the upcoming Triannual Assessment.
 - a. Review Semi Annual Report
 - b. Review Triennial Assessment results
7. **Public Comment** ~ No public comment.

8. **ADJOURNMENT** ~ Motion to adjourn made by Board Member, Kim Bartnick and supported by Vice Chairperson, Stacey Engelsman. Unanimously approved by voice vote. Adjourned at 3:58 pm.

Respectfully submitted,

Melisse Hughes

Melisse Hughes
ORR Specialist

RECIPIENT RIGHTS ADVISORY COMMITTEE (RRAC)
June 2024 STATUS REPORT
Reporting Period: June - August 2024
Submitted by Kelsey Newsome, LMSW, Recipient Rights Director
knewsome@onpointallegan.org

June – August 2024 Allegations

Abuse II - Exploitation	1
Abuse II- Unreasonable Force	1
Abuse III	4
Dignity & Respect	7
Disclosure of Confidential Information	1
Family Dignity and Respect	1
Mental Health Services Suited to Condition	10
Neglect III Failure to Report	1
Neglect III	1
Safe, Sanitary & Humane Treatment Environment	2
Total Allegations	29

FY 24 Timeliness Report:

	No Right Involved/ Out of Jurisdiction (Acknowledgement Letter Only)	≤ 30 days	≤60 days	≤90 days	>90 days	Total
Previously Closed Allegation	7	1	1	48	1	58
Allegations Closed During Reporting Period	0	4	0	45	0	49
Open Allegations	0	17	3	5	0	25
Total						132

2024 Annual Report Goals:

ORR will train all internal staff on Incident Reporting standards and expectations.	Complete! Training for internal staff was conducted in July.
ORR will work with recipients to develop examples to include in recipient rights trainings.	TBD

ONPOINT

Statement of Revenue, Expenses and Change in Net Position

Proposed Budget - Recipient Rights

For the fiscal year ended September 30, 2025

	2023 Final Actual	Amended 2024 Budget	Annualized 2024 Actual	Requested 2025 Budget	Over (Under) Prior Budget
Operating expenses					
Salaries and wages	\$ 255,504	\$ 232,194	\$ 245,334	\$ 231,986	\$ (23,518)
Fringe benefits	82,349	79,358	86,113	84,420	2,071
Supplies and materials	818	1,100	595	1,655	837
Professional development	7,276	2,000	2,009	9,100	1,824
Grant and miscellaneous expenses	3,105	3,100	3,058	3,255	150
Total operating expenses	<u>349,052</u>	<u>317,752</u>	<u>337,109</u>	<u>330,416</u>	<u>(18,636)</u>



OnPoint Board of Directors – Program Committee Meeting Agenda

Tuesday, September 17, 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, and enter ID 598 536 159#](#))*

- 1) Call to Order – Alice Kelsey, Chairperson
- 2) Public Comment (agenda items only; 5” limit per speaker)
- 3) Approval of Agenda
- 4) Approval of Minutes
- 5) Program Presentation:
 - a) Provider Network and Self Determination – Amy Kettring & Mallory Kramer
 - b) Autism Program and Children’s Supports Coordination Services – Megan Ford
- 6) Review of Written Reports
 - a) Quality and Innovation – Matthew Plaska
- 7) Program Committee Member Comments
- 8) Public Comment (any topic; 5” limit per speaker)
- 9) Adjournment – Next Meeting October 15, 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
August 20, 2024

Board Members Present: Pam Brenner; Jessica Castañeda; Jane Ferrel; Alice Kelsey, Chairperson; Dr. Robin Klay; Karen Stratton

Board Members Absent: Kim Bartnick, Vice-Chairperson

OnPoint Staff Present: Emily Berning; Laura Furey; Geniene Gersh; Rob Griffith (virtual); Meagan Hamilton; Amy Ketting (virtual); Tom Lohrmann (virtual); Angie Messinger; Tracy Monroe; Matt Plaska; Tara Poore; Tehry Smith; Christy Stiles; Philip Wood; Jessica Zayac

Public Present:

- 1) **Call to Order** – Ms. Kelsey called the meeting to order at 4:03pm.
- 2) **Public Comment** – No comments from members of the public.
- 3) **Approval of Agenda** – Jane Ferrel moved to approve the agenda. Dr. Robin Klay supported the motion. Motion carried by unanimous consent.
- 4) **Approval of Minutes** – Dr. Robin Klay moved to approve the minutes from the meeting on July 16, 2024. Karen Stratton supported the motion. Motion carried by unanimous consent.
- 5) **Program Committee Reports** – Angie Messinger, Peer Support; Christy Stiles, Parent Support Partner; and Jessica Zayac, Youth Peer Support presented on Peer Groups. Angie presented on Peer Services: Adult Case Management. Her presentation included an overview of peer services and what she has accomplished in this role, including educating individuals on how to navigate community resources and encouraging individuals to take a proactive role in their recovery. Next, Christy presented on her role of Parent Support Partner, which included an overview of the position and information on the Empowerment Parent Support Group that was initiated by a Parent Support Partner and Home-Based Therapist. Finally, Jessica presented on Youth Peer Support Services. She gave an overview of this service including, the priorities, age range that it supports, and even what this service is not.

Emily Berning, Housing Services Program Manager, gave a presentation on the Homeless Assistance Program. Emily started by giving an overview of the programs OnPoint offers and provided a few definitions of the different homelessness categories. Next, she introduced the Housing Team and reviewed their roles. Then Emily discussed how the housing department has changed since becoming a CCBHC. Finally, she provided some of the housing program highlights, challenges, and future program development ideas.
- 6) **Program Committee Member Comments** – Alice Kelsey asked Geniene Gersh when Same Day Access will be implemented - September 1st.
- 7) **Public Comment** – Matt Plaska was introduced as the new Director of Quality Innovation.
- 8) **Adjournment** – Motion by Dr. Robin Klay, supported by Jessica Castañeda to adjourn the meeting. Motion carried by unanimous consent. Meeting adjourned at 5:30pm.

Submitted by,

Meagan Hamilton

Quality & Innovation Board Report – September 2024
Submitted by Matt Plaska, LMSW, Director of Quality & Innovation
(269) 355-0694 | mplaska@onpointallegan.org

The past month has been quite busy for the Quality & Innovation department (as was the case for staff and teams across OnPoint!). As you may already know, the Quality & Innovation (QI) department encompasses four unique teams: Quality Improvement, Provider Network, Utilization Management, and Medical Records/Health Information. Before covering updates from each specialty, I do want to share a brief synopsis of topics that span the department and extend out into the broader agency. For the sake of consistency, that approach (general updates followed by team-specific news) will be my recipe for monthly QI board reports moving forward.

By the time this update is shared, I'll have completed four weeks at OnPoint in my position. It has been an extremely fast four weeks, but one filled with many introductions, rapid learning about the agency, our staff, and the community we serve, and a palpable energy for tackling the work we have in front of us. I am truly grateful for the warm welcome. And as we gear up for the launch of the new EHR next month, I want to acknowledge and thank everyone in our department who has been working behind the scenes to design, test, and configure the system so that we are ready to launch.

As we wrap up FY24 and prep for FY25, our team will be focusing on several priorities: rebuilding Health & Safety practices in collaboration with that committee, establishing a robust system for Policy & Procedure management, analyzing and improving our performance on MDHHS' MMBPIS performance indicators, participating in the launch of Crane, administering our client satisfaction survey, restarting the Quality Improvement Council (QIC), supporting our efforts as a CCBHC demonstration site, and reviewing and updating the OnPoint Quality Assurance and Performance Improvement Plan (QAPIP). Updates on all of these initiatives, as well as reports, performance data, and responses to requests from board members, will be included in future monthly board reports. I look forward to getting to know all of you and working with you to future OnPoint's mission on behalf of our community here in Allegan County!

QUALITY IMPROVEMENT:

LRE Site Review – we have submitted our 2nd round of responses for the Corrective Action Plan from the FY24 LRE site review. The QI team worked closely with clinical leadership to update our responses. While we await final approval from the LRE, many teams have already begun making many of the planned changes to policies, forms, procedures, and records in the EHR.

MDHHS Waiver Site Review – the QI team is also working with the LRE and OnPoint teams to prepare for the upcoming MDHHS waiver audit, which begins October 14. This year's audit includes the clients enrolled in iSPA, as well as HSW, CWP, and SEDW clients. Chart reviews are underway to prepare clinical records, along with efforts to collect the credentialing and training records of the staff (both OnPoint and external provider agency) who were selected for review.

PROVIDER NETWORK:

Electronic Visit Verification (EVV) – Effective 10/1/24 MDHHS will require OnPoint and its contracted service providers to begin using an electronic visit verification (EVV) system to verify type of service provided, date, time, location of service and staff name. MDHHS contracts with HHAeXchange to provide an EVV-compliant application that providers can use at no cost. Staff that deliver the following services must clock in and out utilizing the application:

- H2015: Community Living Supports (CLS), 15 Minute
- T1005: Respite Care, 15 Minute

OnPoint contracts with five organizations that must use an EVV-approved application. The OnPoint Provider Network team has been working collaboratively with MDHHS, OnPoint's Finance and IT teams, and providers to learn about the new EVV mandate and develop an implementation plan.

On August 1, 2024, OnPoint rolled out EVV for direct care workers supporting individuals in self-directed arrangements. Overall, the implementation has been successful. The other four providers will begin EVV 10/1/24.

Self Determination (SD) – On July 11, 2024, the Self-Determination Coordinator and Provider Network Manager held two Self-Determination (SD) Townhall Meetings with employers (who are all current OnPoint clients) and employees of self-directed arrangements. Topics included documentation requirements and the implementation of electronic visit verification requirements. Future meetings will be held in October and November.

Provider Site Visits – The Provider Network and Quality Improvement Coordinator began conducting site visits August 12, 2024. The goal is to monitor compliance of rules and regulations while increasing the quality of services delivered. Five Adult Foster Care (AFC) Homes were visited in the month of August.

UTILIZATION MANAGEMENT

We are currently reviewing and updating the Utilization Management plan, with input from previous UM Committee members (the committee has not met for the past several months). Approving the updated plan and clarifying the structure and purpose of the UM Committee will be our focus as we start FY25. Once the plan is approved it will be included within a future board update.

Our Waiver Coordinator has also been working on preparation for the MDHHS Waiver Site Review. This site review will include the first audit review of the 1915(i) Waiver (iSPA) for both OnPoint and the Lakeshore Regional Entity. We are looking forward to the opportunity for the work that OnPoint has completed for the waivers to be reviewed.

Our UM Care Management Specialists have seen an increase in the number of authorization requests as OnPoint concludes the fiscal year and winds down utilization of the Streamline EHR. The department anticipates a high volume of authorization requests to continue through the remainder of September.

Respectfully submitted,

Matthew Plaska, LMSW
Director of Quality & Innovation
September 9, 2024

net position, operating revenue, and operating expenses were all reviewed. Andre Pierre, Chief Administrative Officer, added that the Finance team is actively planning for OnPoint's FY25 budget and an update will be provided at the September Board meeting.

Motion: To approve the July 2024 disbursements totaling \$4,541,633 as recommended by the Finance Committee.

Moved: Beth Johnston

Supported: Glen Brookhouse

Motion carried by unanimous roll call vote.

Motion: To authorize the Executive Director to sign the FY2025 General Fund contract with the Michigan Department of Health and Human Services (MDHHS) on behalf of OnPoint (DBA for Allegan County Community Mental Health Authority), including any subsequent non-substantial amendments or extensions to the agreement which may be offered by the department.

Moved: Beth Johnston

Supported: Jessica Castañeda

Motion carried by unanimous roll call vote.

Motion: To authorize the expenditure of \$32,500 to Schley-Nelson Architects for Interior Build-Out of MAT Area and authorize the Executive Director to accept the proposal from Schley-Nelson Architects and execute all related documents on behalf of OnPoint (DBA for Allegan County Community Mental Health Authority).

Moved: Beth Johnston

Supported: Pam Brenner

Motion carried by unanimous roll call vote.

9. **Recipient Rights Advisory Committee** – The committee did not meet this month.
10. **Lakeshore Regional Entity (LRE) Updates** – Stephanie VanDerKooi, Chief Operating Officer of the LRE, gave an update on LRE matters. Ms. VanDerKooi reported the next Board of Directors meeting will be on 8/28. Also, the Oversight Policy Board meeting will be occurring on 9/4 at Ottawa County Community Mental Health. Furthermore, the Customer Satisfaction Survey has been deployed, Health Services Advisory Group will be going to the LRE on 8/23 for an audit, and the LRE received their contract from MDHHS, so it is currently being reviewed. Finally, CMHSP site reviews have been completed and Cherry Health is going to be a CCBHC.
11. **Lakeshore Regional Entity (LRE) Board Nominations** – Alice Kelsey shared she is on the LRE Board Nomination Committee and is looking for feedback on how to proceed with nominations. Ms. Kelsey attempted to nominate Jim Storey, but there were concerns around his absences. A Special Board meeting has been scheduled for 8/23 at noon where a Resolution, which will be drafted by Chairperson Dugan and Mr. Witte, will be reviewed and voted on to be brought to the LRE's Board meeting.
Motion: To authorize a Special Board Meeting for August 23, 2024, to discuss the LRE Board Nominations.
Moved: Beth Johnston
Supported: Dr. Robin Klay
Motion carried by unanimous roll call vote.
12. **Chairperson's/Executive Committee Report** – Commissioner Dugan briefly reported on the items discussed during the Executive Committee meeting, including a MDHHS contract update, LRE contract update, and the handbook on MDHHS requirements for CCBHCs has been updated and will be distributed. Additionally, this month is a catch-up month for BoardWorks evaluations. Also, Pastor VanBeek is running unopposed for the November County Commissioner election, discussions to come about the composition of the OnPoint Board post-election. Furthermore, Medicaid coverage for individuals incarcerated is changing

to where eligible individuals will have coverage prior to being released. Also, the internal services funds (ISF) are going to be capped at 7.5%. A couple important dates, CMHA is hosting a Walk-A-Mile event on 9/17 in Lansing and the first Annual Recovery Celebration is occurring on 9/27 at the Riverfront. Finally, the Rite Aid next door has been sold, and the LRE Board Nominations were discussed at the Executive Committee meeting.

13. **OnPoint Executive Director's Report** – Mr. Witte introduced the new Director of Quality Innovation, Matt Plaska. An update on sound masking was provided, Conflict Free Access and Planning will not be implemented until October 2025 but conversations between the Federal and State governments are still occurring. Also, background was provided on funding the problem-solving courts. Additionally, OnPoint will be participating in the fair parade on 9/9 and will be hosting a table at the Wayland Balloon Festival from 9/6-9/7, Board members are invited to both events. OnPoint is involved in the first round of settlement dollars distribution in Allegan County for the Opioid settlement. Finally, our thoughts go out to Commissioner Kapenga's family in their time of loss.
14. **Provision for Public Comment** – No comments received.
15. **Board Member Comments** – Ms. Kelsey clarified that of Jim Storey's LRE Board meeting 'absences', he appeared remotely for 3 of them. Ms. Johnston thanked Chairperson Dugan for his professionalism while running the Board meetings. Chairperson Dugan stated his appreciation for the individuals at OnPoint and their dedication to their work.

16. **Motion to Adjourn**

Moved: Dr. Robin Klay

Supported: Jane Ferrel

Motion approved by common consent.

Meeting adjourned at 7:05pm.

Respectfully submitted,

Meagan Hamilton
Executive Assistant

Gale Dugan
Board Chairperson

OnPoint Board of Directors Special Minutes - DRAFT
Friday, August 23, 2024, at 12:00 PM
Training Room, 540 Jenner Drive, Allegan, MI 49010

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

Board Members Absent: Kim Bartnick

OnPoint Staff Present: Meagan Hamilton; Mark Witte

Public Present:

1. **Call to Order** – Commissioner Dugan called the meeting to order at 12:00pm.
2. **Pledge of Allegiance** – All present recited 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: Jessica Castañeda

Supported: Dr. Robin Klay

Motion carried by common consent.

6. **Discussion on The Appointment of LRE Executive Committee Members Resolution** –

Motion: To discuss The Appointment of LRE Executive Committee Members Resolution.

Moved: Dr. Robin Klay

Supported: Beth Johnston

Motion carried by unanimous roll call vote.

Motion: To remove “names of otherwise” within the verbal presentation of The Appointment of LRE Executive Committee Members Resolution.

Moved: Dr. Robin Klay

Supported: Jessica Castañeda

Motion carried by unanimous roll call vote.

Motion: To compact the “Be it Resolved’s” in The Appointment of LRE Executive Committee Members Resolution.

Moved: Dr. Robin Klay

Supported: Pam Brenner

Motion carried by unanimous roll call vote.

Motion: To keep “*In these ways the [LRE] exists to serve in the best interest of and to the benefit of all CMHSP Members and their persons served*” within the “Therefore, Be it Resolved” in The Appointment of LRE Executive Committee Members Resolution.

Moved: Dr. Robin Klay

Supported: Pam Brenner

Motion carried by unanimous roll call vote.

Motion: To remove “*In these ways the [LRE] exists to serve in the best interest of and to the benefit of all CMHSP Members and their persons served*” within the “Whereas” in The Appointment of LRE Executive Committee Members Resolution.

Moved: Beth Johnston

Motion carried by common consent.

Chairperson Dugan offered the amended Resolution for consideration:

“**WHEREAS**, OnPoint is a founding member of the Lakeshore Regional Entity (LRE), and has been a member of the LRE in good standing since its inception in 2014 and has done its part to manage its financial responsibilities as required by the LRE for many years, and

WHEREAS, the LRE’s Conflict of Interest Policy requires that LRE board members – and OnPoint itself as a member – exercise our Duty of Care to “*perform his or her duties for the LRE in good faith*” and our Duty of Loyalty to “*act at all times in the best interest of the LRE*”, and

WHEREAS, the LRE’s Operating Agreement obligates the LRE to “*[ensure] that equality in voice and governance exists, and that the benefit to the citizens meets Medicaid standards while being provided in ways that reflect the needs and resources of the communities in which each CMHSP Member operates.*”, and

WHEREAS, the LRE further “*establishes certain checks and balances to ensure that governance remains balanced and equal and that the operation of the [LRE] is for service to the CMHSP Members in achieving high levels of regulatory compliance, quality of service, and fiscal integrity.*”, and

WHEREAS, the LRE’s Nominations Committee has proposed officers for 2025 who have been deeply involved in recent litigation against the LRE and/or led and supported actions (Motion LRE 23-23 at May 24, 2023 LRE board meeting) that were seen as inconsistent with the duties of care and loyalty to the LRE.”

Motion: To adopt the Resolution with proposed amendments.

Motion carried by unanimous roll call vote.

The draft Resolution was discussed and amended to create the final Resolution.

7. **Provision for Public Comment** – No comments received.
8. **Board Member Comments** – Dr. Klay thanked everyone. Pastor VanBeek stated he appreciated the Resolution composition and attendance of the Board at this special meeting. Ms. Johnston echoed Pastor VanBeek’s remarks. Ms. Ferrel stated she appreciates the comments made throughout the Board meetings as it helps her learn. Ms. Castañeda echoed Ms. Ferrel’s comments and expressed the importance of this Resolution. Ms. Brenner thanked everyone for the great teamwork. Ms. Kelsey thanked everyone for their support. Commissioner Dugan thanked everyone for their participation.

9. **Motion to Adjourn**

Motion approved by common consent.

Meeting adjourned at 12:52pm.

Respectfully submitted,

Meagan Hamilton
Executive Assistant

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Executive Director Report – September 2024
Submitted by Mark Witte, Executive Director
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1. Agency

CCBHC Recertification Submission – I am happy to announce that on 8/27/2024 we received notice from MDHHS about our CCBHC recertification application. In part, the letter reads: “The Department has concluded the Certified Community Behavioral Health Clinic (CCBHC) recertification process for Fiscal Year 2025. Upon review of the materials provided as part of this process, OnPoint has been granted Full CCBHC Certification with a Corrective Action Plan (CAP). The MDHHS CCBHC Team will provide additional information regarding the CAP needed to address the CCBHC application deficiencies in correspondence to follow this notification. The follow-up letter came this morning (9/9/24) but has not yet been fully reviewed.

Leadership – In late August, we determined that it was necessary to repost the position of Chief Operating Officer and we are currently reviewing applicants and preparing for interviews.

Final Preparations Underway for Implementation of New EMR – The training room in our facility is chock full of computers to help train our staff in the use of PCE, our new EMR (Electronic Medical Record). Many thanks are due to the internal implementation team for their diligent planning and testing prior to training.

2. Board

Conflict-Free Access and Planning (CFAP) – I attended the CMHA Director’s Forum on September 4 and 5, where CMHA staff gave an update. They spoke of the work of CMHA and its members to move MDHHS to design and implement an approach to meeting the conflict free requirements of the federal Centers for Medicare and Medicaid Services. CMHA provided a study by the US Health and Human Services agency on the negative impact of the use of 1915i and conflict free requirements to CMHA members. CMHA reached out to CMS for guidance and sent a FOIA request to MDHHS for written correspondence with CMS.

The latest report we have is from the board meeting of CMHA in which staff reported that CMS has asked for meetings with Michigan’s DHHS to discuss their plan. (CMS is the federal agency within the US Department of Health and Human Services (HHS) that works in partnership with state governments to administer Medicaid.) The official position of the state is that the plan is currently on hold, but still the intent of the state though it is likely not to seek implementation in FY2024. The advocacy of CMHs (including OnPoint’s board) and PIHPs, as well as the Michigan Association of Counties is having a definite impact on the policy development.

CMHA Fall Conference – It will soon be time to register for the Traverse City CMHA conference which will be held on Monday 10/21/2024 and Tuesday 10/22/2024 (with some meetings for delegates on Sunday afternoon/evening, 10/20/2024). Speak with Chairperson Dugan, Meagan or I if interested in more details.

3. Community

Wayland Balloon Fest & Allegan County Fair – OnPoint staff staffed a booth at the Wayland Balloon Fest on 9/6 and 9/7/2024 in support of their suicide awareness and survivor support focus. Several staff and (Chairperson Dugan) walked the Allegan County Fair parade route to promote the Talk Sooner program of the Allegan County Prevention Coalition. We are increasingly involved in thoughtful planning and coordination for these and other community festivals and recognitions which give us an opportunity to showcase our varied services for the community.

Problem-Solving Court Funding – The Lakeshore Regional Entity’s Oversight Policy Board (with Commissioners DeYoung and Storey as Allegan representatives) approved a request for up to \$100,000. These funds are intended to help cover any gaps that may arise in budgets that require more treatment funding for participants in local drug courts as they are reconstituted. The timing of the funding announcements from the State Court Administrator’s Office (SCAO, part of the operations of the Michigan Supreme Court) precluded knowing exactly how much of a shortfall may exist, though it is believed likely there would be one. With the OPB not meeting again until December, we thought it best to secure a line of funding to support these important treatment needs in our community for those involved in specialty courts. Thanks to DeYoung and Storey for their action to support this request.

New Brochures in the Works – In view of the wider access to services that OnPoint offers and the mandate to make such information available in more assertive ways in the community, we are working with our media/design company to upscale our various agency brochures into a smaller set of “product line” brochures and “rack cards”. More information is packed into fewer documents than in the past and we will distribute samples to you as soon as they are available.

Allegan County Opioid Settlement – Allegan County has been working for more than a year with the Michigan Association of Counties to determine the process and define the needs for distribution of its share of settlement funds derived from national lawsuits against opioid medication manufacturers and distributors. There are few regulations surrounding the use of these funds but the decision-making process is (properly) expected to adhere to principles of good government. That includes an expectation that resources be used responsibly to address objectively determined needs with the involvement of the community. A public hearing on the planned use of these funds for FY2024 and FY2025 will be held on 9/10/2024. OnPoint is involved in a good many of the proposed uses. We will be able to give a more detailed briefing on this after the Commission has taken its action to approve the final plan.

Memorandum of Understanding with Allegan County Sheriff – On 9/1/2024, OnPoint entered into an agreement with the Sheriff’s Office to enhance public safety and expand behavioral healthcare. Specifically,

The Sheriff’s Office will develop:

- Conduct Crisis Intervention Team (CIT) training of law enforcement officers across multiple Allegan County police departments who will be selected for CIT training based on their qualifications, suitability, and emergent need;
- Coordinate relationships with other police departments to facilitate a coordinated law enforcement approach to Substance Use and Mental Health Response; and
- Direct people to appropriate mental health and substance use disorder services whenever public safety allows to prevent incarceration of people with serious mental illnesses and substance use disorders.

OnPoint will develop:

- Provide rapid assessment and referral to appropriate mental health and substance use disorder community services and support for people with mental illness and substance use disorder requiring law enforcement involvement either during or immediately following arrest through liaisons and OnPoint staff; and
- Provide technical assistance in planning and implementing trainings for officers.

Both the Sheriff's Office and OnPoint will:

- Participate in the implementation of new systems for tracking mental health and substance use disorders during and after police encounters;
- Participate in community planning meetings as part of the CIT International model; and
- Actively communicate with one another and community stakeholders throughout the program implementation and first responders in order to build and implement a countywide approach to mental health and substance use disorder response and treatment.

4. Region

PIHP Contract – We continue to work toward contract finalization for the FY2025 contract. We are told that the draft contract is being reviewed by LRE legal and that it will be sent once completed. They are estimating that will be Tuesday, 9/10/2024 – one day after this report is due. If that happens, and we are ready to bring it to the board, we will follow the same process as was used at last month's board meeting with the MDHHS FY2025 General Fund (CMHSP) contract. We will present a motion through the Finance Committee for your review and approval. It will authorize me to sign the initial FY2025 contract and any subsequent non-consequential amendments.

OnPoint Board Resolution Relayed – The resolution adopted at your special board meeting on 8/23/2024 was relayed to the LRE board on 8/28/2024. The immediate impact of the message was the tabling of the LRE Board motion to adopt the proposed slate. I have received no direct comments from LRE staff, LRE board members or staff/board of other CMHs in the region, although some of Allegan's board member representatives may have. At this point, it will likely require nominations from the floor to be approved by a majority at the LRE's 9/25/2024 board meeting in order for officers other than those named by the governance committee to be approved.

5. State

Walk-A-Mile Event – This annual CMHA event typically draws people served from across Michigan and their advocates to the Capitol Building to support the cause of public behavioral healthcare. This rally highlights the need for dedicated funding for mental health services, raises awareness of behavioral health needs in health and policy discussions and works to banish behavioral health stigmas. Unfortunately, a scheduling problem led to the rally being held on our board meeting day. To honor those from Allegan County who attended today, please take a moment to appreciate their efforts to enhance public awareness, because legislators always need to know that mental health matters to all of their constituents. Through their efforts, we help put an end to the stigma related to mental illness & developmental disabilities, and promote mental health and wellness, because we can make a difference!

FY2025 CMHSP Contract – MDHHS has issued the FY2025 General Fund (CMHSP) contract for our review and approval. Our process on this is to have the board consider a motion that authorizes me to sign the initial FY2025 contract and any subsequent non-consequential amendments. With the state deferring CFAP implementation as noted above, I believe you can consider the motion that I will bring via the Finance Committee to approve this contract.

More from the 9/4-9/5/2024 CMHA Director’s Forum –

a. **Protecting Regional Internal Service Funds**: CMHA staff have been working with the PIHPs around the need to resist the MDHHS-proposed changes to the FY 2025 MDHHS-PIHP contract that reduces PIHP reserves to 7.5%. Setting the amount at less than 7.5% does not provide sufficient financial risk reserves in an era of turbulence and rapid policy and program changes with uncertain financial adequacy.

b. **Behavioral Health Workforce Shortage**: MDHHS sees its work with the CMHA (Health Fund financed) administrative efficiency initiative as part of its workforce efforts. MDHHS is sending notices to graduate school interns and internship supervisors confirming the student/interns and supervisors participation in the MDHHS internship stipend program.

c. **Administrative Efficiencies**: MDHHS is examining the value of moving back to a per-diem rate for CLS services for persons with a significant number of hours (H0043) living in unlicensed CLS settings rather than the use of a 15-minute code (H2015). MDHHS is considering 12 hours per day per person served and/or 12 hours per day available at the site as the criteria for the use of the per diem code. MDHHS is looking for guidance as to whether this 12-hour per day criteria is appropriate. CMHA will seek the views of its members and ask them to provide guidance to MDHHS regarding this 12 hour per day per person served criteria.

d. **Incarcerated Persons Waiver**: MDHHS will submit an 1115 waiver amendment application in September 2024 to offer Medicaid coverage for inmates in prisons and juvenile detention facilities (state run, private CCIs, county-run juvenile homes). Case management, MAT, and prescriptions in hand, upon release, are the behavioral health services that would be covered by Medicaid within 90 days of release. The waiver’s implementation with jail inmates will occur several years later, with readiness assessments required of local jails as part of the expansion of the demonstration to jails. Beyond these three base minimum (CMS-required) services, Michigan plans to add to the benefit, physical and behavioral clinical screenings and pre-release consultation with community providers, medications administered in the carceral facility. An independent evaluator, as required by CMS, will be hired for this initiative. MDHHS will not be waiting for CMS approval (expected in fall 2025) with demonstration starting in early 2027) to start implementation planning.

e. **In Lieu of Services (ILOS)** – MDHHS allows Medicaid (physical) Health Plans to offer a benefit Medicaid beneficiaries for healthy food: medically designed food, healthy food packs, produce prescriptions, healthy health delivered services. All are intended as benefits for specific needs/situations. MDHHS has issued a policy guide for the MHPs and will be revised and available in late September. There will be a video guide to this benefit designed to inform beneficiaries and other stakeholders.

f. **Social Work Licensure/Test**: There are bills in the legislature that would eliminate the written test as part social work licensure process. With time being short, its passage is uncertain. Additionally, the bill sponsor (Rep. Brabec) is not running to retain her seat in the next session. So, efforts are underway to find a Senate sponsor for a similar bill to have teed-up for late this session or the next session.

g. Proposed Waskul Settlement: CMHA staff have been working with the PIHPs around the need to resist adding the Waskul settlement-related language in the FY 2025 MDHHS-PIHP contract. The declarations of opposition and objections submitted by Washtenaw CMH, the CMH Partnership of Southeast Michigan, and many CMHSPs, PIHPs – including OnPoint – and providers from across the state have been key in making the case with the judge overseeing the settlement. It was reinforced that there are three conditions that must be met for the settlement to go forward – the PIHPs signing the MDHHS-PIHP contract with the Waskul language, CMS approving the settlement, and the judge approving the settlement. The PIHPs are going on record in opposition to the Waskul language in the contract. It was recommended that CMHA and others underscore the admission, by MDHHS, to CMS that the CLS rates are far below what Milliman has deemed as appropriate. CMHA will work with Washtenaw CEO Cortes to schedule a briefing with the Washtenaw attorney around the details and mechanics of the Waskul settlement.

Submitted by Mark Witte, Executive Director
September 9, 2024