



Board of Directors Meeting Agenda

Tuesday, April 15, 2025 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 – Alice Kelsey
2. Pledge of Allegiance
3. Roll Call – Alice Kelsey
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 (03/18/2025)
 - ii. Finance Committee (03/18/2025)
 - iii. Program Committee (03/18/2025)
 - iv. Executive Committee (03/14/2025)
 - b. **Motion** – Approval of Closed Session Minutes (3/18/2025)
7. Program Committee – Alice Kelsey
8. Finance Committee Report – Beth Johnston
 - a. Review of Financial Audit from RPC
 - b. **Motion** – Approval of Voucher Disbursements
 - c. **Motion** – Approval of FY2025 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 – Alice Kelsey
12. OnPoint Chief Executive Officer’s Report – Mark Witte
13. Corporate Compliance Training – Diane Bennett
14. Provision for Public Comment (any topic, 5” limit per speaker) – Alice Kelsey
15. Board Member Comments – Alice Kelsey
16. Adjournment
17. Future Meetings:
 - a. May 16, 2025 @ 3:00 pm – Executive Committee
 - b. June 17, 2025 @ 3:30 pm – Recipient Rights Advisory Committee
 - c. May 20, 2025 @ 4:00 pm – Program Committee
 - d. May 20, 2025 @ 4:30 pm – Finance Committee
 - e. May 20, 2025 @ 5:30 pm – Full Board Meeting



OnPoint Board Finance Committee Agenda

Tuesday, April 15, 2025 @ 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 Board Approval of Contract(s)
- 7) Informational Items
 - a) Financial Reports
 - b) Financial Audit Report Fiscal Year 2024 by Rosland Prestige (RPC)
- 8) Finance Committee Member Comments
- 9) Public Comment (any topic, 5 minute limit per speaker)
- 10) Adjournment – Next Meeting May 20, 2025 at 4:30 pm, 540 Jenner Drive, Allegan, MI

Finance Committee: Beth Johnston, Chair; Glen Brookhouse, Vice Chair; Commissioner Mark DeYoung; Krystal Diel, Commissioner Gale Dugan

OnPoint Finance Committee Minutes - DRAFT
Tuesday, March 18, 2025, at 4:30 pm
Hamilton Conference Room, 540 Jenner Drive, Allegan MI 49010

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

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. Brookhouse

Supported: Mr. Dugan

Motion carried.

4. **Approval of Minutes**

Moved: Mr. Brookhouse

Supported: Mr. DeYoung

Approval of Minutes with the correction to total CCBHC units for fiscal year 2024 of 25,947.

Motion carried.

5. **Review of Written Reports:**

a. **Administrative Report**

Mr. Pierre reviewed the administrative report submitted.

b. **Facilities & Human Resources**

Information Technology – Cell phones have been deployed to over 90% of staff. Remaining to be deployed to staff who were on leave or had out of office hours. Server that was purchased towards end of fiscal year 2024 has been formatted and is currently in use for the merging of Streamline and CRANE files.

Human Resources – There was 1 new hire, 2 separations (both voluntary) and 12 active postings for the month of January.

A formal presentation to all staff occurred for the HR Cloud product, which is the HR evaluation platform. February and March had the employee self-evaluation as well as supervisor evaluation.

HR is working with Rehmann Wealth to schedule a meeting with the advisory committee for retirement benefit.

Facilities – Fiber Optic lines have not been ran yet due to State licensing and Shareco. Subcontracting is one option being explored. Talks are still in progress to complete task so that USDA loan can be finalized.

6. **Action Items:**

a. The Finance Committee recommends that the OnPoint Board approve the February, 2025 disbursements totaling \$3,690,738.12.

Moved: Mr. Brookhouse

Supported: Mr. Dugan

Motion carried.

- b. The Finance Committee recommends that the OnPoint Board approve Mark Witte to enter into an agreement with Huntington Bank for a Huntington Bank Merchant Credit Card.

Moved: Mr DeYoung

Supported: Mr. Dugan

Motion carried.

7. Informational Items

a. Financial Reports

Mr. Pierre reviewed the financial statements for January.

Projected \$374,036 to be returned to the LRE. General Fund \$33,310 projected to be retained for carryforward.

CCBHC – Approximately \$188,000 redirected to General Fund. The PPS 1 Rate was \$523 and is projected to be \$417 (this rate will be retro back to October, 2024). Financials for January were built based on the lower PPS 1 rate. PPS 1 rate to be approved by state.

General Fund is a concern and Management is working with Managers to increase CCBHC daily visits. Annual visits budgeted for CCBHC is 27,700 (break down to 2,308/mo). Actual Year-to-Date is 8,328, behind by 905 visits.

ESTA (Earned Sick Time Act) was officially rolled out on 2/21/2025 and did not have a significant impact on OnPoint.

Minimum Wage could have an impact on budget as providers roll out increases. OnPoint as well as LRE is advocating with state to cover the expense with increased revenue.

Financial Audit for fiscal year 2024 is wrapping up and will be finalized with a presentation to Finance Committee and Full Board to occur next month.

8. Finance Committee Member Comments

None

9. Public Comment

None

10. Next Meeting – April 15, 2025, at 4:30 pm.

11. Adjournment

Moved: Mr. Dugan

Supported: Mr. Brookhouse

Motion carried.

Meeting adjourned at 5:27 pm.

Administrative Services Board Report April 2025
Submitted by Andre Pierre, Chief Administrative Officer
269.569.3238 – APierre@OnPointAllegan.org

FINANCE

This month's packet includes the monthly financial report for February 2025. 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 \$313,679 (MH Medicaid and SUD Medicaid combined) to the LRE and a carry forward/lapse of approximately \$0 in General Funds to return to MDHHS.

HUMAN RESOURCES

In Human Resources, the Earned Sick Time Act (ESTA) was passed by the Michigan Legislature, went into effect on February 21, 2025, and was an area of focus for the team. OnPoint worked with legal resources to answer questions, modify our Paid Time Off (PTO) and Leave of Absence policies to ensure compliance and prepare the required employee communications about the new law. Work continued on our policy development and revision project, and OnPoint introduced its first formal disciplinary policy effective February 28, 2025. OnPoint received the results of our employee climate survey (conducted in January), analyzed the quantitative feedback, identified themes from the qualitative feedback and developed an action plan for presentation of results to employees and follow up. The employee climate survey is administered by USPEQ, a branch of CARF International, and OnPoint's goal is to engage employees in the survey every two years. OnPoint's 2025 employee climate survey achieved an 86% response rate. Employees and managers completed self-evaluations and performance evaluations on the new HR Cloud system for the first time, with more than 95% successfully completed by the established deadlines.

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- 0
- Separations- 1 separations (voluntary)
- Active Posting- 14

INFORMATION TECHNOLOGY

In the area of Information Technology, we continue to work with Allegan County Information Technology on items in the 2025 project list. OnPoint has unfortunately suffered from random data feed outages from Charter Communications. These disruptions have been a source of employee frustration as well as negatively impacting our ability to deliver services. During February we made the decision to implement redundancy (i.e. back-up) in our data feed by having Frontier Communications run a fiber-optic line to the building. By the end of the month the cable was run, with terminal connection to the OnPoint router scheduled for March. Once this connection is completed, anytime that our primary Charter feed goes down, our system will automatically toggle over to Frontier. Also, during the month we began to examine the next round of computer

replacements for three departments by cross-referencing our active employee files with individuals on the IT equipment schedule. This is often time-consuming due to turnover and interdepartmental transfers. Rubix IT consulting continues their active support by assisting OnPoint in the completion of several annual and quarterly reports that must be delivered on time.

FACILITIES

In the area of Facilities, we had a relatively calm month with only routine maintenance actions taking place.

We officially began occupancy of the new building on May 5, 2023. We committed no construction draw of funds through the United States Department of Agriculture (USDA) loan and Michigan Economic Development Corporation (MEDC) grant. At this point the project close “punch list” of deliverables has been completed. However, the project remains open due to the delay from MDOT (Michigan Department of Transportation) in approving the final run of fiber optic cable to our building. During February we convened two update meetings for all the stakeholders (OnPoint, Allegan County, Shareco) to discuss how a path forward can be created. During our third meeting Shareco conveyed their lack of interest in becoming a registered utility with the State of Michigan. Their preference is to fully pursue other alternatives, such as subcontractors who are already registered utilities. Update meetings will continue on a bi-weekly basis to ensure the efforts towards a resolution do not lose momentum.

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
April 7, 2025

Finance Committee ACTION REQUEST	Subject:	Voucher Disbursements		
	Meeting Date:	April 15, 2025		
	Requested By:	Beth Johnston, Finance Committee Chairperson		
<u>RECOMMENDED MOTION:</u>				
<u>The Finance Committee recommends that the OnPoint Board approve the March, 2025 disbursements totaling \$3,652,322.40.</u>				
<u>SUMMARY OF REQUEST/INFORMATION:</u>				
<u>Date Issued:</u>	<u>Voucher Number:</u>	<u>Type:</u>	<u>Amount:</u>	
March 3, 2025	N/A	Loan Payment	\$21,334.00	
March 14, 2025	P1753	Payroll	\$448,885.17	
March 14, 2025	V966	Vendor	\$1,686,281.57	
March 28, 2025	P1754	Payroll	\$449,938.22	
March 31, 2025	V967	Vendor	\$1,045,883.44	
<u>BUDGET/FINANCIAL IMPACT</u>				
<ul style="list-style-type: none"> • These disbursements are part of the approved fiscal year 2025 operating budget for OnPoint. 				
BY: Nikki McLaughlin, Accounting Manager			DATE: April 15, 2025	

Full Board ACTION REQUEST	Subject:	Contracts
	Meeting Date:	April 15, 2025
	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 2025.</u>		
<u>SUMMARY OF REQUEST/INFORMATION:</u>		
Provider Pro Care Unlimited, Inc		Contracted Service(s) Community Living Supports
<u>BUDGET/FINANCIAL IMPACT</u>		
<ul style="list-style-type: none"> The contracted service is part of the fiscal year 2025 operating budget for OnPoint. 		
BY: Nikki McLaughlin, Accounting Manager	DATE: April 15, 2025	

ONPOINT



Period Ended
February 28, 2025

Monthly Finance
Report

ONPOINT

Summary of Variances and Fluctuations

February 28, 2025

I. Assets

- Cash and cash equivalents - Increase over prior year is due to the accumulation of the fiscal year 2024 surplus Medicaid and Healthy Michigan Plan revenue, as well as the current year-to-date surplus.

II. Liabilities

- Due to other governmental units - Increase over prior year is due to the accumulation of the fiscal year 2024 surplus Medicaid and Healthy Michigan Plan revenue, as well as the current year-to-date surplus.

I. Operating revenue

- Certified Community Behavioral Health Clinic revenue - OnPoint has provided approximately 1,100 (or approximately 10 percent) less daily visits than budgeted, resulting in revenue coming in under budget.

IV. Operating expenses

- 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.

ONPOINT

Summary Schedule of Revenues and Expenses by Fund Source

October 1, 2024 through February 28, 2025

	MDHHS Revenue	Coordination of Benefits	Grant Revenue	Expense	Redirects	Lapse or (Deficit)
Medicaid						
Medicaid - Mental Health	\$ 9,538,028	\$ -	\$ -	\$ (10,615,856)	\$ -	\$ (1,077,828)
Medicaid - Autism	1,964,376	-	-	(744,659)	-	1,219,717
Medicaid - SUD	277,877	-	-	(78,609)	-	199,268
Healthy Michigan Plan - Mental Health	529,467	-	-	(782,294)	-	(252,827)
Healthy Michigan Plan - SUD	474,790	-	-	(249,441)	-	225,349
Medicaid subtotal	<u>\$ 12,784,538</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (12,470,859)</u>	<u>\$ -</u>	<u>\$ 313,679</u>
CCBHC Demonstration						
CCBHC - Medicaid	\$ 2,424,070	\$ 12,060	\$ -	\$ (2,627,184)	\$ 191,054	\$ -
CCBHC - Healthy MI Plan	765,568	3,627	-	(770,611)	1,417	-
CCBHC - NonMedicaid	-	20,678	508,800	(542,717)	4,481	(8,758)
CCBHC Subtotal	<u>\$ 3,189,638</u>	<u>\$ 36,365</u>	<u>\$ 508,800</u>	<u>\$ (3,940,512)</u>	<u>\$ 196,951</u>	<u>\$ (8,758)</u>
General Fund	<u>\$ 711,557</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (514,606)</u>	<u>\$ (196,951)</u>	<u>\$ -</u>
SUD Treatment Block Grant	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 154,508</u>	<u>\$ (154,508)</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

February 28, 2025

	September 30, 2024	February 28, 2025
Assets		
Current assets:		
Cash and cash equivalents	\$ 5,255,099	\$ 6,035,555
Accounts receivable	82,350	65,856
Due from other governmental units	2,588,342	2,426,971
Prepaid items	350,669	300,338
Total current assets	<u>8,276,460</u>	<u>8,828,720</u>
Non-current assets:		
Capital assets not being depreciated	272,878	272,878
Capital assets being depreciated, net	8,349,223	8,230,006
Total non-current assets	<u>8,622,101</u>	<u>8,502,884</u>
Total assets	<u>\$ 16,898,561</u>	<u>\$ 17,331,604</u>
Liabilities		
Current liabilities:		
Accounts payable	\$ 2,319,632	\$ 2,450,777
Accrued payroll and benefits	397,234	280,300
Due to other governmental units	2,288,784	2,594,222
Unearned revenue	298,624	284,315
Compensated absences - current portion	113,975	113,975
Notes payable - current portion	256,008	256,008
Total current liabilities	<u>5,674,257</u>	<u>5,979,597</u>
Long-term liabilities:		
Compensated absences	645,859	645,859
Notes payable	4,857,094	4,795,774
Total long-term liabilities	<u>5,502,953</u>	<u>5,441,633</u>
Total liabilities	<u>11,177,209</u>	<u>11,421,230</u>
Net position		
Invested in capital assets	3,508,999	3,451,102
Restricted for USDA loan	43,402	46,958
Unrestricted	<u>2,168,950</u>	<u>2,412,314</u>
Total Net Position	<u>\$ 5,721,352</u>	<u>\$ 5,910,374</u>

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ONPOINT

Statement of Revenue, Expenses and Change in Net Position

October 1, 2024 through February 28, 2025

Percent of Year is 41.67%

	Total FY 2025 Budget	YTD Totals 2/28/25	Under/(Over) Budget	Percent of Budget - YTD
Operating revenue				
Medicaid capitation	\$ 27,645,387	\$ 11,780,281	\$ 15,865,106	42.61%
Medicaid settlement	(577,831)	(341,157)	(236,674)	
Healthy Michigan capitation	1,925,568	1,004,257	921,311	52.15%
Healthy Michigan settlement	506,577	27,478	479,099	
CCBHC capitation and supplemental	9,078,140	3,221,012	5,857,128	35.48%
State General Fund formula funding	1,707,737	711,557	996,180	41.67%
State General Fund settlement	-	-	-	
Grants and earned contracts	4,326,003	1,582,896	2,743,107	36.59%
Local funding	346,095	144,206	201,889	41.67%
Other reimbursements and revenue	581,967	223,327	358,640	38.37%
Total operating revenue	\$ 45,539,643	\$ 18,353,857	\$ 27,185,786	40.30%
Operating expenses				
Salaries and wages	\$ 11,908,348	\$ 4,518,082	\$ 7,390,266	37.94%
Fringe benefits	4,380,776	1,603,239	2,777,537	36.60%
Supplies and materials	279,936	45,944	233,992	16.41%
Provider Network services	24,048,125	10,577,613	13,470,512	43.99%
Contractual services	3,269,157	1,023,025	2,246,132	31.29%
Professional development	166,171	47,255	118,916	28.44%
Occupancy	293,728	126,593	167,135	43.10%
Miscellaneous expenses	515,518	58,517	457,001	11.35%
Depreciation	420,000	119,217	300,783	28.39%
Total operating expenses	\$ 45,281,759	\$ 18,119,485	\$ 27,162,274	40.01%
Nonoperating expenses				
Interest expense	115,000	45,350	69,650	39.43%
Change in net position	\$ 142,884	\$ 189,022	\$ (46,138)	
Beginning net position	5,721,352	5,721,352		
Ending net position	\$ 5,864,236	\$ 5,910,374		

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OnPoint Board of Directors – Program Committee Meeting Agenda
Tuesday, April 15, 2025 @ 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) Assertive Community Treatment (ACT) – Lauren Todaro & Shandra Stewart
 - b) Provider Network and Self Determination – Matt Plaska & Mallory Mickevich
- 6) Review of Written Reports
 - a) Corporate Compliance Report – Diane Bennett
 - b) Chief Operating Officer – Jeana Koerber
- 7) Program Committee Member Comments
- 8) Public Comment (any topic; 5” limit per speaker)
- 9) Adjournment – Next Meeting May 20, 2025 at 4:00 pm, 540 Jenner Drive, Allegan, MI

Program Committee: Alice Kelsey, Chairperson; Kim Bartnick, Vice-Chairperson;
Jessica Castañeda; Jane LaBean; Debra Morse; Karen Stratton

**OnPoint Board of Directors
DRAFT Program Committee Minutes
March 18, 2025**

Board Members Present: Pam Brenner; Jessica Castañeda; Krystal Diel; Jane LaBean; Alice Kelsey, Chairperson; Karen Stratton

Board Members Absent: Kim Bartnick, Vice-Chairperson; Dr. Robin Klay

OnPoint Staff Present: Geniene Gersh; Rob Griffith; Meagan Hamilton; Amy Kettring (virtual); Dr. Jeana Koerber; Dreka Payne; Matt Plaska; Alison Schuyler

Public Present:

- 1) **Call to Order** – Ms. Kelsey called the meeting to order at 4:04pm.
- 2) **Public Comment** – No comments from members of the public.
- 3) **Approval of Agenda** – Jessica Castañeda moved to approve the agenda. Karen Stratton supported the motion. Motion carried by unanimous consent.
- 4) **Approval of Minutes** – Pam Brenner moved to approve the minutes from the meeting on February 18, 2025. Jane LaBean supported the motion. Motion carried by unanimous consent.

Program Committee Reports – Alison Schuyler, Access Services Supervisor, and Dreka Payne, Crisis Services Supervisor, presented on Access, Crisis, and Mental Health Treatment Court. Ms. Schuyler started by providing a program overview of Access and shared the impact of becoming a CCBHC has had on Access. Additionally, the total number of assessments completed and total number of referred into services from 2023 and 2024 were shared. Ms. Schuyler also provided an overview of Mental Health Treatment Court, including the current number of participants (10), total enrolled in 2024 (13), applied but were not accepted (11), 2024 successful graduates (5), and 2024 unsuccessful participants (3). Ms. Payne then provided a program overview of Crisis and shared what seeking professional help looks like in crisis. Finally, overviews were provided of the different steps to gaining help in crisis, which includes Preadmission Assessment Screen, Mental Health Petitions, Crisis Walk-Ins, SUD Brief Screens, and Mobile Crisis Response.

Geniene Gersh, Director of Evidence Based Practices, presented on Evidence Based Practices. Ms. Gersh provided an overview of Evidence Based Practice (EBP), the purpose of utilizing EBPs, and shared the twelve required EBPs as well as three additional EBPs used at OnPoint. Also, a brief overview of how the EBPs are used in the EMR was provided and the purpose of implementing an EBP template. Furthermore, the EBP readiness survey results were shared with overviews of the areas of strength; organizational culture, practice implementation, and professional confidence; and weakness; mentorship. Finally, Ms. Gersh shared staff training requirements for 2024 and 2025, shared what adhering to treatment fidelity means, and disclosed the upcoming MiFAST Reviews for 2025 and the MDHSS-CCBHC State Demonstration Site Review that will be occurring in May.

Dr. Jeana Koerber, Chief Operating Officer, provided a brief overview of her written report and added that Lauren Todaro, Community Based Recovery Services Program Manager, and Angel Hopkins, Medical Clinic Services Program Manager, attended a conference in which they were

selected to present as a recipient of the HRSA Grant and were asked to present at the conference next year.

Matt Plaska, Director of Quality and Innovation, highlighted a few areas in his written report including the audits that are currently in motion, and an internal staff member is transitioning to the Provider Network team from case management.

- 5) **Program Committee Member Comments** – Ms. Brenner expressed her gratitude for her time spent on the Board and Program Committee.
- 6) **Public Comment** – No comments from the public.
- 7) **Adjournment** – Motion by Jessica Castañeda, supported by Jane LaBean to adjourn the meeting. Motion carried by unanimous consent. Meeting adjourned at 5:18pm.

Submitted by,

Meagan Hamilton

Compliance Board Report April 2025
 Submitted by Diane Bennett, Compliance Officer
 269-512-4737 - dbennett@onpointallegan.org
 Reporting Period: FY25Q2 (Jan-Mar 2025)

Trainings		
Date	Topic	Audience
1/14/2025	Compliance Training conducted at quarterly Organizational Provider Meeting	Organizational Contract Providers
03/25/2025	Compliance Training conducted at OnPoint all staff meeting.	OnPoint Staff

Scheduled/Routine Meetings		
Date	Topic	Outcome
Weekly	Meeting w/M.Witte	Updates, consultation, etc.
1/15/2025	OnPoint Compliance Committee	Highlights – MEV (Medicaid Event Verification) report summary received from LRE. OnPoint 100% across all elements. Reviewed: Privacy/Security incident tracking log draft, discussed LRE site review, reviewed cases, discussed risk management plan vs compliance program efficiency review, discussed process for auditing and monitoring plan development.
2/5/2025	OnPoint Compliance Committee	Highlights - reviewed 6 policies, updated workplan, developed tracking log for privacy/security incidents, update on LRE site review, case review, program effectiveness review will be LRE site review compliance standards, reviewed/updated draft auditing and monitoring survey.
3/5/2025	LRE Compliance ROAT	Reviewed policy revisions, managed care activities responsibility grid distributed for review, discussed HIPAA violation/breach process, discussed terminology change re: patient advocate/durable power of attorney, member updates.
4/2/2025	LRE Compliance ROAT	Highlights – Reviewed MEV (Medicaid Event Verification) report summary; OnPoint 100% across all elements for 669 claims. LRE informed that they are looking to expand the monitoring of CMHs starting with the MEV. LRE has received notice of a CMS audit, 5 MI PIHPs selected randomly without prior notice to MDHHS, OIG, or PIHPs, reportedly. Discussed Schedule I responsibility grid, no further edits noted. Discussed ongoing investigations.
FY25Q2	New Employee Orientation	Met with three new staff during this quarter for Compliance Program orientation.
FY25Q2	New Board Member Orientation	Met with two new board members this quarter for Compliance Program orientation. This is a new process for new board members.

Inquiries/Consultations			
Date	Case	Topic	Outcome
3/12/2025	N/A	LEP Requirements	Provided regs
2/27/2025	N/A	Consent to Share Info	Prefilling, HIEs, etc.
1/20/2025	N/A	Group Note Signatures	Email sent by clinical supervisor to all staff.
2/25/2025	N/A	Annual RR/srv info acknowledgement	Consensus reached
1/16/2025	N/A	CRANE Progress note enhancement	Updated
2/11/2025	N/A	Med Consent Credentials	Consensus reached
2/11/2025	N/A	ID Diagnostic Clinician	Unsure of outcome at this time.

Investigations			
Case #	Brief Description	Date Opened	Date Closed
2024-01	LRE Referral regarding credentialing	3/2024	Pending CAP
2025-011	Documentation concerns – contract provider	12/11/24	3/25/2025
2025-16	Privacy/Security	1/23/25	Pending CAP completion

Recommendations Based on Inquiries and Investigations			
Date/Update	Brief Description	Provided To	Outcome
9/2024	Update Clinical Supervision Policy and form (448 and 448.1). Review rules for LPCs	M. Witte	Pending – the position responsible for this policy is currently vacant.
10/2024	Process for supervisors to review and document whether a staff member has had any RR or compliance issues reported/substantiated during past year.	CEO/HR Director	Working on concerns and process; staff evaluation cycle for FY25 has been completed so will consider for FY26.

Miscellaneous		
Date	Brief Description	Outcome
4/15/2025	Compliance training for Board of Directors	Scheduled for April 2025
4/15/2025	Quarterly Compliance Report to Board Program committee	Prepared 4/2/25
July-Dec 2024	36 Compliance Policies and forms in Section 900: <ul style="list-style-type: none"> ✓ 33 have been reviewed/updated, approved, and posted ✓ 3 reviewed and in process of updating ✓ 0 not started 	91.6% complete
4/1/2025	Program Integrity Report is in process of being completed.	FY25Q2 is due 4/30/2025
4/27/25	Next OnPoint Compliance Committee Meeting	Scheduled

Respectfully Submitted,

Diane Bennett
 Compliance Officer
 April 2, 2025

Program Committee Board Report April 2025
Submitted by Jeana Koerber, Ph.D., Chief Operating Officer
269-550-6649 – Jkoerber@OnPointAllegan.org

Committee Workgroups

The first three months have had a large emphasis on our health and safety committees and policy and procedure committees. We are working to re-vamp these committees to be the most effective for the agency and review/revise policies and procedures. The two committees are working to prioritize the work to ensure we are updating policies in a timely manner.

Program Updates

Organizational Structure: We continue to review the organizational structure and have added several supervisory roles. The children's team added a case manager supervisor role. The adult case management team and the outpatient adult team both added another supervisor role to their teams. All three of these supervisors were promoted from other roles in the agency! The recovery management team is still interviewing for a supervisor (at the time of this report). We continue to struggle to have candidates apply for our nursing supervisor, and BCBA roles, though those were recently revised and reposted to our website. We have also had other internal promotions to other roles on teams, as well as resignations, and external individuals joining the teams. Hiring, on-boarding, and training remains a large focus across all teams, as well as internal team process improvement. We also continue our deep dive into our CCBHC eligible services, ensuring diagnostic codes are accurate in charts and that all information ported from Streamline to Crane correctly. We continue to look for ways to make Crane more efficient for clinicians and ensure it is working as we intended.

Housing Services: Housing services has extended an offer to a supervisor who is expected to start with the agency on Monday, April 21st. I continue to directly supervise the team with Heidi Denton overseeing the day-to-day operations. Tara Wilkes, our Housing team lead, and the rest of the team (Anton, Jamie, Sarah and Shannon) have done an excellent job auditing all of our files and ensuring we are in compliance with our many regulations. I'm happy to report our rapid rehousing grants have been funded for another year (starting May 1st) and we have recently received grant funding to provide more supportive services for our consumers. We are moving through the process to start billing housing assistance through Medicaid for our clients receiving housing services as well as other OnPoint services. We have one role posted on the team as Sarah is moving to a role on the Recovery Management team. We will also have another case manager role as well as a peer support role to post once we receive our final grant award letter.

MAT Services: Finally, as a celebration, we are excited to launch our MAT (medication assisted treatment) services and saw our first client last week through walk-in services! This has been a huge collaboration with our external contracted providers and our internal teams. Lauren Todaro has been instrumental in setting up the program. Angel Hopkins has been on-boarding the doctors and ensuring her team can assist while we are hiring for a MAT nurse/nurse supervisor. Finally, Alison Schulyer and Melissa Potvin have ensured the Access team can connect clients to services while we hire for a MAT Navigator.

Sincerely,

Jeana Koerber, Ph.D.
Chief Operating Officer
April 7, 2025

OnPoint Board of Directors Minutes - DRAFT
Tuesday, March 18, 2025, at 5:30 PM
Board Room, 540 Jenner Drive, Allegan, MI 49010

Board Members Present: Pam Brenner; Glen Brookhouse; Jessica Castañeda; Commissioner Mark DeYoung; Krystal Diel; Commissioner Gale Dugan; Beth Johnston; Alice Kelsey; Jane LaBean; Karen Stratton

Board Members Absent: Kim Bartnick; Dr. Robin Klay

OnPoint Staff Present: Geniene Gersh; Rob Griffith; Meagan Hamilton; Amy Kettring (virtual); Jeana Koerber; Kelsey Newsome; Andre Pierre; Matt Plaska; Cathy Potter; Mark Witte

Public Present: Nan Lawrence; Stephanie VanDerKooi (virtual)

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: Alice Kelsey

Supported: Beth Johnston

Motion carried by common consent.

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

- i. Board Meeting (2/18/2025)
- ii. Finance Committee (2/18/2025)
- iii. Program Committee (2/18/2025)
- iv. Executive Committee (2/14/2025)
- v. Recipient Rights Advisory Committee (12/17/2024)

Ms. Johnston proposed amending the Finance Committee minutes to correct the final CCBHC numbers for fiscal year 2024.

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

Moved: Glen Brookhouse

Supported: Jane LaBean

Motion carried by common consent.

7. **Program Committee** – Alice Kelsey shared the Program Committee received presentations on Access, Crisis, Mental Health Treatment Court, and Evidence Based Practices. Ms. Kelsey went on to highlight a few key pieces from each presentation.
8. **Finance Committee Report** – Beth Johnston, Treasurer, shared the HR Cloud product is up and running with the annual evaluations now being conducted through the system. Additionally, Ms. Johnston provided updates on the Earned Sick Time Act, the potential minimum wage increase, and the fiber internet connection. Furthermore, the summary schedule of revenues and expenses by fund source; statement of net position; and statement of revenue, expenses and change in net position were reviewed.

Motion: To approve the February 2025 disbursements totaling \$3,690,738.12 as recommended by the Finance Committee.

Moved: Beth Johnston

Supported: Glen Brookhouse

Motion carried by unanimous roll call vote.

Motion: To approve Mark Witte to enter into an agreement with Huntington Bank for a Huntington Bank Merchant Credit Card as recommended by the Finance Committee.

Moved: Beth Johnston

Supported: Jane LaBean

Motion carried by common consent.

9. **Recipient Rights Advisory Committee** – Glen Brookhouse shared the Recipient Rights 2025 Annual Report Goals, policies that were reviewed this month, and the March 2025 Status Report. Ms. Newsome answered a few questions about the Status Report from Ms. Johnston.

Motion: To approve the Recipient Rights Annual Report Goals as recommended by the Recipient Rights Advisory Committee.

Moved: Glen Brookhouse

Supported: Jessica Castañeda

Motion carried by common consent.

10. **Lakeshore Regional Entity (LRE) Updates** – Stephanie VanDerKooi, Chief Operations Officer of the LRE, provided an update on LRE matters. Ms. VanDerKooi reported the LRE’s Chief Quality Officer resigned, which has led to internal changes. Additionally, the FY2025 MDHHS contract has still not been signed, the LRE Board will be held next Wednesday with a potential time change to 1:30p, MDHHS sent out a press release with a survey for individuals to complete which in turn will be used to bid out the PIHPs – LRE is working to gain additional details from MDHHS. Finally, MDHHS is still claiming that the LRE owes them funds, so the LRE has brought in their litigator to resolve the disconnect.

11. **Chairperson’s/Executive Committee Report** – Commissioner Dugan allowed Mr. Witte to speak on a compliance concern involving an OnPoint team and it was found that they complied resulting in the investigation being closed. Next, Commissioner Dugan briefly reported on the items discussed during the Executive Committee meeting. The committee received an update on the PIHP contract, reviewed Board memberships, reviewed key Board tasks, and reviewed the nominations from the Nominations Committee. Furthermore, the Board Bylaws and Policies were reviewed, discussions were held around the federal funding, and they decided to push back the next Executive Committee meeting to April 15th. Finally, Commissioner Dugan and Mr. Witte presented Ms. Brenner with a plaque to commemorate her time served on the Board.

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

Moved: Beth Johnston

Supported: Karen Stratton

Motion carried by common consent.

- b. Motion: To approve the Board Policy as presented.

Moved: Jessica Castañeda

Supported: Glen Brookhouse

Motion carried by common consent.

- c. **Nominations Committee** – Commissioner Dugan shared the proposed nominations for Chairperson, Vice-Chairperson, Treasurer, and Secretary.

Motion: To nominate Alice Kelsey as Board Chairperson as recommended by the Nominations Committee.

Moved: Beth Johnson

Supported: Karen Stratton

Motion carried by common consent.

Motion: To nominate Glen Brookhouse as Board Vice-Chairperson as recommended by the Nominations Committee.

Moved: Commissioner Gale Dugan Supported: Beth Johnston

Motion carried by common consent.

Motion: To nominate Beth Johnston as Board Treasurer as recommended by the Nominations Committee.

Moved: Commissioner Gale Dugan Supported: Pam Brenner

Motion carried by common consent.

Motion: To nominate Commissioner Mark DeYoung as Board Secretary as recommended by the Nominations Committee.

Moved: Commissioner Gale Dugan Supported: Glen Brookhouse

Motion carried by common consent.

Motion: To approve Dr. Robin Klay's resignation from the OnPoint Board.

Moved: Beth Johnston Supported: Karen Stratton

Motion carried by common consent.

Motion: To approve the Board committees as recommended by Commissioner Dugan.

Moved: Commissioner Gale Dugan Supported: Jane LaBean

Motion carried by common consent.

12. **OnPoint Chief Executive Officer's Report** – Mark Witte thanked Ms. Brenner for her time served on the Board and the Program Committee. Next, Mr. Witte provided an update on federal funding concerns, the LRE, and MDHHS' plan to procure PIHPs. Finally, the CMHA Political Action Campaign (PAC) was shared with a few key highlights – the Executive Committee to discuss in the future.

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

14. **Closed Session** – At 6:33 pm, Commissioner Dugan moved, and Beth Johnston seconded, to enter into a closed session as authorized by section 8(1)(a) of the Open Meetings Act to consider a periodic personnel evaluation of the Chief Executive Officer, a public officer who has requested that this evaluation be discussed in a closed hearing.

Roll Call Vote:

Voting Yes – Pam Brenner; Glen Brookhouse; Jessica Castañeda; Commissioner Mark DeYoung; Krystal Diel; Commissioner Gale Dugan; Beth Johnston; Alice Kelsey; Jane LaBean; Karen Stratton.

Voting No – None

Motion carried by unanimous roll call vote.

--- 6:33 pm – 7:11 pm CLOSED SESSION ---

Motion: To approve the Chief Executive Officer's employment contract.

Moved: Jessica Castañeda Supported: Jane LaBean

Motion carried by unanimous roll call vote.

15. **Board Member Comments** – Ms. Brenner thanked everyone on the Board and expressed her gratitude for her time served, Ms. Kelsey clarified Medicaid funding would continue through October 1st, Mr. Brookhouse thanked Ms. Brenner for her time served. Additionally, Commissioner DeYoung welcomed Ms. Diel to the Board, thanked Dr. Klay and Ms. Brenner

for their time served, thanked Ms. Kelsey and Mr. Brookhouse for stepping up and taking on their new positions, and thanked Commissioner Dugan for his time served as Chair. Finally, Commissioner Dugan expressed he has enjoyed his time as Chair and thanked Ms. Brenner for her time served.

16. Motion to Adjourn

Meeting adjourned at 7:20pm.

Respectfully submitted,

Meagan Hamilton
Executive Assistant

Alice Kelsey
Board Chairperson

Executive Committee Meeting DRAFT Minutes

March 14, 2025 – 2:30 pm

Location: OnPoint, 540 Jenner Drive, Allegan, MI 49010

Board Members [X] Commissioner Gale Dugan, OnPoint Board Chairperson
[X] Alice Kelsey, OnPoint Board Vice-Chairperson
[X] Elizabeth Johnston, OnPoint Board Treasurer (arrived at 3:35 pm)
[X] Commissioner Mark DeYoung, OnPoint Board Secretary
OnPoint Staff [X] Mark Witte, OnPoint Executive Director

1. **Call to Order** at 2:38 pm
2. **Members Present/Excused (Chairperson Dugan)** – All present except Ms. Johnston who messaged that she’s running late from a work commitment.
3. **Review/Approval of Agenda (Chairperson Dugan)** – Motion made by Ms. Kelsey, seconded by Commissioner DeYoung to approve the agenda as presented. All in favor. Motion carried.
4. **Review/Approval of Minutes of February 14, 2025 Meeting (Chairperson Dugan)** – Motion made by Commissioner DeYoung, seconded by Ms. Kelsey, to approve the minutes as presented. All in favor. Motion carried.
5. **Compliance Update (Witte)** – Ms. Bennett did not request to meet with the committee this month. Mr. Witte reported on a previously reported matter that has now been made moot due to an exception granted by MDHHS upon request of the LRE.
6. **Updates on Prior Meeting Topics (Chairperson Dugan)**
 - a. PIHP Contract – Ms. Kelsey and Mr. Witte noted that there are no changes in the status of the LRE’s contract with MDHHS, or with the lawsuit brought forward by four PIHPs. A case with similarities has recently been concluded with a judgment in the plaintiff’s favor, which was encouraging.
 - b. Board Membership – Commissioner Dugan reported that the Board of Commissioners made the appointment of Deb Morse of Fennville and reappointed current board member Karen Stratton. Commissioner Dugan also discussed the committee assignments as found in the current board packet on page 31. He noted that, per our bylaws, he will continue as a member of the Executive Committee in his capacity as immediate past chairperson. He discussed a tradition of having the Treasurer as chair of the Finance Committee, the Secretary as chair of the Program Committee and the Chairperson as chair of the Executive Committee.
7. **Executive Director Items (Witte)**
 - a. Review Key Board Tasks by Month – this month the board is scheduled to:
 - Process Nominations and Conduct Election of Board Officers
 - Approve Bylaws & Board Policies – Chairperson/Secretary sign official copies
 - Distribute Annual Conflict of Interest Forms.There were some clarifying questions about what might constitute conflict of interest for commissioners who would be involved (but not self-beneficially) on certain agenda items. Consultation is always available; no conflicts identified through this discussion.
 - b. Board Meeting Packet Review – The group reviewed the packet, noting that new versions of board’s Bylaws and Policies have been made available with changes as proposed to

date. One clarifying question on the work of Positive Behavior Supports (p22). Encouragement expressed for the Employee Appreciation Day and hopes for more as able.

COMMITTEE RECESSED from 3:12 pm to 3:17 pm to join a celebration of success for a client being discharged from the Recovery Management program. Congratulations!

- MDHHS 2/28/25 Press Release – Mr. Witte briefed the committee on the surprise announcement of the intended bid-out of PIHP services by MDHHS in time to establish new contracts by 10/1/2026. He shared his responses to the survey embedded in the press release and encouraged board members (and anyone else) to respond and inform the process.
- c. Briefing on Other Agency Issues
- Federal Prognosis for Medicaid/Non-Medicaid Funding – Mr. Witte noted: “This is a day-by-day monitoring task, and that the word for today is that Congress will finalize a continuing resolution tomorrow (3/15) to continue all current funding at present levels through 9/30/25. However, the US House passed a “budget framework” bill and assigned the House Energy and Commerce Committee to find \$880 billion in savings over 10 years. The administration denies that Medicare and Medicaid would be cut, but this is a realistic concern if the target remains. This committee would have to eliminate 100% of everything else they oversee just to get to \$381 billion in cuts, which would achieve only 43% of their assignment. While math is math, politics are politics and so we will not know how it will all turn out for some time. We are messaging our state and federal legislators about our concern for the impact of cuts at the local level and will continue to do so as opportunities arise. Commissioner Dugan distributed a roster of state senators and representatives and the various committees of which they are members.
 - LRE Oversight Policy Board – Commissioner DeYoung and Mr. Witte reported on the matter of PA2 (“liquor tax”) funding actions by the LRE Oversight Policy Board on which Commissioner DeYoung and former OnPoint board member Jim Storey sit. Mr. Witte provided comments in support of the use of these funds for management of deficits in SUD budgets at member CMHs, while supporting the role of the OPB as gatekeeper on these assets. Reserves of PA2 have risen in the past few years due to increased availability of SUD funds from special COVID allocations, State Opioid Response allocations, and more recently, Opioid Settlement allocations from state and local sources. As these subside, it is good to have reserves available to support new needs or existing ones left stranded by decreasing traditional funding sources.
- 8. Discussion Items Requested by Members** – None
- 9. Next Meeting Date/Time** – Due to Mr. Witte’s absence 3/31 to 4/14, meeting adjusted to: Tuesday, April 15, 2025 at 3:00 pm (before the April board meeting).
- 10. Adjournment**
- a. Motion made by Ms. Kelsey, seconded by Ms. Johnston, to adjourn. All in favor. Motion carried. Meeting adjourned at 3:57 pm.

Chief Executive Officer Report April 2025
Submitted by Mark Witte, Chief Executive Officer
269-615-4893 – mwitte@onpointallegan.org

Note – I am writing this report on Friday afternoon, March 28 – a good long way before the board meeting due to the fact that I’ll be away from the office from 3/31 to 4/15, the day of our next board meeting. So I wanted to get this done before I left. If anything is outdated by the time we meet on 4/15, I’ll provide appropriate updates.

AGENCY

Employee Climate Survey – We’ve resumed the process of soliciting feedback from our staff on a wide variety of ‘climate’ issues. In this case we’re referring to the organizational climate. We’ve aimed to do it every two years, with surveys actually being done in 2019, 2021, and now 2025. On 3/25/2025, we shared this year’s results at an All-Staff meeting. In general, we did not maintain the gains of 2021, falling back to 2019’s levels of performance. We will engage staff to develop specific plans to preserve what is going well and make progress in areas of deficiency.

BOARD

Membership – We welcome new board member Deb Morse of Fennville to her first meeting! To fill the remaining year of the position vacated by Dr. Robin Klay, whose resignation was reported last month, we will be posting an ad in the Allegan News soliciting applications. Please use the powerful word of mouth to promote this opportunity to individuals you believe would represent our community well.

COMMUNITY

Funding Issues – We received notice on 3/26/2025 that the LRE received preliminary notification from the Michigan Department of Health and Human Services (MDHHS) regarding a potential reduction of three federal grant programs that were funded by special COVID-era funding. They include (1) the COVID Mental Health Block Grant (MHBG) for Mitigation and Testing, (2) the American Rescue Plan Act (ARPA) funding for MHBG, and the (3) ARPA Substance Use Prevention, Treatment, and Recovery Services Block Grant.

The funding from these federal grants is passed through the MDHHS Grant Contract titled COVID-19 Substance Use and Gambling Services and includes the following grant projects: (A) Prevention 3 ARPA, (B) Treatment 3 ARPA, and (C) Women’s Specialty Services ARPA. These are preliminary notices, but the LRE is actively evaluating the potential impact on Region 3 (LRE) and will share updates and recommended next steps as soon as more information becomes available. In the meantime, we have been strongly encouraged to assess the programs funding through these resources in the event that this funding is reduced or ends altogether.

While these funds are relatively small and in some cases underutilized, our finance and program staff will be able to talk more about OnPoint impacts of this development at our next board meeting.

Allegan County School Safety Network (ACSSN) – The ACSSN held a training conference at the Carpenter and Millright’s Training Center in Wayland on 3/20/25. OnPoint staff were in attendance and we stand ready to assist schools and the first responder community with behavioral health and housing resource needs as they prepare emergency operations plans.

REGION

LRE – No change as of the date of this report on the situation with the LRE’s 2025 contract with MDHHS. There has also been no news on the litigation over the contract dispute involving four of the LRE’s colleague agencies.

STATE

PIHP Procurement – I reported last month about MDHHS’s unexpected announcement of a planned bid-out of PIHP functions. Other than the ongoing survey (embedded in the press release) which we posted on social media and on our website – and which closes on 3/31 – there has been no further messaging from MDHHS.

It was a hot topic at a CMHA Director’s Forum I attended 3/26-27/2025. The primary concern is the effort to make decisions from Lansing about the way in which locally accountable community mental health systems will be determined. The state’s mental health code (the law) that establishes CMH’s as a responsibility of counties, and the provisions within the code for CMH’s to establish regional entities (which hold PIHP contracts) makes the system entirely locally centered. Any effort by the state to reverse the polarity of the system by that turns the state – which is by law the funding partner – into the decision-maker as to how the CMH and PIHP entities they create is a non-starter. This is a total takeover of county responsibilities.

We have heard that the Governor was not aware of the development, nor does she support the privatization of the mental health system ... even though that’s what this might risk. It’s important for the board to recognize that it’s not enough to avoid private for-profit organizations as potential bidders on whatever RFP may emerge. There are large non-profit organizations (e.g. Blue Cross Blue Shield that could overwhelm the system and overnight and deprive those who depend on the system of any local accountability.

My view is that the CMH is part of the local safety net. If we hear criticisms of CMH’s as monopolies, then that same criticism would hold for the law enforcement, fire protection, and every other local responder. If not done well, people suffer and the community must have a local system that can respond to (and be held responsible for) the needs presented by its residents. I still believe it will be incredibly difficult for the state to accomplish what it is talking about doing by 10/1/2026, and the current governor’s administration is only in office for three months past that date.

Submitted by,

Mark Witte
Chief Executive Officer
March 28, 2025