



Detroit Wayne Integrated Health Network

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Finance Committee Meeting Wednesday, August 4, 2021 2nd Floor Conference Room 1:00 p.m. **AGENDA**

- I. Call to Order**
- II. Roll Call**
- III. Committee Member Remarks**
- IV. Approval of Agenda**
- V. Follow-Up Items**
- VI. Approval of Minutes – July 7, 2021**
- VII. Presentation of the Monthly Finance Report**
- VIII. 3rd Quarter FY21 Procurement Report**
- IX. Strategic Plan -Workforce Pillar Report**
- X. Unfinished Business:**
Staff Recommendations: None
- XI. New Business:**
Staff Recommendations: none
- XII. Good and Welfare/Public Comment**
Members of the public are welcome to address the Board during this time for no more than two minutes. (The Board Liaison will notify the Chair when the time limit has been met.) Individuals are encouraged to identify themselves and fill out a comment card to leave with the Board liaison; however, those individuals that do not want to identify themselves may still address the Board. Issues raised during Good and Welfare/Public Comment that are of concern to the general public and may initiate an inquiry and follow-up will be responded to and may be posted to the website. Feedback will be posted within a reasonable timeframe (information that is HIPAA related or of a confidential nature will not be posted but rather responded to on an individual basis).
- XII. Adjournment**

Board of Directors

William T. Riley, III, Chairperson
Dorothy Burrell
Kevin McNamara

Angelo Glenn, Vice Chairperson
Lynne F. Carter, MD
Bernard Parker

Dora Brown, Treasurer
Michelle Jawad
Kenya Ruth

Dr. Cynthia Tauog, Secretary
Jonathan C. Kinloch

FINANCE COMMITTEE

MINUTES

JULY 7, 2021

1:00 P.M.

**VIRTUAL CONFERENCE
(ZOOM)**

MEETING CALLED BY	I. Ms. Dora Brown, Chair called the meeting to order at 1:03 p.m.
TYPE OF MEETING	Finance Committee Meeting
FACILITATOR	Ms. Dora Brown, Chair – Finance Committee
NOTE TAKER	Lillian M. Blackshire, Board Liaison
ATTENDEES	<p>Finance Committee Members Present: Ms. Dora Brown, Chair Mr. Angelo Glenn Mr. Bernard Parker</p> <p>Committee Members Excused: Commissioner Jonathan C. Kinloch Mr. Kevin McNamara, Vice Chair Ms. Kenya Ruth</p> <p>Board Members Present: Ms. Dorothy Burrell</p> <p>Board Members Excused: None</p> <p>Staff: Eric Doeh, Interim CEO/COO; Stacie Durant, CFO; Yolanda Turner, Deputy Chief Legal Counsel; Jody Connally, Human Resources Director, Andrea Smith, Director, Clinical Practice Improvement;</p> <p>Guests: None.</p>

AGENDA TOPICS

II. Roll Call Ms. Lillian Blackshire, Board Liaison

DISCUSSION	Roll Call was taken by Ms. Blackshire and a quorum was present after discussion with the Legal Counsel and the Immediate Past Chair, Mr. Parker regarding the number of committee members present and the vetting of agenda items and those items moving to the Full Board meeting.
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III. Committee Member Remarks

The Chair, Ms. Brown, called for any Committee remarks. Ms. Brown noted the passing of Commissioner Kinloch’s mother and expressed appreciation on behalf of the family for the text messages; prayers, cards, flowers and other expressions of sympathy.

IV. Approval of Agenda

The Chair, Ms. Brown called for any amendments to the agenda. There were no changes requested to the agenda. The Chair called for a motion. **Motion:** It was moved by Mr. Glenn and supported by Mr. Parker approval of the agenda. **Motion carried.**

V. Follow-up Items:

There were no follow up items noted on the agenda. The Chair requested status of previous follow up items. Ms. Blackshire noted there were two follow-up items and both have been completed.

VI. Approval of the Meeting Minutes

The Chair, Ms. Brown called for a motion on the Finance Committee minutes from the meeting of Wednesday, June 2, 2021. **Motion:** It was moved by Mr. Glenn and supported by Mr. Parker approval of the Finance Committee minutes from the meeting of Wednesday, June 2, 2021. There were no corrections to the minutes. **Motion carried.** Minutes accepted as presented.

VII. Presentation of the Monthly Finance Report

S. Durant, CFO presented the Monthly Finance report. A written report for the eight months ended May 31, 2021 was provided for the record. Authority Finance accomplishments and noteworthy items were as follows:

In response to a request made to thirteen (13) skill building providers, seven (7) of them submitted a request for assistance; and on June 18, 2021, DWIHN issued \$1 million dollars in stability payments to the seven (7) providers. It was noted that the skill building providers had received a significant reduction and utilization since COVID-19 and we wanted to make certain that those providers were able to get through the fiscal year and remain a part of our network. Hopefully there will be more normalcy in September and October, some of the Providers had to close shop and have since reopened; however, there were fixed cost that Providers had to cover during this period.

In 2019, MDHHS established a workgroup whereby the focus was on standardized costs allocation methodology across all services and administrative costs. One change that will impact DWIHN relates to how we account for the Workforce Development and Residential departments budget. The change will require certain employees' cost to be reported as administrative opposed to service. DWIHN has reflected this change in the FY22 budget submission. CFO Durant provided an example of how the change will impact DWIHN and noted that overall administrative cost went down and the change will go into effect October 1, 2021.

In January 2020, DWIHN withdrew \$16 million from 1st Independence Bank to assist with cash flow; CFO Durant will replenish a portion of the cash. Discussion ensued regarding the monies being withdrawn from that specific bank instead of one of the other banks and the plan to replenish the funds. CFO Durant noted that monies had been withdrawn from the other three accounts. The committee requested a report on the replenishment of the funds from First Independence bank. The committee requested a monthly report on the replenishment of the funds from 1st Independence Bank. The financial statements were discussed and it was noted that:

Cash flow is very stable and should continue to remain stable throughout the year as the liquidity ratio = 2.95.

A. Cash and Investments – comprise of funds held by three (3) investment managers, First Independence CDARS, Comerica, and Flagstar accounts.

B. Due from other governments/ Accounts Receivable – comprise various local, state and federal amounts due to DWIHN. The account balance primarily related to \$2.0 million due and \$2.1 million due from MDHHS for SUD revenue and PA2 due from Wayne County, respectively.

C. IBNR Payable – represents incurred but not reported (IBNR) claims from the provider network; historical average claims incurred through May 2021, including COVID-19 impact, was approximately \$441.5 million however actual payments were approximately \$400.9 million. The difference represents claims incurred but not reported and paid of \$40.6 million.

D. Due to other governments – includes \$8 million due to MDHHS for death recoupment and \$4.6 million for DCW overpayment at 9/30/20. In addition, the amount includes \$1.5 million for two (2) months for the IPA tax payment due June 30th. In addition, the amount includes \$3.7 million due to MDHHS for FY20 general fund carryover in excess of 5%.

E. Federal revenue/grant program expenses – variance due to timing of incurred expenses related to SUD, PASSAR and HUD grants. In addition, SUD BG grant expenses are well underbudget due to the pandemic.

F. State revenue and contracts – The \$30.6 million budget verses actual variance is related to \$28.8 million reported in the Medicaid reserve account.

G. Autism, SUD, Adult, and Children services – \$47 million variance due to impact of COVID on certain lines of business and timing in services (i.e. summer programs).

The Chair, Ms. Brown noted the Monthly Finance Report would be received and filed; however, the Chair called for a motion to accept the Monthly Finance Report. **Motion:** It was moved by Mr. Parker and supported by Mr. Glenn to accept the monthly Finance report. **Motion carried.**

Discussion ensued regarding the FY 2022 budget and it was noted that the assumptions were a part of the Budget Hearing packet. Committee members Glenn and Parker requested the Board Liaison resend the FY2022 budget.

VIII. Unfinished Business – Staff Recommendations: None

IX. New Business – Staff Recommendations:

a. Board Action #21-67- **Wit, Inc.** The Chair, Ms. Brown called for a motion on BA#21-67. **Motion:** It was moved by Mr. Parker and supported by Mr. Glenn approval of BA#21-67. Andrea Smith; Director of Workforce Training and Program Development reporting. This Board action is requesting Board approval of a two-year contract for an amount not to exceed \$137,500 in a local grant from Hudson-Webber Foundation. DWIHN will allocate the funds to WIT, Inc. The project will provide a public facing Dashboard as it relates to data specific to the Wayne County Jail and non-public Dashboards and analyze the data as it relates to DWIHN and Wayne County Sheriff's Office for ad hoc analysis to increase jail diversion, reduce jail recidivism, and enhance provider notification of consumers released from incarceration. Discussion ensued regarding the information that would be contained on the dashboard and the information that would pertain to jail recidivism; if the contract had been issued and the dates noted in the board action. It was also noted that WIT, Inc. has built our training platform and are a data analytic firm. The committee requested a report as to what information will be placed on the dashboard and information on recidivism. **Motion carried.**

b. Board Action #21-71 – **American Society of Employers.** The Chair, Ms. Brown called for a motion on BA#21-71. **Motion:** It was moved by Mr. Parker and supported by Mr. Glenn approval of BA#21-71. J. Connally, Human Resources Director reporting. This Board action is requesting Board approval of a modification to our Agreement with the American Society of Employers (ASE) for training services. The modification is needed to increase funding by \$66,000.00 to retain ASE to provide leadership and supervision training for executive

leadership, directors and managers at DWIHN. In addition, DWIHN is requesting to extend the contract through 9/30/22. The total amount of the Agreement will be \$106,000.00 which was initially \$40,000 and will end 9/30/21. There was no further discussion. **Motion carried.**

c. Board Action #21-72 – Plante & Moran, PLLC The Chair, Ms. Brown called for a motion on BA#21-72 Motion: It was moved by Mr. Parker and supported by Mr. Glenn approval of BA#21-72. S. Durant, CFO reporting. This Board action is requesting the approval of a three (3) year contract with a two-year option for renewal for the annual financial statement audit, Single Audit, and Compliance Examination for the fiscal years ended September 30, 2021; 2022; and 2021. In response to RFP Control #2021-004 issued on 4/27/2021 whereby three proposals were received, Plante Moran PLLC was recommended as the most responsive bidder for an amount not to exceed \$461,535 for the three-year period. There was no further discussion. **Motion carried.**

XIII. Good and Welfare/Public Comment – The Chair read the Good and Welfare/Public Comment statement. There were no members of the public to address the committee.

XIV. Adjournment – There being no further business; The Chair, Ms. Brown called for a motion to adjourn. **Motion:** It was moved by Mr. Glenn and supported by Mr. Parker to adjourn the meeting. **Motion carried.**

The meeting adjourned at 1:45 p.m.

FOLLOW-UP ITEMS	A. Provide a report on the replenishment of funds to First Independence bank. B. BA #21-67 WIT, Inc. - Provide information on recidivism and what information will be placed on the dashboard. C. Resend the FY2022 Budget to Finance Committee members Glenn and Parker.
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**DWIHN Division of Management and Budget
Monthly Finance Report
For the nine months ended June 30, 2021**

DWIHN Finance accomplishments and noteworthy items:

No items to report

Financial analysis- (refer to Authority balance sheet and income statement)

- Cash flow is very stable and should continue to remain stable throughout the year as liquidity ratio = 2.95.

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
DWIHN	1.90	2.08	1.90	2.01	2.50	2.25	2.11	2.29	2.41	2.44	2.95	2.78

- (A) Cash and Investments – comprise of funds held by three (3) investment manager, First Independence CDARS, Comerica, and Flagstar accounts.
- (B) Due from other governments/ Accounts Receivable – comprise various local, state and federal amounts due to DWIHN. The account balance primarily related to \$7.3 million in HRA and \$2.6 million due from MDHHS for SUD revenue.
- (C) Prepayments and deposits – amount comprise \$1 million paid to skill building providers. At year end, Finance will adjust all claims submitted for the stability payment.
- (D) IBNR Payable – represents incurred but not reported (IBNR) claims from the provider network; historical average claims incurred through June 2021, including COVID-19 impact, was approximately \$497.9 million however actual payments were approximately \$450.1 million. The difference represents claims incurred but not reported and paid of \$47.8 million.
- (E) Due to other governments – includes \$8 million due to MDHHS for death recoupment and \$4.6 million for DCW overpayment at 9/30/20. In addition, the amount includes \$2.3 million for 3 months for the IPA tax payment due July 30. In addition, the amount includes \$1.8 million due to MDHHS for FY20 general fund carryover in excess of 5%.
- (F) Federal revenue/grant program expenses – variance due to timing of incurred expenses related to SUD, PASSAR and HUD grants. In addition, SUD BG grant expenses are well underbudget due to the pandemic.
- (G) State revenue and contracts – The \$40.6 million budget verse actual variance is related to \$33.7 million reported in the Medicaid reserve account. The difference is an estimate of amount due to MDHHS for DCW hazard pay (amount received less payout).
- (H) Autism, SUD, Adult, and Children services – \$55 million variance due to impact of COVID on certain lines of business and timing in services (i.e. summer programs).

DETROIT WAYNE INTEGRATED HEALTH NETWORK

Statement of Net Position

As of June 30, 2021

Assets

Cash and investments	\$ 270,017,227	
Other cash and investments	1,000	
Receivables		
Due from other governmental units	11,399,029	B
Accounts receivable	4,727,428	
Prepayments and deposits	1,055,452	C
Total current assets	287,200,136	
Capital assets, net of accumulated depreciation	13,048,213	
Total Assets	\$ 300,248,349	

Liabilities and Net Position

Liabilities

Accounts payable	\$ 25,212,038	
IBNR Payable	47,837,120	D
Due to Wayne County	3,735,178	
Due to other governments	17,659,452	E
Accrued wages and benefits	217,865	
Unearned revenue	484,115	
Accrued compensated balances	1,782,504	
Total current liabilities	96,928,272	
Notes Payable	5,301,645	
Total Liabilities	102,229,917	
Net Position		
Net investment in capital assets	7,746,567	
Unrestricted - PA2 funds	4,619,781	
Unrestricted	185,652,084	
Total Net Position	198,018,432	
Liabilities and Net Position	\$ 300,248,349	

DETROIT WAYNE INTEGRATED HEALTH NETWORK
Statement of Revenues, Expenses and Changes to Net Position
For the Nine Months Ending June 30, 2021

	Year to Date					
	Budget	Actual	Variance	Budget	Actual	Variance
Operating Revenues						
Federal grants	\$ 1,774,767	\$ 479,218	\$ (1,295,549)	\$ 15,972,900	\$ 10,562,986	\$ (5,409,914) F
State grants and contracts	69,727,780	80,260,021	10,532,241	627,550,016	668,174,580	40,624,564 G
Medicaid and GF carryover					24,328,969	24,328,969
MI Health Link	823,844	(313,594)	(1,137,438)	7,414,592	7,347,336	(67,256)
Local grants and contracts	1,886,636	1,965,970	79,334	16,979,727	17,003,051	23,324
Other charges for services	3,333	576	(2,757)	30,000	1,899,829	1,869,829
Total Operating Revenues	74,216,360	82,392,191	8,175,831	667,947,235	729,316,751	61,369,516
Operating Expenses						
Salaries	1,879,866	1,665,759	214,107	16,918,796	14,351,502	2,567,294
Fringe benefits	727,353	569,337	158,016	6,546,173	5,623,715	922,458
Substance abuse services	4,413,940	3,421,116	992,824	39,725,460	30,142,381	9,583,079 H
Autism Services	5,108,970	5,310,386	(201,416)	45,980,731	41,886,446	4,094,285
MI HealthLink	823,010	696,964	126,046	7,407,092	7,180,440	226,652
Adult Services	24,311,762	21,673,945	2,637,817	219,203,475	193,535,213	25,668,262 H
Children Services	6,749,748	8,395,561	(1,645,813)	60,747,729	52,291,226	8,456,503 H
Intellectual Developmental Disabled	26,742,568	24,803,815	1,938,753	240,683,112	228,829,219	11,853,893 H
Grant Programs	703,080	327,926	375,154	6,327,720	3,778,158	2,549,562
State of Michigan	1,736,682	1,241,000	495,682	15,630,141	14,244,124	1,386,017
Depreciation	147,233	290,299	(143,066)	1,325,095	943,374	381,721
Other operating	955,481	639,810	315,671	8,201,711	6,743,607	1,458,104
Total Operating Expenses	74,299,693	69,035,918	5,263,775	668,697,235	599,549,405	69,147,830
Operating Revenues over (under) Expenses	(83,333)	13,356,273	2,912,056	(750,000)	129,767,346	130,517,346
Non-operating Revenues (Expenses)						
Investment Earnings	83,333	(18,926)	(102,259)	750,000	203,843	(546,157)
Contributions						1,747,173
Total Non-operating Revenues (Expenses)	83,333	(18,926)	(102,259)	750,000	203,843	1,201,016
Change in Net Position						
Net Position - Beginning of year	-	13,337,347	2,809,797	-	129,971,189	131,718,362
Net Position - End of Year	\$ -	\$ 13,337,347	\$ 2,809,797	\$ -	\$ 198,018,432	\$ 199,765,605

DETROIT WAYNE INTEGRATED HEALTH NETWORK
Statement of Cash Flows
For the Nine Months Ending June 30, 2021

Cash flows from operating activities	
Cash receipts from the state and federal governments	\$ 693,636,267
Cash receipts from local sources and customers	18,902,880
Payments to suppliers	(584,592,628)
Payments to employees	<u>(20,251,559)</u>
Net cash provided by (used in) operating activities	<u>107,694,960</u>
Cash flows from capital and related financing activities	
Acquisition of capital assets	(828,732)
Principle and interest paid on capital debt	<u>(396,064)</u>
Net cash provided by (used in) capital and related financing activities	(1,224,796)
Cash flows from investing activities	
Interest received on investments	203,843
Proceeds from sale of assets	<u>-</u>
Net cash provided by investing activities	<u>203,843</u>
Net increase (decrease) in cash and cash equivalents	106,674,007
Cash and investments - beginning of period	<u>163,344,220</u>
Cash and investments - end of period	<u><u>\$ 270,018,227</u></u>
Reconciliation of operating income (loss) to net cash provided by (used in) operating activities	
Operating income (loss)	\$ 129,767,346
Adjustments to reconcile operating income (loss) to net cash used in operating activities:	
Depreciation	943,374
Decreases (increases) in current assets:	
Accounts receivable	3,343,836
Prepayments and deposits	(725,898)
Due from other governmental units	8,103,286
Increases (decreases) in current liabilities:	
Accounts and contracts payable	(57,854,142)
IBNR Payable	47,837,120
Accrued wages	(146,541)
Due to Wayne County	1,888,753
Due to other governmental units	2,762,552
Unearned revenue	<u>(28,224,726)</u>
Net cash provided by (used in) operating activities	<u><u>\$ 107,694,960</u></u>
Bank balance comprise the following @ June 30, 2021:	
Flagstar (\$2.1 million restricted for loan account)	234,750,889
Investment Managers	31,571,183
First Independence Bank (CDARS)	2,931,979
Comerica	1,003,150
	<u><u>\$ 270,257,201</u></u>



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MEMO

Date: July 26, 2021

To: Ms. Dora Brown, Chair
Finance Committee

From: Jean Mira
Procurement Administrator

Re: Third Quarter FY21 – Board Report for Procurements
Non-Competitive Under \$50,000 and All Cooperative Purchasing and
Emergency Procurements

In accordance with DWIHN Procurement Policy (Article 2.B.1 (b) Article 2.B.2 (c) and Article 2.B.7 (g)) the attached report is being submitted for all non-competitive procurements under \$50,000 for the 3rd Quarter FY 2021 (April 1, 2021 to June 30, 2021). This report includes all cooperative purchases, including those over \$50,000, the total of all non-competitive procurements made in this quarter.

Contracts over \$50,000 are not included individually, as those procurements were previously approved by the Board via "Board Action." Additionally, the report shows "PO" (Purchase Orders) and "BO" (Blanket Orders). A "PO" is a one-year contract that expires at the end of the fiscal year, whereas, a "BO" is a multi-year or crossing fiscal years contract.

Please feel free to contact me if you have any questions.

Attachment

Board of Directors

William T. Riley, III, Chairperson
Dorothy Burrell
Kevin McNamara

Angelo Glenn, Vice Chairperson
Lynne F. Carter, MD
Bernard Parker

Dora Brown, Treasurer
Michelle Jawad
Kenya Ruth

Dr. Cynthia Taueg, Secretary
Jonathan C. Kinloch

Eric W. Doehring, President and CEO



<u>Vendor Name</u>	<u>City</u>	<u>State</u>	<u>Zip Code</u>	<u>Document Date</u>	<u>PO Number</u>	<u>Description</u>	<u>Subtotal</u>	<u>Comment ID</u>	<u>Comment[1]</u>
Allied Eagle Supply Company	Detroit	MI	48216	6/9/2021	PO22100270	Term: 10/01/2021 to 09/30/2021	\$ 6,046.73	SM PUR	Small Purchase under
AI's Asphalt Paving Co	Taylor	MI	48180	5/12/2021	PO22100257	Parking lot Repairs	\$ 8,624.00	SM PUR	Small Purchase under
American Registry for Interne	Centreville	VA	20120	4/7/2021	PO22100231	Autonomous System Number (ASN)	\$ 550.00	SM PUR	Small Purchase under
BLAC Inc	Detroit	MI	48202	6/24/2021	PO22100281	Blac, INC. Community Outreach and Edu,	\$ 15,125.00	CS	Comparative Source
Bromberg & Associates, LLC	Hamtramck	MI	48212	4/5/2021	PO22100230	Transiation Services FY 19/20	\$ 35,000.00	CS	Comparative Source
CDW Government LLC	Vernon Hills	IL	60061	4/13/2021	PO22100237	Team Viewer Annual Renewal	\$ 1,881.03	C	Cooperative Purchase
CDW Government LLC	Vernon Hills	IL	60061	4/20/2021	PO22100246	Video Editing Software	\$ 288.07	C	Cooperative Purchase
CDW Government LLC	Vernon Hills	IL	60061	4/21/2021	PO22100247	MANAGEENGINE ADSELFERVICE PLU	\$ 12,595.00	C	Cooperative Purchase
CDW Government LLC	Vernon Hills	IL	60061	5/12/2021	PO22100258	Router & Mounting Brackets for Firew	\$ 136.65	C	Cooperative Purchase
CDW Government LLC	Vernon Hills	IL	60061	5/12/2021	PO22100259	Headsets for Remote Staff	\$ 624.75	C	Cooperative Purchase
CDW Government LLC	Vernon Hills	IL	60061	5/20/2021	PO22100262	Office 365 G3 Licenses	\$ 580.50	C	Cooperative Purchase
CDW Government LLC	Vernon Hills	IL	60061	5/20/2021	PO22100264	Airconsole Network Adapter	\$ 650.00	C	Cooperative Purchase
CDW Government LLC	Vernon Hills	IL	60061	5/24/2021	PO22100266	UPS Maintenance Renewal - 1 Yr	\$ 1,665.07	C	Cooperative Purchase
CDW Government LLC	Vernon Hills	IL	60061	5/27/2021	PO22100268	Environment Monitoring Hardware	\$ 464.33	C	Cooperative Purchase
CDW Government LLC	Vernon Hills	IL	60061	6/2/2021	BO22190043	VMWare 1Yr Annual Renewal	\$ 24,231.08	C	Cooperative Purchase
CDW Government LLC	Vernon Hills	IL	60061	6/16/2021	PO22100275	Hardware for Software/Systems Backu	\$ 19,415.16	C	Cooperative Purchase
CDW Government LLC	Vernon Hills	IL	60061	6/17/2021	PO22100277	HDD Erasure Devices	\$ 2,024.96	C	Cooperative Purchase
CDW Government LLC	Vernon Hills	IL	60061	6/23/2021	PO22100279	Entrust SSL Renewal	\$ 9,325.84	C	Cooperative Purchase
CDW Government LLC	Vernon Hills	IL	60061	6/30/2021	PO22100293	UPS Device for Internet Routing	\$ 84.50	C	Cooperative Purchase
Comcast Holdings Corporatic	Boston	MA	02241-5	6/15/2021	PO22100273	Comcast Media	\$ 5,000.00	SM PUR	Small Purchase under
Communications Professional	Troy	MI	48083	4/27/2021	PO22100250	Employee Security ID Badges	\$ 205.00	C	Cooperative Purchase
Communications Professional	Troy	MI	48083	6/25/2021	PO22100283	Thermal Camera	\$ 2,500.00	SM PUR	Small Purchase under
Creative Media LLC	Troy	MI	48084	6/15/2021	PO22100274	MEA TV	\$ 5,000.00	SM PUR	Small Purchase under
Deaf C.A.N.	Sylvan Lake	MI	48320	6/2/2021	PO22100269	Deaf C.A.N Translation Services	\$ 600.00	SM PUR	Small Purchase under
Fischer, Frank Kevin	Plymouth	MI	48170	5/21/2021	PO22100265	Sole Source Request Staff Appreciatio	\$ 10,068.75	SS	Sole Source

GMT Power Inc.	MI	49464	6/25/2021	PO22100282	Generator Maintenance & Battery	\$	952.78	SM PUR	Small Purchase under
Granicus LLC	MI	55102	5/10/2021	BO22190040	Communications Cloud	\$	21,000.00	C	Cooperative Purchase
Great Lakes Trophies & Engra Garden City	MI	48135	5/6/2021	PO22100255	Staff Retirement Gift from Vendor Gre	\$	120.00	SS	Sole Source
Hotz Catering Service, Inc.	MI	48091	5/10/2021	PO22100254	Tents for Staff Appreciation Event	\$	2,772.95	SM PUR	Small Purchase under
HPS Consulting LLC	MI	48230	4/23/2021	BO22190039	HPS Consulting LLC	\$	15,625.00	CS	Comparative Source
McCall Safety Consultant LLC	MI	48334	6/30/2021	PO22100291	McCall Safety Consultant LLC	\$	10,000.00	CS	Comparative Source
Michigan Assoc for Infant Me Southgate	MI	48195	6/30/2021	PO22100292	Michigan Association for Infant Menta	\$	41,500.00	CS	Comparative Source
Midwest Fiber Holdings LP	OH	44115	4/7/2021	BO22190037	Everstream Fiber Internet Connection	\$	64,800.00	C	Cooperative Purchase
National Business Supply	MI	48083	4/8/2021	PO22100233	Window Washing	\$	3,000.00	SM PUR	Small Purchase under
Rightsize Facility Performance Southfield	MI	48033	4/7/2021	BO22190038	Board Table Expansion/Delivery/Instal	\$	6,916.55	SM PUR	Small Purchase under
Rollins, Inc.	MI	48033	6/29/2021	PO22100287	Orkin-Pest Control-Bed Bug Service	\$	759.15	SM PUR	Small Purchase under
The Arc of the United States	DC	20006	4/26/2021	PO22100249	Lee Ann Davis Speaker	\$	100.00	SM PUR	Small Purchase under
Wayne County	MI	48226	4/2/2021	PO22100232	General Funds- JIFF PO21900360 for p	\$	34,465.00		
Zoom Video Communications:San Jose	CA	95113	5/12/2021	BO22190041	Zoom Video Com. - Video Telephony	\$	15,074.84	CS	Comparative Source

Total Under 50K or COOP: \$ 345,307.69

Wayne County Total: \$ 132,109.48

IT Total \$ 178,096.78

Total Funding w/o IT \$ 167,210.91

Contract Percentage

Wayne County - 38.26

Out County - 61.74

Funding Percentage w/o IT

Wayne County - 79.01

Out County - 20.99



August 4, 2021

Strategic Plan – Workforce Pillar

Finance Committee Status Report

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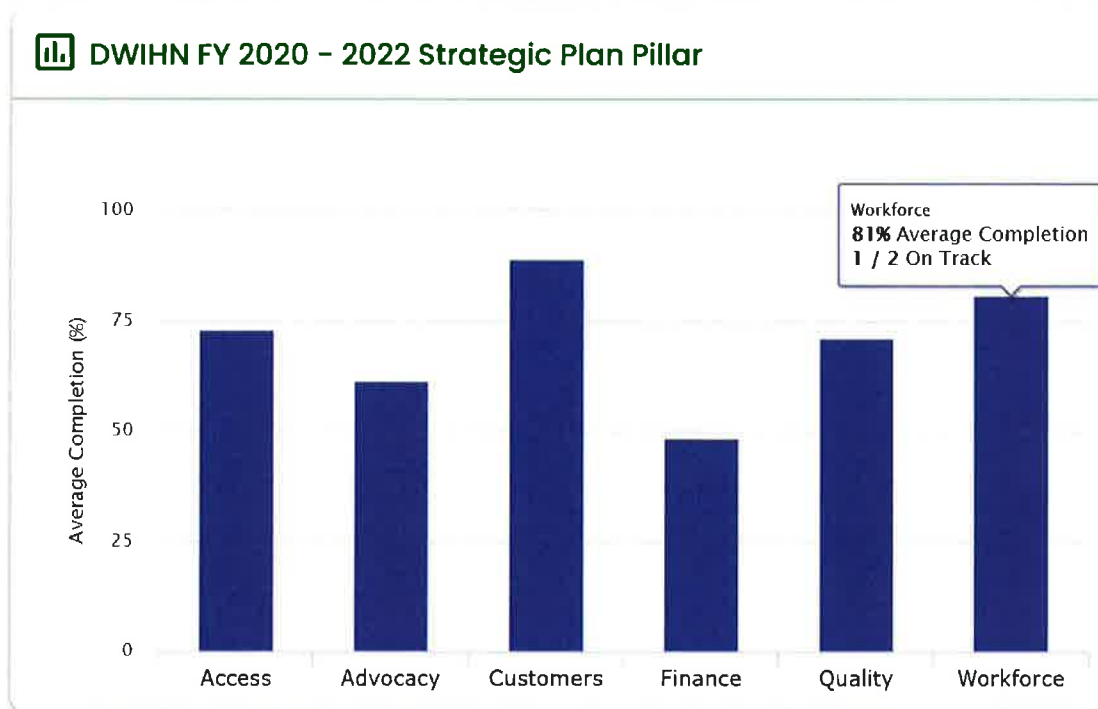
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To our board members:

Our commitment to social responsibility includes a dedication to transparency, collaboration and stakeholder engagement as a core component of our business and sustainability strategy, our monthly reporting process, and our activities within the county.

Our Strategic Planning Status Report is our report to our board members. It tells how we are performing against key indicators that measure our performance against the Finance and Workforce pillars, and how Information Technology goals impact in the areas that matter most to our stakeholders.

Pillar Summary



There are two (2) pillars that are under the governance of the Finance Committee: Finance and Workforce as well as reporting out the status of Information Technology goals and objectives.

Summary of Pillar Status

Finance is under the leadership of Stacie Durant, CFO. Overall, we are at 49% completion on this pillar. There are three (3) high-level goals. They range from 22% - 74% completion.

Title	Completion
Ensure Facilities Management by 31st Dec 2021	74%
Ensure fiscal accountability internally and of partners: 100% by 31st Dec 2021	22%
Maximize efficiencies/control costs by 30th Sep 2022	50%

Workforce Pillar reporting has been transitioned under the leadership of the Chief Clinical Officer, Melissa Moody. Overall, we are at 81% completion on this pillar. There are two (2) high-level organizational goals under this pillar. Create Happy, Healthy and Engaged Workforce and to Create a learning health system.

Pillar		Workforce	81%
Title			Completion
Create a happy, healthy and engaged workforce: 100 unit by 30th Sep 2022			90%
Create a learning health system by 30th Sep 2022			72%

The detailed report for this pillar will follow.

Workforce Pillar
Detailed Dashboard
Finance Committee Meeting

August 4, 2021



WORKFORCE PILLAR UNLIMITED LEVELS OF GOALS

07/29/2021

16
GOALS

89%
GOAL COMPLETION

● Draft
 ● On Track
 ● Behind
 ● Nearly There
 ● Overdue
 ● Complete
 → Direct Alignment
 ----> Indirect Alignment

DWIHN FY 2020 - 2022 STRATEGIC PLAN PLAN WORKFORCE

Goal	Owner	Task	Update	System Upd...	Current Completi...
→ Create a learning health system					
→ FY 2020 Conduct training for Network staff on the impact and importance of social determinants and the impact on Health outcomes: 2k people	Andrea Smith Director of Workforce Development		NEW Andrea Smith: There were 622 individuals trained in Recovery Enhanced Environment which focuses on Respect, Trauma, Strengths/Responsibility, Holistic, Culture, Peers and Allies, Pathways, Relations, and Hope. 04/09/2020	NEW Allison Smith on 02/09/2021: Progress: 0% ▶ 61.5%	72% 10% behind
→ FY 2021 Conduct training for Network staff on the impact and importance of social determinants and the impact on Health outcomes: 210 people to 2.5k people	Andrea Smith Director of Workforce Development		NEW Andrea Smith: An additional 88 individuals were trained in March and April 2021. 05/04/2021	NEW Andrea Smith on 07/28/2021: Progress: 1.61k people ▶ 1.67k people	64% 1.67k / 2.5k people 51 people behind

↑ Increase Quality Improvement competencies of the Behavioral Health Home Quality staff: 100%

Andrea Smith | Director of Workforce Development

NEW Andrea Smith:

An agreement was approved by the Board to support consultation from the National Council for Behavioral Health on Behavioral Health Homes. This will include training between May and September 2021.

05/04/2021

NEW Andrea Smith on 05/04/2021: Progress: 40% ▶ **60%**

60%
60 / 100%
13% behind

↑ Expand the NAMI relationship to provider community based education and training: 1 unit

Andrea Smith | Director of Workforce Development

NEW Andrea Smith:

Educational information on NAMI is provided at each CIT training, Trauma training, Mental Health First Aid training, Suicide Prevention training and educational sessions with the general community. The NAMI MI Director, as well as the NAMI Detroit Chapter President are partners with DWIHN on the CIT training. Literature and reference information is provided in every other topic.

12/07/2020

NEW Andrea Smith on 12/28/2020: Progress: 0.75 unit ▶ **1 unit**

100%
1 / 1 unit

→ Increase the competencies around Self Determination, Shared Decision Making and Person Centered Planning: 100%

Andrea Smith | Director of Workforce Development

NEW Lucinda Brown: Beginning June 23, 2021, the Self-Determination Team holds weekly Welcome Sessions

every Wednesday to provide education, information, and answer any questions regarding Self-Directing Services. MDHHS will be offering a Self-Determination Conference next month which will be shared with our provider network.

07/28/2021

NEW Lucinda Brown on 07/28/2021: Progress: 69% ▶ **86%**

86%
86 / 100%

→ Provide access and information on self-management tools to promote increased self-care for Caregivers / myStrength implementation: 15k people

Andrea Smith | Director of Workforce Development

NEW Andrea Smith: Content overview and access provided to 357 individuals during quarter 2 of FY 21.

04/06/2021

NEW Andrea Smith on 07/28/2021: Progress: 11.25k people ▶ **11.81k** people

79%
11.81k / 15k people
1.06k people behind

→ Deliver Crisis Management Training

Andrea Smith | Director of Workforce Development

NEW Andrea Smith: There have been 18 classes hosted with 911 Calltakers and Dispatchers and 8 classes hosted for police officers, resulting in 228 individuals trained in Crisis Intervention Team training.

01/20/2021

NEW Andrea Smith on 07/28/2021: Progress: 68% ▶ **297%**

297%

→ Deliver AOT Assisted Outpatient Treatment (Kevin's Law) training: 300 unit

Andrea Smith | Director of Workforce Development

NEW Andrea Smith: 3 AOT sessions hosted for network - 157 individuals in attendance.

06/18/2021

NEW Andrea Smith on 06/18/2021: Progress: 120 unit ▶ **300** unit

100%
300 / 300 unit

→ **Implement Crisis Intervention Teams Training for Wayne County Law Enforcement.: 200 people**

Andrea Smith |
Director of
Workforce
Development

NEW **Andrea Smith:**
Training has been provided to dispatchers, call-takers and law enforcement officers. There have been 6 40-hour CIT courses this fiscal and
20 16-hour CIT for Dispatchers/Call-Takers.
06/18/2021

NEW **Andrea Smith** on 06/18/2021:
Progress: 138 people
▶ **200 people**



→ **Provide Crisis Plan Training to Clinical Staff in DWIH Network: 100 people**

Andrea Smith |
Director of
Workforce
Development

NEW **Andrea Smith** on 07/28/2021:
Progress: 0 people ▶ **54 people**

NEW **Andrea Smith** on 07/28/2021:
Progress: 0 people ▶ **54 people**



- NEW** Robert Compton:
- DWHN's CPI and SUD

No activity recorded

Departments began efforts to reinstitute the Motivational Interviewing (MI) initiative for Medication Assisted Treatment (MAT) providers and Recovery Coaches in the system. The initiative was designed to increase member engagement and retention through the increased and proficient use of MI by the workforce. The initiative relaunching will begin with to following organizations:

1. Detroit Recovery Project (Suboxone, Vivitrol)
2. Metro East Clinic (Methadone, Vivitrol)
3. Nardin Park Recovery Center (Methadone, Vivitrol)
4. New Light Recovery Center (Methadone, Suboxone, Vivitrol)
5. Personalized Nursing Light House
6. Quality Behavioral Health (Methadone, Suboxone, Vivitrol)
7. Rainbow Center of Michigan (Methadone, Vivitrol)
8. Star Center (Methadone, Vivitrol)
9. University Physician Group (Methadone, Suboxone, Vivitrol)

The clinicians and Recovery Coaches at the above organizations will be given the Video Assessment of Simulated Encounters – Revised (VASE-R) in March 2021. Scores from the VASE-R will be used to set baseline for the system. The scores will also be used to inform individual training and technical assistance needs for each participating agency.

02/08/2021

0%
0 / 100 people
86 people behind

Andrea Smith |
Director of
Workforce
Development

→ Revamp training portal to
cover the holistic care for
the individual: 100%

Andrea Smith |
Director of
Workforce
Development

→ Increase Integrated Care
Competencies of the
network practitioners: 100%

Alicia Oliver |
Clinical
Specialist
OBRA/PASRR

→ Create a Care
Management
Curriculum: 100%

NEW **Andrea Smith:**
Staff are coordinating with
Oakland and Macomb Counties to
develop/identify training that
meets the need of the whole
individual.

05/04/2021

NEW **Andrea
Smith** on
05/04/2021:
Progress: 55% ▶ **71%**

71%
71 / 100%
10% behind

NEW **Alicia Oliver:**
Outreach attached
01/25/2021

NEW **Andrea
Smith** on
12/28/2020:
Progress: 52% ▶ **60%**

60%
60 / 100%
7% behind

NEW **Andrea Smith:**
A care management training will be
offered to those serving children
and adults as well as one for
supervisors. Training is being
scheduled with National Council
and will take place between
October 1 - December 31, 2021.

06/18/2021

NEW **Andrea
Smith** on
06/18/2021:
Progress: 0%
▶ **30%**

30%
30 / 100%
70% behind

Create a happy, healthy and
engaged workforce: 100 unit

- | -

- Mastery Training
- Financial Literacy Workshop
- Mental Health Minutes Video Series
- Intranet
- Racial Equity Meetings
- Staff Vaccination Clinic
- COVID Testing
- Staff Meetings
- Workforce development and training
- Staff Engagement and Outreach / COVID-19
- COVID-19 Staff Surveys
- Racial Equality Committee
- Culture of Excellence Surveys

- NEW** **Brooke Blackwell:**
- Diversity Equity and Inclusion Committee
- Interim President and CEO, Eric Doeh conducts ongoing meetings with a committee of staff to discuss the culture of DWIH and opportunities for engagement for all employees. 07/29/2021
- NEW** **Jaren Roberts** on 03/10/2021: ✓ Completed Task Staff Meetings assigned to Communications & Community Outreach Liaison (Jaren Roberts)

NEW **Jaren
Roberts** on
03/10/2021:
✓

90%
90 / 100 unit
21 unit ahead