



**Detroit Wayne
Integrated Health Network**

707 W. Milwaukee St.
Detroit, MI 48202-2943
Phone: (313) 833-2500
www.dwihn.org

FAX: (313) 833-2156
TDD: (800) 630-1044 RR/TDD: (888) 339-5588

**Finance Committee Meeting
Hotel St. Regis
3071 W. Grand Blvd.
Detroit, MI 48202
Tuesday, January 17, 2023
1:45 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 – November 2, 2022**
- VII. Presentation of the Monthly Finance Report**
- VIII. 4th Quarter FY22 Board Report for Procurements Non-Competitive under 50,000K and all Cooperative Purchasing**
- IX. Unfinished Business:**
 - Staff Recommendations:
 - a. BA #21-52 (Revision) – Residential Provider Payroll Audits - Gregory Terrell and Company
 - b. BA #21-54 (Revision 2) – Accuform Printing and Graphics, Inc.
 - c. BA #21-71 (Revision 3) – American Society of Employers (ASE) Leadership Training/Pre-Employment Services
 - d. BA #23-05 (Revision 2) DWIHN FY 2022-2023 Operating Budget
 - e. BA #23-53 (Revision 2) – AT&T Internet Service Subscription at NCO

Board of Directors

Angelo Glenn, Chairperson
Dorothy Burrell
Kevin McNamara

Kenya Ruth, Vice Chairperson
Lynne F. Carter, MD
Bernard Parker

Dora Brown, Treasurer
Eva Garza Dewaelsche
William Phillips

Dr. Cynthia Tauog, Secretary
Jonathan C. Kinloch



X. New Business:

Staff Recommendations:

- a. BA #23-50 – Standard Cost Allocation Consulting Services -Rehmann Robson
CPAs & Consultants

XI. GOOD AND WELFARE

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

FINANCE COMMITTEE

MINUTES

NOVEMBER 2, 2022

1:00 P.M.

**3071 W. GRAND BLVD.
DETROIT, MI 48202
(HYBRID/ZOOM)**

MEETING CALLED BY	I. Ms. Dora Brown, Chair, called the meeting to order at 1:00 p.m.
TYPE OF MEETING	Finance Committee Meeting
FACILITATOR	Ms. Dora Brown, Chair
NOTE TAKER	Nicole Smith, Finance Management Assistant
ATTENDEES	<p>Finance Committee Members Present: Ms. Dora Brown, Chair Mr. Kevin McNamara, Vice Chair Ms. Eva Garza Dewaelsche Mr. Bernard Parker</p> <p>Committee Members Excused: Ms. Kenya Ruth</p> <p>Board Members Present: None</p> <p>Board Members Excused: Mr. Angelo Glenn</p> <p>Staff: Mr. Eric Doeh, CEO; Ms. Stacie Durant, CFO; Mr. Manny Singla, Chief Network Officer; Jody Connally, Chief of Human Resources; Mr. Jamal Aljahmi, Chief Information Officer; Ms. Yolanda Turner, Deputy Legal Counsel; Ms. Brooke Blackwell, Chief of Staff; Ebony Reynolds, Clinical Officer</p> <p>Staff Attending Virtually:</p> <p>Guests: None</p>

AGENDA TOPICS

Roll Call Ms. Lillian Blackshire, Board Liaison

<p>II. Roll Call Roll Call was taken by Ms. Lillian M. Blackshire, Board Liaison and a quorum was present.</p> <p>III. Committee Member Remarks Ms. Brown, Chair called for Committee member remarks. There were no committee remarks.</p> <p>IV. Approval of Agenda The Chair, Ms. Brown called for a motion on the agenda. A recommendation was made to move the Strategic Plan Pillar – Workforce on the agenda to item VII. It was moved by Mr.</p>	
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Parker and supported by Ms. E. Garza Dewaelsche to amend the agenda and move item VIII. Strategic Plan Pillar – Workforce to item VII and be taken after Approval of the Minutes. **Motion carried; agenda approved as amended.**

VII. Strategic Plan Pillar-Workforce Report

Presented by Ms. Ebony Reynolds, Clinical Officer on behalf of Ms. M. Moody, Chief Clinical Officer. A written report was provided for the record. The overall fiscal year 2022 goal completion is at 86%. There are 14 goals and two (2) high level goals under this Pillar. It was reported that training for the Network Staff on the impact and importance of social determinants and the impact on health outcomes is currently at 100%; the IPOS training to Clinical staff with DWIHN network is currently at 100% and the LOCUS training to the Adult Provider Network is currently at 37%. It was noted the report provides an update on each goal. There was no further discussion. The Chair, Ms. Brown noted the Strategic Plan Pillar – Workforce Report was received and filed.

V. Follow-up Items:

The Chair called for follow-up items. The following items were noted by the Board Liaison and reports were provided as follows:

A. CFO to research DWIHN's options of investing in MMRMA. Ms. S. Durant, CFO reported that research is ongoing and updates will be provided.

B. DWIHN to investigate securing an Ambassador/Social Influencer to assist with Social Media messaging in the community. It was reported that research is ongoing. Communications will provide a more detailed report.

C. Research to be conducted to obtain a three (3) digit number for Mental Health Services and attach a slogan that identifies Mental Health services. It was reported that research is ongoing.

D. Communications to add Performance Indicators/measures to Social media contracts and evaluate annually to determine if contract should be renewed. Legal to review the termination clause and ensure DWIHN has right to terminate contract if performance indicators are not being met. Ms. Blackwell, Chief of Staff reported. It was noted the Social media contractor will present quarterly reports to the board and the Communications department will present monthly reports to the board on performance.

e. Update BA#23-25 Westcomm to reflect a one -year contract with three (3) one year options before Full Board meeting on October 19, 2022. This item was completed and BA#2-25 WestComm was presented to the Full Board in October.

VI. Approval of the Meeting Minutes

The Chair called for a motion on the Finance Committee minutes from the meeting of Wednesday, October 5, 2022. **Motion:** It was moved by Mr. McNamara and supported by Mr. Parker approval of the Finance Committee minutes from the meeting of Wednesday, October 5, 2022. There were no corrections to the minutes. **Motion carried.** Minutes accepted as presented.

VIII. Presentation of the Monthly Finance Report

S. Durant, CFO presented the Monthly Finance report. A written report for the eleven months ended September 30, 2022 was provided for the record. Network Finance accomplishments and noteworthy items were as follows:

DWIHN will have audited September 30, 2022 financial statements available in accordance with the State of Michigan reporting deadline of March 31, 2023. As such, there are no monthly 9/30/22 financial statements available at this time.

The CFO reports that DWIHN's cash balance is \$356,876,018 as of September 30, 2022, including cash held in collateral for the two building loans (\$21 million) and the contractual required ISF account of \$60 million.

DWIHN submitted financial stability letters to thirty-one (31) providers across the SUD, Autism, Skill Building, Children's and Adult service provider network. To date, DWIHN received a response from twenty-seven (27) providers; eight (8) of the twenty-seven either declined assistance or were not eligible due to no projected operating losses for the fiscal year. The total amount of financial assistance is approximately \$18 million.

We are still awaiting responses as we wanted to give providers additional time to submit the request given the importance of the matter.

DWIHN submitted a financial stability letter to all residential providers requesting information to determine the amount of uncompensated payroll expenses related to direct care staff. The deadline is November 10, 2022.

Based on both DWIHN's and HAP's legal counsels' interpretation of the MHL contract, DWIHN is not required to cost settle the contract outside of the first year of the demonstration pilot. This will result in DWIHN retaining approximately \$9 million in one-time funds that is considered local funds. DWIHN cost settled the first year of the contract with HAP for approximately \$3.8 million.

Due to the aforementioned, DWIHN has one-time excess cash to settle the outstanding Milwaukee loan balance of approximately \$5 million and will not re-finance the loan incurring unnecessary interest.

Discussion ensued regarding the excess of \$4 million dollars in general funds monies. Mr. Parker requested staff to provide recommendations for program use of the monies. (Action)

Note – Consistent with prior years, DWIHN is actively working on closing the books and October financial statements will not be available for a December meeting.

The Chair, Ms. Brown asked committee members if they were opposed to canceling the December 7, 2022 meeting due to no further business or financial statements not being available. There was no opposition from committee members to cancelling the December Finance Committee meeting. Ms. Brown announced the December 7, 2022 Finance Committee meeting would be cancelled as long as there were no outstanding or past due actions that would be placed on the January 2023 Finance agenda. There was no further discussion.

The Chair, Ms. Brown received and filed the Finance Monthly Report ending September 30, 2022.

VIII. Unfinished Business – Staff Recommendations:

a. **Board Action #23-05 (Revision) – DWIHN FY 2022 -2023 Operating Budget** Ms. Durant, CFO reported. Staff requests board approval to amend the FY23 Operating Budget as follows: 1. Certify federal grant revenue of \$4,474,160 from SAMHSA for Mobile Crisis Deployment; this includes expenses for approximately \$70,000 to hire an accountant to administer the grant through indirect costs. 2. Certify federal grant revenue of \$153,487 per the revised FY23 SUD award from MDHHS (\$153,487). 3. Certify federal grant revenue of

\$107,904 from MDHHS to fund the "Baby Court" Coordinator for the Infant Toddler Court Project. Additionally, Medicaid Reserve funds in the amount of \$393,164 will be used to fund the following new positions: Management Assistant (Administration), Accounts Payable Specialist (Finance), and Quality Administrator (DWIHN Call Center). The Chair called for a motion. **Motion:** It was moved by Ms. Dewaelsche and supported by Mr. Parker approval of BA #23-05 (Revision) to Full Board. Discussion ensued. **Motion carried.**

IX. New Business – Staff Recommendations:

a. Board Action #23-45 – HEDIS/NCQA Professional Consultant Services Mr. J. Aljahmi, Chief Information Officer reported. This Board Action is requesting \$62,205 funding for contractual Professional IT services for the period from 1/1/23 – 9/30/23. DWIHN is requesting to keep the consultant to continue assisting on a part-time basis, with helping to generate HEDIS measures which is one of the prime requirements from a data standpoint when it comes to both state reporting and NCQA compliance. This firm has been instrumental in developing Risk Matrix and is continuing to help us extend the functionality and rollout to entire network. The Chair called for a motion. **Motion:** It was moved by Mr. McNamara and supported by Mr. Parker for BA#23-45 approval to Full Board. There was no further discussion. **Motion carried.**

b. Board Action #23-48 CMHSP Contract - Ms. Y. Turner, Deputy Legal Counsel reported. This board action is for approval of the Grant Agreement between the Michigan Department of Health and Human Services (MDHHS) and Detroit Wayne Integrated Health Network (DWIHN) for the Community Mental Health Services Program (CMHSP). The term of the contract is 10-1-2022 through 9-30-2023. The contract amount is not to exceed \$21,461,405. This contract is for the provision of a comprehensive array of mental health services and supports. This contract, although not reflected in the amount above, also includes the required Medicaid drawdown payment to MDHHS for \$2,030,000 and local portion for state facility costs payment to the state of Michigan estimated at \$7,200,000 in accordance with the Mental Health Code. The Chair called for a motion. **Motion:** It was moved by Mr. Parker and supported by Mr. McNamara approval of Board Action #23-48 to Full Board. There was no further discussion. **Motion carried.**

c. Board Action #23-49 PIHP Contract – Ms. Y. Turner, Deputy Legal Counsel reported. This board action is requesting the approval of the Detroit Wayne Integrated Health Network's (DWIHN) Prepaid Inpatient Health Plan (PIHP) contract with the State of Michigan's Department of Health and Human Services (MDHHS) for Fiscal Year ending September 30, 2023. The purpose of this contract is for MDHHS to obtain DWIHN's services to manage the following: Medicaid (including Habilitation Waiver Supports, Hospital Rate Adjustment and DHS Incentive), Healthy Michigan Plan (including Hospital Rate Adjustment), Autism Medicaid, SED Waiver, and Children's Waiver. The estimated value of this contract is \$864,055,615 including hazard pay and is contingent upon and subject to enactment of legislative appropriations and availability of funds. This board action encompasses the mandated payments for Hospital Rate Adjustment to the community hospitals, Medicaid drawdown and IPA tax payments to the State of Michigan. The Chair called for a motion. **Motion:** It was moved by Mr. McNamara and supported by Ms. Dewaelsche approval of Board action #23-49 to Full Board. There was no further discussion. **Motion carried.**

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

Mr. McNamara gave acknowledgement and thanks to DWIHN for the Mental Health trainings provided to Van Buren Township for the newly hired School Resource Officer.

Mr. Parker gave congratulatory recognition to Ms. Dora Brown, Committee Chair and Board Treasurer for a successful campaign and winning the position of Community Mental Health Association of Michigan (CMHAM) Treasurer.

XII. Adjournment – There being no further business; The Chair, Ms. Brown called for a motion to adjourn. **Motion:** It was moved by Mr. Parker and supported by Ms. Dewaelsche to adjourn the meeting. **Motion carried.** The meeting adjourned at 1:41 p.m.

FOLLOW-UP ITEMS	<ol style="list-style-type: none">a. Provide a recommendation on use of the excess monies in General Fund (\$4 million dollars) can be used on programs.b. CFO to research DWIHN's options of investing in MMRMA.c. DWIHN to investigate securing an Ambassador/Social Influencer to assist DWIHN with Social Media messaging in the community.d. Research to be conducted to obtain a three (3) digit number for Mental Health services and attach to a slogan that identifies Mental Health services.e. Communications to add Performance Indicators/measures to Social media contracts and evaluate annually to determine if contract should be renewed. Legal to review the termination clause and ensure DWIHN has right to terminate contract if performance indicators are not being met.
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**DWIHN Division of Management and Budget
Monthly Finance Report
For the two months ended November 30, 2022**

DWIHN Finance accomplishments and noteworthy items:

1. On November 30, 2022, DWIHN issued \$7.4 million in residential stability payments. The survey went to two hundred eleven (211) residential providers; one hundred twenty (120) responded – out of the 120 responses – 44 (37%) responded with no losses; 47 (39%) responded however no loss calculated; 29 (24%) were eligible for payments.
2. On December 5, 2022, DWIHN issued \$40.8 million in retention payments to approximately three hundred twenty-two (322) out of 332 submissions; ten (10) providers (3%) did not respond. Approximately Fourteen Thousand six hundred fifty (14,650) full and part time clinical and non-clinical staff employed with our Wayne County provider network (excluding school districts, governmental entities, hospitals, nursing homes, and universities) ON September 30, 2022 were eligible for the retention payment. Full time clinical and non-clinical employees received \$3,000; part time clinical and non-clinical employees received \$1,500. DWIHN internal staff also received the retention payments; the payment was made within the board approved budget for administration.
3. On December 20, 2022, DWIHN paid out approximately \$17.2 million for the 4th quarter retroactive one-time rate adjustment. It should be noted that the amount exceeded five percent (5%) for the three-month period July 1 through September 30, 2022.
4. Effective FY23, MDHHS changed the PIHP contract language and DWIHN is no longer required to cost settle direct care hazard pay. In the past, excess revenues were required to be returned to MDHHS as part of the year end closing process.

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

- Cash flow is very stable and should continue to remain strong throughout the year as liquidity ratio = 3.56.

	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV
DWIHN	2.79	2.49	2.44	2.72	2.75	3.08	2.78	3.32	3.56	1.81	1.81	2.05

- (A) Cash and Investments – comprise of funds held by three (3) investment manager, First Independence CDARS, Comerica, and Flagstar accounts. This amount includes the cash held in collateral for the two building loans.
- (B) Due from other governments and accounts receivable – comprise various local, state and federal amounts due to DWIHN. Approximately \$3.4 million due from Wayne County for estimated 4th quarter PA2 and November monthly contribution. Approximately \$4 million in pass through HRA revenue for 2 months. Approximately \$5.8 million for PIBP for FY22. In addition, approximately \$1.0 due from the ICO’s for cost settlements. DWIHN recorded \$.5 million in an allowance for two SUD providers due to length of amount owed and likelihood of collections.
- (C) Prepayment and deposits – Approximately \$350,000 related to advance payment for provider transportation due September 30, 2023.
- (D) IBNR Payable – represents incurred but not reported (IBNR) claims from the provider network; historical average claims incurred through November 30, 2022, including DCW hazard pay and 10% rate increase, was approximately \$131.3 million however actual payments were approximately \$63.5 million. The difference represents claims incurred but not reported and paid of \$67.8 million.

- (E) Due to other governments – includes \$8 million due to MDHHS for death recoupment and \$1.8 million due to MDHHS for FY20 general fund carryover in excess of 5%. In addition, approximately \$1.8 million for estimated two months of IPPA taxes.
- (F) Federal/State grants and contracts– The variance is primary due to timing in addition, variance includes the funding set aside for the 707-care center that shall incur expenses in the latter part of the fiscal year.
- (G) SUD, Autism, Adult, IDD, and Children services – combined \$1 million variance between the line of business.

Note – the fiscal year September 30, 2022 account balances will affect the amounts reported in the balance sheet and income statements; amounts will changes based on the continued closing of the books.

Statement of Net Position
As of November 30, 2022

Assets

Cash and investments	\$ 293,083,590	A
Investments in Internal Service Fund	57,665,213	A
Other cash and investments	1,000	
Receivables		
Due from other governmental units	13,935,033	B
Accounts receivable	7,532,901	B
Less: allowance for uncollectible	(487,838)	B
Prepayments and deposits	772,656	C
Total current assets	372,502,555	
 Capital assets, net of accumulated depreciation	 18,707,846	
 Total Assets	 \$ 391,210,401	

Liabilities and Net Position

Liabilities		
Accounts payable	\$ 86,430,742	
IBNR Payable	67,753,032	D
Due to Wayne County	1,341,667	
Due to other governments	12,728,806	E
Accrued wages and benefits	927,177	
Unearned revenue	494,494	
Accrued compensated balances	1,739,306	
Total current liabilities	171,415,224	
 Notes Payable	 4,938,667	
 Total Liabilities	 176,353,890	
 Net Position		
Net investment in capital assets	13,769,179	
Unrestricted - PA2 funds	6,264,131	
Internal Service Fund	57,665,213	
Unrestricted	137,157,988	
 Total Net Position	 214,856,511	
 Liabilities and Net Position	 \$ 391,210,401	

Statement of Revenues, Expenses and Changes to Net Position
For the Two Months Ending November 30, 2022

Nov-22

Year to Date

	Budget	Actual	Variance	Budget	Actual	Variance
Operating Revenues						
Federal grants	\$ 2,227,854	\$ 702,627	\$ (1,525,227)	\$ 4,455,707	\$ 845,845	\$ (3,609,862)
State grants and contracts	74,456,658	89,567,752	15,111,094	148,913,316	159,923,029	11,009,713
MI Health Link	823,844	1,711,322	887,478	1,647,687	2,310,036	662,349
Local grants and contracts	1,830,665	1,473,871	(356,794)	3,661,331	2,947,741	(713,590)
Other charges for services	3,333	-	(3,333)	6,667	1,126	(5,541)
Total Operating Revenues	79,342,354	93,455,572	(14,113,217)	158,684,708	166,027,777	(7,343,068)
Operating Expenses						
Salaries	2,248,417	2,089,210	159,207	4,496,833	4,073,890	422,943
Fringe benefits	866,810	752,992	113,818	1,733,620	1,479,679	253,941
Substance abuse services	5,676,982	6,958,707	(1,281,725)	11,353,965	8,007,147	3,346,818
Autism Services	5,749,122	10,094,902	(4,345,780)	11,498,245	12,460,062	(961,817)
MI HealthLink	823,010	1,377,839	(554,829)	1,646,021	1,529,848	116,173
Adult Services	23,301,578	43,392,929	(20,091,351)	46,617,544	49,461,483	(2,843,939)
Children Services	7,208,450	10,964,845	(3,756,395)	14,416,899	11,853,906	2,562,993
Intellectual Developmental Disabled	29,919,025	57,563,728	(27,644,703)	59,838,050	61,116,678	(1,278,628)
Grant Programs	895,178	1,188,270	(293,092)	1,769,551	1,188,270	581,281
State of Michigan	1,569,175	3,310,636	(1,741,461)	3,138,350	3,310,636	(172,286)
Depreciation	147,233		147,233	294,466		294,466
Other operating	1,020,707	559,819	460,888	2,047,831	674,288	1,373,543
Total Operating Expenses	79,425,687	138,253,877	(58,794,294)	158,851,375	155,155,887	3,801,306
Operating Revenues over (under) Expenses	(83,333)	(44,798,305)	44,681,077	(166,667)	10,871,890	11,144,374
Non-operating Revenues (Expenses)						
Investment Earnings	83,333	125,434	42,101	166,667	147,988	(18,679)
Total Non-operating Revenues (Expenses)	83,333	125,434	(42,101)	166,667	147,988	18,679
Change in Net Position	-	(44,672,871)	44,638,976	-	11,019,878	11,163,053
Net Position - Beginning of year					203,836,633	203,836,633
Net Position - End of Year	\$ -	\$ (44,672,871)	\$ 44,638,976	\$ -	\$ 214,856,511	\$ 214,999,686

Statement of Cash Flows
For the Two Months Ending November 30, 2022

Cash flows from operating activities	
Cash receipts from the state and federal governments	\$ 173,602,971
Cash receipts from local sources and customers	2,948,867
Payments to suppliers	(173,934,417)
Payments to employees	(5,131,262)
	<u>(2,513,841)</u>
Net cash provided by (used in) operating activities	(2,513,841)
Cash flows from capital and related financing activities	
Acquisition of capital assets	(102,567)
Principle and interest paid on capital debt	(23,986)
	<u>(126,553)</u>
Net cash provided by (used in) capital and related financing activities	(126,553)
Cash flows from investing activities	
Interest received on investments	147,988
Proceeds from sale of assets	-
	<u>147,988</u>
Net cash provided by investing activities	147,988
Net increase (decrease) in cash and cash equivalents	(2,492,407)
Cash and investments - beginning of period	353,242,210
Cash and investments - end of period	\$ 350,749,803
Reconciliation of operating income (loss) to net cash provided by (used in) operating activities	
Operating income (loss)	\$ 10,871,890
Adjustments to reconcile operating income (loss) to net cash used in operating activities:	
Depreciation	
Decreases (increases) in current assets:	
Accounts receivable	(258,934)
Prepayments and deposits	-
Due from other governmental units	10,782,995
Due from Wayne County	
Other assets	
Increases (decreases) in current liabilities:	
Accounts and contracts payable	(93,569,061)
IBNR Payable	67,753,032
Accrued wages	457,645
Due to Wayne County	1,341,667
Due to other governmental units	106,924
Unearned revenue	-
	<u>(2,513,841)</u>
Net cash provided by (used in) operating activities	\$ (2,513,841)

**DETROIT WAYNE INTEGRATED HEALTH NETWORK
BOARD ACTION**

Board Action Number: 21-52R Revised: Y Requisition Number:

Presented to Full Board at its Meeting on: 1/18/2023

Name of Provider: Gregory Terrell and Company

Contract Title: Residential Provider Payroll Audits

Address where services are provided: None

Presented to Finance Committee at its meeting on: 1/17/2023

Proposed Contract Term: 2/1/2023 to 1/31/2024

Amount of Contract: \$ 100,000.00 Previous Fiscal Year: \$ 100,000.00

Program Type: Continuation

Projected Number Served- Year 1: Persons Served (previous fiscal year):

Date Contract First Initiated: 2/1/2021

Provider Impaneled (Y/N)?

Program Description Summary: Provide brief description of services provided and target population. If propose contract is a modification, state reason and impact of change (positive and/or negative).

This board action is requesting the approval to exercise the one year renewal option effective February 1, 2023 through January 31, 2024. This board action is a time extension only and does not require additional funds. This initial board action was for an amount not to exceed \$100,000. To date, the provider has spent \$20,000 with \$80,000 remaining on the purchase order.

Effective October 1, 2020, MDHHS discontinued the use of H0043 and mandated community living supports report under H2015. This mandate requires providers to bill using certain modifiers and associated rates based on the number of staff and consumers that reside in the home. In an effort to ensure residential providers are billing with the proper modifier/rate, DWIHN is required to perform payroll audits. In response to an Invitation For Bid (IFB), Gregory Terrell & Associates, a Detroit based accounting firm, was deemed the lowest bidder. The firm will assist with accumulating the staff hours and consumers in the home whereby DWIHN finance staff will evaluate whether the proper modifier/rate was used for reimbursement of services. The amount of the contract is estimated as the contract is based on hours billed; DWIHN has over 200 providers subject to audit.

Outstanding Quality Issues (Y/N)? If yes, please describe:

Source of Funds: Multiple

Fee for Service (Y/N):

Revenue	FY 23/24	Annualized
Multiple	\$ 100,000.00	\$ 100,000.00
	\$ 0.00	\$ 0.00
Total Revenue	\$ 100,000.00	\$ 100,000.00

Recommendation for contract (Continue/Modify/Discontinue): Continue

Type of contract (Business/Clinical): Business

ACCOUNT NUMBER: 64923.813000.00000

In Budget (Y/N)? Y

Approved for Submittal to Board:

Eric Doeh, Chief Executive Officer

Stacie Durant, Chief Financial Officer

Signature/Date:

Signature/Date:

Eric Doeh

Stacie Durant

Signed: Monday, December 5, 2022

Signed: Friday, December 2, 2022

**DETROIT WAYNE INTEGRATED HEALTH NETWORK
BOARD ACTION**

Board Action Number: 21-54R2 Revised: Y Requisition Number:

Presented to Full Board at its Meeting on: 1/18/2023

Name of Provider: Accuform Printing & Graphics, Inc.

Contract Title: As needed on demand printing of member materials- Accuform

Address where services are provided: 'None'

Presented to Finance Committee at its meeting on: 1/17/2023

Proposed Contract Term: 11/1/2020 to 10/31/2023

Amount of Contract: \$ 707,348.51 Previous Fiscal Year: \$ 358,420.00

Program Type: Modification

Projected Number Served- Year 1: 75,000 Persons Served (previous fiscal year): 75,000

Date Contract First Initiated: 11/1/2020

Provider Impaneled (Y/N)?

Program Description Summary: Provide brief description of services provided and target population. If propose contract is a modification, state reason and impact of change (positive and/or negative).

This board action is requesting the approval of an additional \$348,928.51 for an amount not to exceed \$707,348.51 through the end of the contract term of 10/31/2023. This board action is requesting additional funds however the term remains the same.

The DWIHN's Customer Service Department is responsible for the development of printed educational materials for its mental health members and community. Per the Michigan Department of Health and Human Services (MDHHS) Customer Service Standards, National Committee for Quality Assurance (NCQA) and Health Services Advisory Group (HSAG) it has mandated that DWIHN provide additional member mailings i.e. Member Privacy Guidelines (upon enrollment

and annually) and EOB's (quarterly) and should be made available to members upon request.

Outstanding Quality Issues (Y/N)? N If yes, please describe:

Source of Funds: Multiple

Fee for Service (Y/N): Y

Revenue	FY 22/23	Annualized
Multiple	\$ 707,348.51	\$ 707,348.51
	\$ 0.00	\$ 0.00
Total Revenue	\$ 707,348.51	\$ 707,348.51

Recommendation for contract (Continue/Modify/Discontinue): Continue

Type of contract (Business/Clinical): Business

ACCOUNT NUMBER: 64914.728000.00000

In Budget (Y/N)? Y

Approved for Submittal to Board:

Eric Doch, Chief Executive Officer

Stacie Durant, Chief Financial Officer

Signature/Date:

Signature/Date:

Eric Doch

Stacie Durant

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Board Action #: 21-54R2

Signed: Friday, January 13, 2023

Signed: Thursday, January 12, 2023

**DETROIT WAYNE INTEGRATED HEALTH NETWORK
BOARD ACTION**

Board Action Number: 21-71R3 Revised: Y Requisition Number:

Presented to Full Board at its Meeting on: 1/18/2023

Name of Provider: American Society of Employees, Inc.

Contract Title: ASE Leadership Training/Pre-Employment Services

Address where services are provided: None

Presented to Finance Committee at its meeting on: 1/17/2023

Proposed Contract Term: 3/1/2021 to 9/30/2023

Amount of Contract: \$ 334,505.00 Previous Fiscal Year: \$ 181,000.00

Program Type: Modification

Projected Number Served- Year 1: Persons Served (previous fiscal year):

Date Contract First Initiated: 10/1/2017

Provider Impaneled (Y/N)?

Program Description Summary: Provide brief description of services provided and target population. If propose contract is a modification, state reason and impact of change (positive and/or negative).

The Detroit Wayne Integrated Health Network ("Network") is requesting modification of the Agreement between the Network and American Society of Employers (ASE) for training services. the increase is due to the increased hiring activity that will result from bringing the Crisis Center online. DWIHN expects to hire at least 150 new staff over and above what is normally on an annual basis.

The modification is needed to increase funding by \$120,000.00 for funds to retain ASE to provide supervision training for executive leadership, directors, and managers at DWIHN.

Funding is also needed for the purpose of conducting pre-employment services (Drug Screens, Background checks).

The new grand total is not to exceed \$334,505. The contract term remains the same.

Outstanding Quality Issues (Y/N)? If yes, please describe:

Source of Funds: Multiple

Fee for Service (Y/N):

Revenue	FY 22/23	Annualized
Multiple	\$ 334,505.00	\$ 334,505.00
	\$	\$ 0.00
Total Revenue	\$	\$ 334,505.00

Recommendation for contract (Continue/Modify/Discontinue): Continue

Type of contract (Business/Clinical): Business

ACCOUNT NUMBER: 64925.817000.00000

In Budget (Y/N)? Y

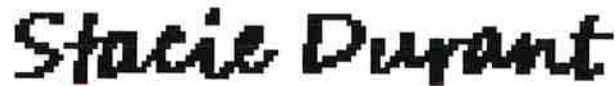
Approved for Submittal to Board:

Eric Doeh, Chief Executive Officer

Stacie Durant, Chief Financial Officer

Signature/Date:

Signature/Date:



Signed: Thursday, January 12, 2023

Signed: Thursday, January 12, 2023

**DETROIT WAYNE INTEGRATED HEALTH NETWORK
BOARD ACTION**

Board Action Number: 23-05R2 Revised: Y Requisition Number:

Presented to Full Board at its Meeting on: 1/18/2023

Name of Provider: Detroit Wayne Integrated Health Network

Contract Title: FY 2022-2023 Operating Budget

Address where services are provided: None

Presented to Finance Committee at its meeting on: 1/17/2023

Proposed Contract Term: 10/1/2022 to 9/30/2023

Amount of Contract: \$ 952,108,249.00 Previous Fiscal Year: \$ 927,640,119.00

Program Type: Continuation

Projected Number Served- Year 1: Persons Served (previous fiscal year):

Date Contract First Initiated: 10/1/2022

Provider Impaneled (Y/N)?

Program Description Summary: Provide brief description of services provided and target population. If propose contract is a modification, state reason and impact of change (positive and/or negative).

Staff requests Board approval on the following budget amendment the FY23 Operating Budget as follows:

To fund the following new positions with Medicaid reserves:

1. One (1) Clinical Specialist @ \$108,595 (salary/fringes) for Adult Services to provide oversight for the I/DD Provider Network;
2. Three (3) Clinical Specialist-Performance Monitors @ \$325,785 (salary/fringes) for Quality Improvement:
 - a. Two (2) Clinical Specialist- Performance Monitors @ \$217,190 (salary/fringes) to ensure compliance with the new State mandate to use Medicaid dollars for Home & Community Based Services (HCBS) facilities, and;
 - b. One (1) Clinical Specialist-Performance Monitor @ \$108,595 (salary/fringes) to address the increase in the volume of work/auditable activities in the Autism Program.

Lastly, one (1) Contract Assistant, \$62,720 (salary and fringes) to manage the HSW Waiver - a function previously handled by Community Living Services (CLS) through an Administrative Services Only (ASO) contract with DWIHN. The new position was funded with a portion of the funds originally set aside for the ASO contract.

The FY23 Operating Budget, in the amount of \$952,108,249, is unchanged as a result of this amendment and consists of the following revenue: \$21,630,181 (State General Funds, CCBHC State General Funds); \$723,141,397 (Medicaid, DHS Incentive, Medicaid-Autism; Children's/SED Waiver, HAB); \$9,886,123 (MI Health Link); \$140,914,218 (Healthy MI- Mental Health and Substance Abuse); \$17,686,447 (Wayne County Local Match Funds); \$4,040,539 (PA2 Funds); \$7,294,100 (State Grant portion of OBRA,SUD); \$26,734,244 (Federal Grants/Federal Block Grants); \$241,000 (Local Grant Revenue); \$500,000 (Interest Income; and \$40,000 (Misc. Revenue).

Outstanding Quality Issues (Y/N)? If yes, please describe:

Source of Funds: Multiple

Fee for Service (Y/N):

Revenue	FY 22/23	Annualized
MULTIPLE	\$ 952,108,249.00	\$ 952,108,249.00
	\$ 0.00	\$ 0.00
Total Revenue	\$ 952,108,249.00	\$ 952,108,249.00

Recommendation for contract (Continue/Modify/Discontinue): Continue

Type of contract (Business/Clinical): Business

ACCOUNT NUMBER: MULTIPLE

In Budget (Y/N)? Y

Approved for Submittal to Board:

Eric Doeh, Chief Executive Officer

Stacie Durant, Chief Financial Officer

Signature/Date:

Signature/Date:

Eric Doeh

Stacie Durant

Signed: Saturday, December 10, 2022

Signed: Saturday, December 10, 2022 Board Action #: 23-05R2

**DETROIT WAYNE INTEGRATED HEALTH NETWORK
BOARD ACTION**

Board Action Number: 23-53R2 Revised: N Requisition Number: 14,013

Presented to Full Board at its Meeting on: 1/18/2023

Name of Provider: AT&T

Contract Title: AT&T Internet Service Subscription @ NCO

Address where services are provided: None

Presented to Finance Committee at its meeting on: 1/17/2023

Proposed Contract Term: 1/18/2023 to 11/14/2025

Amount of Contract: \$ 58,320.00 Previous Fiscal Year: \$ 0.00

Program Type: Continuation

Projected Number Served- Year 1: Persons Served (previous fiscal year):

Date Contract First Initiated: 11/14/2022

Provider Impaneled (Y/N)?

Program Description Summary: Provide brief description of services provided and target population. If propose contract is a modification, state reason and impact of change (positive and/or negative).

This board action is requesting approval to extend an existing two month comparable source agreement for \$9,600 with AT&T for internet service subscription at NCO Site location for DWIHN Call Center Staff. The term of the board action is for an additional twenty two (22) months for a total estimated costs of \$58,320. The additional amount of \$48,720 is for an estimated monthly service of \$2,230 per month from 1/18/2023 through 11/14/2025.

Outstanding Quality Issues (Y/N)? If yes, please describe:

Source of Funds: Multiple

Fee for Service (Y/N):

Revenue	FY 22/23	Annualized
Multiple	\$ 58,320.00	\$ 58,320.00
	\$ 0.00	\$ 0.00

Total Revenue	\$ 58,320.00	\$ 58,320.00
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Recommendation for contract (Continue/Modify/Discontinue): Continue

Type of contract (Business/Clinical): Business

ACCOUNT NUMBER: 64924.815000.00000

In Budget (Y/N)? Y

Approved for Submittal to Board:

Eric Doeh, Chief Executive Officer

Stacie Durant, Chief Financial Officer

Signature/Date:

Signature/Date:

Eric Doeh

Stacie Durant

Signed: Thursday, December 22, 2022

Signed: Wednesday, December 21, 2022

**DETROIT WAYNE INTEGRATED HEALTH NETWORK
BOARD ACTION**

Board Action Number: 23-50 Revised: N Requisition Number:

Presented to Full Board at its Meeting on: 1/18/2023

Name of Provider: Rehmann Robson CPAs & Consultants

Contract Title: Standard Cost Allocation Consulting Services

Address where services are provided: None

Presented to Finance Committee at its meeting on: 1/17/2023

Proposed Contract Term: 1/19/2023 to 9/30/2024

Amount of Contract: \$ 139,300.00 Previous Fiscal Year: \$ 0.00

Program Type: New

Projected Number Served- Year 1: Persons Served (previous fiscal year):

Date Contract First Initiated: 1/19/2023

Provider Impaneled (Y/N)?

Program Description Summary: Provide brief description of services provided and target population. If propose contract is a modification, state reason and impact of change (positive and/or negative).

This board action is requesting the approval for the Finance Department to enter into a comparable source contract with Rehman Robson Inc. for the accounting and consulting services related to assisting DWIHN with the implementation of the Standard Cost Allocation (SCA) Model required by the Michigan Department of Health and Human Services (MDHHS) which will be included in the upcoming years compliance examination. The accounting and consulting services relate to, but not limited to the internally provided and direct services at the newly constructed care center, the anticipated 7-mile integrated care center and the PASSAR program. The contract terms are time and materials for an amount not to exceed \$139,300 for the period January 19, 2023 through September 30, 2024.

In December 2019, MDHHS formed a workgroup of various CMHSP's and PIHP's to assist in the development of a standardized costing methodology that primarily impacted direct run service programs. Historically, DWIHN has been a managed care organization and has not provided direct run services in over 25 years therefore the finance team does not have the knowledge and experience in costing direct run services.

A contract is budgeted and funded primarily with the care center budget with a smaller portion allocated to the federal PASSAR grant.

Outstanding Quality Issues (Y/N)? If yes, please describe:

Source of Funds: Multiple

Fee for Service (Y/N):

Revenue	FY 22/23	Annualized
Multiple	\$ 139,300.00	\$ 139,300.00
	\$ 0.00	\$ 0.00
Total Revenue	\$ 139,300.00	\$ 139,300.00

Recommendation for contract (Continue/Modify/Discontinue): Continue

Type of contract (Business/Clinical): Business

ACCOUNT NUMBER: 64950.813000.00000

In Budget (Y/N)? Y

Approved for Submittal to Board:

Eric Doeh, Chief Executive Officer

Stacie Durant, Chief Financial Officer

Signature/Date:

Signature/Date:

Eric Doeh

Stacie Durant

Signed: Wednesday, November 23, 2022

Signed: Friday, November 18, 2022