



**Detroit Wayne
Integrated Health Network**

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**Finance Committee Meeting
Wednesday, January 6, 2021
Virtual Conference (BlueJeans)
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 – November 4, 2020**
- VII. Presentation of the Monthly Finance Report**
- VIII. 4th Quarter FY20 Board Report for Contracts \$50,000 and Cooperative Purchasing**
- IX. Unfinished Business:**
Staff Recommendations:
 - a. BA# 20-26 (Revision 5) - DWHN FY 2019-2020 Operating Budget
- X. New Business:**
Staff Recommendations:
 - a. BA# 21-51 - NexVortex Phone System
 - b. BA# 21-52 - Gregory Terrell & Company
 - c. BA# 21-54 - Accuform Printing & Graphics, Inc.

Board of Directors

Bernard Parker, Chairperson
Dorothy Burrell
Kevin McNamara

Dr. Iris Taylor, Vice-Chairperson
Lynne F. Carter, MD
William T. Riley, III

Timothy Killeen, Treasurer
Angelo Glenn
Kenya Ruth

Dora Brown, Secretary
Michelle Jawad
Dr. Cynthia Taueg

XI. 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

FINANCE COMMITTEE

MINUTES

NOVEMBER 4, 2020

1:00 P.M.

**VIRTUAL
CONFERENCE(BLUEJEANS)**

MEETING CALLED BY	I. Commissioner Tim Killeen, Chair called the meeting to order at 1:09 p.m.
TYPE OF MEETING	Finance Committee Meeting
FACILITATOR	Commissioner Tim Killeen, Chair – Finance Committee
NOTE TAKER	Lillian M. Blackshire, Board Liaison
ATTENDEES	<p>Finance Committee Members Present: Commissioner Tim Killeen, Chair Mr. McNamara, Vice Chair Ms. Dorothy Burrell Ms. Dora Brown Mr. Angelo Glenn</p> <p>Committee Members Excused: None</p> <p>Board Members Present: Mr. Bernard Parker, Board Chair and Mr. William Riley, III</p> <p>Board Members Excused: None</p> <p>Staff: W. Brooks, CEO; E. Doeh, DCEO/COO; S. Durant, CFO; C. Ollie, Deputy Legal Counsel; B. Blackwell, Chief of Staff; M. Maskey, Director of Buildings; K. Flowers, Clinical Director; J. Connally, Director of Human Resources</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.
III. Committee Member Remarks	
The Chair, Commissioner Killeen called for any Committee remarks. Mr. Parker, Board Chair congratulated Commissioner Killeen on his re-election to the Wayne County Commission.	
IV. Approval of Agenda	
The Chair, Commissioner Killeen called for changes or corrections to the agenda. There were no changes to the agenda. The Chair called for a motion. Motion: It was moved by Mrs. Burrell and supported by Mr. Glenn approval of the agenda. Motion carried.	
V. Follow-up Items: Items Follow-up	
Item A: Update Operational Efficiency Plan (S. Durant) A written report was provided for the record and will be covered under the Finance Report.	

VI. Approval of the Meeting Minutes

The Chair called for a motion on the Finance Committee minutes from the meeting of Wednesday, October 7, 2020. **Motion:** It was moved by Mr. McNamara and supported by Mr. Glenn approval of the Finance Committee minutes from the meeting of Wednesday, October 7, 2020. 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 twelve months ended September 30, 2020 which noted the Network Finance accomplishments and noteworthy items and financial statements was provided for the record. CFO Durant noted that the presentation did not include the financial statements as a part of the report, but are a part of the audited statements that are presented in April and are not presented as a part of this packet. CFO Durant requested December Finance meeting be cancelled as done in the past; October and November the department is working on year-end closing. The report presented in January meeting will include financial reports through November 30th 2020.

1. DWIHN continues to work with unlicensed residential providers on the H2015 transition. For the entire month of October, DWIHN held training sessions Monday, Wednesday and Friday to assist with questions and concerns. DWIHN rates are higher than Macomb (23%) and, in most cases, higher than Oakland. However, DWIHN will review the rates to determine if sufficient and reasonable. A chart was provided that detailed the tri-county rates for H2015. It was noted that our rates were higher than Macomb and Oakland. It was also noted that a payroll audit was being conducted. Discussion ensued regarding the meetings that took place and if the meetings /training addressed the issues raised by the Providers and the concept of transferring from one code to another code; clarification was provided regarding the time. There was also discussion regarding some Providers having to close down and people having to be displaced. There was discussion regarding the time to complete the billing – PCE has developed an option that allows Providers to enter information over several days versus individually entering information. It was also noted that Providers did not think DWIHN fought hard enough against the change. Billing is currently on the honor system as the authorization system has been turned off for the first 90 days. Chair Killen requested data on the financial impact of the code transition on DWIHN and that it be reported as a separate item in the financial report. (Action)
2. MDHHS is cost settling with the PIHP's on the DCW increase from April – September 30, 2020 which will result in approximately \$4 million returned to MDHHS. In an attempt to disburse the funds to the network, DWIHN specifically requested if the funds could be used for the following: (1) workers paid based on actual hours worked opposed to billed; (2) could workers be paid the hazard pay for overtime hours or (3) could workers be paid more than \$2.00/hr. MDHHS stated the funds cannot be used for any of the aforementioned purposes. Discussion ensued regarding impact on FY2019/2020 and FY2021. CFO does not know at this time how this will impact FY2021.
3. DWIHN summary of the Operational Efficiency Plan for the fiscal year September 30, 2020 (does not include HSW retro payments awaiting receipt from MDHHS). A chart was provided that noted overall savings from Substance Use Disorder was \$2,550,000; Shared Living Arrangements \$1,097,601; Estimated Insurance changes (i.e. DAB) \$770,400; and HSW Incentive (note) \$2,357,046 which gave a Positive Financial Impact of \$6,775,047. It was noted that the quality of care was not impacted. Discussion ensued regarding the discontinuance of this report and the CFO be allowed to present it as a part of her monthly report. The CFO noted this information was reported in the financial statements and may be duplicative. CFO requested that information be reported if something is not going as planned. The Committee Chair, Commissioner Killeen

requested that Operational Efficiencies Report be placed on the Board Executive Committee agenda under the Finance Report. **Motion:** It was moved by Mr. Glenn and supported by Ms. Brown that the discussion on the Operational Efficiencies Plan be moved to the Executive Committee agenda – CFO requested that it be reported as a part of the monthly report and not a separate follow-up item. Chair Killeen requested that the request to report item in the Finance report be placed in writing as a formal request. **Motion carried unanimously.**

4. Finance continues its year end closing process and request our next meeting be scheduled in January, 2021. It was determined that there would not be a Finance Committee meeting in the month of December.
5. DWIHN received the July 1 – September 30, 2020 \$2.00/hr. DCW increase on September 24, 2020. DWIHN has requested all services shall be billed in MHWIN by October 9; payments to the provider should be made by the end of October. DWIHN paid all providers for claims submitted through October 9 on November 3, 2020. A final sweep will take place sometime in early December and a payment will be made prior to the Christmas holiday.
6. MDHHS has yet to respond to the letter sent on July 20, 2020 requesting a waiver of the CMHSP contract limiting the 5% carryover of General Fund. If approved, this waiver would allow the unspent General Fund to be carried over to FY2021 with no dollar limitations.
7. MDHHS has yet to respond to the letter sent in February 2020 (follow up letter in July 2020) requesting to cost settle FY18 and FY19 Autism program.
8. MDHHS continues to put death recoupment on hold until further notice. Detroit Wayne owes \$8 million to MDHHS which includes the January 2020 recoupment at \$900,000. The recoupment has been reported in the financial statements.

Discussion ensued on the Financial statements. CFO Durant reported on and discussed the cash and investments; the cash flow statements; the balance sheet; and statement of revenues. The CFO noted the cash flow is doing well and includes a DCW payment that will go out in December and it includes any amounts that may be due back to the State which would include the \$4 million dollars that will go back to the State for the DCW increase given from April – September.

The Chair, Commissioner Killeen called for a motion on the Monthly Finance Report.

Motion: It was moved by Ms. Brown and supported by Mr. McNamara to accept the Monthly Finance Report. There was no further discussion. **Motion carried.**

X. Unfinished Business – Staff Recommendations: None

XI. New Business – Staff Recommendations:

a. **BA #21- 47** Michigan Consortium of Healthcare Excellence (MCHE) K. Flowers, Clinical Manager reporting. This board action is requesting an increase of \$100,000 to the MCHE three-year contract amount initially approved in January 2019 through exigent approval of the Board chair. DWIHN is a member of MCHE, as are the other ten PIHP's. MCHE has a contract with MCG to provide the ten PIHPs with a utilization management software tool called Indicia. This software is a clinically validated and evidence based tool for clinical decision-making. The Chair called for a motion. **Motion:** It was moved by Mr. McNamara and supported by Ms. Brown to move Board Action

#21-47 to Full Board for approval. There was discussion regarding adding the date of the Full Board ratification to the board action. The Chair noted that if the item was given exigent approval and it was noted in the narrative; the Full Board ratification date should also be included in the narrative. **Motion carried unanimously.**

b. **BA #21-49 – Milwaukee COVID-19 Building Renovations –** B. Blackwell, Chief of Staff and M. Maskey, Director of Buildings reporting. This Board action is requesting a separate budgeted line item to allow for renovations to 707 W. Milwaukee, the primary administrative site for DWIHN. Necessary accommodations for our workforce, administrative operations and board accommodations will be needed in order to meet the health and safety demands of our employees and the general public. DWIHN will work with Procurement to secure vendors to perform the services. Work is to be completed within 6 months utilizing local Wayne County vendors whenever possible in accordance with DWIHN policies. This Board action will allow administration to make purchases in excess of \$50,000 without approval of the board for an amount not to exceed \$500,000. The Chair called for a motion. **Motion:** It was moved by Mr. Glenn and supported by Ms. Brown to move Board Action #21-49 to Full Board for approval. The CFO noted these are capital improvements and will check to determine if CARES monies can be used for the depreciable amounts. Discussion ensued regarding IT updates being made to the building; the permanency of the changes and the changes to the boardroom. It was noted the table and chairs will have to be reoriented to accommodate board; the public and social distancing. The changes will be able to be modified. **Motion carried unanimously.**

c. **BA #21-50 – DWIHN Employee Health Benefits.** J. Connally, Director of Human Resources reporting. This Board action is for the contract for the provision of comprehensive health – BCBS; Dental – Delta Dental and Golden Dental and optical - EyeMed benefits to qualifying DWIHN employees. Current labor agreements require that DWIHN provide healthcare coverage to all of its qualifying, active employees. Providers were selected through a bid process conducted by Daly Merritt. The Chair called for a motion. **Motion:** It was moved by Mr. Glenn and supported by Ms. Brown to move Board action #21-50 to Full Board for approval. **Motion carried unanimously.**

XII. 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 verbally; however there was a written email comment that was received from Mr. S. Boisvenu after the adjournment of the Finance Committee meeting. The Committee Chair requested the comment be added to the Full Board and sent to the Finance Committee members.

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

The meeting adjourned at 2:48 p.m.

FOLLOW-UP ITEMS

- A. Provide a report that shows financial impact of transitioning to code 2015. Report should have its own section on financial report. CFO noted the report will only cover 30 days of billings. It was also noted the report should be given on a monthly basis. (S. Durant)
- B. Place the discussion of the Operational Efficiencies Plan on the Executive Committee agenda. DFO requested the report be a part of the monthly Finance Report and not as a

	<p>separate follow-up item. It was noted by the Committee Chair that the CFO put the request in writing. (S. Durant)</p> <p>C. CFO Durant to investigate to determine if CARES Act monies can be used for COVID-19 Building renovations – Board Action #21-49 COVID-19 Building Renovations. (S. Durant)</p> <p>D. Provide exigent approval Full Board ratification date on Board Action #21-47 Michigan Consortium of Healthcare Excellence (MCHE) K. Flowers</p> <p>E. Good and Welfare/Public Comment - send S. Bosivenu comment regarding H0043 CPT code discontinuation and the utilization of H2015 CPT code to Finance Committee and place on Full Board follow-up.</p>	

**DWIHN Division of Management and Budget
Monthly Finance Report
For the two months ended November 30, 2020**

Authority Finance accomplishments and noteworthy items:

1. Finance team developed AMI Incentive payment model with two categories and at this time, upside risk only. The two categories are (1) top three performers and (2) reduction of hospital costs with FY18 and FY19 as the tiered base. Finance presented the model to DWIHN leadership and subsequently formed a provider group consisting of Hegira, SWCS and Team Inc. to review model for attainability and reasonableness. Although we will continue to work with providers on data integrity issues related to assignment of consumers to proper CRSP, we will move forward with the model as there is no penalty to either party and only a financial gain for both parties. On December 22, 2020, DWIHN submitted the incentive plan to MDHHS for approval.
2. In March 2020, DWIHN liquidated \$7.5 million from investment managers. Based on current cash flow, DWIHN will restore the investment account in January 2021.
3. Effective October 1, 2019, DWIHN increased the Wayne County Jail per diem from \$125 to \$135. This increase was necessary to address the additional costs due to the pandemic.
4. To date, MDHHS has not responded to the Autism cost settlement or the 5% general fund carryover requested. At this point, DWIHN will proceed with the assumption that the general fund request has been approved. CFO will know the exact dollar amount in early February 2021 however the estimate is approximately \$3 million. Based on the estimate, management will recommend increasing the Wayne County Jail allocation by \$1.75 million.
5. DWIHN provided approximately \$3.6 million to thirteen (13) Autism, skill building and supported employment providers based on the financial stability reports received from the providers. Essentially, DWIHN covered the operating losses of the providers and took into consideration all CARES funding received.
6. DWIHN estimates the return of \$4,665,809 in DCW premium pay to MDHHS. MDHHS requires PIHP's cost settle the DCW increase and return unspent funds. DWIHN paid out \$17.6 million and received \$22.3 million. DWIHN included a nominal contingency in the event additional claims are paid and require retroactive payment.
7. Oct and November Medicaid actual revenue received based on Milliman rates are higher than anticipated and upon receipt of December and January payment, Finance will prepare budget adjustment accordingly.
8. On December 18, 2020, non-union staff were paid their merit increases which went up to five percent (5%) based on evaluations. In the past, non-union staff awaited the signed union contracts to receive merit pay. This practice could have a negative influence on union negotiation, and non -union increases are based on individual evaluations therefore CEO ceased practice.
9. HUD notified DWIHN that contracts are delayed therefore DWIHN will be unable to drawdown federal funds for several months. DWIHN contracts with providers and reimburses them despite the delay. Such contracts include the housing and homeless programs.

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 = 2.50.

	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV
Authority	1.53	1.17	1.24	1.04	1.29	1.47	1.48	1.90	2.08	1.90	2.01	2.50

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

Due from other governments – comprise various state and federal amounts due to DWIHN primarily related to SUD for \$3.4 million, PBIC for \$5.8 million, and WC match for \$1.5 million.

IBNR Payable – represents incurred but not reported (IBNR) claims from the provider network; historical average claims paid through November 2020, including COVID-19 impact, was approximately \$107.3 million however actual payments were approximately \$73.3 million. The difference represents claims incurred but not reported of \$33.9 million.

Due from other governments – represents amounts owed from the State of Michigan and Federal Government for various grants and contracts.

Due to other governments – includes \$8 million due to MDHHS for death recoupment amount owed; to date, MDHHS has recouped approximately \$900,000 for the month of January 2020.

DETROIT WAYNE INTEGRATED HEALTH NETWORK
Statement of Net Position
As of November 30, 2020

Assets

Cash and investments	\$	187,595,536
Other cash and investments		1,000
Receivables		
Due from other governmental units		11,892,554
Accounts receivable		5,319,289
Prepayments and deposits		329,553
Total current assets		205,137,932
Capital assets, net of accumulated depreciation		13,162,855
Total Assets	\$	218,300,787

Liabilities and Net Position

Liabilities		
Accounts payable	\$	23,125,706
IBNR Payable		33,922,428
Due to Wayne County		3,134,916
Due to other governments		11,749,836
Accrued wages and benefits		495,200
Unearned revenue		532,797
Accrued compensated balances		1,782,504
Total current liabilities		74,743,387
Notes Payable		5,610,569
Total Liabilities		80,353,956
Net Position		
Net investment in capital assets		7,552,285
Unrestricted - PA2 funds		3,349,191
Unrestricted		127,045,355
Total Net Position		137,946,831
Liabilities and Net Position	\$	218,300,787

DETROIT WAYNE INTEGRATED HEALTH NETWORK
Statement of Revenues, Expenses and Changes to Net Position
For the Two Months Ending November 30, 2020

	November 2021				Year to Date	
	Budget	Actual	Variance	Budget	Actual	Variance
Operating Revenues						
Federal grants	\$ 1,761,350	\$ 1,021,947	\$ (739,403)	\$ 3,522,700	\$ 1,019,248	\$ (2,503,452)
State grants and contracts	66,649,139	78,481,533	11,832,394	133,298,277	145,414,762	12,116,485
MI Health Link	623,844	528,976	(94,868)	1,247,687	1,311,164	63,477
Local grants and contracts	1,840,803	2,963,644	1,122,841	3,681,606	2,958,244	(723,362)
Other charges for services	3,333	1,551	(1,782)	6,667	1,972	(4,695)
Total Operating Revenues	70,878,469	82,997,651	12,119,182	141,756,937	150,705,390	8,948,453
Operating Expenses						
Salaries	1,699,688	1,350,638	(349,050)	3,399,376	2,722,745	(676,631)
Fringe benefits	656,347	503,282	(153,065)	1,312,694	1,010,131	(302,563)
Substance abuse services	4,387,744	5,828,588	1,440,844	8,775,489	6,548,501	(2,226,988)
Autism Services	5,094,623	6,419,584	1,324,961	10,189,246	8,497,032	(1,692,214)
MI HealthLink	623,010	1,279,747	656,737	1,246,021	1,447,342	201,321
Adult Services	22,927,079	27,007,632	4,080,553	45,847,739	36,443,475	(9,404,264)
Children Services	6,749,748	9,676,846	2,927,098	13,499,495	11,186,893	(2,312,602)
Intellectual Developmental Disabled	25,246,113	37,336,080	12,089,967	50,492,227	49,815,005	(677,222)
Grant Programs	692,294	886,935	194,641	1,384,587	834,730	(549,857)
State of Michigan	1,736,682	6,029,543	4,292,861	3,473,365	3,737,189	263,824
Depreciation	147,233	-	(147,233)	294,466	-	(294,466)
Other operating	1,001,241	1,608,961	607,720	2,008,899	1,790,131	(218,768)
Total Operating Expenses	70,961,802	97,927,836	26,966,034	141,923,604	124,033,174	(17,890,430)
Operating Revenues over (under) Expenses	(83,333)	(14,930,185)	(14,846,852)	(166,667)	26,672,216	26,838,883
Non-operating Revenues (Expenses)						
Investment Earnings	83,333	50,269	(33,064)	166,667	50,223	(116,444)
Total Non-operating Revenues (Expenses)	83,333	50,269	(33,064)	166,667	50,223	(116,444)
Change in Net Position	-	(14,879,916)	(14,879,916)	-	26,722,439	26,722,439
Net Position - Beginning of year					111,224,392	111,224,392
Net Position - End of Year	-	\$ (14,879,916)	\$ (14,879,916)	\$ -	\$ 137,946,831	\$ 137,946,831

DETROIT WAYNE INTEGRATED HEALTH NETWORK
Statement of Cash Flows
For the Two Months Ending November 30, 2020

Cash flows from operating activities	
Cash receipts from the state and federal governments	\$ 156,408,533
Cash receipts from local sources and customers	2,960,217
Payments to suppliers	(131,883,519)
Payments to employees	(3,176,113)
	<u>24,309,118</u>
Net cash provided by (used in) operating activities	
Cash flows from capital and related financing activities	
Acquisition of capital assets	-
Principle and interest paid on capital debt	(87,140)
	<u>(87,140)</u>
Net cash provided by (used in) capital and related financing activities	
Cash flows from investing activities	
Interest received on investments	50,223
Proceeds from sale of assets	-
	<u>50,223</u>
Net cash provided by investing activities	
Net increase (decrease) in cash and cash equivalents	
	24,272,201
Cash and investments - beginning of period	
	<u>163,324,335</u>
Cash and investments - end of period	
	<u><u>\$ 187,596,536</u></u>
Reconciliation of operating income (loss) to net cash provided by (used in) operating activities	
Operating income (loss)	26,672,216
Adjustments to reconcile operating income (loss) to net cash used in operating activities:	
Depreciation	
Decreases (increases) in current assets:	
Accounts receivable	265,353
Prepayments and deposits	-
Due from other governmental units	8,408,509
Due from Wayne County	
Other assets	
Increases (decreases) in current liabilities:	
Accounts and contracts payable	(48,450,775)
IBNR Payable	33,922,428
Accrued wages	607,054
Due to Wayne County	1,450,000
Due to other governmental units	1,444,834
Unearned revenue	(10,503)
	<u>(10,503)</u>
Net cash provided by (used in) operating activities	
	<u><u>\$ 24,309,118</u></u>

**Detroit Wayne Integrated Health Network
Cash Flow Projections
December 31, 2020**

	Actual Oct-19	Actual Nov-19	Actual Dec-19	Actual Jan-20	Actual Feb-20	Actual Mar-20	Actual Apr-20	Actual May-20	Actual Jun-20	Actual Jul-20	Actual Aug-20	Actual Sep-20	Actual Oct-20	Actual Nov-20	Projected Dec-20	Projected Jan-21	Projected Feb-21	Projected Mar-21
Cash flows from operating activities																		
Cash receipts from the state and federal governments	58,490,508	67,596,090	71,754,764	56,102,518	65,933,039	71,975,093	82,602,435	70,436,579	83,757,885	68,645,870	67,894,624	77,618,350	68,293,500	86,111,981	68,293,500	68,293,500	76,293,500	68,293,500
Cash receipts from the county of Wayne and others	4,234,528	5,073,183	5,842,163	1,964,788	3,345,466	1,915,390	1,804,796	4,603,638	2,604,665	2,604,665	2,633,636	4,328,802	2,679,393	2,343,960	2,343,960	2,343,960	3,643,960	2,343,960
Payments to suppliers and providers	(82,292,714)	(76,715,033)	(45,570,959)	(81,190,868)	(69,391,246)	(65,191,801)	(66,745,695)	(66,729,951)	(60,366,811)	(74,707,394)	(60,803,293)	(56,249,437)	(59,306,998)	(72,506,063)	(65,103,293)	(72,506,063)	(67,306,998)	(72,506,063)
Payments to employees	(1,998,481)	(1,917,410)	(1,977,312)	(3,068,832)	(2,038,407)	(2,504,188)	(2,678,261)	(2,442,399)	(2,781,854)	(2,830,734)	(2,326,498)	(1,737,079)	(2,439,226)	(2,411,421)	(3,068,832)	(2,439,226)	(2,439,226)	(2,439,226)
Net cash provided by (used in) operating activities	(21,566,159)	(5,963,560)	30,078,656	(26,192,334)	73,039	7,228,570	15,093,869	3,069,025	25,212,758	(6,287,933)	7,398,469	23,960,636	9,226,669	13,538,457	2,465,335	(4,307,829)	10,191,236	(4,307,829)
Cash flows from capital and related financing activities																		
Acquisition of capital assets		(19,043)	(115,832)	(328,283)	(76,300)	90,000			(85,468)		(47,379)	(44,516)			(100,000)	(50,000)	(50,000)	(50,000)
Payments on notes payable	(42,372)	(40,601)	(43,666)	(43,901)	(42,039)	(42,132)	(43,650)	(42,463)	(39,638)	(43,424)	(39,557)	(43,043)	(39,362)	(39,332)	(40,000)	(40,000)	(40,000)	(40,000)
Net cash provided by (used in) capital and related financing activities	(42,372)	(59,644)	(159,498)	(372,184)	(118,339)	47,868	(43,650)	(42,463)	(125,106)	(43,424)	(86,936)	(87,559)	(39,362)	(39,332)	(140,000)	(90,000)	(90,000)	(90,000)
Cash flows from investing activities																		
Investment earnings	128,002	65,238	(59,941)	23,293	199,774	204,135	106,299	61,580	143,810	52,229	81,015	47,180	25,000	25,223	80,000	90,000	90,000	90,000
Proceeds from sale of assets						201,456												
Net cash provided by investing activities	128,002	65,238	(59,941)	23,293	199,774	405,591	106,299	61,580	143,810	52,229	81,015	47,180	25,000	25,223	80,000	90,000	90,000	90,000
Net increase (decrease) in cash and cash equivalents	(21,480,529)	(5,957,966)	29,859,217	(26,541,225)	154,424	7,983,029	15,156,518	3,088,142	25,231,462	(6,278,788)	7,392,548	23,920,257	9,212,307	13,524,348	2,405,335	(4,307,829)	10,191,236	(4,307,829)
Cash and investments - beginning of period	108,846,345	87,365,816	81,407,850	111,267,067	84,725,842	84,880,266	92,862,295	108,019,813	111,107,955	136,339,417	130,060,629	137,453,177	161,373,434	170,585,741	184,110,089	186,515,424	182,207,595	192,398,831
Cash and investments - end of period	87,365,816	81,407,850	111,267,067	84,725,842	84,880,266	92,862,295	108,019,813	111,107,955	136,339,417	130,060,629	137,453,177	161,373,434	170,585,741	184,110,089	186,515,424	182,207,595	192,398,831	188,091,002

Bank balance comprise the following @ November 30, 2020:

Flagstar (\$2.1 million restricted for loan account)	160,401,144
Investment Managers	23,985,957
First Independence Bank (CDARS)	2,930,721
Comerica	1,003,150
	188,320,972



**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

MEMO

Date: November 18, 2020

To: Mr. Tim Killeen, Chair
Finance Committee

From: Jean Mira
Procurement Administrator

Re: Forth Quarter FY20 – Board Report for Procurements
Under \$50,000 and All Cooperative Purchasing

In accordance with DWIHN Procurement Policy (Section 2.2(2)) the attached report is being submitted for all procurements under \$50,000 for the 4th Quarter FY 2020 (July 1, 2020 to September 30, 2020). This report also includes cooperative purchases, including those over \$50,000 (as applicable).

Contracts over \$50,000 are not included, 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 contract.

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

Attachment

Board of Directors

Bernard Parker, Chairperson
Dorothy Burrell
William T. Riley, III

Dr. Iris Taylor, Vice-Chairperson
Lynne F. Carter, MD
Kenya Ruth

Timothy Killeen, Treasurer
Angelo Glenn
Dr. Cynthia Tauieg

Dora Brown, Secretary
Kevin McNamara



<u>Vendor Name</u>	<u>City</u>	<u>State</u>	<u>Zip Code</u>	<u>Document Date</u>	<u>PO Number</u>	<u>Subtotal</u>	<u>Item Description</u>	<u>Comm ent ID 1</u>	<u>Comments</u>	<u>Dept Code</u>
4 Imprint	Oshkosh	WI	54901	9/10/2020	PO22000351	\$ 6,105.50	Staff Appreciation Items	CS	Comparative Source	ADMIN
Accuform Printing & Graphics, Inc.	Detroit	MI	48228	9/22/2020	PO22000358	\$ 918.00	Graph Design of 2020 Autism Booklet	CS	Comparative Source	CHILD
Allied Building Service Company of Detroit, Int Detroit		MI	48216	7/14/2020	PO22000324	\$ 6,200.00	Various Janitorial Supplies and Services			FACILS
Allied Eagle Supply Company LLC	Detroit	MI	48216	9/28/2020	PO22000366	\$ 9,200.00	Various Janitorial Supplies and Services	CS	Comparative Source	FACILS
Amazon Capital Services, Inc.	Seattle	WA	98109	7/8/2020	PO22000323	\$ 1,554.70	Tech supplies	CS	Comparative Source	TECH
Amazon Capital Services, Inc.	Seattle	WA	98109	7/23/2020	PO22000330	\$ 109.98	IR Infrared Digital Non-Contact Thermometer Gun with Three Color LCD Screen for Adult and Baby Foreh	CS	Comparative Source	ADMIN
ASSA ABLOY Entrance Systems US Inc	Monroe	NC	28110	8/28/2020	PO22000348	\$ 480.00	Emergency Door Reapirs	CS	Comparative Source	FACILS
BSB Communications Inc	Sterling Heights	MI	48314	8/14/2020	BO22090018	\$ 165,790.20	Software licenses - 3 years	C	Cooperative Purchase	TECH
BSB Communications Inc	Sterling Heights	MI	48314	7/30/2020	PO22000336	\$ 6,902.40	SWA voice services	CS	Comparative Source	TECH
Calling Post Communications Inc.	Augusta	GA	30907	8/11/2020	PO22000338	\$ 1,223.76	Calling Post	CS	Comparative Source	ADMIN
Canon Solutions America, Inc.	Burlington	NJ	08016-1	9/23/2020	BO22090025	\$ 50,863.00	THEREFORE SOFTWARE	C	Cooperative Purchase	TECH
Capstar Radio Operating Co.	San Antonio	TX	78258	9/15/2020	PO22000355	\$ 45,000.00	Approval request to enter contract for continuation of MHFA, QPR, and CIT.	CS	Comparative Source	CLINICAL
CDW Government Inc.	Chicago	IL	60675-5	9/29/2020	BO22190000	\$ 9,697.02	ZOHO MANAGEENGINE	C	Cooperative Purchase	TECH
CDW Government Inc.	Chicago	IL	60675-5	7/17/2020	PO22000328	\$ 5,344.20	Acer V246HQL - LED monitor - Full HD (1080p) - 23.6"	C	Cooperative Purchase	TECH
CDW Government Inc.	Chicago	IL	60675-5	8/4/2020	PO22000337	\$ 297.54	TOTUSOFT LAN SPEED TEST V4 UNL USER	C	Cooperative Purchase	TECH
CDW Government Inc.	Chicago	IL	60675-5	9/17/2020	PO22000357	\$ 17,309.80	DELL CTO PE R540 2X4208 256GB PS	C	Cooperative Purchase	TECH
Communications Professionals	Troy	MI	48083	8/11/2020	PO22000339	\$ 2,500.00	Thermal Camera for the Rear Entrance	CS	Comparative Source	FACILS
Edwards Glass Company	Livonia	MI	48150	9/15/2020	PO22000356	\$ 1,248.00	Office glass doors frosted	CS	Comparative Source	FACILS
Frost Brown Todd LLC	Ann Arbor	MI	48104	9/9/2020	BO22090021	\$ 20,000.00	Legal Services for Frost Brown Todd LLC	SS	Sole Source	LEGAL
GFL Environmental	Raleigh	NC	27609	9/28/2020	PO22000367	\$ 324.50	Weekly Trash Removal	CS	Comparative Source	FACILS
Great Lakes Medical Laboratory Inc	Farmington Hills	MI	48331-1	7/30/2020	PO22000332	\$ 40,000.00	COVID-19 Testing Services	CS	Comparative Source	ADMIN
Guardian Automatic Fire Protection Inc	Brighton	MI	48116	9/10/2020	PO22000352	\$ 2,900.00	Annual Fire Pump/Fire Suppression System Maintenance	CS	Comparative Source	FACILS

Hamtramck Review	MI	Hamtramck	48212	9/24/2020	PO22100000	\$ 6,062.00	A twice a month mental health section, educational messaging and featured behavioral health articles	CS	Comparative Source	ADMIN
KONE, Inc	IL	Moline	61265	7/15/2020	BO22090014	\$ 31,600.00	Monthly Service and other costs	C	Cooperative Purchase	FACILS
Latino Press, Inc	MI	Detroit	48210	8/17/2020	PO22000342	\$ 750.00	Mental Health Educational Messaging Advertisement	CS	Comparative Source	ADMIN
Michigan Peer Review Organization	MI	Farmington Hills	48335	8/20/2020	PO22000343	\$ 45,000.00	REVIEW 1ST & 2ND LEVEL APPEALS INVESTIGATION & OPINIONS ON SENTINEL EVENTS PROVIDER APPEALS	CS	Comparative Source	ADMIN
Milo Detroit Inc.	MI	Detroit	48202	7/21/2020	PO22000329	\$ 4,816.66	Social Media Management/Digital Add buy	CS	Comparative Source	ADMIN
National Business Supply	MI	Troy	48083	8/28/2020	PO22000346	\$ 7,800.00	Fogging and Covershield Services for 707 W. Milwaukee	CS	Comparative Source	FACILS
National Business Supply	MI	Troy	48083	9/28/2020	PO22000365	\$ 22,200.00	Fogging and Covershield Services	CS	Comparative Source	FACILS
Our Place Drop In	MI	Redford	48239	7/1/2020	PO22000320	\$ 3,700.00	Block Grant	CS	Comparative Source	CUSTOMER
Outfront Media Inc.	NJ	Fairfield	07004	7/23/2020	PO22000331	\$ 32,730.00	Approval request to enter into a comparable source agreement associated with Outfront Media	CS	Comparative Source	CLINICAL
Outfront Media Inc.	NJ	Fairfield	07004	8/14/2020	PO22000340	\$ 1,200.00	Communications Detroit Posters	CS	Comparative Source	ADMIN
Perfect Place Drop-in Center, Inc.	MI	Taylor	48180	7/1/2020	PO22000319	\$ 5,000.00	Block Grant	CS	Comparative Source	CUSTOMER
Pitney Bowes Global Financial Services LLC	PA	Pittsburgh	15250-7	7/17/2020	BO22090015	\$ 15,490.80	FY 20 and FY21: Mail Machine Equipment, Supplies, and Maintenance Service Agreement	C	Cooperative Purchase	FIN
Pitney Bowes Global Financial Services LLC	PA	Pittsburgh	15250-7	7/17/2020	BO22090016	\$ 15,490.80	FY 20 and FY21: Mail Machine Equipment, Supplies, and Maintenance Service Agreement	C	Cooperative Purchase	FIN
Qualtrics, LLC	UT	Provo	84604	8/27/2020	BO22090019	\$ 16,000.00	Qualtrics, LLC	CS	Comparative Source	ADMIN
Qualtrics, LLC	UT	Provo	84604	7/2/2020	PO22000321	\$ 12,656.70	PO request for the renewal of a comp source contract between the DWIHN and Qualtrics, LLC (P	CS	Comparative Source	CLINICAL
Radio One	MI	Detroit	48027	7/7/2020	PO22000322	\$ 650.00	Detroit Public Schools Community District	CS	Comparative Source	ADMIN
Rene Vanassche & Sons Co. Inc.	MI	Warren	48089	8/28/2020	PO22000347	\$ 21,266.15	HVAC Leak Repairs	CS	Comparative Source	FACILS
Rollins, Inc.	MI	Southfield	48033	9/14/2020	PO22000354	\$ 2,708.45	Monthly Pest Control Services	CS	Comparative Source	FACILS
Sampson, Gregory George Victor	MI	Ann Arbor	48103	9/24/2020	PO22000363	\$ 7,000.00	Approval request to enter contract for continuation of MHFA, QPR, and CIT.	CS	Comparative Source	CLINICAL
Services to Enhance Potential	MI	Dearborn	48124	9/30/2020	PO22000377	\$ 230.00	Payment for transportation services provided by STEP to CV Members- November 2019 to March 2020	CS	Comparative Source	CUSTOMER
Smartsheet Inc	WA	Bellevue	98004-4	8/24/2020	PO22000345	\$ 5,400.00	Business Plan - Licensed Users + Pro Support	CS	Comparative Source	TECH
Veriato Inc	FL	Palm Beach Gardens	33410	9/8/2020	BO22090020	\$ 16,000.00	Productivity Monitoring Software Services	CS	Comparative Source	ADMIN
Vision Consultants & Promotions, LLC	MI	Detroit	48221	9/25/2020	PO22000364	\$ 5,545.00	Payment for 2020 Walk-a-Mile Virtual Rally T-shirts	CS	Comparative Source	CUSTOMER

WJBK TV Fox 2 Detroit Southfield MI 48075 9/29/2020 PO22000368 \$ 10,100.00 Fox 2 News to air a 30-minute educational program CS Comparative Source ADMIN

Total \$ 683,365.16
 IT \$ 302,415.56
 WC \$ 44,319.66

Contract Percentage
 Wayne County - 6.5
 Out County - 93.5

Funding Percentage w/o IT
 Wayne County - 11.6
 Out County - 88.4

Total Funding w/o IT \$ 380,949.60

**DETROIT WAYNE INTEGRATED HEALTH NETWORK
BOARD ACTION**

Board Action Number: 20-26 R5 Revised: Y Requisition Number:

Presented to Full Board at its Meeting on: 1/20/2021

Name of Provider: Detroit Wayne Integrated Health Network

Contract Title: FY 2019-2020 Operating Budget

Address where services are provided: 'None'

Presented to Finance Committee at its meeting on: 1/6/2021

Proposed Contract Term: 10/1/2019 to 9/30/2020

Amount of Contract: \$ 846,033,469.00 Previous Fiscal Year: \$ 832,328,628.00

Program Type: Continuation

Projected Number Served- Year 1: 70,000 Persons Served (previous fiscal year): 70000

Date Contract First Initiated: 10/1/2019

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 is requesting approval for Budget Adjustment#20-35-023. The budget adjustment revises the FY 2020 Budget to reflect the certification of additional Medicaid totaling \$12,966,704 to fully fund FY2020 payments to Direct Care Workers in the DWIHN system per approved BA 20-06 R5 for the six month period April 1 through September 30, 2020. In addition, the adjustment increases HRA revenue and expenses for \$6 million to actual amounts received/disbursed for the year. HRA is pass through funding from MDHHS to the community hospitals based on days of stay.

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

Source of Funds: Medicaid

Fee for Service (Y/N): N

Revenue	FY 19/20	Annualized
---------	----------	------------

Medicaid	\$ 846,033,469.00	\$ 846,033,469.00
	\$ 0.00	\$ 0.00
Total Revenue	\$ 846,033,469.00	\$ 846,033,469.00

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

Type of contract (Business/Clinical): Business

ACCOUNT NUMBER: VARIOUS

In Budget (Y/N)? N

Approved for Submittal to Board:

Willie E. Brooks, President/CEO

Stacie Durant, Chief Financial Officer

Signature/Date:

Signature/Date:




Signed: Wednesday, December 23, 2020

Signed: Tuesday, December 22, 2020

**DETROIT WAYNE INTEGRATED HEALTH NETWORK
BOARD ACTION**

Board Action Number: 21-51 Revised: N Requisition Number:

Presented to Full Board at its Meeting on: 1/20/2021

Name of Provider: nexVortex, Inc

Contract Title: nexVortex phone system for DWIHN Call Center

Address where services are provided: 'None'

Presented to Finance Committee at its meeting on: 1/6/2021

Proposed Contract Term: 1/1/2021 to 12/31/2023

Amount of Contract: \$ 138,251.44 Previous Fiscal Year: \$ 0.00

Program Type: New

Projected Number Served- Year 1: 0 Persons Served (previous fiscal year): 0

Date Contract First Initiated: 1/1/2021

Provider Impaneled (Y/N)? 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).

Request 3 yr term for the procurement of additional services, software, modifications, programming, and maintenance to our phone system to support the added need due to in-house migration of the WellPlace call center.

- **One time cost: 45,700.00**
- **Monthly SIP/DID service cost : (est) \$1025.62 x 36 mo = \$36922.32**
- **Annual maintenance/support costs: \$18,543.04 x 3 = \$55629.12**

Total cost: \$138.251.44

Extended services for BO22190006.

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

Source of Funds: Multiple

Fee for Service (Y/N): Y

Revenue	FY 20/21	Annualized
Multiple	\$ 138,251.44	\$ 138,251.44
	\$ 0.00	\$ 0.00
Total Revenue	\$ 138,251.44	\$ 138,251.44

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

Type of contract (Business/Clinical): Business

ACCOUNT NUMBER: VARIOUS

In Budget (Y/N)? N

Approved for Submittal to Board:

Willie E. Brooks, President/CEO

Stacie Durant, Chief Financial Officer

Signature/Date:

Signature/Date:





Signed: Wednesday, December 9, 2020

Signed: Wednesday, December 9, 2020

**DETROIT WAYNE INTEGRATED HEALTH NETWORK
BOARD ACTION**

Board Action Number: 21-52 Revised: N Requisition Number:

Presented to Full Board at its Meeting on: 1/20/2021

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: 1/6/2021

Proposed Contract Term: 2/1/2021 to 1/31/2023

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

Program Type: New

Projected Number Served- Year 1: 5,000 Persons Served (previous fiscal year): 5000

Date Contract First Initiated: 2/1/2021

Provider Impaneled (Y/N)? 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 a two year contract, with two one year options for an amount not to exceed \$100,000.

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 minority 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)? N If yes, please describe:

Source of Funds: Multiple

Fee for Service (Y/N): Y

Revenue	FY 20/21	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:

Willie E. Brooks, President/CEO

Stacie Durant, Chief Financial Officer

Signature/Date:

Signature/Date:



Signed: Monday, December 7, 2020

Signed: Friday, December 4, 2020

**DETROIT WAYNE INTEGRATED HEALTH NETWORK
BOARD ACTION**

Board Action Number: BA #21-54 Revised: Requisition Number:

Presented to Full Board at its Meeting on: 1/20/2021

Name of Provider: Accuform Printing & Graphics, Inc.

Contract Title: As Need on Demand Printing of Member Materials- Accuform

Address where services are provided: 'None'

Presented to Program Compliance Committee at its meeting on: 1/6/2021

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

Amount of Contract: \$ 358,420.00 Previous Fiscal Year: \$ 161,580.00

Program Type: Continuation

Projected Number Served- Year 1: 75,000 Persons Served (previous fiscal year): 20

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 a three (3) year contract for an amount not to exceed \$358,420. There was an Information For Bid (IFB) and the purchasing department recommended the award to the lowest bidder, Accuform.

The DWIHN's Customer Service Department is responsible for the development of printed educational materials for its mental health Members, new applicants, and the community at large. Per the Michigan Department of Health and Human Services (MDHHS) Customer Service Standards, the DWIHN and its affiliates are required to provide Members with educational materials at the time of intake and at least on an annual basis. These materials are used for the education of Members on how to access mental health services and should be made available to Members upon request.

Also, per the National Committee for Quality Assurance (NCQA) DWIHN is required to mail the Members Rights and Responsibilities Statement on a monthly and annual basis. The chosen vendor will be delegated the mail preparation and mailing of said document.

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

Source of Funds: Multiple

Fee for Service (Y/N): Y

Revenue	FY 20/21	Annualized
Multiple	\$ 358,420.00	\$ 358,420.00
	\$ 0.00	\$ 0.00
Total Revenue	\$ 358,420.00	\$ 358,420.00

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

Type of contract (Business/Clinical): Business

ACCOUNT NUMBER: 64914.728000.00000

In Budget (Y/N)?

Approved for Submittal to Board:

Willie E. Brooks, President/CEO

Stacie Durant, Chief Financial Officer

Signature/Date:

Signature/Date:



Signed: Wednesday, December 23, 2020

Signed: Wednesday, December 23, 2020