

**Meeting Date: December 6, 2017**

**\*Attendance by phone**

- MSHN – Leslie Thomas
- MSHN – Amy Keinath
- MSHN – Jennifer McCoy
- Bay – Marci Rozek\*
- CEI – Stacia Chick
- Central – LeeAnn Sloan
- Gratiot – Shad Stroh
- Huron – Anthony Ferzo
- Lifeways – Alison Magda
- Montcalm – Jim Wise
- Newaygo – Carol Mills
- Saginaw – Delores Ford-Heinrich\*
- Shiawassee – Kevin Hartley\*
- The Right Door – Kerry Possehn
- Tuscola – Jaime Anthes

**KEY DISCUSSION TOPICS**

- Welcome & Attendance
- Review & Approval of Agenda
- Approval of Snapshot from November 2017 (on Box)
- Policies and Procedures
- CHAMPS Enrollment
- Direct Care Worker Wage Increase - Updates
- Service Data Collection – Updates and Discussion
- Administrative Cost Report
- Rate Setting Update
- Other Updates – PIHP CFO, Contract Negotiation Committee (Report dates)
- Sharing “things that we have learned that could be helpful to others”

**✓ KEY DECISIONS**

- Welcome & Attendance
- Review & Approval of Agenda – Agenda was approved with the addition of the following items; Interim MUNC, Saginaw Update, PIHP DAB Migration Analysis, and Performance Bonus Incentive Pool (PBIP) Distribution.
- Approval of Snapshot from November 2017 (on Box) – Approved as presented.
- Policies and Procedures - No policies or procedures to review.
- CHAMPS Enrollment – MDHHS is uploading lists of providers not enrolled in CHAMPS to the DEG. MSHN will split the file and send to CMHSP IT staff. The MSA bulletin, which is also open for public comment, was reviewed and discussed. The topic is part of the upcoming Improving Outcomes conference.
- Direct Care Worker Wage Increase – The group reported that they are still working to collect information and don’t foresee issues or barriers to providing attestation forms. Attestations are due January 12<sup>th</sup> along with a list of providers that are not complying.
- Service Data Collection – Compiled information was reviewed and discussed; not all CMHSPs have provided data. The goal of this exercise is to determine what each CMHSP is including in the selected codes and how costs are being allocated to those codes to better explain variances in costs. Amy will develop a summary report focusing on the major cost drivers for further review.

	<ul style="list-style-type: none"> <li>• Administrative Cost Report – Additional narrative should be provided to explain the methods used to complete the ACR. The ACR as well as other financial reports are due to MSHN February 14<sup>th</sup>.</li> <li>• Rate Setting Update – No discussion; no meeting has been held.</li> <li>• Other updates – PIHP CFO, Contract Negotiation Committee (Report dates) – The PIHP CFOs discussed the costs of having a child psychiatrist on call related to the crisis mobilization policy. Carol provided a history of the CFI Committee.</li> <li>• Sharing “things that we have learned that could be helpful to others” – No discussion.</li> <li>• Interim MUNC – MDHHS is requiring an interim MUNC to be filed by January 8<sup>th</sup>. The report includes cases and units, no cost information. After discussion, Amy will complete the interim MUNC for the region using encounter data in the reporting portal.</li> <li>• Saginaw Update – Operations Council will be discussing in December.</li> <li>• PIHP DAB Migration Analysis – Because of concerns related to the reducing numbers of DAB enrollees, nine of the ten PIHPs contracted with Rehmann to do an analysis of the impact on revenue to the field. The results for the MSHN region were distributed. MSHN along with the other PIHPs and CMHAM are going to continue to advocate for restoration of funding for FY17.</li> <li>• Performance Bonus Incentive Pool (PBIP) Distribution – The Operations Council had requested additional information related to dollar values of the PBIP distribution. There is no decision on what the distribution methodology will be. The report will be revised to include additional narrative for clarification purposes.</li> </ul>
<p>✓ <b>ACTION/INPUT REQUIRED</b></p>	<ul style="list-style-type: none"> <li>• Amy to develop service data collection summary report.</li> <li>• Amy to complete interim MUNC.</li> <li>• Amy to add narrative to the PBIP distribution document prior to distributing to Operations Council.</li> </ul>
<p>✓ <b>KEY DATES</b></p>	<ul style="list-style-type: none"> <li>• Next Meeting: January 8, 2018 beginning at 10:00am at Gratiot, 608 Wright St., Alma</li> </ul>