

**Meeting Date: December 9, 2019**

**\*Attendance by phone**

- MSHN – Leslie Thomas
- MSHN – Amy Keinath
- Bay – Marci Rozek\*
- CEI – Stacia Chick
- Central – LeeAnn Allbee\*
- Gratiot – Shad Stroh\*
- Huron – Anthony Ferzo\*
- Lifeways – Alison Magda
- Montcalm – Jim Wise\*
- Newaygo – Jeff Labun\*
- Saginaw – Laura Argyle/Mary Hart\*
- Shiawassee – Inna Mason
- The Right Door – Nathan Derusha
- Tuscola – Jennifer Hagedon\*

**KEY DISCUSSION TOPICS**

- Welcome and Attendance
- Review and Approval of Agenda
- Approval of Snapshot from November 2019
- Policies and Procedures
  - Finance Council Charter FY 2020
  - Finance Annual Report FY 2019
  - Budget and Oversight Policy
- Ability to Pay Forms Update
- Relias Expense Billing
- DRIVE Tool Update
- Operations Council Key Decisions
- Monthly Expenditures Report Update
- MDHHS Contract Updates
- Autism Funding Review – Operations Council Update
- 24/7/365 Access Reporting and Exhibit H
- MSHN Regional Admission and Benefit Stabilization Workgroup
- MDHHS MUNC and Encounter Reporting Workgroup
- Behavioral Health Fee Screens
- Rate Setting Update
- Improving Outcomes – added
- CFO Cost Allocation Workgroup Update - added
- Reporting – LARA license, NPI, and CHAMPS enrollment
- Other Updates – PIHP CFO, Contract Negotiation Committee, EDIT
- Sharing things that we have learned that could be helpful to others
- Next Meeting: January 13, 2020; 10:00am to 12:00pm – **MSHN, 530 W. Ionia, Suite E, Lansing**

**✓ KEY DECISIONS**

- Welcome and Attendance
- Review and Approval of Agenda – Agenda was approved with additions of Improving Outcomes and CFO Cost Allocation Workgroup.
- Approval of Snapshot from November 2019 – Approved as presented.
- Policies and Procedures – The final draft Charter and Budget Oversight Policy have been forwarded to Operations Council. The Annual Report was submitted to MSHN’s Quality Manager.
  - Finance Council Charter FY 2020
  - Finance Annual Report FY 2019
  - Budget and Oversight Policy

- Ability to Pay Forms Update – Lifeways and CEI reported internal work is complete on their Ability to Pay (ATP) forms. The next step will be both CMHSPs coordinating to produce a draft for Finance Council review.
- Relias Expense – There was a brief discussion regarding the CMHSP rates. MSHN billed the CMHSPs rates their organization paid in FY 18 and added in a charge for any new seats requested for the new contract cycle.
- Operations Council Key Decisions – The Operations Council key decisions document has been saved on Box.
- Monthly Expenditures Report Update – Per the PIHP Contract Negotiations Committee, this report will be removed from the discussion grid. A version may be presented in the future.
- MDHHS Contract Updates – No discussion.
- Autism Funding Review – Operations Council Update – The group discussed MSHN’s Interim FSR indicates there is an FY 19 deficit of approximately \$2.6 M. The group will report the results of the final FSR to Operations Council.
- 24/7/365 Access Reporting and Exhibit H – Leslie stated group members should reach out to MSHN before February 2020 if there are questions related to this reporting.
- MSHN Regional Admission and Benefit Stabilization Workgroup – TBD presented an outlier analysis report to the group. Each CMHSP will be given outliers specific to their organization for review. The TBD analysis will be presented to Operations Council (OC) for final approval. In the future, Finance Council members may be directed by OC to review cost data after go-live to identify cost outliers.
- MDHHS MUNC and Encounter Reporting Workgroup – No discussion.
- Behavioral Health Fee Screens – No discussion.
- Rate Setting Update – The group discussed revenue as follows:
  - December Medicaid/HMP payment rates should be updated per a November 2019 CMHS Executive Committee discussion with Jeff Wieferich
  - October and November 2019 HSW payments were lower than anticipated because of an issue with CHAMPS. A list of missing payments was sent by MSHN to MDHHS
  - Stacia suggested MSHN determine if the rates in the payment files match the Rate Certification letter. Leslie will follow-up with Amy to confirm.
- Improving Outcomes – added - Several group members provided updates as follows:
  - Milliman is preparing an FY 21 costing tool for PIHPs, CMHSPs, and their network providers. Milliman’s primary goals are to identify network provider administrative costs and to refine/standardize use of some CPT codes by early summer.
  - An update for HCPCS H0043 Place of Service (POS) was presented during the EDIT update. Stacia will send the documentation to FC members.
- CFO Cost Allocation Workgroup Update – added – Nathan provided an update from the 12.6.19 meeting to the group as follows:
  - CFO Cost Allocation Workgroup was formed to develop uniform Cost Allocation Plans (CAP) to be used by the PIHP, CMHSPs, and their network providers. Prior to finalizing the CAP, the workgroup must define:
    - Managed Care administration vs. General Provider administration
    - Grant related costs

	<ul style="list-style-type: none"> <li>▪ Safety net costs</li> <li>▪ System roles</li> <li>○ The group is also expected to develop instructions and training for Encounter Quality Initiative (EQI) templates and the CAP</li> <li>• Reporting: LARA license, NPI, and CHAMPS enrollment – No discussion.</li> <li>• Other updates – PIHP CFO, Contract Negotiation Committee, EDIT – PIHP CFO meeting notes are included in the FC folder. Stacia reported the next EDIT meeting is 1.16.20. EDIT members are expected to send agenda items two-weeks prior to the meeting and there are requirements for items to include with the agenda addition requests.</li> <li>• Sharing things that we have learned that could be helpful to others</li> </ul>
<p>✓ <b>ACTION/INPUT REQUIRED</b></p>	<ul style="list-style-type: none"> <li>✓ Alison and Stacia will bring a draft ATP form to the January meeting.</li> <li>✓ Leslie will follow-up with Amy to confirm payment file rates match those in the Rate Certification letter.</li> <li>✓ Stacia will email the EDIT document presented during Improving Outcomes</li> <li>✓ Leslie will send out calendar year 2020 meeting invites in the next few weeks.</li> </ul>
<p>✓ <b>KEY DATES</b></p>	<ul style="list-style-type: none"> <li>• Next Meeting: January 13, 2020; 10:00am to 12:00pm – <b>MSHN, 530 W. Ionia, Suite E, Lansing</b></li> </ul>