

CMHAMM
Work Group Meeting Minutes

WORK GROUP NAME: FINANCE LOCATION: Gratiot CMH DATE: April 28, 2006	PRESENT: DAN BECKMAN HEATHER BETTS – note taker RUTH MEIKLE PAM TORRES	cc: Work Group Members (list members' names) DAN BECKMAN HEATHER BETTS NATHAN DERUSHA RUTH MEIKLE CAROL MILLS PAM TORRES
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New, Follow-up, Ongoing	Topics Discussed	Discussion/Decisions	Action/Responsible Party	Due Date	Status (complete, barrier to completion)
On-going	Finance Reports	a. FSRs (State Facility, PA423, IS) and MUNC Reports due July 31 unless there is a contract amendment otherwise. b. Would like to compare reports in August. Look at Kalamazoo model		Aug 2006	
On-going	Steering Committee Presentation 5/3/06	a. Toby gave us the option to defer. b. We will skip this time until we have something to report.			
On-going	Meeting with IS request	a. Finance will be involved if the discussion involves Rev Man b. Will probably be discussed next Steering Committee			

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On-going	Revenue Manager	<ul style="list-style-type: none"> a. Dan would like to start a Rev Man workgroup again. Will have to wait for a while until CEI staff get processing up to date. b. CEI put together an analysis spreadsheet and had Echo do a set up analysis. Pam will share the info with other affiliates. c. We are all using the same version now. d. CEI Finance has a programmer (Richard) that has created some reports. Affiliates may be able to use. 			
On-going	Finance Charge Form	<ul style="list-style-type: none"> a. Last one approved was from 2002. Pam filled out another one and emailed to CFOs. 	Completed a new form and emailed to Debbie Heinze.		4/28/06
On-going	Other Updates	<ul style="list-style-type: none"> a. Pam Flory is going to MARO and will bring back info to all of us. 			