

Adair County SB40 Developmental Disability Board Executive Director's Report – October 10th, 2023

Accountability:

September tax revenues continue to be accrued conservatively. Fiscal Year Q1 ended September 30th with TCM revenues over Q1 budget by ~\$10k, and pacing year to date at 98%. There are units delivered that were non-Medicaid, \$9k in September alone, due to delays in approval of some Medicaid eligible cases. We believe that a significant portion of those dollars will be able to be back-billed once the individuals are approved as Medicaid participants again. The SCs are aware of these delays/denials and attentive to getting necessary protests/paperwork filed to correct the situation on each individual's basis. Year to Date operational and personnel expenses combined are -\$10k to budget.

Julie received notification in early October that Organizational Payees will be audited by a third-party vendor on behalf of Missouri Medicaid. Five payee files have been randomly selected for audit and auditor will be onsite October 18th. We have good controls and balances to our payee accounting system and have no concerns about an independent audit. Julie also continues to work with our independent financial auditors so that they can complete their audit of FY2023 to report to the Board in December.

Infrastructure:

Tiffany has arranged for the outside lift to be removed by Just Dave's. Dave with Just Dave's continues to be a great building maintenance service for us. There are no other major infrastructure concerns at this time.

Community Engagement:

September 15th was a big day! Attendance to the DSP Appreciation event was good, although we had hoped for more DSPs to join us. However, those that did come had a wonderful time and we believe the crowd will increase next year. The benefit to this year's event was a significant decrease in costs to SB40 and an increase in overall community participation in recognizing area DSPs. The Tidal Wave Auto Spa fundraiser also did very well. Tidal Wave will be mailing a check to Adair DD Link for \$695.93 in addition to the cash amount raised \$731.10 with the bucket drive. That's a total of \$1,427 in DD Link to be used to purchase books for first graders about Disability Inclusion and distributed in March Developmental Disability Awareness Month.

The Community Engagement Conference planning committee has begun meeting to plan the event scheduled March 2nd, 2024. We believe we know whom we would like to use as our keynote speaker and what our conference theme will be.

We have also scheduled plans for the Annual Spotlight Awards event for Friday, March 8th, 5:30-7:30pm. It will be finger foods and reception, not a meal, in order to reduce overall costs of the event for the Board. Monthly Spotlight recipients are being alerted to plan to attend and they are very excited!

Talent & Leadership:

Being fully staffed is a wonderful feeling and gives the TCM Management team some time to assess our benchmark measurement tools, TCM structure and job assignments. With all of the changes we have had this year (DMH systems and structure changes, the Columbus Groups audit approach and succession planning), we felt this is a good time to redefine "What is Quality?" and how do we assess it? The TCM Management team and support staff are working together to present their suggestions to Crystal in the next few weeks.

The MACDDS Conference was attended by Crystal, Laura and Amber. It was an excellent conference with much more information and resources provided since the last couple of years. It would have been a great year to have more TCM staff attend. However, Sean facilitated a chat amongst attendees with other TCM staff about information learned and many resources have been posted to the Public Documents folder for their reference.

State of Disability Issues:

The MACDDS Government Affairs Committee continues to be very concerned about both property taxes and securing a rate increase for TCM services. Although they sound discouraged, Lois Powell (Sen. O'Laughlin's local legislative aide) told the Kirksville Chamber's Government Affairs Committee that the Senator is confident that any effort to reduce or eliminate Property Taxes will not pass.

Adair County SB40 Dashboard			Sep-23
Variance to Budget			
	Actual FY22	Actual FY23	Sep-23
Property Tax Revenue vs Budget	\$ 68,209	\$ (8,213)	\$ (25,618)
TCM Revenue vs Budget	\$ (89,158)	\$ (3,597)	\$ (6,335)
Personnel Expense vs Budget	\$ (90,078)	\$ (11,761)	\$ (11,017)
Program Direct Expense vs Budget	\$ 7,952	\$ (12,150)	\$ (37,750)
In-Direct Expense vs Budget	\$ 48,234	\$ (8,533)	\$ 112
Surplus/Deficit YTD	\$ 59,396	\$ (56,518)	\$ 17,069
Targeted Case Management			
	Actual FY22	Actual FY23	Sep-23
Current Caseload	420	449	443
Number of Service Coordinators <i>working</i>	10.5	11	13 2 SCs in Orientation
Avg TCM Logged Billable Hours/ Mo	1,070	1164	1177
Avg TCM PAID Billable Hours/ Mo	1,024	1082	1164
Avg Non-Medicaid (Unpaid 'Billable' Hours)/Mo	46	61	96
Budgeted Billable Hours/Mo	1,096	1,097	1,184
Average Billable Hours per SC	102	98	91
Budgeted Log Hours per SC	104	91	92
Actual Caseload Per SC	40	41	34
Goal Caseload Per SC	35	35	35
Actual Hours per Person Served	2.55	2.59	2.66
Goal Hours per Person Served	3.00	3.00	3.00
Actual Average Billable Hours Per Day Per SC	n/a	4.9	3.9
Goal Average Billable Hours Per Day Per SC	n/a	5.6	5.6
Partnership for Hope Grants			
	Actual FY22	Actual FY23	YTD
Total Annualized PfH Approved	76,727	56,604	57,637
Total Actual YTD PfH Expense	29,386	33264	7103
Total Actual PfH Expense Last Year	36,702	29386	29386
# of Participants	51	38	35
Cash Reserves	520,342	599,662	493,175
Personnel			
	Actual FY22	Actual FY23	YTD
Total Budgeted Personnel (FT)	20	20	21
Total Budgeted Personnel (PT)	1	4	3
Total Actual Personnel (FT)	19.0	21	21
Total Actual Personnel (PT)	3.0	3	3
Total Budgeted SCs	12	12	13
Total Actual SCs	11	13	13 2 SCs in Orientation
Community Learning Center			
	Actual FY22	Actual FY23	YTD
CLC Direct Program Expense	6,802	12217	5252 *Includes Summer Youth Program Expense
CLC Staff Actual	1.5	1.5	1.5
CLC Staff Budgeted	1.0	1.5	1.5