

Adair County SB40 Developmental Disability Board Executive Director's Report – January 16th, 2023

Accountability:

The early January receipts for property taxes paced ahead of December 2022, and the City's Pilot program payment was slightly higher. Based upon the 2023 Assessed Valuation and current tax payments pacing, we can expect Tax revenues to stay flat for this FY. This means that the accrual balance is very conservative and will likely increase when we true up the accrual in February or March. Any decrease in the 2024 Assessed Valuation (which we won't know until August 2024) would impact our FY25 Tax revenues. Changes to tax rate calculations which passed the FY24 Session will impact collections received in SB40 FY25. Discussions about tax levy rates in FY25 Session will impact collections received in SB40 FY26. In short, for this FY24 it is estimated that we will be flat to last year.

There was a lot of paid time off in December for staff who took well deserved vacation time. There were also two holidays. Thus, despite a slight increase in productivity in December for hours actually worked, the overall billable hours were significantly below plan. The fiscal impact is that projected TCM Revenue is -\$30k to budget in December and -\$40k YTD. TCM Management is aware of the impact of that decrease and continue to monitor productivity rates with the SCs each month. We have YTD vacancy savings in both wages and benefits due the SC Vacancy, however, the savings are now pacing below YTD TCM revenue the shortfall.

Thanks to ongoing expense savings, forecast to budget for the Fiscal Year is to have a surplus just slightly over plan.

Infrastructure:

No major infrastructure concerns at this time.

Community Engagement:

Crystal has been in communication with the Senator about all that is known about the workshop operations up to this point. We have not yet received updates from the special meeting held by the COI Board on Monday, 1/8, or received any specific grant request from them. SCs are working diligently with individuals to find alternative employment. An updated Employment tracker has been shared with Sen. O'Laughlin. COI withdrew their loan application with the City.

Plans continue on the Conference and the priority now is getting Exhibitors signed up and prizes. The agenda is fairly set. Marketing of the conference to secure pre-registrations will be starting around the first of February.

Spotlight Awards have all been decided for January, February and the Life Achievement Award. Invitations will be going out to individuals, their families and community leadership before the end of January. I'm hopeful to have good participation at this event (Friday, March 8th, 5:30PM).

Work with the Medical Rights Committee of MACDDS has begun with a couple of meetings scheduled in January. I am also working with the Government Affairs Committee, the TCM Contract Committee and the new Desert Service Areas committee. Susan is working with the Children's Division MOU Committee.

Talent & Leadership:

TCM management continues to work on a restructure to help with the assignment of administrative duties that have increased with increase caseload and other work passed down through DMH. Staff reviewed the proposed organizational chart and were encouraged to plan to participate in the Strategic Planning efforts for FY25, which have begun with the New Year. The highest Priority is filling our vacant position.

State of Disability Issues:

I have an appointment with Sen. O'Laughlin on 1/30 when MACDDS plans to go to the Capital. I hope to have at least one SC and family of individuals served with me. I think the Senator would appreciate hearing from individuals in services more than myself. They can discuss what TCM services have meant to them and their families. I also plan to try to meet with our Representatives. All reports from the State level are that both the Senate and House are in continuous conflict with little expectation of their productivity. Committee members are resilient and determined to keep disability related discussions flowing. This includes advocating for a TCM rate increase and maintaining tax levies.

Adair County SB40 Dashboard			Dec-23	
Variance to Budget				
	<u>Actual FY22</u>	<u>Actual FY23</u>	<u>Dec-23</u>	
Property Tax Revenue vs Budget	\$ 68,209	\$ (8,213)	\$ (49,275)	
TCM Revenue vs Budget	\$ (89,158)	\$ (3,597)	\$ (40,434)	
Personnel Expense vs Budget	\$ (90,078)	\$ (11,761)	\$ (16,837)	
Program Direct Expense vs Budget	\$ 7,952	\$ (12,150)	\$ (75,982)	
In-Direct Expense vs Budget	\$ 48,234	\$ (8,533)	\$ (5,233)	
Surplus/Deficit YTD	\$ 59,396	\$ (56,518)	\$ 6,818	
Targeted Case Management				
	<u>Actual FY22</u>	<u>Actual FY23</u>	<u>Dec-23</u>	
Current Caseload	420	449	437	
Number of Service Coordinators <i>working</i>	10.5	11	12	2 SCs in Orientation, 1 SC on bereavement leave
Avg TCM Logged Billable Hours/ Mo	1,070	1164	1204	
Avg TCM PAID Billable Hours/ Mo	1,024	1082	1120	
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	100	
Budgeted Log Hours per SC	104	91	92	
Actual Caseload Per SC	40	41	36	
Goal Caseload Per SC	35	35	35	
Actual Hours per Person Served	2.55	2.59	2.76	
Goal Hours per Person Served	3.00	3.00	3.00	
Actual Average Billable Hours Per Day Per SC	n/a	4.9	4.2	2 SCs in Orientation, 1 SC on bereavement leave
Goal Average Billable Hours Per Day Per SC	n/a	5.6	5.6	
Partnership for Hope Grants				
	<u>Actual FY22</u>	<u>Actual FY23</u>	<u>YTD</u>	
Total Annualized PfH Approved	76,727	56,604	53,192	
Total Actual YTD PfH Expense	29,386	33264	16378	
Total Actual PfH Expense Last Year	36,702	29386	29386	
# of Participants	51	38	31	
Cash Reserves	520,342	599,662	428,513	
Personnel				
	<u>Actual FY22</u>	<u>Actual FY23</u>	<u>YTD</u>	
Total Budgeted Personnel (FT)	20	20	21	
Total Budgeted Personnel (PT)	1	4	3	
Total Actual Personnel (FT)	19.0	21	20	1 SC Vacancy
Total Actual Personnel (PT)	3.0	3	3	
Total Budgeted SCs	12	12	13	
Total Actual SCs	11	13	12	2 SCs in Orientation
Community Learning Center				
	<u>Actual FY22</u>	<u>Actual FY23</u>	<u>YTD</u>	
CLC Direct Program Expense	6,802	12217	6620	*Includes Summer Youth Program Expense
CLC Staff Actual	1.5	1.5	1.5	
CLC Staff Budgeted	1.0	1.5	1.5	