

**Adair County SB40 Developmental Disability Board
Executive Director's Report – December 13, 2022**

Accountability:

- With nearly 42% of the Fiscal Year completed through November, we are pacing to close the year at 98% of budget for TCM Revenue. This is estimated billable hours less non-Medicaid (unpaid) hours. There will be an adjustment to our revenue accrual booked in December to reflect this calculation.
- Personnel expenses are currently pacing 91% to budget, however with the addition of two new hires plus the 1/1/23 increased benefit insurance rates, we anticipate the final FY23 total will be 100% to plan.
- Partnership for Hope expenditures increased effective this month with the re-calculation of units delivered based upon the rate increases that the state put into effect 7/1/23. We believe that these calculations will cause us to be over budget with PfH expenditures for FY23.
- Software & Technology expenses were higher than plan in November/YTD due labor charges for Huber Tech to install unbudgeted firewall protections. The Huber contract is set to expire soon. Although we are happy with Huber's services, Tiffany is seeking additional bids for services to compare.
- Our current caseload is 441 individuals, increasing our average caseload count. We are excited for our two new hires to start 1/3/23. We are considering how the coming HRST, MAAS and ConneXion processes implemented by the Division will impact workloads. We are strategizing about how to keep our SCs efforts Person Centered and to make sure that we find creative ways to focus on the new systems needs.

Infrastructure: -

The insulation was put into the CLC ceiling this month, which was an unanticipated expense of ~\$3k. We are still taking bids to remove the carpeting in the DDRC basement and then prepare the cement floor surface as a finished floor. The bids received to date have had a lot of valiancy, but up to a \$25k project.

Community Engagement:

The NEMO Resources Website is live. We are using HHS funds to promote the website on the Jefferson St/Baltimore digital billboard and with Google Ads under a contract with Bott Radio.

The former NRMCA Advisory group have several members who are interested in continuing to meet as an advocacy group for healthcare equity for people with IDD in NE Missouri. We are discussing various ways to be organized and our approach to this workgroup. We plan to start meeting again after the first of the year.

We continue to work towards establishing strong self-advocate small groups, scheduling parent meetings, adults with autism self-advocate groups and collaborating with People First for the upcoming conference. We also continue our work establishing a inter-agency Transition Group. We are pleased with the progress of the System of Care group since combining with the Interagency Group. Several efforts hoping to improve interagency communications are underway.

The last financial reports from COI indicate that the \$50,000 operational grant given in October has approximately \$8k left. The \$90k grant given in July for building and security payments is already fully committed and projects near completion.

Talent & Leadership:

Several staff and one Board member attended the MACDDS Conference in October. Reviews of information and knowledge shared at the conference was good. We also had some staff attend various other trainings. Staff share the information that they gathered in staff meetings, so that all can benefit.

Staff have been outstanding in support of screening candidates for vacant SC positions. Their input is invaluable.

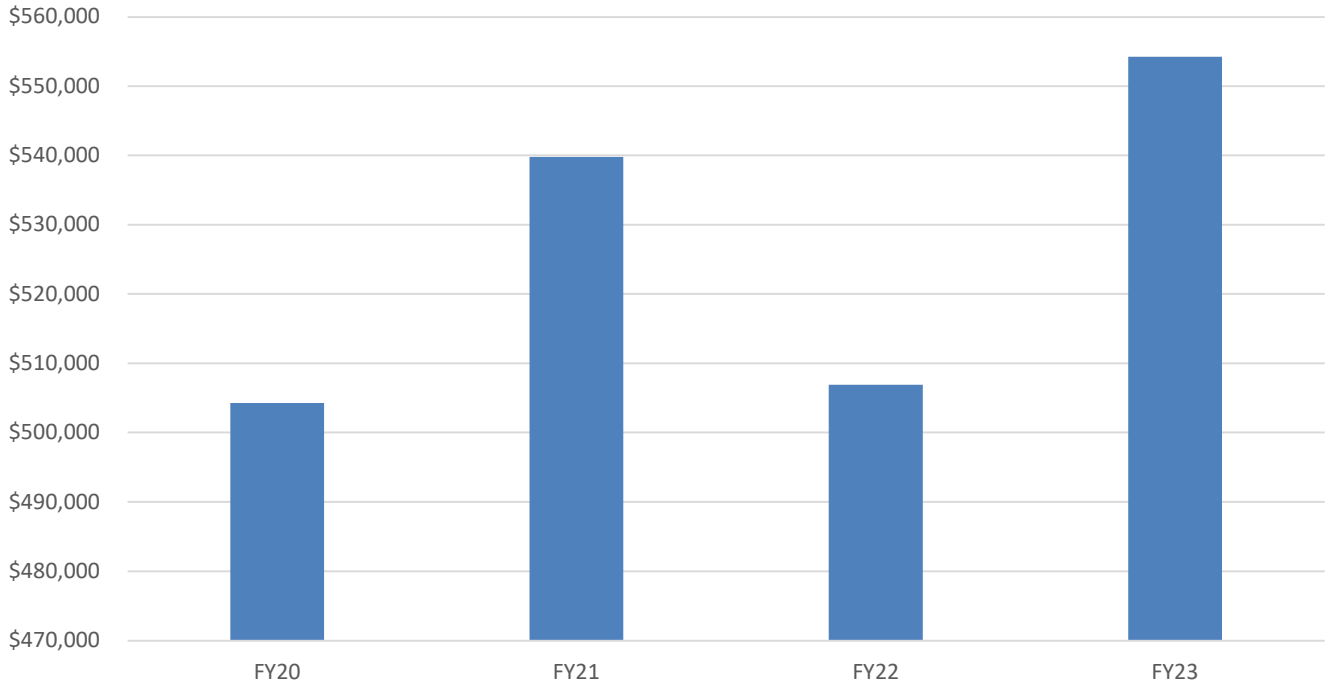
State of Disability Issues:

Sen. Eigel has again introduced a Senate Bill for consideration for this session which threatens Personal Property Tax Funding. I discussed the impact of this with membership of Government Affairs Committee of the Chamber.

Adair County SB40 Dashboard			Nov-22
<u>Variance to Budget</u>	<u>Actual FY22</u>		<u>Pacing YTD</u>
Property Tax Revenue vs Budget	\$ 68,209		\$ (52,500)
TCM Revenue vs Budget	\$ (89,158)		\$ (14,537)
Personnel Expense vs Budget	\$ (90,078)		\$ (55,788)
Program Direct Expense vs Budget	\$ 7,952		\$ (14,562)
In-Direct Expense vs Budget	\$ 48,234		\$ 8,708
Surplus/Deficit YTD	\$ 59,396		\$ 8,876
<u>Targeted Case Management</u>	<u>Actual FY22</u>		<u>Thru 11.22</u>
Current Caseload	420		441
Number of Service Coordinators <i>working</i>	10.5		11
Avg TCM Logged Billable Hours/ Mo	1,070		1120
Avg TCM PAID Billable Hours/ Mo	1,024		1069
Avg Est Non-Medicaid (Unpaid 'Billable' Hours)/MO	46		51
Budgeted Billable Hours/Mo	1,096		1,097
Average Billable Hours per SC	102		102
Budgeted Log Hours per SC	104		91
SC Avg Caseload	40		40
Avg Case Load Goal	35		35
Hours Per Person Served	2.55		2.54
Hours Per Person Served Goal	3.00		3.00
<u>Partnership for Hope Grants</u>	<u>YTD</u>		<u>YTD</u>
Total Annualized PfH Approved	76,727		72242
Total Actual YTD PfH Expense	29,386		15389
Total Actual PfH Expense Last Year	36,702		29386
# of Participants	51		42
Cash Reserves	520,342		396497
<u>Personnel</u>	<u>YTD</u>		<u>YTD</u>
Total Budgeted Personnel (FT)	20		20
Total Budgeted Personnel (PT)	1		4
Total Actual Personnel (FT)	19.0		19
Total Actual Personnel (PT)	3.0		3
Total Budgeted SCs	12		12
Total Actual SCs	11		11
<u>Community Learning Center</u>	<u>YTD</u>		<u>YTD</u>
CLC Direct Program Expense	6,802		5452
CLC Staff Actual	1.5		1.5
CLC Staff Budgeted	1.0		1.5

Nov - 22: 1 SC Vacancy – 441 Caseload

YTD TCM Revenue thru 11.30 (5 Mos)



Average Caseload per Year

