

**Adair County SB40 Developmental Disability Board
Executive Director's Report
December 17th, 2024**

Accountability:

The organization had an overall surplus for the third consecutive month. There continues to be Out of County revenue surplus, most current amount is \$86300. Current forecasts through the end of the fiscal year still are conservatively optimistic, and that we will exceed the budgeted surplus by approximately \$13500.

November billable TCM revenue was \$112k, exceeding the November monthly budget of \$109. Unfortunately, we were forced to reduce our revenue accrual by approximately \$13k due to reports received from Medicaid denying some services from August and September. These unanticipated denials will be contested, and if successful will be reinstated to revenue when actually paid. That said, we are pleased that pre-adjusted November revenue performance was in line with budget despite staff challenges with software changes, due process and other unbillable time

Personnel expenses after staffing restructure are now forecasted to approximately \$6200 in savings for FY25, including reduction in the vacation accrual for staff exits and vacation buyout, Lagers has approximately 9900 in savings and insurance is approximately 2700 in savings.

Set-Works lesser turnaround time versus billing in CIMOR will help significantly with quicker accounting of actual revenue and more accurate forecasting in the future.

We will be updating the Employee Incentive Program after the New Year and aim to use what is available within Paylocity and focus on more collective goals versus individual recognition per feedback from the team.

Tatiana Dixon, our CRC, though success yet, but continues to explore potential grant requests for DD Link to use for our own funding requests and other projects. Katy, who is part of the CEC planning committee, applied for & received a signed Travis Kelce print that we will be selling to help raise funds for DD Link for the conference. We've also been advertising our QR code with our Bott Radio campaign in order to both advertise SB40 services as well as encourage more funding to DD Link.

Infrastructure:

The Networks Case Management software change 11/1 has come with both challenges and advantages, the advantages of course will be much more noticeable in the future once everyone has adapted and the software does everything we're wanting it to. Electronic records were finally all transferred from Filebound to Networks. Logging/Batch billing has been going well, along with entry of the service monitoring forms into the template we adjusted to our use. The report pulling options have shown some tremendous potential as well as a way to analyze data, monitor trends and performance, etc.

The ISP template has had some challenges, and SW has had to assign multiple developers to make the system best work our process and increase efficiency, and a couple of those projects are still in progress but should be completed by the end of the year. This has delayed fully onboarding getting the ISP's in, but we're progressing. Overall, the transition is going well.

Tiffany and I met with Huber 12/11 at 1:15p and went over the quarterly Technical Services Briefing report. No major concerns, the cost of migration to Office 365 the biggest item that we're trying to get an updated estimate for. Also had 8 laptop replacements delivered as well.

Reviewed Asset Disposal Policy – Per current policy of disposal of items fully depreciated, it was suggested that the old laptops being replaced by Huber be put up for sale and for any revenue from these laptops be donated to DD Link.

Community Engagement:

ATSU Presentations finished up for the semester and planning to get signed up to do this next semester. Also, in communication with Dr. Omar at the Dental Clinic about presenting to the students there about SB40 services and supports to people with disabilities in the spring.

Better collaboration with the Greenwood Center, who are helping us with an assessment for someone who is currently

homeless and in desperate need of supports and services. Also, they are working on being able to clinically diagnose (current faculty member working on credentialing for this) as well as meeting with Susan and I to discuss DMH waiver provider service needs they could address and possibly seeking a provider contract.

Spotlight Award for December for Employment was presented to Mike Renshaw at his workplace at Home Depot, which he was very appreciative for the recognition

CVA's Thanksgiving Meal was very successful at Hamilton Baptist Church, sb40 staff helped cook a lot of turkeys for this, and there was a lot of community participation and volunteering for this event.

Community collaboration with Greenwood, LOQW, churches as well as other local agencies related to a situation with a homeless man with DD and no supports has been very encouraging, and demonstrates what an amazing community we have despite the overall lack of resources to address the homeless situation.

Talent & Leadership:

Announcements regarding the change in leadership and management structure were shared publicly in early November. We have hired 2 very qualified SC candidates, Bryan Hermann and Allison Magruder, who fill our current vacancies, and we're excited to have part of the team. Allison starts in January and Bryan started 12/9. The potential of another SC being hired to address the ever-increasing caseload is being explored, and this is separate from the definite need for another SC to be hired once it is confirmed that the HRST process will be reinitiated.

MACDDS completed a Salary & Benefits Study across all membership. The survey was sent out in November, due back mid-December and results will be shared with membership at the January meeting.

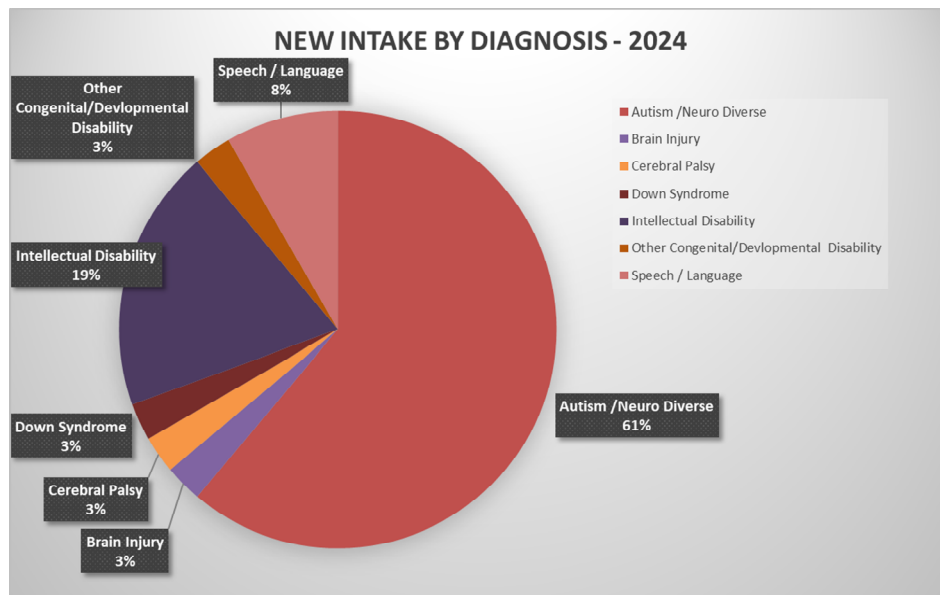
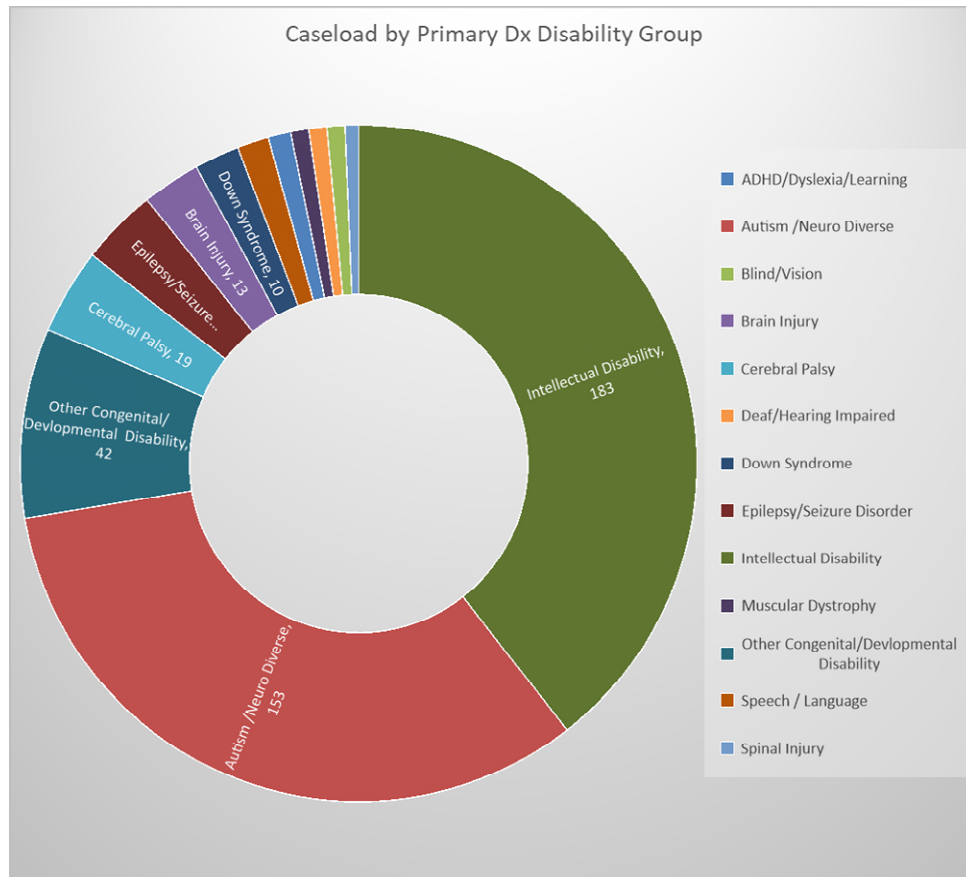
DD Health Homes is a new program that almost half of the people in our TCM services have been auto enrolled in. We will be having them present to our SC's at the TCM 12/18, we have previously learned about the program, but making sure that we are able to give our families a heads up on these additional healthcare service that will begin 1/1/25.

State of Disability Issues:

Katie Gamble with Gamble & Schlemeier (MACDDS Lobbyist group) updated MACDDS with some important information at the December meeting:

- MACDDS members voted to communicate and collaborate with Starling in reference to an appropriate response to MASWM's legislative actions in relation to HB 237, which looks to make changes to SB40 and county boards authority and management of funds in relation to sheltered workshops.
- Also, Proposition A changes were discussed by H&B who stated that some of the changes do not impact political subdivisions apart, but we'll be adjusting the PT staff to the minimum wage changes starting 1/1.
- The federal salary threshold of \$35K is still in effect, but the other increases proposed after that may not with the administration change (\$44K, and then \$58K), so those changes are on hold for now to see what the new administration will do with that. These changes could have really impacted some of our service providers.
- Not encouraging on the TCM rate increase situation, and most of the discussion with DMH centered around whether to continue with a market based study with Mercer again in 2027 (last one completed in 2022 and has not gotten into the budget yet, including not in the supplemental budget mentioned in the next bullet). This study only accounts for 10% administration costs, which is extremely small compared to actual cost of doing business. Also, it would be 2028 before this potential 2027 study could be proposed in 2028 to possibly go into affect in 2029.
- Some items cut from the 2025 FYB have been requested in the supplemental that has been presented to the new governor and will be submitted to legislators in February. This would address the current wait list currently in effect per that budget cut.
- DSP's at a \$21 an hour rate should bring SC's to a \$31 an hour rate (which includes the hourly cost for employee benefits), however, the current budget can't come close to allowing for right now. Many MACDDS members voiced frustration at a degreed professional TCM SC being paid basically at the same rate as DSP's, while performing essential work, can begin even with a HS Diploma (if they earn it within a year of hire).
- Missouri Budget projections remain the same: Both Income tax and sales tax revenues are projected to be DOWN over last year. Not good for requesting budget expenditure increases. There was discussion about the impact of Sen.

Eigel being off the Senate and his focus on reducing/eliminating Property Tax. Since several Governors & Legislators had campaigned on cutting INCOME taxes again, it might be hard to reduce/eliminate property taxes at the same time. It would create too much chaos in Government funded services across the State.



Adair County SB40 Dashboard				Nov-24	
Variance to Budget	Actual FY22	Actual FY23	Actual FY24	Nov-24	
Property Tax Revenue vs Budget	\$ 68,209	\$ (8,213)	\$ 39,129	\$ (32,366)	
TCM Revenue vs Budget	\$ (89,158)	\$ (3,597)	\$ (78,741)	\$ (60,047)	
Personnel Expense vs Budget	\$ (90,078)	\$ (11,761)	\$ (17,179)	\$ (14,376)	
Program Direct Expense vs Budget	\$ 7,952	\$ (12,150)	\$ (100,025)	\$ (20,902)	
In-Direct Expense vs Budget	\$ 48,234	\$ (8,533)	\$ 58,857	\$ (14,899)	
Surplus/Deficit YTD	\$ 59,396	\$ (56,518)	\$ 37,020	\$ (46,259)	
Targeted Case Management	Actual FY22	Actual FY23	Actual FY24	Nov-24	
Current Caseload	420	449	454	458	
Number of Service Coordinators <i>working</i>	10.5	11	12	13	1 SC in Orientation, CRC Non-Medicaid
Avg TCM Logged Billable Hours/ Mo	1,070	1164	1223	1186	Includes Non-Medicaid Hours
Avg Non-Medicaid (Unpaid 'Billable' Hours)/Mo	46	61	100	68	
Avg Billable Hours due/Mo	1,024	1,103	1,123	1,118	Calculated (Excludes Non-Medicaid)
Avg TCM PAID Billable Hours/ Mo	1,024	1082	1123	1030	
Budgeted Billable Hours/Mo	1,096	1,097	1,184	1,145	
Average Billable Hours per SC	102	98	94	79	
Budgeted Log Hours per SC	104	91	91	95	
Actual Caseload Per SC	40	41	38	35	
Goal Caseload Per SC	35	35	35	35	
Actual Hours per Person Served	2.55	2.59	2.69	2.59	
Goal Hours per Person Served	3.00	3.00	3.00	3.00	
Actual Average Billable Hours Per Day Per SC		4.9	4.9	4.8	Includes Non-Medicaid Hours
Goal Average Billable Hours Per Day Per SC		5.6	5.6	5.6	
Partnership for Hope Grants	Actual FY22	Actual FY23	Actual FY24	YTD	
Total Annualized PfH Approved	76,727	56,604	53,521	43,778	
Total Actual YTD PfH Expense	29,386	33264	26254	8654	
Total Actual PfH Expense Last Year	36,702	29386	33264	26254	
# of Participants	51	38	32	21	
Cash Reserves	520,342	599,662	754,382	464,706	
Personnel	Actual FY22	Actual FY23	Actual FY24	YTD	
Total Budgeted Personnel (FT)	20	20	21	22	
Total Budgeted Personnel (PT)	1	4	3	4	
Total Actual Personnel (FT)	19.0	21	21	22	1 SC leave, 1 SC in Orientation
Total Actual Personnel (PT)	3.0	3	2	4	
Total Budgeted SCs	12	12	13	12	not including CRC
Total Actual SCs	11	13	12	12	1 SC in Orientation, excl CRC Non-Medicaid
Community Learning Center	Actual FY22	Actual FY23	Actual FY24	YTD	
CLC Direct Program Expense	6,802	12217	8641	11,202	*Includes Summer Youth Program Expense
CLC Staff Actual	1.5	1.5	1.5	1.5	
CLC Staff Budgeted	1.0	1.5	1.5	1.5	