

**Adair County SB40 Developmental Disability Board
Executive Director's Report – February 21, 2023**

Accountability:

With two new Service Coordinators on staff, TCM revenue remains pacing behind about 10% to budget. Property Tax Revenues are also pacing behind with a conservative accrual. February property tax receipts are in and we will be prepared to true up the Tax revenue accrual on the February financials, which will have a positive impact on the YTD surplus.

Non-Medicaid hours worked by SCs continue to take away from TCM revenues, however the number of Non-Medicaid hours in January did decrease from the surge experienced in the Fall of 2022. SCs have been encouraged to be aware of the hours devoted to Non-Medicaid services. We want to meet individual needs but be prudent with time spent doing it. We get reimbursed for Medicaid services, but not Non-Medicaid.

In February the SCs will start required training on the new HRST system, which are non-billable hours. It's estimated 8-10 hours per SC, which will take up to 130 hours off of our availability to bill in February & March. ConnecXion training will start around April, and again those work hours will be non-billable. We've been told that training will be in-person and out of town. DMH does not intend to assist with the cost of training staff to use ConnecXion.

Partnership for Hope slots continue to be below plan due to moving people into Community Waiver slots following rate standardization. However, for those remaining they are utilizing the authorized services at a higher rate than historical levels. We may go over budget on PFH this FY.

Infrastructure:

The new floor is beautiful, but a bit chillier in these winter months. We're investigating solutions. Although we may want to do some cement work in the CLC Parking lot early next Fiscal Year, there are no other major infrastructure issues known at this time.

Community Engagement:

With March Developmental Disabilities Awareness Month upon us, we have scheduled slots on radio public affairs programming, 1st grade reading sessions/book giveaway, the Spotlight Awards on 3/9 and the Conference. The agenda for the Community Engagement Conference is set, we are taking registrations and soliciting for prizes.

The IDD Healthcare Equity Advocacy group is back up and running full steam ahead. Working on plans for local clinician training. The Transition Coalition has good participation and plans are underway for summer programs. We continue to work on building self-advocacy groups.

COI has submitted a grant request. They were requested to reconsider details in the request prior to submitting to the Board. For example, their FY23 proposed budget contained a massive deficit to funding. They've been asked to consider how to significantly reduce the deficit, implement some financial management strategies and explore options for third party management contract.

Talent & Leadership:

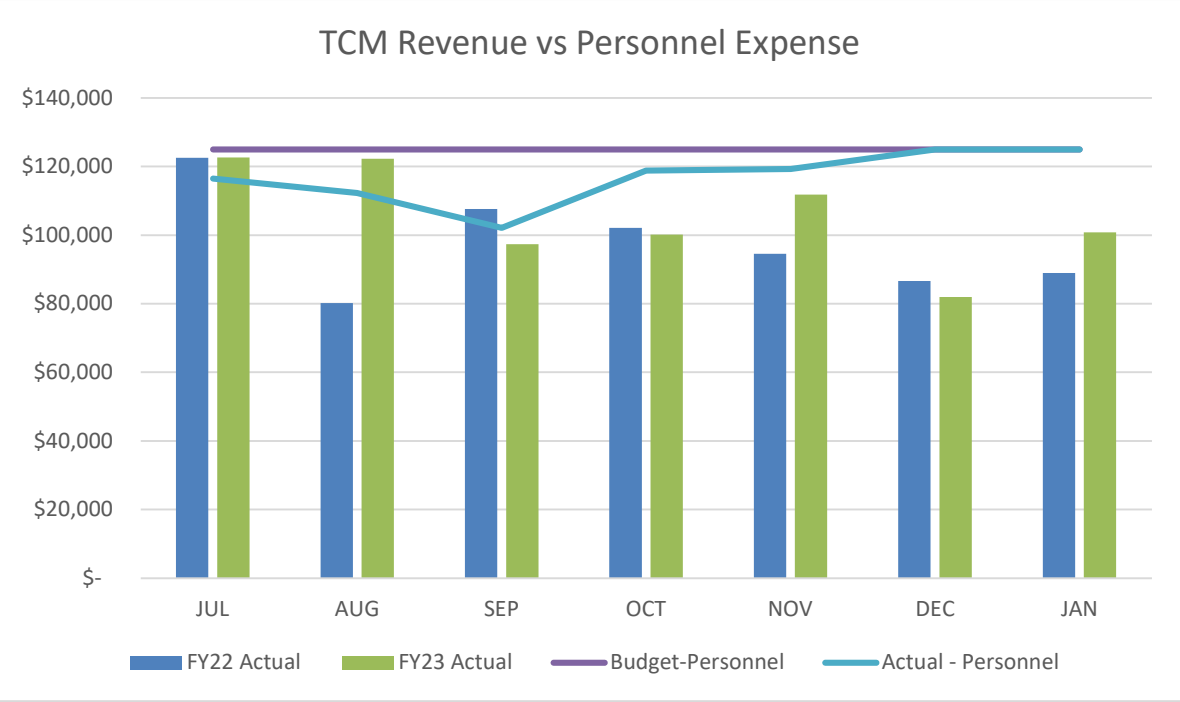
Staff were hit hard by the recent unexpected death of a long-time program participant Roman Pollard. Andy volunteered to eulogize Roman Pollard at the Spotlight Awards Banquet. The Team are supporting each other and CVA during this difficult time.

State of Disability Issues:

We are hopeful the DMH has success with their plea to add additional dollars to their original budget request in order to fund an increase to TCM rate effective FY24. The Personal Property Tax proposed cap/elimination is out of committee but not yet on floor for vote, and many promise that it will not progress to that level.

| Adair County SB40 Dashboard | | Jan-23 |
|---|---------------------------|--------------------------|
| <u>Variance to Budget</u> | <u>Actual FY22</u> | <u>Pacing YTD</u> |
| Property Tax Revenue vs Budget | \$ 68,209 | \$ (73,500) |
| TCM Revenue vs Budget | \$ (89,158) | \$ (59,817) |
| Personnel Expense vs Budget | \$ (90,078) | \$ (59,085) |
| Program Direct Expense vs Budget | \$ 7,952 | \$ (11,904) |
| In-Direct Expense vs Budget | \$ 48,234 | \$ 23,795 |
| Surplus/Deficit YTD | \$ 59,396 | \$ (67,189) |
| <u>Targeted Case Management</u> | <u>Actual FY22</u> | <u>Thru 01.23</u> |
| Current Caseload | 420 | 443 |
| 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 | 1047 |
| Avg Non-Medicaid (Unpaid 'Billable' Hours)/Mo | 46 | 67 |
| Budgeted Billable Hours/Mo | 1,096 | 1,097 |
| Average Billable Hours per SC | 102 | 95 |
| Budgeted Log Hours per SC | 104 | 91 |
| Actual Caseload Per SC | 40 | 40 |
| Goal Caseload Per SC | 35 | 35 |
| Actual Hours per Person Served | 2.55 | 2.53 |
| Goal Hours per Person Served | 3.00 | 3.00 |
| Actual Average Billable Hours Per Day Per SC | n/a | 4.9 |
| Goal Average Billable Hours Per Day Per SC | n/a | 5.6 |
| <u>Partnership for Hope Grants</u> | <u>YTD</u> | <u>YTD</u> |
| Total Annualized PfH Approved | 76,727 | 64,029 |
| Total Actual YTD PfH Expense | 29,386 | 20098 |
| Total Actual PfH Expense Last Year | 36,702 | 29386 |
| # of Participants | 51 | 43 |
| Cash Reserves | 520,342 | |
| <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 | 21 |
| Total Actual Personnel (PT) | 3.0 | 3 |
| Total Budgeted SCs | 12 | 12 |
| Total Actual SCs | 11 | 13 |
| <u>Community Learning Center</u> | <u>YTD</u> | <u>YTD</u> |
| CLC Direct Program Expense | 6,802 | 6897 |
| CLC Staff Actual | 1.5 | 1.5 |
| CLC Staff Budgeted | 1.0 | 1.5 |

Jan – 23: 13 Service Coordinators, 0 Vacancies – 443 Caseload



TCM Revenue below budget \$60k YTD
Personnel Expenses below budget \$59k YTD

