

Minutes
Developmental Disabilities Resource Board of Directors
Finance Committee Meeting
June 11, 2019

The **Finance Committee** met on June 11, 2019 at 5:30 pm at the DDRB office. Present at the meeting were Tom Bradley, Gary Steinman, Stephen Elliott, James Gottstein and Rick White of the committee. Present also was Sonja Bennett, Ann Graff, Debby Sanders and Linda Holland. The meeting was called to order by committee chairman, Tom Bradley.

The purpose of the meeting was to review the proposed July 2019-June 2020 budget for the Center for Human Services. Debby Sanders presented an overview of 2018 performance to budget. She explained that the billable hours were less than budget due to turnover in staff which had not been a factor in the past. Linda Holland said that the number of clients served increased by 34 from 1243 to 1277 while the Medicaid eligible rate remained at 30%. Ann Graff updated the Committee on Managed Care and said she did not think anything would happen on this any time soon as the current governor is not in favor of the idea. She indicated that should it pass in the future all indications are that the implementation would be a 3 to 4 year process.

The budget presented for the year includes raises for all but 11 of the 43 employees of CHS in Clay County. This will bring the longer-term employees rates up and more in line with current pay grades in the CHS system. The newer employees have been hired in at the higher rate. In addition, the budget requests the addition of 1 full time service coordinator. Ann said that we should know in October what the new rate from the state will be. The current rate is 103.68. The budget they are presenting is taking a cautious approach to hiring as they do not want to be in a position of having to layoff personnel should the rate decrease dramatically. Ann did say that ideally, they would like to add a 4th team which would require additional head count and requested the option to come back to the board with an updated proposal for this in the fall if the new state rate would accommodate. The committee agreed to this proposal.

The FY20 budget projects billing hours of 45,720 serving 1277 individuals with a case load of 1:38.41 per case manager. The CHS billable hourly rate based on projected expenses is \$74.31. This compares to 69.41 for the previous year. The total expense budget for FY20 is projected at \$3,307,375 with anticipated revenue of \$3,348,898.

The budget also contains a request of \$46,000 to replace 27 Surface computers. These were the original computers. Currently they are purchasing Surface Pro 6 models. Replacing the older models will allow for everyone to utilize the various programs and software. The \$46,000 is a high estimate for the replacement and the committee asked for a formal quote to replace all the units at one time. The committee recommended we request additional bids for this as a capital purchase and requested that Sonja procure those bids.

Rick White motioned, with a second from Gary Steinman, that the Finance Committee approve the budget as submitted by CHS and present to the full board for approval on June 25. The motion was approved unanimously by the committee members. Tom Bradley will present the proposal to the board. A copy of the budget is attached to these minutes for the file.

With no further business, the Finance Committee meeting was adjourned.

Respectfully submitted: Sonja Bennett , June 19, 2019