

# Minutes

## Developmental Disabilities Resource Board of Directors

### Finance Committee Meeting

### November 5, 2020

The **Finance Committee** met on November 5, 2020 at 5:30 pm by Zoom Conference. The meeting was called to order by Finance Committee Chairman, Stephen Elliott. Present at the meeting, in addition to Steve Elliott were committee members Gary Steinman, James Gottstein, Rick White from the committee as well as board members Alan Naylor, Janet White and Pat Schoenrade. Also present was Sonja Bennett.

**Guests included:**

- Anita Hartman with Center for Human Services
- Randy Hylton and Kimbel Mothershead with VSI
- Julie Edlund, Mark Bertrand, Brian Watson, Jim Huffman, Paul Twenter and Amy Taylor with Life Unlimited
- Laurie Brewer with City Wide Transportation
- Brea Connett with Northland Early Education Center
- Shaney Othic with Northland Therapeutic Riding Center
- Kelly McGillis with TNC Community
- Anne Hochstein with Job One
- Diana Castillo and Gina Gowin with Alhampointe
- Nancy Carter with UMKC -ACED

**Northland Early Education Center** requested **additional funding for the early education program** through December 31, 2020. Brea Connett said that they are currently providing more hours of service to the children currently in the program than she anticipated. She anticipates needing an additional 2780 hours which would equate to a shortfall of **\$35,973.20**. The committee has previously requested that Brea provide additional information on the hours of service and children served and/or anticipate serving for the remainder of the year with a comparison to 2018 and 2019. Brea told the board that predicting the number of units needed per child is difficult as there is not a one to one ratio of child to need and each child is different. Sonja confirmed the number of units we had provided by month in 2018 and 2019 and confirmed the unit cost for 2020 is \$12.94. This request for additional funds falls within the scope of units provided historically.

NEEC Early Education Program															
Year	Actuals											Estimated		Original Funding Request	Shortfall
	January	February	March	April	May	June	July	August	September	October	November	December	Totals		
2020	2435	3317	2162	0	979	3010	2247	2720	2957	2500	2500	2050	26877	24090	2787
2019	2913	2155	2968	3009	2808	2647	2959	4185	3052	3256	2533	2079	34564	Actuals	
2018	1858	1584	2543	2280	2247	2280	2135	3171	1909	2254	4266	1908	28435	Actuals	

James Gottstein moved that the committee approve the NEEC request for additional funding for the Early Education Program in the amount of \$35,973.20. Rick White seconded the motion which was approved unanimously by the Finance Committee. This will be presented to the board for approval on November 24.

**TNC Community** requested funding under the CoVID19 Grant for a **remodel of the Claymont group home basement** as a place where clients testing positive for CoViD or other communicable diseases could be quarantined. The basement is accessible from the outside and has a walk-in shower. The basement has not been finished. In order to be inhabitable, the basement needs to be finished creating a separate bedroom and living space. The committee previously denied funding for this request. Since then, TNC has had two more clients test positive for CoVid. They made the improvements to the basement in the Claymont home and they clients are quarantining there along with staff 24 hours per day. The cost for this completed project is estimated at **\$15,178.75**. The committee members agreed this expense could be reviewed as a CoVid19 Grant. The request was pended for further review of a Capital Grant program by the board.

Stephen Elliott moved that the committee approve the TNC request for CoVid19Grant Funds to remodel the Claymont Home basement in the amount of \$15,178.75. Rick White seconded the motion which was approved unanimously by the Finance Committee. This will be presented to the board for approval on November 24.

### **Extended ILAP Program**

Sonja proposed the board extend the ILAP program which has historically served 13 people with service provided by Life Unlimited. She provided the following description of the service/program.

**This Independent Living Assistance Program (ILAP)** is meant to meet the needs individuals who do not qualify for financial assistance through any Medicaid Waiver. The program is intended as the Medicaid equivalent of an Individual Skills Development (ISD) program, **teaching a specific skill** for independent living. This program is fully funded by the DDRB with funds made available to approved providers annually and paid monthly based on the actual units of service delivered by individual. Providers must be approved by DMH to provide Individual Skills Development, Community Integration or Personal Assistance.

Sonja provided the following proposal:

Individuals must be recommended by the Center for Human Services (CHS) Service Coordinator (SC) and approved by the CHS Program Director prior to being submitted to DDRB for approval. The provider will work with the CHS SC to develop a plan for each individual to develop the skills necessary to engage in specific activities to manage his or her household and access services in the community more independently.

This program is not intended to be a perpetual program for any one individual. Each individual must be approved annually to remain in the program with stated goals and measurable outcomes.

This proposal allows for 20 hours per month per consumer on the average which is typical of the request for this service. We currently have 13 people served in the program through Life Unlimited. She would like to expand to allow for 25 people. There are other providers in the county for this type of service.

$1 \times 20 \times 4 = 80$  units per month  $\times 12 = 960$  annually  $\times 25 =$  **24,000 units  $\times$  \$7.50 per units = \$180,000 total**  
 $13 \times 20 \times 4 = 1040$  per month  $\times 12 = 12,480 \times \$7.50 = \$93,600$  (allocated for Life Unlimited)  
 $\$180,000 - \$93,600 = \$86,400$  (remaining amount for additional consumers/providers)

Definition of Unit of Service: 1 Unit = 15 Minutes

**Unit Cost Calculation:**

$$\begin{array}{rcccl} \$ & \$ 180,000.00 & / & 24,000 & = & \$ 7.50 \\ \text{Total Adjusted Cost per Service} & & & \text{Number of All Units} & & \text{Adjusted Cost per Unit of} \\ \text{(Line 10 – Schedule C)} & & & \text{to be provided} & & \text{Service (Line 11 – Schedule C)} \end{array}$$

**Total Purchase of Service (POS) Funds Requested for this Program:**

$$\begin{array}{rcccl} \$ & \$ 7.50 & \times & 24,000 & = & \$ 180,000.00 \\ \text{Adjusted Cost per Unit of} & & & \text{DDR B Contracted} & & \text{Total Request from DDR B} \\ \text{Service (Line 11 – Schedule C)} & & & \text{Number of Units} & & \end{array}$$

**Average Cost of Service Per Person Served:**

$$\begin{array}{rcccl} \$ & 180,000.00 & / & 25 & = & \$ 7,200.00 \\ \text{Total Request from DDR B} & & & \text{Number of Clay County} & & \text{Average Cost of Service} \\ & & & \text{Resident to be served} & & \text{Per Resident Served} \end{array}$$

Anita Hartman confirmed that this is an unmet need in the county and recommended the program.

Stephen Elliott moved that the committee approve the Extended ILAP Program as outlined by Sonja and Anita and set aside \$180,000 /24,000 units at \$7.50 per unit for up to 25 people in 2021. The first 13 clients at an average of 20 hours per hours per week are available to Life Unlimited. James Gottstein seconded the motion which was approved unanimously by the Finance Committee. This will be presented to the board for approval on November 24, 2020.

**Agency Funding Requests**

The DDRB Board members were provided copies of the funding applications for each agency along with accompanying documentation to review prior to this meeting. Sonja reviewed each application and compared the financial information provided by the agency whether that be audited financial statements or 990 IRS tax filings. She provided the board her comments and reviewed the applications with each member that requested review or additional information.

**TNC Community Services**

Kelly McGillis presented the request for funding for their residential program in Clay county which includes one (1) group home and one (1) ISL supporting 9 individuals. She stated the costs increases over the previous year were mostly in salaries and benefits and said that they had hired nursing staff. **The total request for residential service support for 2021 is \$73,135.** Sonja said she thought this fairly represented the unfunded need by TNC for 2021.

Agency	2020 Approved Funding	2021 Requested Funding	Additional Comments	2021 to 2020 \$\$ Change	2021 to 2020 % Change
TNC Communitiy	\$ 57,413.78	\$ 73,135.00			
Direct Care Support	\$ 57,413.78	\$ 73,135.00		\$ 15,721.22	27%

James Gottstein motioned the committee to approved \$73,135 for TNC Community Services for 2021. Rick White seconded the motion which was approved unanimously by the Finance Committee. This will be presented to the board for approval on November 24, 2020.

**Northland Early Education Center**

Brea Connett presented the request for 2021 funding for NEEC. She provided the following narrative:

*“The cost increase primarily comes from staff salaries and benefits. This is based on current staff assigned to the L4L classroom. We have staff that are higher qualified than what was recorded in October of 2019 and, due to a hybrid school model for some of the students, working in the room at a higher percentage of the time (90% vs. 80%). We do not foresee this changing for the first half of 2021. I also appropriately allocated food service and admin staff that was not done for 2020 in both L4L and EE, which also includes 2 new admin positions to balance the number of children and families we are now serving within the building. We also had to increase base pay for all staff in 2020 due to minimum wage increase, I was not aware of this when filling out the application in 2019. I also only allocated for a 3% increase in benefits for 2020 and we after the application was submitted that were increased by 7.5%. As of today, have been told to expect a 10% increase for 2021 and that is if we get to stay with our grandfathered plan (pre-ACA). It will look more like 35% if we have to switch to ACA marketplace. The increase in operational expenses comes from knowing actuals of expenses from our expansion. Although, the number of children did not increase within that specific L4L classroom, expenses did increase to support our entire inclusive operation that effects L4L and EE. We have gone from serving 200 children annually to being on track to serve 300 or more.”*

The request for funding in total is **\$417,008.48 which includes Learn 4 Life, Early Education, Physical Therapy, Occupational Therapy, Speech and Language Pathology and Special Instruction.** The breakdown by program is as follows:

Agency	2020 Approved Funding	2021 Requested Funding	Additional Comments	2021 to 2020 \$\$ Change	2021 to 2020 % Change
<b>Northland Early Education</b>	<b>\$ 381,936.98</b>	<b>\$ 417,008.48</b>		\$ 35,071.50	9%
Learn 4 Life / Before & After School	\$ 21,710.00	\$ 53,853.81		\$ 32,143.81	148%
Early Education	\$ 311,844.60	\$ 296,297.85		\$ (15,546.75)	-5%
Physical Therapy	\$ 21,939.55	\$ 20,353.41		\$ (1,586.14)	-7%
Occupational Therapy	\$ 15,068.23	\$ 20,873.50		\$ 5,805.27	39%
Speech & Language Patholgy	\$ 4,945.50	\$ 14,139.74		\$ 9,194.24	186%
Special Instruction	\$ 6,429.10	\$ 11,490.17		\$ 5,061.07	79%

Sonja confirmed that she had worked with Brea on the financial information and feels that this fairly represents the NEEC need by program and in total for 2021.

James Gottstein motioned the committee to approved \$417,008.48 for Northland Early Education Center for 2021. Rick White seconded the motion which was approved unanimously by the Finance Committee. This will be presented to the board for approval on November 24, 2020.

### UMKC – ACED Program

Nancy Carter, Director for the ACED program, highlighted the activities the classes had done this year including how they were able to host classes during CoVid utilizing outdoor areas and Zoom classes. She did say that they would not be submitting expenses for rent but supplies were higher.

She said her request for \$46,500 is the cost of the building rental and teacher salaries. The fees for the program are split between Clay and Platte counties based on participation.

Agency	2020 Approved Funding	2021 Requested Funding	Additional Comments	2021 to 2020 \$\$ Change	2021 to 2020 % Change
UMKC ACED Program	\$ 46,500.00	\$ 46,500.00			
Adult Education Program	\$ 46,500.00	\$ 46,500.00		\$ -	0%

James Gottstein moved that the committee approve the UMKC request for 2021 funding for the **adult education program in the amount of \$46,500.00**. Rick White seconded the motion which was approved unanimously by the Finance Committee. This will be presented to the board for approval on November 24, 2020.

### Job One

Anne Hochstein presented the request for Job One. Anne stated that due to CoVid19 the program was still in the very early stages but she remains optimistic that 2021 will be good **for supported employment**. She is hoping to serve 25 clients in 2021. Their funding request basically covers the rent and salary of the administrative assistant in Clay County. **The request is for \$26,000.**

Agency	2020 Approved Funding	2021 Requested Funding	Additional Comments	2021 to 2020 \$\$ Change	2021 to 2020 % Change
Job One	\$ 26,000.00	\$ 26,000.00			
Supported Employment	\$ 26,000.00	\$ 26,000.00		\$ -	0%

Rick White moved that the committee approve the Job One request for 2021 funding for the **supported employment program in the amount of \$26,000.00**. James Gottstein seconded the motion which was approved unanimously by the Finance Committee. This will be presented to the board for approval on November 24, 2020.

### Children's Center for the Visually Impaired

Amanda Steel, Director of Development, submitted the request for CCVI for the **Developmental Preschool** for 2021 in the amount of **\$125,084.00**. This represents a decrease in the number of children they anticipate in the program in 2021.

Agency	2020 Approved Funding	2021 Requested Funding	Additional Comments	2021 to 2020 \$\$ Change	2021 to 2020 % Change
Childrens Center for the Visually Impaired	\$ 145,032.31	\$ 125,084.00		\$ (19,948.31)	-14%
Developmental Preschool	\$ 145,032.31	\$ 125,084.00		\$ (19,948.31)	-14%

Rick White moved that the committee approve the Children's Center for the Visually Impaired request for 2021 funding for the Developmental Preschool program in the amount of \$125,084.00. James

Gottstein seconded the motion which was approved unanimously by the Finance Committee. This will be presented to the board for approval on November 24, 2020.

### Alphapointe

Diana Castillo and Gina Gowin presented the request for Alphapointe. Alphapointe has two (2) programs which receive funding from DDRB in 2020 which they are again requesting in 2021. Sonja confirmed that she had worked with Diana and Gina on the financials comparing the request to their audited financial statements and confirmed the request for both fairly represents the unfunded need and the appropriate Clay County portion of that need. **The request for workshop services is \$6,519.00 and the Youth Services Program is \$2,166.00.**

Agency	2020 Approved Funding	2021 Requested Funding	Additional Comments	2021 to 2020 \$\$ Change	2021 to 2020 % Change
Alphapointe	\$ 19,666.87	\$ 6,519.00		\$ (13,147.87)	-67%
Workshop Services	\$ 17,600.00	\$ 4,353.00		\$ (13,247.00)	-75%
Youth Services Program	\$ 2,066.87	\$ 2,166.00		\$ 99.13	5%

Rick White moved that the committee approve the Alphapointe request for 2021 funding for the Workshop Services program in the amount of \$6,519.00 and the Youth Services Program in the amount of \$2,166.00. Steve Elliott seconded the motion which was approved unanimously by the Finance Committee. This will be presented to the board for approval on November 24, 2020.

### Ability KC

Katie Lew, Sarah Murphy and Marla Nelson submitted the request for Ability KC. ABKC **request for workshop services for 2021 is \$7,960.00.** Sonja confirmed that she had reviewed the financial information provided by ABKC and worked with them to make certain expenses and income were recorded appropriately and feels this amount fairly represents the Clay County portion of their unfunded need.

Agency	2020 Approved Funding	2021 Requested Funding	Additional Comments	2021 to 2020 \$\$ Change	2021 to 2020 % Change
Ability KC	\$ 7,016.55	\$ 7,960.00		\$ 943.45	13%
Workshop Services	\$ 7,016.55	\$ 7,960.00		\$ 943.45	13%

Rick White moved that the committee approve the Ability KC request for 2021 funding for the Workshop Services program in the amount of \$7,960.00. James Gottstein seconded the motion which was approved unanimously by the Finance Committee. This will be presented to the board for approval on November 24, 2020.

### Della Lamb / City Wide Transportation

Laurie Brewer presented the request for Della Lamb / City Wide Transportation for transportation to and from the workshops, day-hab and supported employment. **The total request for Workshop/Day Hab transportation is \$845,076.00 and for Supported Employment the request is \$178,380.00.** Sonja confirmed that she had reviewed the financial information from City Wide's 990 IRS tax filings and stated that the request fairly represents cost of the program. She also reminded the committee that any funds received from Medicaid waivers is used to reduce the costs monthly.

Agency	2020 Approved Funding	2021 Requested Funding	Additional Comments	2021 to 2020 \$\$ Change	2021 to 2020 % Change
Della Lamb	\$ 983,375.22	\$ 1,023,456.00		\$ 40,080.78	4%
Supported Employment	\$ 171,502.46	\$ 178,380.00		\$ 6,877.54	4%
Workshop/DayHab	\$ 811,872.76	\$ 845,076.00		\$ 33,203.24	4%

Gary Steinman moved that the committee approve the Della Lamb's request for 2021 funding for the Workshop and Day-Hab Transportation in the amount of \$845,000.00 and Supported Employment Transportation in the amount of \$178,380.00 for a total of \$1,023,456.00. Steve Elliott seconded the motion which was approved unanimously by the Finance Committee. This will be presented to the board for approval on November 24, 2020.

#### Northland Therapeutic Riding Center

Shaney Othic presented the request for Northland Therapeutic Riding Center for **2021 in the amount of \$59,454.00**. Sonja confirmed that she had worked with Shaney and Michel Kaiser, the NTRC board chairman, reviewing their audited financial statements and feels this fairly represents their unfunded need and the Clay County portion of that funding.

Agency	2020 Approved Funding	2021 Requested Funding	Additional Comments	2021 to 2020 \$\$ Change	2021 to 2020 % Change
Northland Therapeutic Riding	\$ 52,622.39	\$ 59,454.00			
Therapeutic Riding	\$ 52,622.39	\$ 59,454.00		\$ 6,831.61	13%

James Gottstein moved that the committee approve the Northland Therapeutic Riding Center request for 2021 funding in the amount of \$59,454.00. Steve Elliott seconded the motion which was approved unanimously by the Finance Committee. This will be presented to the board for approval on November 24, 2020.

#### Vocational Services Inc.

Randy Hylton presented the request for 2021 funding for **VSI in total for \$2,060,264.00**. He advised that he had a two-fold issue with DESE which impacts his income. He can only bill DESE for the workshop and work and personal program if the consumer is in attendance. Due to CoVID all employees (23%) have not returned to work. Additionally, DESE has already announced budget cuts the equivalent of one month. He advised that the governor had called for a special budget session in the coming weeks and the result could be funding returned in full or more cuts to the budget. Steve confirmed that we had funded the DESE shortfall in the past. Sonja confirmed that she had reviewed the financial information provided along with their audited financial statements and believes this represents their unfunded amount and the appropriate amount for Clay County. **VSI is requesting \$1,295,586.00 for workshop services; \$218,085.00 for rehabilitation; \$419,114.00 for work and personal; and \$127,479 for supported employment for a total of \$2,060,264.00.**

Agency	2020 Approved Funding	2021 Requested Funding	Additional Comments	2021 to 2020 \$\$ Change	2021 to 2020 % Change
Vocational Services	\$ 1,653,170.00	\$ 2,060,264.00		\$ 407,094.00	25%
Workshop Services	\$ 968,951.00	\$ 1,295,586.00		\$ 326,635.00	34%
Rehabilitation	\$ 230,821.00	\$ 218,085.00		\$ (12,736.00)	-6%
Work and Personal Program	\$ 356,295.00	\$ 419,114.00		\$ 62,819.00	18%
Supported Employment	\$ 97,103.00	\$ 127,479.00		\$ 30,376.00	31%

Steve Elliott moved the committee approve VSI funding for 2021 in the amount of \$1,295,586.00 for workshop services; \$218,085.00 for rehabilitation; \$419,114.00 for work and personal; and \$127,479 for supported employment for a total of \$2,060,264.00. James Gottstein seconded the motion which was approved unanimously by the Finance Committee. This will be presented to the board for approval on November 24, 2020.

### **Easterseals Midwest**

Tec Chapman and Casey Melancon presented the funding request for ESMW. Sonja reminded the committee that the early education program was closed in July. The autism support programs remain open and active. Casey presented the request for the **Family Autism Support in the amount of \$105,513.00, Family/Sibling Support Groups in the amount of \$44,082.00 and Therapy in the amount of \$7012.00 for a total of \$156,607.00.**

Tec Chapman presented the proposal for a new program, the **Applied Behavior Analysis Clinic.**  
**Type of Program**

Applied Behavior Analysis (ABA) is an evidence-based therapeutic intervention to support the development of needed skills for individuals who have autism that targets "objectively defined behaviors of social significance" and "intervenes to improve the behaviors under study." In other words, ABA uses first-hand observation (rather than self-reporting) to analyze maladaptive or disruptive behaviors and the factors which cause these behaviors. ABA therapy is highly individualized to address the unique needs of each individual and can address several areas of deficits including property destruction, self-injuring behavior, aggression, lack of effective communication skills, lack of self-help skills, lack of pragmatic skills, and difficulty with emotional regulation, etc.

### **Why the Program is Needed**

According to the CDC's most recent data, 1 in 54 children will be diagnosed with autism. The 2020 MO Kids County report indicates there are 59,326 children under the age of 18 living in Clay County. This means that there are more than 1,000 children with an autism diagnosis in Clay County. Early, intensive therapies can have a profound impact on a child with autism's future success in life. Intensive ABA has been proven to be effective. In a research study, it was discovered that intensive ABA led to nearly half of children with ASD would no longer fit diagnostic criteria for ASD by age 6 and they could join typical education settings. Follow up studies have supported the finding that early diagnosis and intensive ABA therapy are a child's best hope for reaching their full potential over the long term (i.e. better performance in school, in the workplace and ultimately living independently).

### **Demand for Program Services**

Given the demonstrated demand in Clay County and the limited availability of service providers, many children have no access to this gold-star therapy. The high start-up costs associated with expanding our capacity have prevented ESMW from growing to meet the demand for these services. Once staff have been hired, fully trained, and received all necessary certifications and licenses, this program can be funded primarily through private insurance and Missouri Medicaid. If approved, these monies will help establish a sustainable, ongoing program to provide intensive ABA therapy in Clay County. As capacity and billing in the intensive ABA program begins to increase, the monthly amount billed to Clay DDRB will proportionately decrease.

## Long Term Program Funding Plan

Below is a high-level Revenue/Expense table for the ABA Clinic through FY25. The FYs on this table represent a calendar year fiscal year to align with CCDDR B fiscal year even though ESMW's fiscal year runs July 1-June 30.

Some assumptions that we built into the numbers below and our written proposal.

- The first fiscal year is investment in start-up of the ABA Clinic.
- FY22 represents a potential request of 14% support from CCDDR B and ESMW continuing to obtain donor support/fundraise a little over 5% of the total costs on the program. We believe ABA Clinic does have the ability to be financially self-sufficient by January 2022 via revenue from Medicaid, private insurance billings, but we did put in the option to supplement the revenue with ESMW donor support/fundraising and submit a request of CCDDR B if necessary.
- FY23 represents the ABA Clinic being 100% self-sufficient with a small net revenue. The revenue composition is 60% Medicaid and 40% private insurance.
- FY 24 and 25 continues the ABA Clinic being 100% self-sufficient with continued small net revenue amounts with the revenue composition of 55% Medicaid and 45% private insurance.
- The slow transition and shift of the revenue is intentional to ensure long-term financial and programmatic success and sustainability due to the potential uncertainty of Medicaid funding each legislative year by the MO Legislature.

Tec said that he was asking the board to assist with the start up costs in year one and year two but thereafter he hopes the program will be able to self-fund utilizing Medicaid, private insurance and private pay. Sonja confirmed that, according to the DDRB Funding Policy, the board could fund this as a grant for up to three (3) years. **The ABA Clinic grant request for year one (2021) is \$182,650.97.** The long-term projections are as follows:

<b>ABA Clinic</b>	<b>FY21</b>	<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>
<b>Revenue</b>	<b>\$192,298.97</b>	<b>\$202,019.00</b>	<b>\$218,00.00</b>	<b>\$229,210.00</b>	<b>\$252,130.00</b>
CC DDRB	\$182,650.97	\$28,350.00			
Medicaid		\$123,015.00	\$130,800.00	\$126,066.00	\$138,671.00
Private Insurance		\$40,404.00	\$87,200.00	\$103,144.00	\$113,459.00
Fundraising/Donors	\$9,748.00	\$10,250.00			
<b>Expenses</b>	<b>\$192,398.97</b>	<b>\$202,019.00</b>	<b>\$209,250.00</b>	<b>\$218,295.00</b>	<b>\$240,125.00</b>
<b>Net Income</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$8,750.00</b>	<b>\$10,915.00</b>	<b>\$12,005.00</b>
<b>Number of Clients (unduplicated annually)</b>	<b>6-12</b>	<b>7-13</b>	<b>8-15</b>	<b>9-16</b>	<b>11-18</b>

Agency	2020 Approved Funding	2021 Requested Funding	Additional Comments	2021 to 2020 \$\$ Change	2021 to 2020 % Change
<b>Easter Seals Midwest</b>	<b>\$ 383,494.99</b>	<b>\$ 339,257.97</b>		<b>\$ (44,237.02)</b>	<b>-12%</b>
Developmental Preschool	\$ 178,379.11	\$ -	Closed the Preschool	\$ (178,379.11)	
Early Intervention /Para Educator	\$ 36,790.00	\$ -	Closed the Preschool	\$ (36,790.00)	
Applied Behavioral Analysis Clinic	\$ -	\$ 182,650.97	NEW Program	\$ 182,650.97	
Family Support Autism	\$ 101,463.32	\$ 105,513.00		\$ 4,049.68	4%
Therapy	\$ 60,937.56	\$ 44,082.00		\$ (16,855.56)	-28%
Family/Sibling Support Groups	\$ 5,925.00	\$ 7,012.00		\$ 1,087.00	18%

Rick White motioned the committee to approve funding to the existing autism programs on a purchase of service basis for Family Autism Support in the amount of \$105,513.00, Family/Sibling Support Groups in the amount of \$44,082.00 and Therapy in the amount of \$7012.00 for a total of \$156,607.00. Additionally, he moved that the board provide a start up grant for the ESMW ABA Clinic in 2021 in the amount of \$182,650.97. James Gottstein seconded the motion which was approved unanimously by the Finance Committee. This will be presented to the board for approval on November 24, 2020.

### Life Unlimited

Julie Edlund, Brian Watson and Mark Bertrand presented the 2021 funding request for Life Unlimited. Sonja said that she had not received an audited financial statement so she could not verify the financial information submitted. The funding request is as follows with comparisons to 2020 approved funding.

The **Maintenance Personnel** request is to secure LU Maintenance Personnel are allocated time monthly to do routine inspections, maintenance and repairs on the DDRB Board Owned Properties of Ridgeway House, Hampton House and Liberty House. The request is for \$36,000.00 which will be paid out monthly at \$3000.00 per month.

In addition, the request for **\$26,000.00 Residential Repairs** is to ensure that minor repairs and maintenance can be handled quickly without further approvals from DDRB. The exception, as per agreed, is that any repair of \$2500 does require the prior approval of the DDRB Board. Any monies expended from this allocation are reimbursed to LU on a receipt basis with the name of the home noted.

The request for **\$26,000.00 for Vehicle Maintenance** is to be allocated to vehicles used in Clay County and provides for routine maintenance and repairs. Any funds expended by LU are reimbursed on a receipt for service basis.

	2020 Approved Funding	2021 Requested Funding
<b>Life Unlimited</b>		
Maintenance Personnel	\$ 36,000.00	\$ 36,000.00
Maintenance Residential Repairs	\$ 26,000.00	\$ 26,000.00
Maintenance Vehicles	\$ 26,000.00	\$ 26,000.00
<b>Total Maintenance</b>	<b>\$ 88,000.00</b>	<b>\$ 88,000.00</b>

The committee members agreed that they would be inclined to favor funding the maintenance program as requested.

The **Therapeutic Recreation Program** is fully funded by DDRB. LU is requesting \$365,683.04, the same funding as 2020 but **the program is predicated to cost \$367,986.21**. Sonja recommended that we fully fund the program and advised that over 525 people in the county participate in the program monthly. The CHS staff say that is the only activity that many of our consumers get to participate in.

Life Unlimited	2020 Approved Funding	2021 Requested Funding	Undfunded Amount
Therapeutic Recreation Program	\$ 365,683.04	\$ 365,683.04	\$ 367,986.21

The committee agreed they would be inclined to **fund the cost of the program at \$367,986.21**. A brief discussion was to consider a cap on participates and/or total funding amount in the future.

***Individual Support Programs - Community Support and ILAP***

Life Unlimited is requesting the same funding for Community Support for the same 33 people they provided services to in 2020 which is \$92,649.51. Their financial information suggests the unfunded amount for this program, which does receive Medicaid Waiver reimbursements, to be \$113,141.

The committee agreed they would be inclined to **fund the cost of the Community Support Program at \$113,141.00** with each person in the program being approved annually and payment to LU would be based on a delivered unit of service (15 minutes).

They are requesting funding in the amount of \$42,400.41 for the **ILAP** program which supports people who do not qualify for Medicaid for multiple reasons. They have reduced the expenses to this program by, in part, allocating more funding to Community Support. As Sonja had discussed in Item #3 on the agenda, the committee approved an Extended ILAP Program with a Unit of Service = 15 minutes paid at a rate of \$7.50. The committee agreed that it would be inclined to set aside **\$93,600 for Life Unlimited to provide this service to the same number of people they currently serve, thirteen (13)**.

Life Unlimited	2020 Approved Funding	2021 Requested Funding
Community Support	\$ 92,649.51	\$ 92,649.51
ILAP	\$ 82,337.57	\$ 42,500.41

***Residential Services and Supports***

Life Unlimited provides residential service and supports to individuals who live in LCBOA Apartments, ISL's (49), and Group Homes (55). The person DDRB funded in the LCBOA program passed away in 2020 and there are no other persons at this time requiring funding for that program. The request for funding for the ISL's (\$58,948.04) and Group Homes (\$59,971.41) is the same as 2020. This does not reflect what LU is showing on the financial information submitted as the unfunded balance in each program. LU is requesting that the funding that was previously provided for LCBOA be converted to a Waiver Wait

List Fund to pay for services for people on the waiver wait list in the amount of \$69,663.00. In addition, LU is requesting funding for a Nursing and Health Support program in the amount of \$209,586.36

Waiver Wait List Program	\$ -	\$ 69,663.00
Nursing and Health Support	\$ -	\$ 209,586.56
ISL Program	\$ 58,948.04	\$ 58,948.04
LCBOA	\$ 60,419.52	\$ -
Group Home	\$ 59,971.41	\$ 59,971.41

The committee advised that **they would not recommend funding the Waiver Wait List Program** as it was not a specific purchase of service program for a designated person(s). The committee advised that **LU should put the actual personnel costs of the nursing and health support into the Group Homes and ISL** as they did not see that as a separate program. They **recommended that LU rework their financials accordingly and resubmit their proposal to committee.** The committee agreed to meet to review prior to the board meeting.

With no further business, the Committee adjourned.

Respectfully submitted:  
 Sonja Bennett, November 13, 2020