

Minutes
Developmental Disabilities Resource Board of Directors
Finance Committee Meeting
May 19, 2020

The **Finance Committee** met on May 19, 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, Thomas Bradley, James Gottstein, Richard White and Sonja Bennett. Also present was Pat Schoenrade.

Guests included Ann Graff, Debby Sanders and Anita Hartman with Center for Human Services. Linda Holland was unable to attend the meeting. Other guests included Randy Hylton with VSI, Mark Bertrand, Brian Watson and Jim Huffman with Life Unlimited.

The Committee convened to review the proposed budget from Center for Human Services (CHS) for their fiscal year 2021 (July 20- June 21). The budget was emailed to the committee prior to the meeting for review and included in the presentation as the meeting was in progress. The proposed budget is attached to these minutes for the file.

Debby Sanders, CFO for Center for Human Services, presented the budget. She provided the final outcome for FY2019 and projections for FY2020. The proposed FY21 budget included an option to add a fourth (4th) team to the staff which would include additional headcount of a Supervisor, Service Coordinator III and Administrative Assistant. The committee asked Anita to provide guidance on the addition of a 4th team. She explained that she has advocated for this as the supervisory load is now at about 11 people each for the supervisors and she feels that it is more optimal to be at eight (8). Steve Elliott asked Anita to address the attrition rate for staff and specifically how the pay rate influences attrition. Anita did say that they had experienced a higher attrition rate in the last year and while some of that is due to pay, the greater influence was new hires that were not a good fit and family relocations. Ann Graff said that they do take the cost of living in Clay, Jackson and Platte counties into account their overall pay structure but she also keeps in mind the entire statewide organization for parity. The budget, in addition to the increased headcount, also allows for a 1% overall dollar amount for pay increases. They anticipate increasing the overall number of hours served or billable hours to 45,360. The budget also includes a 5% reserve for CHS. The Targeted Case Management (TCM) hourly rate of pay from DMH to DDRB will remain the same at \$103.68 per hour. CHS has not budgeted for an increase in clients served nor a change in the ratio of Medicaid/Non-Medicaid clients served.

Rick White motioned the committee to approve the CHS 2021 budget to include the addition of the 4th team in the amount of \$3,743,973.00 with a billable hourly rate of \$82.54. Additionally, his motion included approval of \$20,200 in start up costs for the additional headcount. The motion was seconded by Tom Bradley and passed unanimously by the Committee. The Committee will recommend to the full board for approval and the next DDRB board meeting.

With no further business, the Committee adjourned.

Respectfully submitted:
Sonja Bennett, May 20, 2020