ACDBB Stakeholders Meeting Minutes

Feb. 17, 2015

6:00 p.m. – Beacon School

ACBDD Management Present: Eric Young, Steve Kramer, Dr. Maryalice Turner, Butch Withem, Laurie Gregg, Mark Cullison, Dennis Lehman, Sally Biancone

ACBDD Board Members Present: John Day, President; Pam Bond, Vice President;

Margaret Hutzel, Jen DeForest

Unions Representatives Present: Crestlyn Chaney, ABEA; Jacqueline White, OAPSE

Meeting Facilitator/Presenter: Steve Kramer, Business Manager

County Officials Present : Alan Ferguson, Nick Dillon – Athens County Auditor’s Office

Eric Young - Welcome – introduced board members and county officials.

* We will hold another stakeholders meeting probably in April to discuss programs, services, # served, cost of services, issues facing us moving forward, recent DODD forum on new state requirements, residential, supported employment, integrated employment, CMS conflict free case management, etc.
* After April we will be entering into strategic planning process. We will want volunteers to help with the process – it’s important to get all types of individuals to help plan. We will prepare another 3-yr. strategic plan (2015 ends our 3-yr. strategic plan cycle). Annual action plan is draft for 2015 – hard copy here, copy on our website – open forum for comments on Feb. 24 prior to Board meeting
* Please complete sign in sheet and surveys tonight – our power point will be on our website. When you comment, please state your name/contact information if desired.
* Introduced Steve Kramer – Business Manager. Stated he has done great job in his first year.

Steve Kramer – Last stakeholders meeting he promised he’d reconcile and deliver solid finances to allow us to make good decisions and make you feel comfortable. He feels confident he has accomplished that.

Steve reviewed tonight’s agenda then stated he plans to discuss what lies ahead and what we need to do to keep providing services. He stated the administration needs to run leaner than we ever have before.

5 yr. History 2009-2013 –

* Reconciliation - Steve reconstructed accounts from 2009-2013 and compared to Auditor’s reports, showing slight differences but very close to Auditor’s (approximately $300 difference). He reconciles each month with Auditor’s Office. Reviewed reconciliation schedule for revenue and expenditures sheet he uses each month. Noriko Kantake asked that copy be emailed to her. Dan Sechkar asked if all of our revenue comes thru Auditor’s office – Steve stated yes and explained our voucher/PO process.
* SOCOG (additional source of investment) – Steve explained the Co. Boards are allowed to invest $ elsewhere as a “waiver match reserve”. In 2009 we invested $ with SOCOG, earned good interest and dividend return. He showed year end balances; 2009 = $1.7 mil – in 2013 the remaining $467,308 was transferred back to ACBDD. Eric stated all those dividends were at one time going straight to SOCOG, then distributed to us, but we’ve since transferred the money back to ACBDD. Eric stated we paid for waiver matches and supported living costs from those funds. Steve reviewed SCOG administration of waiver and non-waiver payee services 2009-13. Debbie Schmieding asked for further clarification. Steve explained we closed that account in 2013 and took it back over. In 2009 our ending fund balance was $6,027,210. We view our ending funding balance differently than Auditor – we need a $2.5 mil reserve to meet expenses until levy money is distributed each year. Auditor looks at it differently, reviewing only one year at a time and in 2009 we had $6 mil. in our account. They stated we needed to spend more $ and offer more services since they only look at one year, whereas we consider it needs to last until next levy cycle. Steve explained waivers and how we are obligated for an individual’s lifetime. In 2013 we started deficit spending of $1.2 million.

2014 Financials -

* Steve reviewed his original projection, his adjustments based on us cutting costs wherever possible, and then discussed his revised projections. He explained how revenues/expenditures occur that we have no control over – i.e. county tax collection revenues that were adjusted for delinquency ($4.7 mil from general tax transferred mid-year which included only an estimate for tax collection delinquency fee), which resulted in us receiving additional $295,000 (no way of knowing how to project budget when things like that occur). He explained waiver reconciliation, and how state funding is either allocated back to us or we pay more, depending on what amount other county boards were estimated to receive. He reviewed other revenues, DODD grants, federal grants, etc., and how they affect our budget.
* Steve reviewed salary estimates – including not rehiring when possible, repurpose, all ways to consider saving $ - we saved $104,000.
* Steve explained the costs in health insurance (HRA vs. HAS) – HRA saves the Board costs (9 employees moved from HSA to HRA this year). He stated we will re-evaluate health care every year to attempt to save costs.
* Other areas we saved $ - supplies and equipment.
* Steve discussed Supported Living cost which is on fiscal year basis – in July we got bill for $276,000 (which we could not predict). He stated provider fees (paid for emergencies) keep increasing – increased by $129,000 last year. At first he was looking at $1.7 mil deficit, trimmed it to $1.08 mil., then finally trimmed down to $762,000 deficit.

2015 Projections –

* Levy – we will receive additional $1.3 mil due to new levy – made dramatic difference in our revenues. Made adjustments to 2015 forecast– for first time we have balanced budget (we are bringing in same amount we are spending) for this year. He stated his job is to ensure we stay on track all year. Noriko Kantake asked how much $ is spent on mandated services.

Managing the Budget – the Big “4” -

1. Salaries – list of positions vacated in 2014 and 2015
2. Healthcare – CBA manages it – we are in a pool – last year our claims were above premiums by 13% but our rates only increased by 6% – They project 20-25% increases each year, if that happens we would need to do something drastic so we need to constantly aim to keep costs/premiums low with best possible coverage.
3. Waiver Costs (I-O, Level 1 and self-waivers) – Total estimated cost is $10 mil – we pay approximately 40% of that (Feds pay 60%). Debbie Schmieding asked how many waivers were I-O, there are 111 I-O waivers. Over last 3 years we’ve initiated many Level 1 waivers because we could get reimbursement for those. She asked if we get $ from Martin Waivers. Steve stated we get about $12,000 from that but pay right back out. Steve reported we have 111 I-O waivers with 47 of those individuals at $100K or more – we have 64 Level 1 waivers – average cost is $16,000/year. All waiver activities are reviewed by Emergency Task Force prior to commitment of service to come up with alternatives for most practical way to provide services. We also review ISPs 6 weeks prior to expiration date – trying to manage better than we ever have before.
4. Non-Waiver Supported Living/Residential Services - Steve reviewed non-waiver/ supported living costs. He stated we have 65 individuals served on non-waivers - Average cost $9000/yr. He explained we pay 100% of provider fee for these services and we continue to strongly monitor the HPC/supported living totals.

* Debbie S. asked about waiting lists. Eric stated we have approximately 200 on I-O waiting list, but explained that a family with child with DD eligible for our services will get on waiting list as early as possible so child will be in line when they someday need services. Therefore the list doesn’t reflect what services people need now or very soon therefore there is huge number of people on waiting list who don’t need services yet – emergency task force determines who needs services now. We didn’t have adult services waiting list until last year when we were in such deficit. Now we have levy $$ coming in April. Currently there are 12 people on that waiting list, we are in process of determining what the individuals want, # days, where, etc. – then we will determine how much it will cost to serve them off waiting list. Debbie asked who does ISP reviews. Eric stated the SSA Director is in charge of a team who works with the individual, along with Eric and Steve. Eric said the ISP review team is an administrative mechanism to manage costs and determine true needs vs. wants/desires.

No further questions - Steve thanked attendees for coming and stated they can e-mail or call him anytime with questions.

Eric announced the annual action plan is available for public comment (by 2/24). We will let you know when the next stakeholder meeting is in April. He also stated the Strategic planning starts in June. Eric thanked everyone for attending.