

## **The State-Wide Funding Committee Meeting**

**August 18, 2006**

**Members Present:** Earl McGinn, SDSI; Cliff Sperry, CDDO of Southeast Kansas; Susan Overdick, BCDS; Janet Pfanenstiel, DSNWK; Teri Kiersa, McPherson Co. CDDO; Mieke Ellwood, Reno Co. CDDO; Lorraine Harris, DPOK; Joyce Koehn, Arrowhead West, Inc.; Sherry Arbuckle, SCDDO; Rebecca Suter, SCDDO; Sherry Plenert, Marston County CDDO; Donna White, TARC; Doug Norris, Futures; Sara Pearson, HDS; Linda Parker, Tri-ko; Anna Silva-Keith, New Beginnings; Jennifer Fellers, Flinthills; Penny Parker, CCDS; Mary Rose Sudbeck, NCTC; Dixie Williams, ASNEK; Sharon Vogel, WCDDO; Barbara Blevins, Cottonwood; John Platt, COF; Janice Denney, Riverside Resource, Inc.; Barb Bishop, SACK; Kathy Lobb, SACK; Cecil Walker/Mary Holloway, Northview; Ed Henry, Twin Valley; Maury Thompson, Tri-Valley; Tim Arnold, JCDS; Karla Gravenstein, JCDS; Kathy Brenna, JCDS; Lori Feldkamp, Big Lakes, Greg Wintle, SRS HCP/CSS.

**Review FY07 Crisis Notification Forms:** Spreadsheets were distributed for the committee to review. Greg reported some CDDOs sent in with their "Call for Information", a summary of their notification forms to date. He feels confident with those numbers. There are some he is not so comfortable with. He asked everyone to verify their information and **notify him of any discrepancies**. As it stands now, the projected amount to be spent on crisis in FY07 is **\$684,812.00**. This time last year we were reporting an estimate of **\$500,000.00** and we ended with \$500,000.00 to the good, so things do change. Greg stated he didn't know how long we will need to continue tracking the reasons people are entering and leaving services. We have been doing it for approximately 2 years and have good data to give the legislature

**Review FY07 Spending Information:** Spreadsheets were distributed for the committee to review. Column B is your HCBS allocation, this total should match your addendum 1 on your contract. Column C is your waiting list allocation. Column D is ports reported to Sandy. (If you find discrepancies, get with Sandy) Column E shows placements from state hospitals. Column F is your adjusted allocation. Column G is the numbers the CDDOs reported to Greg. This was your estimated expenditures for FY2007 including waiting list expenditures. Some CDDOs sent in their information late, Greg used their HCBS allocation as their projection. Column H is the variance of Columns F and G. The operations department of SRS does not have an estimate of waiver spending per CDDO, the total

number in Column I is the first 4 weeks of payments reported from MMIS. SRS should be able to give us what they are estimating our expenditures to be by the next State-wide Funding meeting. Column K is taken from the FY2007 Exceptions to Allocation Spreadsheet. Column L is taken from the SRS-CDDO Crisis Spreadsheet. It was suggested Columns K and L be separate from the other columns in the report. The way it is reported now could be interpreted as these columns are showing a savings in spending. The information is good and should stay on the spreadsheet, but stand alone from the other columns.

The FY2007 Exceptions to Allocation Spreadsheet was distributed. There are 31 people tied to these numbers so far. ICF/MR Placement with Bed Closure- there are none, Children Coming into SRS custody- there are 8, Children at Risk-3, 18 or Older Transitioning from Custody-12, Transitioning from Level V or VI-7, Children Whose ACIL Terminated- 1. Greg has the names of these 31 individuals, so if you want to know the names tied to the dollars, get with him.

**Review FY07 Waiting List Progress:** FY07 Statewide Waiting List Tracking Form was distributed. Greg explained Column B was your CDDOs waiting list allocation, Column C was the number of people your CDDO was allocated funds for, Columns D & E should equal Column C, Column F is the number of people from Column C that accepted services, and Column G is the number of people declining services. Columns H thru K report the same information as Columns C thru G only using funds from those that declined. Column L is the annualized costs of those accepting services. This column should be as close to your waiting list allocation as you can get. If you fund someone with in-home supports but they are utilizing respite only, remember to use the total allocated tier rate when annualizing. Column M would be the amount you have left. The columns do not equal because some CDDOs have some pending.

Funds were offered to the first 399 people on the state-wide list, with approximately 100 people declining, we will end up offering approximately 500 people funding before all funds are expended. Since CDDOs have the authority to use funds declined by the original 399 to address their local lists, we would not necessarily see the next 100 people on the state-wide list being offered those funds. Report your local waiting list numbers in Column H. If you have individuals declining from your local list, we want those reported in Column K.

The SFC agreed by September 30, 2006, all waiting list funds will be allocated. A question was raised regarding re-allocating unused waiting list funds. Greg said we should look at how our state spending looks before we

do this. Some of the CDDOs stated they were reporting exceptions differently so maybe state spending was not as bad as it looks. Regarding exceptions, Greg wanted to make sure everyone was reporting only the difference in the increased HCBS costs on the plan of care. So if you reported the total cost, please go back and adjust the numbers. The state needs an ideal of what these exceptions are actually costing.

**Review FY06 Final State Aid Report:** The State Aid report was distributed. Greg explained the CDDOs with asterisks by their name do not have the second half of FY06 reported yet. If you take those CDDOs and times them by two, we are pretty close to the 5.1 allocated state-wide for State Aid. Riverside reported a correction in their total. Greg wanted everyone to look the report over and report any discrepancies. He would clean it up and send everyone a final copy.

**Review FY06 Final Administration Report:** Greg state we could be doing a better job capturing costs. CDDOs are not consistent on how they are reporting things. For example, some are listing phone bills under "Other"; it should be listed under "Utilities". The report shows approximately 2/3 of the money is used for salaries and benefits. Greg stated they have not checked by CDDO to see if the totals were matching the admin allocations. The state also recognized these are un-audited numbers, but should be close.

**Review the Notification Form:** This is the first draft of the notification form. Section 2 will be changed to match contract language. New Access" and "Additional Access" blanks were added to Section 3. It is confusing when two fiscal years are reported on the same sheet. Greg suggested Section 3 be changed with an FY07 form and later in the year another sheet for FY08 will be added. So if you have someone entering crisis after the snapshot date, you will need to complete a notification sheet for FY07 and another one for FY08. The Basis revision is to have the notification form included. There would be a tab for the notification form; you would hit it, complete the form, hit submits, all thru the Basis system. You would not go to the SRS website. It was noted some of the people completing the notification forms are not the same people doing Basis and might not have access to it. We might want to keep the SRS website available. In Section 4, "Admitted to Nursing Home" and "Service Conversion" were added. After much discussion, the committee's consensus agreed with Greg's suggestion of completing 2 forms after the snapshot date. SRS will work to get this updated. One other note, the revision will note to report regular funding only.

**Access to One-time Purchases:** In the last two years, SRS opened up one-time purchases for home mods, van lifts, etc. at the end of the fiscal

year. Earl McGinn suggested these expenditures be available during the year instead of having to rush to get these done by the end of the fiscal year. Greg's only concern is at this point we are showing we are spending all of the state allocation. Greg wanted to wait until we have more than one months worth of data before we open year round access. Greg did say he would recommend to SRS, they allow year round access to home mods.

**Section IX.C., Implementation and Communication Issues:**

Extraordinary Funding, the committee agreed the four major CDDOs utilizing EF will come up with a form that will capture information regarding people no longer eligible, new people becoming eligible, and people continuing to be eligible. The four CDDOs will have a conference call in the next couple of weeks.

Perimeters for new people accessing EF on Oct. 1 will be chosen by a random drawing on computer, assuming there is money there to access. After Oct. 1, 2006, it will be based on date SRS receives the information.

**Section V.I. Implementation:** Refinancing of State General Funds, how do we do a check and balance? The contract language says the Statewide Funding Committee will track the implementation of this. The committee agreed you could trade one person for one person and then only if the cost was neutral or better. Savings could not be pooled to be used for an additional person at a later time. It was agreed the four CDDOs having the conference call will decide on a standardized form to report the refinancing of state general funds.

**July 19<sup>th</sup> POC Memo:** Greg questioned if anyone was having problems with the memo sent out regarding the 45 day limit on entering plans of care? Two CDDOs reported having problems. Greg stated emergencies happen and he is willing to work with those, anything else results in case managers not doing their job. Affiliate agreements could address these issues.

**Other Discussion:** Get all information to Greg on a timely basis. Look at the Portability Policy at our next meeting. Some would like a standardized form.

**Next Meeting:** October 17, 2006, 9:30 a.m. to 4:00 p.m. at the Topeka/Shawnee County Public Library.