



EXECUTIVE COMMITTEE MEETING MINUTES
TUESDAY, JULY 8, 2014 3 P.M. to 5 P.M.
CENTRAL FLORIDA CARES HEALTH SYSTEM, INC.
BOARD ROOM

ATTENDANCE.

Board of Directors Present:

Charles Rogers	Florida Traditions Bank
Dick Jacobs	The Center For Drug Free Living
Carol Wick	Harbor Health of Central Florida
Ken Peach	Health Council of East Central Florida via Conference Call

Others in Attendance:

Maria Bledsoe	CFCHS Chief Executive Officer
Anna Fedeles	CFCHS Chief Operating Officer
Claudia Mason	CFCHS Chief Financial Officer
Denise M. Williams	CFCHS Recording Secretary

MEETING CALLED TO ORDER

Dick Jacobs called the meeting to order at 3:00 p.m.

EXECUTIVE COMMITTEE MINUTES

A motion to approve the June 10, 2014 Executive Committee meeting minutes was made by Dick Jacobs, seconded by Charles Rogers and approved by the committee.

FINANCIAL REPORT

Financial Highlights YTD May 2014

CFCHS's CFO presented the actual YTD expenditure was \$53,531,758; Providers \$51,903,099 and the ME \$1,628,659. Actual when compared to the prorated budget for the YTD period shows a prorated overspent amount of (\$320,984) for the agency overall; Providers (\$796,360) and the ME \$475,376. After taking the new Pregnant Women funding into consideration, the overspent amount drops to (\$312,497) for the agency overall; Providers (\$787,873) and ME \$475,376. The underspent amount for prior year was \$1,145,711 agency wide; Providers \$655,484 and ME \$490,227.

Providers were paid out full contracts if enough units were submitted in May. The similar process was followed last year. This is to avoid the certified forward process. Any cash not paid out by June 30 must be "certified forward" to be expended in the next FY even though the services were delivered in the previous FY. This usually doesn't happen, but if the Governor does NOT approve certified forward, then Providers will have to be paid for June services out of

July's budget, which essentially reduces their 2014-2015 FY contract amount. It seems as if some TANF funds will be reverted. Most of the TANF funding is contracted with HSA. It is difficult to transfer TANF funds between Providers due to the restrictive nature of TANF's eligibility criteria. The CDFL will not be able to utilize all of its CSA dollars given their capacity and the number of days remaining in the fiscal year. It is also possible that CHS will not spend all of their funds as well. CHS provided a spending plan that shows the utilization of all of their funding. The option of rolling forward State/GR portion of funds is now available. The maximum amount of funds that can be rolled forward is 8% of the contract amount.

For fiscal year 2013-2014, the maximum administrative rate allowed is 15%. For YTD May 2014, the agency wide administrative rate was 10.94%; Providers 7.90% and the ME 3.04%. Administrative cost for the Provider Network was 8.14% of the network's expenditures.

Balance Sheet

Cash balance was \$609,295. Program Service Receivable was \$11,064,532 which is April and May's invoices due from DCF. Providers have been paid in full for their April invoices and will be paid 95% of their May invoices by June 30, 2014.

Providers were owed \$2,164,881 or 47% of their April invoices at the end of May plus \$6,119,624 for their May invoices. This is the bulk of the \$8,299,575 balance in Accounts Payable.

The \$2,358,934 Advance Payable balance represents the unpaid balance of the two months advance received in July. The advance is repaid at a rate of 1/12th by reducing each month's network invoice. Balance remaining will be repaid by reducing DCF deposits received for February to June's invoices.

Budget

DCF has sent a revised Schedule of Funds dated 04/09/2014 along with amendment 8. The total budget was reduced by \$100,970 to \$58,048,117; Providers \$55,752,805 and the ME unchanged at \$2,295,312. The reduction was solely to the Title XXI CHIP (BNET) funding. Enrollment in the BNET program is controlled by Tallahassee and apparently there is a decline in clients for the central region. The ME's percent of the budget is 3.95%.

The new Funding Detail has the Block Grant Set Aside Targets inserted at the bottom of the page showing MHC77 with a federal threshold of \$302,439, Prevention has to be 20% of award at a threshold of \$2,545,119, HIV has to be 5% of award at \$636,280 and Women's set aside/27WOM has a state spending threshold of \$1,028,996.

65E-14

CFCHS's COO reported there were no updates with respect to 65E-14. Discussion ensued with the committee regarding 65E-14.

ATTACHMENT I

CFCHS's CEO reported CFCHS has signed Attachment I and will start implementing the new changes.

CARRY FORWARD

CFCHS's CEO reported approximately \$350,000 in surplus funds from the ME budget.

FITT FUNDING

CFCHS's CEO reported on FITT funding. ME's will go through a procurement process in community for FITT funding and administrative fees cannot be used with these funds.

FIVE POINTS

CFCHS's CEO reported Five Points conducted a site visit and provided training with CFCHS staff. CFCHS is very impressed and excited for the new data collection system.

HSA CONTRACT UPDATE

CFCHS's CFO reported HSA financials were not accurate.

TANF FUNDING LAPSE

CFCHS's COO presented the May actual burn compared to targeted burn rates.

DCF POLICY STATEMENT- ACCESS TO SERVICE

CFCHS's CEO presented the DCF Policy Statement regarding access to service for out of county residents. The policy stated all clients regardless of where they reside must be served.

NEEDS ASSESMENT

Will be presented at the August Board Meeting.

ADJOURNMENT

The meeting adjourned at 4:35 p.m.