

**Finance Committee Meeting Minutes  
Friday, October 25, 2019  
Central Florida Cares Health System, Inc.  
Board Room**



**ATTENDANCE**

**Central Florida Cares Health System – Finance Committee Members**

Mark Broms, Treasurer and Chair, Brevard Homeless Coalition  
Yasmine Flasterstein, Peer Support Space  
Valerie Holmes, Brevard Family Partnership  
Kelly Velasco, Park Place Behavioral  
Bill Vintroux, Circles of Care

**Central Florida Cares Health System, Inc. Staff**

Maria Bledsoe, Chief Executive Officer  
Doug Shaw, Chief Financial Officer  
Trinity Schwab, Director of Contracts  
Karla Pease, Executive Assistant  
Rummy Miranda, Contract Manager

***Guests***

Charlotte Melton, MHACF  
Parissa Sadri, Aspire Health Partners

**Meeting Called to Order**

The Central Florida Cares Health System, Inc. (CFCHS) Finance Committee Meeting was held on Friday, October 25, 2019, at 1:00 p.m. at 707 Mendham Blvd., Suite 201, Orlando, FL 32825. Mark Broms called the meeting to order at 1:00 p.m.

**Treasurer's Report**

*A motion to approve the minutes from September 27, 2019 was made by Valerie Holmes, Bill Vintroux, seconded, motion passed.*

**Finance Committee Charter**

Board members agreed with the changes suggested to the charter striking the sentence stating that, "The committee will include three (3) or more Board of Directors and a minimum of seven (7) members" and replacing it with, "The committee shall be composed of at least three (3) Board of Directors."

*Bill Vintroux made a motion to approve the recommended changes to the charter, Valerie Holmes seconded, motion passed.*

**Financial Report**

The CFO presented a new slide reflecting the current year unearned gets added to the year-end carry forward. It was recommended to add a summary of carry forward showing federal funds reverted, state funds reverted, and non-recurring and recurring funds for the last four years.

The CFO reviewed the September 2019 financials. Cash went up due to August invoices paid on October 1. Deferred is a negative balance since CFCHS paid out more than was paid by DCF. Payables to DCF went down because of the pay back to DCF of \$2.1M.

The income statement shows \$27K for a FLINC invoice which included the monthly charge of \$8,833.34 plus an additional invoice for six cases per the agreement. There were \$5K paid for accounting fees for another progress payment. The internal audit is going very well. The CFO thanked staff that assisted while the auditors were here. \$5,633 was an invoice from the Health Council for the needs assessment presentations. CFCHS was paid \$750 for training materials for Homeless Services Network. Rent was not due in July because of a rent "holiday" in the lease for June and July where no rent was due.

The CFO highlighted the Brevard County Planning Grant and Budget showing quarter 1 expenses. Several members of the Committee, who are involved in this grant, explained the nature of the grant in more detail.

September Expenditure/Utilization Report – The Director of Contracts reviewed the OCAs in red.

The CFO commented that he made a mistake on page 4 in the August financial report. On page 9 in this September financial packet, the CFO showed where previously he had some rows hidden in the spreadsheet, resulting in a \$803.75 not being reflected correctly on page 4 in the August financials.

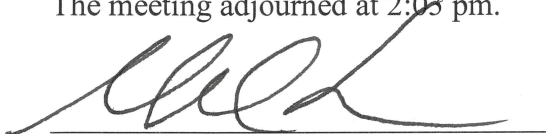
*A motion to approve the Financial Reports as presented was made by Valerie Holmes, Bill Vintroux seconded, motion passed.*


**Other/Public Input** – Charlotte Melton thanked the group for the discussion.

**Next Financial Committee**

This is scheduled for November 22, 2019 at 1:00 pm.

*A motion to adjourn was made by Bill Vintroux, Valerie Holmes seconded by, motion carried.*  
The meeting adjourned at 2:03 pm.

  
\_\_\_\_\_  
Mark Broms, Chair

  
\_\_\_\_\_  
Karla Pease, Recording Secretary

**Finance Committee Agenda**  
**Friday, October 25, 2019**  
**1:00 PM – 2:00 PM**  
**Central Florida Cares Health System, Inc.**  
**Board Room**



- |   |            |                  |
|---|------------|------------------|
| <b>I. Welcome/Introductions</b>   | Mark Broms | 2 minutes        |
| <b>II. Treasurer's Report</b> <ul style="list-style-type: none"><li>• Review and approve September 27, 2019 Minutes</li></ul>               | Mark Broms | 5 minutes        |
| <b>III. Financial Report</b> <ul style="list-style-type: none"><li>• Present September financials</li></ul>                                 | Doug Shaw  | 40 minutes       |
| <b>IV. Finance Committee Charter</b>  | Doug Shaw  | 15 minutes       |
| <b>V. Other/Public Input</b>  | Group      | 3 minutes/person |
| <b>VI. Adjourn – Next Finance Committee Meeting</b> <ul style="list-style-type: none"><li>• November 22, 2019, 1:00 pm to 2:00 pm</li></ul> | Group      | 2 minutes        |

**Finance Committee Meeting Minutes  
Friday, September 27, 2019  
Central Florida Cares Health System, Inc.  
Board Room**

Central Florida Cares  
Health System



**ATTENDANCE**

**Central Florida Cares Health System – Finance Committee Members**

Mark Broms, Treasurer and Chair, Brevard Homeless Coalition  
Valerie Holmes, Brevard Family Partnership  
Kelly Velasco, Park Place Behavioral  
Bill Vintroux, Circles of Care

**Central Florida Cares Health System, Inc. Staff**

Sharon Ramsaran, Sr. Accountant  
Trinity Schwab, Director of Contracts  
Karla Pease, Executive Assistant

***Guests***

Charlotte Melton, MHACF

**Meeting Called to Order**

The Central Florida Cares Health System, Inc. (CFCHS) Finance Committee Meeting was held on Friday, September 27, 2019, at 1:00 p.m. at 707 Mendham Blvd., Suite 201, Orlando, FL 32825. Mark Broms called the meeting to order at 1:02 p.m.

**Treasurer's Report**

*A motion to approve the minutes from June 28, 2019 was made by Bill Vintroux, Valerie Holmes seconded, motion passed.*

**Financial Report**

The Sr. Accountant reviewed:

- The closeout of the FY1819 DCF contract
- The August 2019 financials
- The New FY 1920 DCF budget received from DCF

FY1819 Final Reconciliation:

- The final budget for last fiscal year was \$84,509,840.
- CFCHS spent \$80,332,294 of the \$84M.
- The unearned funding was \$4,177,545.
- Federal funds of \$2,119,574 had to be paid back to DCF.
  - \$1,498,168 by check, and
  - \$621,405 by a reduction of the next DCF payment to us
- State funds of \$2,057,971 were allowed to be carried forward to FY1920.

June Preliminary versus Final Balance Sheet Changes

- Fixed assets – reclassified \$145,865 from expenses to fixed assets.

- Accumulated Depreciation – depreciated all assets for the year, which resulted in an increase of \$145,863 in accumulated depreciation.
- Liability accounts – as a result of the FY1819 DCF contract closeout:
  - Deferred revenue went to zero
  - Carryforward went to the new DCF allowed amount of \$3,418,280
  - Amount due DCF went to \$2,119,574.

June 2019 Preliminary versus Final Income Statement. Adjustments had the following effect on the June income statement:

- Depreciation expense increased from 0 to \$145,862
- Office equipment of \$5,500 was reduced and moved to fixed assets
- Software development expense of \$105,355 went to fixed assets

August Balance Sheet – Cash jumped up by about \$7M due to the \$11M advance from DCF in July.

August Expenditure/Utilization Report – nothing unusual, as it is too early in the year.

The Director of Contracts discussed the August Carryforward. There was discussion among members regarding how CFCHS will use these funds.

The last three years' budgets were discussed where the FY1920 budget went down.

Schedule of Funds. – Operating Cost/Admin Cost

This is admin/operating cost funding. It went down by \$345,693.

- Care coordination and Housing OCAs were eliminated. CFCHS can use Road to Recovery OCA to fund those programs.

Mental Health

- Mental health was reduced by \$2,257,603.
- Mental health general revenue was reduced by \$671,864.
- Florida Hurricane SERG went down by \$1,088,400.
- Circles of Care – Geropsychiatric \$900,000 was eliminated.

Substance Abuse

- \$1,574,006 reduction in total.
- \$3,761,806 reduction due to elimination of Florida Opioid MAT.
- \$1,241,851 addition of Opioid Hospital Opioid Bridge.

*A motion to approve the Financial Reports as presented was made by Valerie Holmes, Bill Vintroux seconded, motion passed.*

**Potential Finance Committee Candidate**

The Treasurer spoke about the newest board member, Yasmine Flasterstein, who expressed an interest in serving on the Finance Committee. Valerie Holmes briefly spoke about Yasmine's credentials.

*Valerie Holmes made a motion to approve Yasmine Flasterstein to the Finance Committee as its newest member. Bill Vintroux seconded, motion passed.*

**Other/Public Input**

Charlotte Melton spoke about getting re-involved with CFCHS. She mentioned how helpful the budget review was in this meeting. She mentioned she was re-strategizing her programs. Her agency had a budget cut last year and she wants to reconnect and focus on the state's priorities. She wants to make sure she is collecting the right outcomes and data.

Bill Vintroux gave kudos to the CFCHS for the smooth transition of funds at the end of the year.

**Next Financial Committee**

This is scheduled for October 25, 2019 at 1:00 pm.


*A motion to adjourn was made by Valerie Holmes, seconded by Bill Vintroux, motion carried. The meeting adjourned at 2:12 pm.*

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Mark Broms, Chair

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Karla Pease, Recording Secretary

Policy Title: Finance Committee Charter		 Central Florida Cares Health System
Department: Board		
Date Issued: 06/03/2015	Revised Date: 01/26/2018 Review Date: 05/14/2019	
President Approval:	Effective Date:	

**POLICY:**

It is the policy of Central Florida Cares Health System, Inc. (CFCHS) to outline in charters the purpose and responsibility of each of the Board Committees.

**RELATED POLICIES:** Board Committee Composition

**PURPOSE:**

To outline the goals, roles, and responsibility of the Finance Committee members.

**PROCEDURES:**

The committee is responsible for recommending financial policies, goals, and budgets that support the mission, values, and strategic goals of the organization. The committee also reviews the organization's financial performance against its budget and proposes major transactions and programs to the board. The Finance Committee also has responsibility for Audit Committee functions of the company and the review of the annual Form 990 tax report.

**RESPONSIBILITIES:**

1. The Finance Committee's specific responsibilities include:
  - a. Recommending policies that maintain and improve the financial health and integrity of the organization.
  - b. Reviewing and recommending a long-range financial plan for the organization.
  - c. Reviewing and approving an annual operating budget consistent with the long-range financial plan and financial policies.
  - d. Reviewing and recommending capital expenditures, protecting the assets of the organization and unbudgeted operating expenditures that exceed management's spending authority.
  - e. Reviewing the financial aspects of major proposed transactions, new programs and services, as well as proposals to discontinue programs or services, and making action recommendations to the Board.
  - f. Monitoring the financial performance of the organization as a whole, its Provider network or System of Care against approved budgets, long-term trends, and industry benchmarks.
  - g. Requiring and monitoring corrective actions to bring the organization into compliance with its budget and other financial targets.
  
2. Finance Committee also has responsibility for Audit Committee functions and review of the Form 990.

### Audit Committee Purpose and Authority

The major purpose of the Audit Committee is to assist the Board of Directors in fulfilling its oversight responsibilities for the financial reporting process, the system of internal control, the audit process, and the company's process for monitoring compliance with laws and regulations and the code of conduct. It is empowered to:

1. Appoint, compensate, and oversee the work of any registered public accounting firm employed by the organization.
2. Resolve any disagreements between management and the auditor regarding financial reporting.
3. Pre-approve all auditing and non-audit services provided by the independent auditor.
4. Retain independent counsel, accountants, or others to advise the committee or assist in the conduct of an investigation.
5. Seek any information it requires from employees, all of whom are directed to cooperate with the committee's requests or external parties.
6. Meet with company officers, external auditors, internal auditors, or outside counsel, as necessary.

### Audit Committee Responsibilities

The committee will carry out the following responsibilities:

#### Financial Statements

1. Review significant accounting and reporting issues, including complex or unusual transactions and highly judgmental areas, and recent professional and regulatory pronouncements, and understand their impact on the financial statements.
2. Review with management and the external auditors the results of the audit, including any difficulties encountered.
3. Review the annual financial statements, and consider whether they are complete, consistent with information known to committee members, and reflect appropriate accounting principles.
4. Review other sections of the annual report and related regulatory filings before release and consider the accuracy and completeness of the information.
5. Review with management and the external auditors all matters required to be communicated to the committee under generally accepted auditing standards.
6. Review interim financial reports with management and the external auditors before filing with regulators and consider whether they are complete and consistent with the information known to committee members.

#### Internal Control

1. Consider the effectiveness of the company's internal control system, including information technology security and control.
2. Understand the scope of internal and external auditors' review of internal control over financial reporting, and obtain reports on significant findings and recommendations, together with management's responses.

#### Internal Audit Functions and Reviews

1. Approve the internal audit charter for selective process and internal control reviews.
2. Review the effectiveness of the internal audit function, Code of Ethics, and compliance with COSO Internal Control framework.



3. On a regular basis, meet separately with finance employees and management as the committee deems appropriate to discuss any matters that the committee or internal audit believes should be discussed privately.

#### External Audit

1. Review the external auditors' proposed audit scope and approach, including coordination of audit effort with internal audit.
2. Review the performance of the external auditors, and exercise final approval on the appointment or discharge of the auditors and make said recommendation to the Board.
3. Review and confirm the independence of the external auditors by obtaining statements from the auditors on relationships between the auditors and the company, including non-audit services, and discussing the relationships with the auditors.
4. On a regular basis, meet separately with the external auditors to discuss any matters that the committee or auditors believe should be discussed privately.

#### Compliance

1. Review the effectiveness of the system for monitoring compliance with laws and regulations and the results of management's investigation and follow-up (including disciplinary action) of any instances of noncompliance.
2. Review the findings of any examinations by regulatory agencies, and any auditor observations.
3. Review the process for communicating the code of conduct to company personnel, and for monitoring compliance therewith.
4. Obtain regular updates from management and company legal counsel regarding compliance matters.

#### Reporting Responsibilities

1. Regularly report to the Board of Directors about committee activities, issues, and related recommendations.
2. Provide an open avenue of communication between internal audit, the external auditors, and the Board of Directors.
3. Report annually to the Board of Directors, stakeholders etc., describing the committee's composition, responsibilities and how they were discharged, and any other information deemed necessary to be brought to the Board's attention including approval of non-audit services.
4. Review any other reports the company issues that relate to committee responsibilities.

#### Other Responsibilities

1. Perform other activities related to this charter as requested by the Board of Directors.
  2. Institute and oversee special investigations related to financial aspects, financial reporting of the company as needed.
  3. Review and assess the adequacy of the committee charter annually, requesting Board approval for proposed changes, and ensure appropriate disclosure as may be required by law or regulation.
  4. Confirm annually whether responsibilities outlined in this charter have been carried out.
  5. Evaluate Board of Directors' attendance on a regular basis.
3. Finance Committee has responsibility for investment oversight.
    - a. Recommending to the Board policies governing investments.

- b. Approving the selection of independent investment advisers and managers.
- c. Reviewing reports from independent investment advisers and managers.
- d. Reviewing and reporting to the Board quarterly and annually on investment performance.

### Meetings

The committee meets at least four times a year, or when necessary at the call of the Treasurer. Meeting dates and times may be specified a year in advance. The majority of the committee must be present (an established quorum) to conduct committee business.

### Members

- ~~1. The committee will include three (3) or more Board of Directors and a minimum of seven (7) members.~~
1. The committee shall be composed of at least three (3) Board of Directors. The meetings are open to the Provider Network, public, clients, family members, and CFCHS' employees. Any member of the Board of Directors may attend, and is encouraged to attend, the Finance Committee Meetings. The majority of the committee (51%) must be present to conduct committee business.
2. The committee will seek members with backgrounds in finance, accounting, business, investment management, executive leadership, and business ownership.

CFCHS' staff will be assigned to work with the Finance Committee and provide financial related reports.

### Reports

The Finance Committee will receive and review the following reports as applicable:

1. Monthly and annual financial statements.
2. Monthly financial analysis by program, provider and agency overall.
3. Budget for all funding streams annually.
4. Key operating benchmarks (Performance by Provider and burn rates).
5. Investment Reports as applicable.

### Annual Committee Goals

The Finance Committee will establish goals each year specifying its principal work focus areas for the coming year. Typical examples might include:

1. Methods for reducing cost across the network.
2. Developing a capital plan integrated with the organization's strategic plan, as applicable.

Committee shall report to the Board on its activities and recommendations for full Board vote when applicable. Committee shall review this charter on an annual basis or as necessary and recommend any changes to the Board.

# CENTRAL FLORIDA CARES HEALTH SYSTEM

## **Financial Report** **September 2019 Financials**

FY1819 OCA FUNDING, EXPENDITURES, UNEARNED							FY1819 CARRYFORWARD ACTIVITY			FINAL CARRYFORWARD
A		B	C	D	E	F	G	H	I	G
OCA Description	Non Rec	A37 Funding	Final Expenditures	Total Unearned (B-C)	Unearned Federal Paid back to DCF	Unearned State Carried Forward to FY1920 (D-E)	Carryforward Bal@6.30.2018	FY1819 Carryforward Expenditures	Prelim Carryforward Bal@6.30.2019 (G-H)	Final Carryforward Bal@6.30.2019 (F+I)
5		\$2,357,779	\$2,195,008	\$162,771		\$162,771	\$892,259		\$892,259	\$1,055,030
6	NR	144,938	144,938	-			132,490	2,579	129,911	129,911
7	NR	102,500	102,500	-			169,184	5,301	163,882	163,882
8	NR	104,316	43,182	61,134	61,134					
9		\$2,709,533	\$2,485,629	\$223,904	\$61,134	\$162,771	\$1,193,933	\$7,880	\$1,186,053	\$1,348,823
10	NR*	26,034,999	26,034,999	-			72,626	710	71,916	71,916
11	NR	750,000	400,434	349,566	349,566					
12		232,652	232,652	-						
13		394,583	394,583	-						
14	NR	1,632,600	381,850	1,250,750	1,250,750					
15							255,176	250,072	5,104	5,104
16	NR	150,000	150,000	-						
17	NR	500,000	500,000	-						
18	NR	900,000	900,000	-						
19		390,183	368,957	21,226		21,226	38,093	38,093		21,226
20		524,474	524,474	-						
21		3,558,091	3,558,091	-						
22		69,078	69,078	-						
23		1,192,788	909,685	283,103	283,103					
24		507,089	506,954	135		135	94,650	94,650	(0)	134
25		652,000	652,000	-			415,372	372,545	42,828	42,828
26		661,245	661,245	-						
27		3,000,000	2,493,983	506,017		506,017	25,547	25,547		506,017
28		1,163,384	718,893	444,491		444,491				444,491
29		4,618,430	4,618,430	-						
30		189,009	189,009	-						
31		18,089,504	17,937,353	152,151		152,151				152,151
32		675,294	540,948	134,346	134,346					
33		2,701,177	2,701,177	-						
34		571,106	571,106	-						
35	NR	233,697	233,697	-						
36	NR	3,761,806	3,761,807	-						
37	NR	149,022	108,348	40,674	40,674					
38	NR	1,762,888	1,762,888	-						
39		1,883,426	1,883,426	-						
40		1,062,184	724,024	338,160		338,160	275,119	275,119	0	338,161
41	NR	600,000	429,937	170,063		170,063				170,063
42	NR	150,000	149,845	155		155				155
43		217,324	209,457	7,867		7,867	165,832	111,448	54,384	62,252
44		660,359	660,358			(1)				(1)
45		2,039,181	1,811,284	227,897		227,897				227,897
46		122,734	95,694	27,040		27,040	3,664	3,640	24	27,063
47		\$81,800,307	\$77,846,666	\$3,953,641	\$2,058,440	\$1,895,201	\$1,346,079	\$1,171,824	\$174,255	\$2,069,456
48		\$84,509,840	\$80,332,295	\$4,177,545	\$2,119,574	\$2,057,972	\$2,540,012	\$1,179,704	\$1,360,308	\$3,418,280

\$11,491,335 <-Total Non-Recurring (NR). NR\* above only 549,568 in non-recurring

**Central Florida Cares Health System, Inc**  
**Statement of Financial Position - Preliminary and Unaudited**  
**At 9/30/2019 and 8/31/2019**

	<u>9/30/2019</u>	<u>8/31/2019</u>
<b>Assets</b>		
<b>Current Assets</b>		
Cash in Bank	10,117,093	4,308,548
Accounts Receivable	15,845,271	17,528,635
Other Receivables		
Prepaid Insurance	21,726	24,140
Prepaid Expenses	26,844	26,019
Deposits	26,375	26,375
<b>Total Current Assets</b>	<u>26,037,309</u>	<u>21,913,717</u>
<b>Long-term Assets</b>		
Computer Equipment	5,500	5,500
Software	1,216,288	1,216,288
Accum Depreciation	<u>(1,063,646)</u>	<u>(1,063,646)</u>
<b>Total Long-term Assets</b>	<u>158,143</u>	<u>158,142</u>
<b>Total Assets</b>	<u><u>26,195,452</u></u>	<u><u>22,071,860</u></u>
<b>Liabilities</b>		
<b>Short-term Liabilities</b>		
Accounts Payable	14,247,498	6,820,184
Wages Payable	108,880	105,203
Federal Payroll Taxes Payable	18,261	19,575
403(b) Payable	5,788	5,973
Deductions Payable	1,105	1,348
Deferred Revenue	(709,463)	(569,769)
CarryForward Funds	3,247,413	3,351,181
Interest & Other Payable to DCF	43,571	2,155,965
Advance Due to DCF CY	8,784,413	9,760,459
<b>Total Short-term Liabilities</b>	<u>25,747,466</u>	<u>21,650,118</u>
<b>Total Liabilities</b>	<u><u>25,747,466</u></u>	<u><u>21,650,118</u></u>
<b>Unrestricted Net Assets:</b>		
Prior Year Excess Revenues	404,785	404,785
Curr Year Excess Revenues	43,201	16,956
<b>Total Unrestricted Net Assets</b>	<u>447,986</u>	<u>421,741</u>
<b>Total Liabilities and Net Assets</b>	<u><u>26,195,452</u></u>	<u><u>22,071,860</u></u>

**Central Florida Cares Health System, Inc.**  
**Statement of Revenues and Expenses - Unaudited**  
**For the Month and YTD ended September 30, 2019**

	Unaudited	YTD
	Sep-19	YTD
Program Services Revenue:		
DCF	\$6,094,182	\$19,594,557
FLINC	27,133	47,850
Orange County	6,679	20,038
Brevard Co Planning Grant	4,652	4,652
Total Operating Revenue	6,132,647	19,667,097
Expenditures:		
Program Services Expenses	5,897,762	18,983,487
Personnel Expenses	148,441	471,012
403(b) Fees		792
Accounting Fees	5,000	5,000
Conferences		335
Dues & Subscriptions		31,052
Insurance	2,414	7,242
Legal Fees		2,545
Meetings	3,149	7,054
Needs Assessment/Benchmarking	5,633	5,633
Office Equipment	255	384
Office Furn & Fixture	(149)	(149)
Payroll Processing Fees	617	1,840
Printing & Publications	(750)	198
Professional Services Other	64	10,625
Recruiting and Screening	129	129
Rent-Building	16,153	32,307
Rent-Equipment	470	1,035
Software Expense	23,939	50,559
Supplies & Postage	177	1,199
Telephone, Internet & Conf	3,091	8,402
Training	7	3,216
Total Expenditures	6,106,402	19,623,895
Operating Revenue over Expenditures	26,244	43,202
Other Revenue and Expenses:		
Contribution Revenue		300
Contribution Expense		(300)
Net Other Revenue (Expense)	0	0
Net Revenue over Expenditures	26,244	43,202



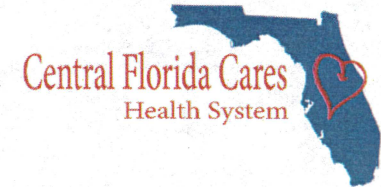
# BREVARD COUNTY PLANNING GRANT HIGHLIGHTS



- Purpose – “implementing Planning Grant Activities in Brevard County, to better identify the target population, and establish priorities for improving behavioral services for the target population”
- Funding party – DCF
- Contracts Dates - 7/1/2019 to 6/30/2020.
- DCF Funding – not to exceed \$61,590.00, billed quarterly as costs are incurred
- Matching Funds by stakeholders - \$132,472.49
- Primary consultant – Sarah Stack

# BREVARD COUNTY PLANNING GRANT

## APPROVED BUDGET AND Q12019 EXPENSES



### Brevard County Planning Grant as of 9/30/2019

Expense Category	Approved Budget			Q1 2019 Expenses		
	Grant Award	In- Kind Match	Total	Grant Award	In- Kind Match	Total
<b>Grantee (CFCHS) Expenses:</b>						
Administrative time	\$2,014		\$2,014			
Consultant Fees:			\$0			
Project Consultant - Sarah Stack	55,825		\$55,825	4,652		4,652
Project Evaluation - Shelly Robertson	3,750		\$3,750			
<b>Subtotal Grantee Exp</b>	<b>61,589</b>		<b>61,589</b>	<b>4,652</b>		<b>4,652</b>
<b>Subgrantee Expenses:</b>						
Consultant Fees:						
Qualitative portion of needs assess - Micheal Corley		7,450	\$7,450			
Qualitative Comm Needs Assessment		47,500	\$47,500		47,500	47,500
Transportation Pilot Grant		30,000	\$30,000			
Supplies		5,775	\$5,775		\$550	550
Rent/Utilities		3,800	\$3,800		\$960	960
Administrative & IT staff		13,649	\$13,649		\$69	69
Task Force Volunteers		24,299	\$24,299			
<b>Subtotal Grantee Exp</b>	<b>0</b>	<b>132,472</b>	<b>132,472</b>	<b>0</b>	<b>\$49,079</b>	<b>49,079</b>
<b>Total Costs</b>	<b>\$61,589</b>	<b>\$132,472</b>	<b>\$194,062</b>	<b>\$4,652</b>	<b>\$49,079</b>	<b>53,731</b>



Sept 2019 YTD - OCA EXPENDITURE and UTILIZATION SUMMARY - PAGE 1 of 2

OCA Description	Non Rec	Sch of Funds (Amend 38)	Expenditures Thru Sept2019	% Utilization	Target%	Notes - current month comments in red
ME Admin Costs		\$2,357,779	\$549,507	23.3%	25.0%	
ME MH Block Grant Technical Assistance	NR	11,000	0	0.0%	25.0%	
ME Road to Recovery - Modernizing Behavioral	NR	392,570	54,040	13.8%	25.0%	
State Opiod Response Disc Grant Admin	NR	93,029	17,709	19.0%	25.0%	
State Opiod Response Disc Grant Admin-Yr2	NR	200,848		0.0%	25.0%	
<b>ME Total</b>	<b>\$0</b>	<b>\$3,055,226</b>	<b>\$621,256</b>	<b>20.3%</b>	<b>25.0%</b>	
General MH – 24hr Care Residential, Ambulatory, Early Intervention Svc -Psychotic Disorders		25,363,135	6,458,285	25.5%	25.0%	
State Funded for Profit Sub-recipients		750,000	187,425	25.0%	25.0%	
Grants PATH		232,652	58,823	25.3%	25.0%	
FL Hurricane SERG	NR	431,667	84,106	19.5%	25.0%	
Circles of Care – Crisis Stabilization	NR	544,200	462,923	85.1%	25.0%	
Purchase of Residential Treatment Svs for Community Forensic Beds		500,000	125,000	25.0%	25.0%	
Florida Assertive Community Treatment		390,183	89,013	22.8%	25.0%	
Indigent Psychiatric Medication Program		524,474	179,602	34.2%	25.0%	
Title XXI Children’s Health Insurance Program – MH Care Coordination		3,558,091	916,210	25.8%	25.0%	
Community Forensic Multidisciplinary Teams for Temporary Assistance for Needy Families		69,078	16,954	24.5%	25.0%	
Community Action Treatment Team		1,223,969	187,757	15.3%	25.0%	Enrollment regulated by DCF
ME MH - CAT and MRT Enhancements	NR	507,089	181,339	35.8%	25.0%	
ME MH Supported Employment Services	NR	652,000	228,608	35.1%	25.0%	
Mobile Crisis Teams		661,245	217,948	33.0%	25.0%	
Centralized Receiving Facilities		3,000,000	750,000	25.0%	25.0%	
Transition Vouchers Mental Health		234,396		0.0%	25.0%	New funding, executed into contract 10/1. Utilizing for position to address 4DX WIG.
		250,000		0.0%	25.0%	New funding, executed into contract 10/1. Aspire Clubhouses in Orange and Seminole
		1,163,384	283,220	24.3%	25.0%	
		4,618,430	1,128,045	24.4%	25.0%	
		189,009	89,453	47.3%	25.0%	
<b>Mental Health Total</b>	<b>\$0</b>	<b>\$44,863,002</b>	<b>\$11,644,710</b>	<b>26.0%</b>	<b>25.0%</b>	

Sept 2019 YTD - OCA EXPENDITURE and UTILIZATION SUMMARY - PAGE 2 of 2

OCA Description	Non Rec	Sch of Funds (Amend 38)	Expenditures Thru Sept2019	% Utilization	Target%	Notes - current month comments in red
SA Services and Support		18,103,112	4,150,131	22.9%	25.0%	
HIV Services		672,573	87,109	13.0%	25.0%	In process of working with a new provider to help expend the funds.
Prevention Services		2,690,290	386,978	14.4%	25.0%	No concerns. If the current contracted providers cannot utilized we have providers we can re-allocate to in order to expend the funds.
Prevention Partnership Grant		571,106	132,494	23.2%	25.0%	
ME State Opioid Response Disc Grant - Hospital Bridge	NR	1,241,851	54,276	4.4%	25.0%	Currently working with three providers to expand to other hospitals.
ME State Opioid Response Disc Grant-Child Welfare	NR	993,481	0	0.0%	25.0%	
State Opioid Response Disc Grant Prevent	NR	99,348	74,059	74.5%	25.0%	
ME State Opioid Response Disc Grant SVCS-Prevent - Year 2	NR	186,278		0.0%	25.0%	New funding, executed in the contract 10/1.
State Opioid Response MAT	NR	1,401,454	912,574	65.1%	25.0%	
ME State Opioid Response SVCS-MAT YR2	NR	2,762,443		0.0%	25.0%	New funding, executed in the contract 10/1.
Projects Expansion of Substance Abuse Services for Pregnant Women and their Families		1,883,426	581,530	30.9%	25.0%	
Family Intensive Treatment		1,062,183	265,546	25.0%	25.0%	
ME Road to Recovery - Opioid Response	NR	310,463		0.0%	25.0%	New funding, executed in the contract 10/1. Allocated to providers providing opioid services.
Care Coordination		217,324	90,428	41.6%	25.0%	
Temporary Assistance for Needy Families		660,359	214,246	32.4%	25.0%	
Community Based Services		2,039,181	344,771	16.9%	25.0%	Newly contracted for Peer Services in Seminole Cty jail
Transition Vouchers Substance Abuse		122,734	46,483	37.9%	25.0%	
<b>Substance Abuse Total</b>		<b>\$35,017,606</b>	<b>\$7,340,624</b>	<b>21.0%</b>	<b>25.0%</b>	
<b>Provider Total</b>		<b>\$79,880,608</b>	<b>\$18,985,334</b>	<b>23.8%</b>	<b>25.0%</b>	
<b>TOTAL</b>		<b>\$82,935,834</b>	<b>\$19,606,589</b>	<b>23.6%</b>	<b>25.0%</b>	
NR= Total Non-recurring funding is \$9,221,361.				Highlighted in red if < 75% of Target percentage		
				18%		

**Template 13 - September 2019**  
**SAMH Managing Entity Monthly Carry Forward Expenditure Report**

OCA	OCA Titles	Current Approved Carry Forward Amount	YTD ME Operational Costs or Direct Service Expenditures	Remaining Carry Forward Balance
<b>Operational Costs</b>				
MHS00	ME Operational Costs	1,055,029.85		1,055,029.85
MHSCD	ME Care Coordination	129,911.14		129,911.14
MHSHG	ME Housing Coordination	163,882.44		163,882.44
<b>Mental Health - Core Services Funding</b>				
MH000	ME Mental Health Services & Support	71,915.62		71,111.87
MH001	24 Hour Care (Non-Hospitalization) Residential			
MH009	Ambulatory/Community Non-24 Hour Care		803.75	
MH018	CSU, Baker Act, Inpatient Crisis Services			
<b>Mental Health - Proviso Projects Funding</b>				
MH013	ME MH UCF-PTSD Clinic for Florida Veterans and First Responders	5,104.19		5,104.19
<b>Mental Health - Targeted Services Funding</b>				
MH071	ME Purchase of Residential Treatment Services for Emotionally Disturbed Children and Youth	21,225.89		21,225.89
MHOCN	ME Care Coordination (Mental Health)	134.34		134.34
MHOFH	ME Community Forensic Multidisciplinary Teams for Hospital Diversion	42,827.50		42,827.50
MHCAT	ME MH Community Action Treatment (CAT) Teams	506,017.00		506,017.00
MHMCT	ME MH Mobile Crisis Teams	444,490.55		444,490.55
<b>Substance Abuse - Core Services</b>				
MS000	ME Substance Abuse Services and Support	152,149.81		152,149.81
<b>Substance Abuse - Proviso Projects</b>				
MS091	ME Family Intensive Treatment (FIT)	338,160.60		338,160.60
MS911	ME Phoenix Affiliates	170,063.02	170,063.02	-
MS917	ME SA STEPS-Women's Residential Treatment	155.22		155.22
<b>Substance Abuse - Targeted Services</b>				
MSOCN	ME SA Care Coordination (Substance Abuse)	62,251.86		62,251.86
MSCBS	ME SA Community Based Services	227,897.33		227,897.33
MSTRV	ME Transition Vouchers Substance Abuse	27,063.27		27,063.27
	Total	3,418,279.63	170,866.77	3,247,412.86

# QUESTIONS?

