Finance Committee Meeting Minutes Friday, February 26, 2021 Central Florida Cares Health System, Inc. Board Room



#### ATTENDANCE

#### Central Florida Cares Health System - Finance Committee Members

Mark Broms, Treasurer and Chair, (via conf. call)
Scott Griffiths, Aspire Health Partners
Bill Vintroux, Circles of Care
Valerie Holmes, Brevard Family Partnership
Kelly Velasco, Park Place Behavioral

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

Maria Bledsoe, Chief Executive Officer (via conf. call)
Trinity Schwab, Chief Operating Officer
Daniel Nye, Chief Financial Officer
Sharon Ramsaran, Sr. Accountant
Christopher Chung, Data Specialist

#### Guests

Mary Christie, DCF (via conf. call)

#### **Meeting Called to Order**

The Central Florida Cares Health System, Inc. (CFCHS) Finance Committee Meeting was held on Friday, February 26, 2021, at 1:00 p.m. The Treasurer called the meeting to order at 1:01 p.m.

#### Treasurer's Report

Treasurer noted that we have a vacancy on the Finance Committee and there is a need to recruit additional members to the Board and Finance Committee. A motion to approve the minutes from January 29, 2021 as written was made by Bill Vintroux, Valerie Holmes seconded; motion passed. There were 4 ayes, 0 nays.

#### **Financial Report**

The CFO reviewed the January financials. The balance sheet details out the current assets of \$19,571,135, of which \$6,244,766 is in cash. The balance sheet has been stable with minimal changes year to date thru January 31, 2021. The PPP loan is currently showing as a non-current liability of \$288,000, but when 100% forgiven, will be removed.

The Statement of Revenues and Expenses for the last 4 months and YTD is on page three. In January, service revenues continued to increase. On the Expenditure side, all is normal and stabilized. It was noted the uptick in Outreach and Awareness expenses were from the Project Opioid Awareness training program.

Pages 4-6 are utilization expenditures for Mental Health and Substance Use by OCAs, providers, and rates. The CFO provided details related to the OCA's where spending year to date was approaching normal expected levels year to date compared to the target rate. Covid and lack of admissions was a common theme for programs still lagging in utilization, along with programs where funding was added on October 2020.

Pages 7-8 show the same information in graph form. Pages 9-10 are Provider Expenditures year to date. An outline of contract amendments this fiscal year were shown on page 11, including amendment number 47, and the respective budget increase to \$88,565,839 with the addition of the Cares Act.

A motion to approve the January financials as presented was made by Bill Vintroux, Valerie Holmes seconded; motion passed. There were4 ayes, 0 nays.

Maria and Trinity gave an update on new proposed funding activities.

The Chair asked members to give a brief update of their organization.

Other/Public Input: None

#### Next Finance Committee

Mark Broms, Chair

This is scheduled for Friday, March 26, 2021 at 1:00 pm.

Valerie Holmes made a motion to adjourn, Bill Vintroux seconded; motion passed.

The meeting adjourned at 2:00 pm.

MINUTES TAKEN FROM TRANSCRIPTION

Finance Committee Meeting Minutes Friday, January 29, 2021 Central Florida Cares Health System, Inc. Board Room



#### ATTENDANCE

#### <u>Central Florida Cares Health System – Finance Committee Members</u>

Mark Broms, Treasurer and Chair, Brevard Homeless Coalition (conf. call)
Yasmin Flasterstein, Peer Support Space
Bill Vintroux, Circles of Care
Valerie Holmes, Brevard Family Partnership
Kelly Velasco, Park Place Behavioral

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

Maria Bledsoe, Chief Executive Officer Trinity Schwab, Chief Operating Officer Daniel Nye, Chief Financial Officer Sharon Ramsaran, Sr. Accountant Karla Pease, Executive Assistant

#### Guests

Farlen Halikman – Moore, Stephens, Lovelace, CPA Courtney Hogben – Moore, Stephens, Lovelace, CPA

#### **Meeting Called to Order**

The Central Florida Cares Health System, Inc. (CFCHS) Finance Committee Meeting was held on Friday, January 29, 2021, at 1:00 p.m. The Treasurer called the meeting to order at 1:04 p.m.

#### Treasurer's Report

A motion to approve the minutes from December 4, 2020 as written was made by Bill Vintroux, Valerie Holmes seconded; motion passed. There were 4 ayes, 0 nays.

#### **Audit Presentation**

Farlen Halikman and Courtney Hogben, CPAs for Moore, Stephens, Lovelace, gave a presentation on the Form 990.

A motion to approve the 990 as presented and proceed to the full board was made by Valerie Holmes, Kelly Velasco seconded: motion passed. There were 4 ayes, 0 nays.

#### **Financial Report**

The CFO reviewed the December financials. The balance sheet details out the current assets of \$19,131,334, of which \$6,948,156 is in cash. The balance sheet has been stable with minimal changes year to date thru December 31, 2020. The PPP loan is currently showing as a non-current liability, but when 100% forgiven, will be removed.

The Statement of Revenues and Expenses for the last 4 months and YTD is on page three. In December services revenues increased. On the Expenditure side, all is normal and stabilized.

Pages 4-6 are utilization expenditures for Mental Health and Substance Use by OCAs, providers, and rates. The CFO provided details related to the OCA's where spending year to date was significantly underutilized year to date compared to the target rate. Covid-19 and decreased admissions was a common theme, along with programs where funding came in late November.

Pages 7-8 show the same information in graph form. Pages 9-10 are Provider Expenditures year to date. An outline of contract amendments this fiscal year were shown on page 11 showing a budget of \$85,457,437. The next contract amendment, which includes the addition of the Cares Act, will be completed in the next several weeks.

The CEO indicated PRTS dollars are not being drawn down due to various reasons and will be discussed in an upcoming meeting with the department.

A motion to approve the December financials as presented was made by Bill Vintroux, Yasmin Flasterstein seconded; motion passed. There were 4 ayes, 0 nays.

The Chair asked members to give a brief update of their organization.

**Other/Public Input:** Farlen Halikman mentioned the Employee Retention Tax Credit for 2020 and 2021, specific to Covid-19, and to share with providers and talk to your accountant for more details.

#### **Next Finance Committee**

This is scheduled for Friday, February 26, 2021 at 1:00 pm.

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The meeting adjourned at 2:05 pm.	
Mark Broms, Chair	Karla Pease, Recording Secretary

# CENTRAL FLORIDA CARES HEALTH SYSTEM

**Financial Report** 

January 2021 Financials
Unaudited

## Central Florida Cares Health System, Inc Statement of Financial Position

Central Florida Cares
Health System

For the prior three months ended January 31, 2021

	40,04,0000	44/00/0000	40/04/0000	410410004
	10/31/2020	11/30/2020	12/31/2020	1/31/2021
Assets				
Current Assets				
Cash in Bank	9,132,123	7,358,202	6,948,156	6,244,766
Accounts Receivable	10,983,194	10,983,194	12,128,565	13,273,937
Prepaid Insurance	17,445	15,265	13,084	10,903
Prepaid Expenses	20,153	15,153	15,153	15,153
Deposits	26,375	26,375	26,375	26,375
Total Current Assets	20,179,290	18,398,189	19,131,334	19,571,135
Long-term Assets				
Computer Equipment	5,500	5,500	5,500	5,500
Software	1,273,023	1,273,023	1,273,023	1,273,023
Accum Depreciation	(1,165,985)	(1,165,985)	(1,165,985)	(1,165,985)
Total Long-term Assets	112,538	112,538	112,538	112,538
Total Assets	20,291,828	18,510,727	19,243,872	19,683,673
Liabilities				
Short-term Liabilities				
Accounts Pavable	6,833,440	5.769.963	5.984.247	6,598,483
	0,033,440	5,765,565	5,504,247	0,530,405
Accrued Expenses	110 226	110 226	120 054	120 504
Wages Payable	118,326 9.052	118,226 9.044	138,954 10.630	136,504
Federal Payroll Taxes Payable		- /		20,880
403(b) Payable	5,498	5,751	2,295	4,357
Deductions Payable Deferred Revenue	1,175	845	845	1,175
	77,523	666,818	2,184,590	3,300,490
CarryForward Funds	3,875,592	3,959,416	3,959,416	3,740,863
Interest & Other Payable to DCF	1,568	3,645	5,708	879
Advance Due to DCF CY	8,478,497	7,166,685	6,142,873	5,119,061
Total Short-term Liabilities	19,400,671	17,700,392	18,429,558	18,922,691
Non Current Note Payable (PPP)	288,000	288,000	288,000	288,000
Total Liabilities	19,688,671	17,988,392	18,717,558	19,210,691
Net Assets				
Unrestricted Net Assets:				
Prior Year Excess Revenues (Expenses)	420,254	420,254	420,254	420,254
Curr Year Excess Revenues (Expenses)	182,902	102,080	106,060	52.727
Total Unrestricted Net Assets	603,156	522.334	526,314	472,981
Total Liabilities and Net Assets	20,291,828	18,510,727	19,243,872	19,683,673
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# **Central Florida Cares Health System, Inc Statement of Revenues and Expenses**

Central Florida Cares
Health System

For the prior three months and year to date January 31, 2021

Unaudited	0-4-20	N 20	D 20	l 24	EV 20/24 VED
B 0 B	Oct-20	Nov-20	Dec-20	Jan-21	FY 20/21 YTD
Program Services Revenue:	7.504.400	5 0 4 0 0 0 0	0.455.000	0.754.404	
DCF Other	7,524,163	5,842,290	6,155,009	6,751,434	44,124,017
	-	-	-	40.000	40.000
Brevard Co Planning Grant	7.504.400	-		12,000	12,000
Total Operating Revenue Expenditures:	7,524,163	5,842,290	6,155,009	6,763,434	44,136,017
Program Services Expenses	7,095,826	5,742,813	5,959,006	6,565,853	42,694,539
Personnel Expenses	188,743	121,328	148,579	134,687	970,868
403(b) Fees	500	837	-	-	1,924
Accounting Fees	-	12,500	3,000	4,550	20,050
Conferences	-	-	-	-	-
DCF Unallowables	497	26	1	-	551
Dues & Subscriptions	28	28	2,703	447	34,708
Insurance	2,458	1,856	2,372	2,369	16,142
Legal Fees	1,193	-	-	413	1,605
Meetings	5	5	5	5	21
Office Equipment	-	70	119	147	8,151
Office Furn & Fixture	-		2,408	900	3,308
Outreach and Awareness	-	6,857	-	56,179	63,036
Payroll Processing Fees	608	584	692	600	4,856
Printing & Publications	-	-	-	-	-
Professional Services Other	8,173	4,234	1,314	5,746	23,280
Recruiting and Screening	58	200	98	129	570
Rent-Building	14,950	14,950	14,950	14,950	105,853
Rent-Equipment	565	470	520	753	3,343
Software Development	-	-	-	12,063	12,063
Software Expense	12,449	13,808	12,455	13,652	100,174
Supplies & Postage	93	216	270	34	676
Telephone, Internet & Conf	2,999	2,343	2,343	2,299	16,356
Training	-	-	195	1,990	3,394
Total Expenditures	7,329,144	5,923,125	6,151,029	6,817,766	44,085,470
Operating Revenue over Expenditures	195,020	(80,835)	3,979	(54,332)	50,547
Other Revenue and Expenses:					
Contribution Revenue	-	13	-	999	2,178.35
Contribution Expense					
Net Other Revenue (Expense)	-	13	-	999	2,178
Net Revenue over Expenditures	195,020	(80,821)	3,979	(53,333)	52,727

# **Central Florida Cares Health System, Inc** OCA Expenditure Utilization Summary – Page 1 of 3 YTD For the month ended January 31, 2021



	JAN 2021 YTD - OCA UTILIZATION SUMMARY								
		Non	Sch of Funds	Expenditures	%				
	OCA Description	Rec	(Amend 46)	Thru Jan 31	Utilization	Target%	Notes - current month comments in red		
MHS00	ME Admin Costs		\$2,357,779	\$1,137,231	48.2%	54.2%	-		
MS919	ME Road to Recovery - Modernizing Behavioral Health Sys	NR	392,570	171,654	43.7%	54.2%			
MSSA2	State Opioid Response Disc Grant Admin-Yr2	NR	26,170	11,120	42.5%	54.2%			
MSSA3	State Opioid Response Disc Grant Admin - Year 3	NR	149,957	19,446	13.0%	23.5%			
	ME Total		\$2,926,476	\$1,339,450	45.8%	52.6%			

# **Central Florida Cares Health System, Inc** OCA Expenditure Utilization Summary – Page 2 of 3 YTD For the month ended January 31, 2021

Health System

			JAN 20	21 YTD - OCA UTIL	IZATION SUMM	ARY	
		Non	Sch of Funds	Expenditures	%		
	OCA Description	Rec	(Amend 46)	Thru Jan 31	Utilization	Target%	Notes - current month comments in red
MH000	* General MH – 24hr Care Residential, Ambulatory, CSU, Baker Act, Impatient Crisis, Prevention		25,208,330	13,917,024	55.2%	58.3%	
MH026	Early Intervention Svc -Psychotic Disorders		750,000	387,149	51.6%	58.3%	
MHSFP	* State Funded for Profit Sub-recipients		232,652	127,402	54.8%	58.3%	
MH0PG	Grants PATH		492,750	296,526	60.2%	58.3%	
MHS52	* Circles of Care - Crisis Stabilization	NR	700,000	454,212	64.9%	58.3%	
MH071	Purchase of Residential Treatment Svs for Emotionally Disturbed Children and Youth		390,183	6,891	1.8%	45.8%	Admissions to PRTS programs are significantly lower that in previous years. It's CFCHS understanding this is due to COVID-19.
MH072	* Community Forensic Beds		524,474	266,827	50.9%	58.3%	
MH073	* Florida Assertive Community Treatment		3,558,091	2,087,253	58.7%	58.3%	
MH076	* Indigent Psychiatric Medication Program		69,078	27,331	39.6%	58.3%	OCA is the last source of Funding, Typically, Rx is billed on Credit, then Insurance reimbursement and CoPay's, then OCA \$\$
MHOBN	Title XXI Children's Health Insurance Program – Behavior Health Network		954,590	492,295	51.6%	58.3%	
MH0CN	* MH Care Coordination		507,089	377,087	74.4%	58.3%	
MH0FH	* Community Forensic Multidisciplinary Teams for Hospital Diversion		652,000	282,453	43.3%	58.3%	Reduced applicable diversions due to covid19.
мнотв	Temporary Assistance for Needy Families		661,245	264,393	40.0%	58.3%	Low Admissions & Services are bing reimbursed by Medicaid for some families; Low admissions also a result of COVID-19 exposure concerns. ASPIRE: COVID decreased census at its residential locations and MMAs started to pay for some of the residential services which has not been done in the past.
MHEMH	Forensic Transitional Beds		700,800	0	0.0%	58.3%	The second secon
MHCAT	* Community Action Treatment Team		3,000,000	1,805,938	60.2%	58.3%	
MHCOV	Emergency COVID-19 Grant	NR	555,000	217,317	39.2%	58.3%	IMPOWER hired marketing staff to further promote services. They are projecting to utilize 100% of the funding. January was largest spening month to-date. Increasing monthly utilization.
MHEMP	ME MH Supported Employment Services	NR	250,000	56,729	22.7%	44.4%	Club House & Lag in admissions; Provider reported the need for data adjustments on this OCA, which will be submitted on this billing cycle.
MHTLH	ME MH Telehealth Behavioral Health		388,020	0	0.0%	0.0%	
MHMCT	* Mobile Crisis Teams		1,163,384	742,772	63.8%	54.2%	
MHSCR	* Centralized Receiving Facilities		4,618,430	2,730,914	59.1%	54.2%	
MHTRV	* Transition Vouchers Mental Health		189,009	159,143	84.2%	54.2%	
	Mental Health Total		\$45,565,125	\$24,699,655	54.2%	53.7%	

# **Central Florida Cares Health System, Inc** OCA Expenditure Utilization Summary – Page 3 of 3 YTD For the month ended January 31, 2021

Health System

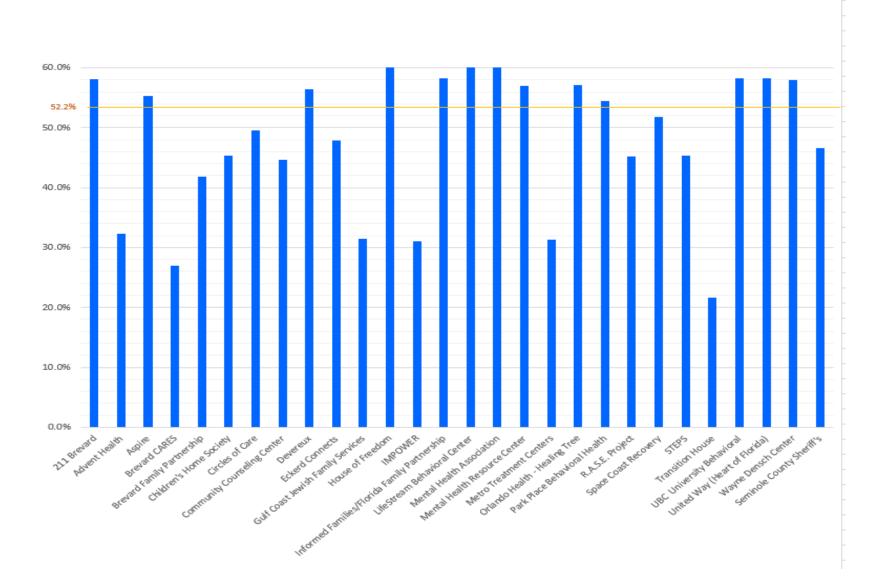
	JAN 2021 YTD - OCA UTILIZATION SUMMARY								
		Non Sch of Funds Expenditures %							
	OCA Description	Rec	(Amend 46)	Thru Jan 31	Utilization	Target%	Notes - current month comments in red		
MS000	* SA Services and Support		18,134,175	9,536,545	52.6%	54.2%			
MS023	HIV Services		666,360	412,010	61.8%	54.2%			
MS025	Prevention Services		2,665,440	1,263,282	47.4%	54.2%			
MS0PP	Prevention Partnership Grant		571,106	318,237	55.7%	54.2%			
MSSOH	ME State Opioid Response Disc Grant - Hospital Bridge	NR	547,718	184,572	33.7%	44.4%	COVID-19 restrictions has prevented staff from accessing the hospitals.		
MSSGP	ME ST Opioid Disc Grant GPRA	NR	300,570	21,613	7.2%	44.4%	New OCA added in September, providers still submitting cost reimbursement forms to spend this funding; some SOR providers have not submitted cost reimbursement forms. May get clerarance to re-allocate funds to general SOR services.		
MSSG3	ME ST Opioid Disc Grant GPRA YR3	NR	192,321	0	0.0%	28.6%			
MSSOW	ME State Opioid Response Disc Grant-Child Welfare	NR	547,718	262,890	48.0%	50.0%			
MSCSO	ME SA Seminole County SHRF Opioid ARC Partnership	NR	400,000	186,672	46.7%	33.3%			
MSSP2	ME State Opioid Response Disc Grant SVCS- Prevent - Year 2	NR	188,740	188,740	100.0%	100.0%			
MSSP3	ME State Opioid Response Disc Grant SVCS- Prevent - Year 3	NR	301,681	97,008	32.2%	37.5%			
MSSM2	ME State Opioid Response SVCS-MAT YR2	NR	3,566,803	2,030,214	56.9%	80.0%			
MSSM3	ME State Opioid Response SVCS-MAT YR3	NR	2,385,422	345,309	14.5%	28.6%			
MS081	* Projects Expansion of Substance Abuse Services for Pregnant Women and their Families		1,883,426	719,166	38.2%	54.5%	Aspire & STEPS lag in data turnarround. Will pick up pace over the FY ASPIRE: A majority of PPW services are generally earned in residential and MAT. Residential census has been low due to COVID – many have not wanted to enter a communal residential setting especially while pregnant during the pandemic and some clients have MMAs that are paying for residential services.		
MS091	* Family Intensive Treatment		1,062,184	366,999	34.6%	54.2%			
MS917	ME SA Specialized Treatment Education & Prevention Services - Women's Res Treatment	NR	250,000	136,050	54.4%	54.2%			
MS0CN	* Care Coordination		217,324	134,052	61.7%	54.2%			
MS0TB	Temporary Assistance for Needy Families		660,359	474,813	71.9%	54.2%			
MSCBS	* Community Based Services		2,039,181	1,014,781	49.8%	54.2%			
MSRC2	ME State Opioid Response Disc Grant SCVS Rec Comm Org Year 2		25,000	1,373	0.0%	54.2%	This OCA was recently amended in RASE's contract.		
MSRC3	ME State Opioid Response Disc Grant SCVS Rec Comm Org Year 3		237,574	0	0.0%	28.6%			
MSTRV	* Transition Vouchers Substance Abuse		122,734	52,730	43.0%	54.2%			
	Substance Abuse Total		\$36,965,836	\$17,747,055	48.0%	51.2%			
	Provider Total		\$82,530,961	\$42,446,710	51.4%	52.6%			
	TOTAL		\$85,457,437	\$43,786,160	51.2%	52.6%			

## Central Florida Cares Health System, Inc Utilization Rate by Provider

Central Florida Cares
Health System

YTD For the month ended January 31, 2021



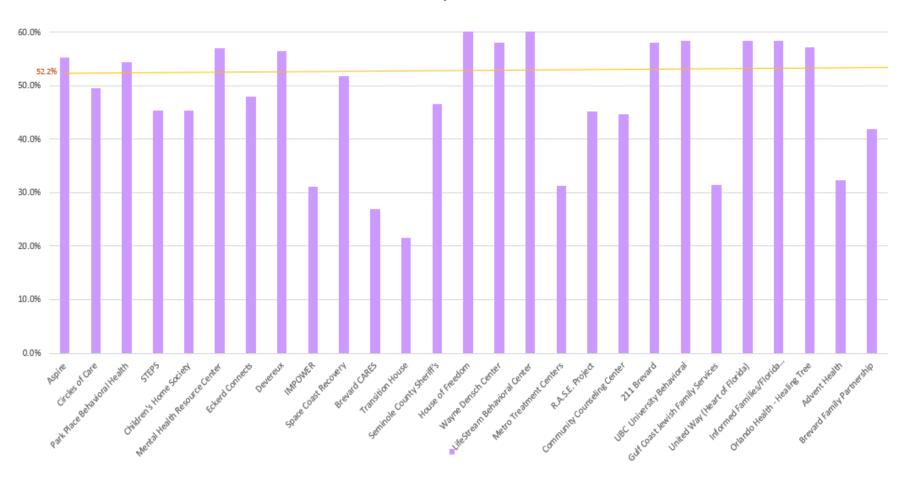


## Central Florida Cares Health System, Inc Utilization Rate by Provider Size

YTD For the month ended January 31, 2021



#### Utilization by Contract Size



## **Central Florida Cares Health System, Inc** Provider Expenditures YTD For the month ended January 31, 2021



Provider	Budget (Pending Final Ammendment)	Expenditures	Utilization	Target	Over/ (Under) \$	Over/ (Under) %
211 Brevard	220,609	128,259.00	58.1%	52.6%	12,218	10.53%
Advent Health	77,500	25,075.47	32.4%	35.0%	(2,050)	-7.56%
Aspire	41,030,566	22,677,818.51	55.3%	52.6%	1,095,741	5.08%
Brevard CARES	527,481	142,491.57	27.0%	52.6%	(134,963)	-48.64%
Brevard Family Partnership	60,000	25,126.35	41.9%	52.6%	(6,434)	-20.39%
Children's Home Society	2,567,770	1,163,853.93	45.3%	52.6%	(186,793)	-13.83%
Circles of Care	14,625,232	7,240,248.63	49.5%	52.6%	(452,623)	-5.88%
Community Counseling Center	271,178	121,015.79	44.6%	52.6%	(21,624)	-15.16%
Devereux	1,937,844	1,093,610.77	56.4%	52.6%	74,305	7.29%
Eckerd Connects	2,263,974	1,085,576.79	48.0%	52.6%	(105,274)	-8.84%
Gulf Coast Jewish Family Services	186,220	58,639	31.5%	52.6%	(39,313)	-40.13%
House of Freedom	399,894	285,773	71.5%	52.6%	75,429	35.86%
IMPOWER	1,722,923	534,921	31.0%	52.6%	(371,337)	-40.97%
Informed Families/Florida Family Partnership	150,000	87,500	58.3%	52.6%	8,600	10.90%
LifeStream Behavioral Center	396,351	283,649	71.6%	52.6%	75,168	36.06%
Mental Health Resource Center	2,422,061	1,380,703	57.0%	52.6%	106,699	8.38%
Metro Treatment Centers	392,535	123,066	31.4%	52.6%	(83,407)	-40.40%

## Central Florida Cares Health System, Inc Provider Expenditures



YTD For the month ended January 31, 2021

Provider	Budget (Pending Final Ammendment)	Expenditures	Utilization	Target	Over/ (Under)	Over/ (Under) %
Orlando Health - Healing Tree	96,510	55,159	57.2%	52.6%	4,395	8.669
Park Place Behavioral Health	6,159,058	3,355,261	54.5%	52.6%	115,596	3.579
R.A.S.E. Project	344,348	155,910	45.3%	52.6%	(25,217)	-13.929
Space Coast Recovery	587,741	304,804	51.9%	52.6%	(4,348)	-1.419
STEPS	2,949,097	1,338,924	45.4%	52.6%	(212,301)	-13.699
Transition House	512,418	110,868	21.6%	52.6%	(158,664)	-58.879
UBC University Behavioral	213,235	124,387	58.3%	52.6%	12,225	10.909
United Way (Heart of Florida)	164,775	96,119	58.3%	52.6%	9,447	10.909
Wayne Densch Center	398,021	230,846	58.0%	52.6%	21,487	10.269
Seminole County Sheriff's	400,000	186,672	46.7%	44.4%	8,894	5.009
Kinder Konsulting and Parents Too	3,015	3,015	100.0%	100.0%	0	0.009
Mental Health Association	21,562	21,562	100.0%	100.0%	0	0.009
Sandy Pines (Phoenix)	5,856	5,856	100.0%	100.0%	0	0.009
Central Florida Trmt Ctr	80,000	0	0.0%	0.0%	0	0.009
Recovery Center Central Florida	237,574	0	0.0%	0.0%	0	0.009
Volunteers of America	156,215	0	0.0%	0.0%	0	0.009
Peer Suport Space	100,000	0	0.0%	0.0%	<u>0</u>	0.009
			52.0%	53.6%	(184,142)	-3.119

Note: Over(Under) column reflects current expenditures compared to target





### DCF Amendments - FY2020-21

Amendment Number	Signed	Purpose	Budget
38	10/1/2019	Effective 7.1.2019	\$82,935,834
39	12/9/2019	Added \$123,268 for MHCME Non-recurring Mental Health Block Grant	\$83,059,102
40	2/12/2020	Correct Payment Schedule	\$83,059,102
41	4/29/2020	Correct Payment Schedule Adds \$122,000 MH TANF Pending	\$83,181,102
42	5/29/2020	Additional funding for 211 services (\$264,000) and \$45,000 for IMPOWER statewide telehealth project	\$83,490,102
43	6/29/2020	GHME1 3 Year Contract Renewal	\$221,143,419
44	8/24/2020	GHME1 3 Funding Changes for FY2021	\$77,439,836
45	9/25/2020	GHME1 3 Contracting Language Changes	\$77,439,836
46	11/23/2020	GHME1 3 Funding Changes for FY2021 (SOR Funds)	\$85,457,437
47	TBD effective 03/01/21	GHME1 3 Funding Changes for FY2021 (CARES Acts)	\$88,565,839

DCF Contract History - per year as of Amendment 40