

Executive Committee Agenda
Wednesday, April 7, 2021
2:00 PM – 3:00 PM
Central Florida Cares Health System, Inc.
Board Room



I. Welcome/Introductions	Wayne Holmes	2 minutes
II. Approve Minutes <ul style="list-style-type: none">• March 10, 2021 Minutes	Wayne Holmes Group	2 minutes
III. Financial Report <ul style="list-style-type: none">• February Financials	Mark Broms Daniel Nye	35 minutes
IV. Organizational Updates <ul style="list-style-type: none">• GHME1 Budget Reduction• CFCHS Telework and Staffing• Network Update• Strategic Plan• Officer Terms Ending June 30, 2021	Maria Bledsoe	10 minutes
V. Other/Public Input	Group	3 minutes/person
VI. Adjourn - Executive Committee Meeting <ul style="list-style-type: none">• May 12, 2021 from 2:00 pm to 3:00 pm	Group	2 minutes

**Executive Committee Meeting Minutes
Wednesday, March 10, 2021
Central Florida Cares Health System, Inc.
CFCHS Board Room**



ATTENDANCE

Board of Directors Present:

Debbie Owens, President, Seminole Prevention Coalition
Mark Broms, Treasurer, Brevard Homeless Coalition
Ian Golden, Past President, Brevard County Housing & Human Services
R. Wayne Holmes, Vice President, Retired Asst. State's Attorney/Community Advocate
David Solomon, Secretary, Walt Disney World

Central Florida Cares Health System, Inc. Staff

Maria Bledsoe, Chief Executive Officer
Daniel Nye, Chief Financial Officer
Trinity Schwab, Chief Operations Officer

Guests

Mary Christie, Department of Children and Families

Meeting Called to Order

The Central Florida Cares Health System, Inc. (CFCHS) Executive Committee meeting was held on Wednesday, March 10, 2021 at 2:00 p.m. at Central Florida Cares Health System. The President called the meeting to order at 2:03 pm.

Approve Minutes

A motion to approve the January 13, 2021 minutes with an amendment to public input was made by Wayne Holmes, David Solomon seconded; motion passed. There were 5 ayes and no 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 PPP loan is currently showing as a non-current liability of \$288,000, but when 100% forgiven, will be removed. The balance sheet has been stable with minimal changes YTD.

The Statement of Revenues and Expenses for the last 4 months and YTD is on page three. YTD FY20-21, CFCHS is at \$44M on program, services revenue is at a steady state. OCA utilizations are increasing. Audit is finished so no more accounting expenses. Outreach and Awareness shows \$56K for Project Opioid Webinars being created using SOR funds. Several open positions have resulted in \$50K in operating revenue over expenditures.

Pages 4-6 are utilization expenditures for the ME, Mental Health, and Substance Use by OCAs, providers, and rates. Details were provided related to the OCA's where spending year to date was discussed.

Pages 7 and 8 show how much has been spent on provider budgets, ranking from largest contract down to smallest programs.

Pages 9-10 are Provider Expenditures year to date. An outline of contract amendments this fiscal year were shown on page 11, where Amendment 47 for Cares Act funding has been added to bring the contract amount to \$88,565,839.

Mark Broms made a motion to approve the January financial report as presented. Ian Golden seconded; motion passed. There were 5 ayes and no nays.

The CFO spoke of the PPP Loan Forgiveness. After reviewing the process, it appears CFCHS should get the \$288K forgiven at 100%.

The CFO next spoke of the tax retention credits first mentioned by auditor, Farlen Halikman. This is a true payroll tax credit in its entirety where CFCHS can potentially receive a \$35K to \$45K tax credit. The CFO will share this information with providers next week.

Organizational Updates

- Budget Reduction – The \$1.6M reduction will not happen this fiscal year. CFCHS is working with providers who were affected. May be a reduction next fiscal year.
- CFCHS Telework and Staffing – Staff are rotating days coming into the office. All staff will return in April.
- Network update – Aspire is administering Covid-19 vaccinations to other provider personnel in the network.
- Ad-Hoc Contract Committee needs to be formed to review expiring provider contracts. The Executive Committee will need to approve the contracts if there is no quorum at the Board of Directors' meeting. CEO will reach out to Directors to form this committee.
- Strategic plan – increase revenue needs to be revisited since grants are being written. How can CFCHS do better in communicating/educating staff/board the items that are already being done? It was suggested to prioritize/focus on 2-3 items on the strategic plan instead of the entire list and reach out to Ken Peach, Director.

David Solomon made a motion to prioritize and strategically limit the strategic plan list to focus on the top 2-3 items, Ian Golden seconded, motion passed. There were 5 ayes and no nays.

- Substance Exposed Newborn Abstinence Syndrome in Brevard County is a pilot program for the state to implement statewide. This is part of the CARES funding and has to be used by December 2021. Meetings are occurring weekly.
- Officer Terms – CEO is meeting with a potential candidate for the Vice President position.
- Numerous grants have been submitted.
- Legislative appropriations – Legislators are still backing these appropriations.
- Mindfulness for Social Workers today virtually. Law enforcement Mindfulness starts next month and is in person.

Other/Public Input - None

Executive Committee Meeting

Next meeting April 7, 2021 at 2 pm.

Ian Golden made a motion to adjourn, Mark Broms seconded. Motion passed.

The meeting adjourned at 3:23 pm.

MINUTES TAKEN FROM
TRANSCRIPTION

Debbie Owens, President

DRAFT

CENTRAL FLORIDA CARES HEALTH SYSTEM

Financial Report
February 2021 Financials
Unaudited

Central Florida Cares Health System, Inc
Statement of Financial Position
For the prior four months ended 02/28/21



	<u>11/30/2020</u>	<u>12/31/2020</u>	<u>1/31/2021</u>	<u>2/28/2021</u>
Assets				
Current Assets				
Cash in Bank	7,358,202	6,948,156	6,244,766	6,134,904
Accounts Receivable	10,983,194	12,128,565	13,273,937	13,273,937
Prepaid Insurance	15,265	13,084	10,903	8,723
Prepaid Expenses	15,153	15,153	15,153	15,153
Deposits	26,375	26,375	26,375	26,375
Total Current Assets	<u>18,398,189</u>	<u>19,131,334</u>	<u>19,571,135</u>	<u>19,459,092</u>
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	<u>(1,165,985)</u>	<u>(1,165,985)</u>	<u>(1,165,985)</u>	<u>(1,165,985)</u>
Total Long-term Assets	<u>112,538</u>	<u>112,538</u>	<u>112,538</u>	<u>112,538</u>
Total Assets	<u>18,510,727</u>	<u>19,243,872</u>	<u>19,683,673</u>	<u>19,571,630</u>
Liabilities				
Short-term Liabilities				
Accounts Payable	5,769,963	5,984,247	6,598,483	5,505,071
Accrued Expenses	-	-	-	-
Wages Payable	118,226	138,954	136,504	136,414
Federal Payroll Taxes Payable	9,044	10,630	20,880	21,280
403(b) Payable	5,751	2,295	4,357	5,216
Deductions Payable	845	845	1,175	1,175
Deferred Revenue	666,818	2,184,590	3,300,490	5,308,428
CarryForward Funds	3,959,416	3,959,416	3,740,863	3,740,708
Interest & Other Payable to DCF	3,645	5,708	879	1,690
Advance Due to DCF CY	7,166,685	6,142,873	5,119,061	4,095,249
Total Short-term Liabilities	<u>17,700,392</u>	<u>18,429,558</u>	<u>18,922,691</u>	<u>18,815,231</u>
Non Current Note Payable (PPP)	288,000	288,000	288,000	288,000
Total Liabilities	<u>17,988,392</u>	<u>18,717,558</u>	<u>19,210,691</u>	<u>19,103,231</u>
Net Assets				
Unrestricted Net Assets:				
Prior Year Excess Revenues (Expenses)	420,254	420,254	420,254	420,254
Curr Year Excess Revenues (Expenses)	102,080	106,060	52,727	48,144
Total Unrestricted Net Assets	<u>522,334</u>	<u>526,314</u>	<u>472,981</u>	<u>468,398</u>
Total Liabilities and Net Assets	<u>18,510,727</u>	<u>19,243,872</u>	<u>19,683,673</u>	<u>19,571,630</u>

Central Florida Cares Health System, Inc
Statement of Revenues and Expenses
For the prior four months and YTD 02/28/21



	Nov-20	Dec-20	Jan-21	Feb-21	FY 20/21 YTD
Program Services Revenue:					
DCF	5,842,290	6,155,009	6,751,434	5,400,431	49,524,449
Other	-	-	-	-	-
Brevard Co Planning Grant	-	-	12,000	-	12,000
Total Operating Revenue	5,842,290	6,155,009	6,763,434	5,400,431	49,536,449
Expenditures:					
Program Services Expenses	5,742,813	5,959,006	6,565,853	5,230,656	47,925,195
Personnel Expenses	121,328	148,579	134,687	131,912	1,102,780
403(b) Fees	837	-	-	962	2,887
Accounting Fees	12,500	3,000	4,550	-	20,050
Conferences	-	-	-	-	-
DCF Unallowables	26	1	-	-	551
Dues & Subscriptions	28	2,703	447	137	34,845
Insurance	1,856	2,372	2,369	2,378	18,520
Legal Fees	-	-	413	-	1,605
Meetings	5	5	5	-	21
Office Equipment	70	119	147	5,009	13,160
Office Furn & Fixture	-	2,408	900	-	3,308
Outreach and Awareness	6,857	-	56,179	-	63,036
Payroll Processing Fees	584	692	600	750	5,606
Printing & Publications	-	-	-	-	-
Professional Services Other	4,234	1,314	5,746	1,574	24,854
Recruiting and Screening	200	98	129	144	714
Rent-Building	14,950	14,950	14,950	14,950	120,803
Rent-Equipment	470	520	753	611	3,954
Software Development	-	-	12,063	-	12,063
Software Expense	13,808	12,455	13,652	12,791	112,966
Supplies & Postage	216	270	34	351	1,027
Telephone, Internet & Conf	2,343	2,343	2,299	2,357	18,713
Training	-	195	1,990	450	3,844
Total Expenditures	5,923,125	6,151,029	6,817,766	5,405,033	49,490,503
Operating Revenue over Expenditures	(80,835)	3,979	(54,332)	(4,602)	45,945
Other Revenue and Expenses:					
Contribution Revenue	13	-	999	19	2,198
Contribution Expense	-	-	-	-	-
Net Other Revenue (Expense)	13	-	999	19	2,198
Net Revenue over Expenditures	(80,821)	3,979	(53,333)	(4,583)	48,144

Central Florida Cares Health System, Inc
OCA Expenditure Utilization Summary – Page 1 of 3
 YTD For the month ended February 28, 2021



FEB 2021 YTD - OCA UTILIZATION SUMMARY							
	OCA Description	Non Rec	Sch of Funds	Expenditures	%	Target%	Notes - current month comments in red
			(Amend 47)	Thru FEB 28,	Utilization		
MHS00	ME Admin Costs		\$2,357,779	\$1,275,290	54.1%	62.5%	-
MHCAM	ME Adult and Children's Care Coordination - CARES ACT	NR	\$200,000		0.0%	0.0%	
MHCAW	ME Wraparound Certification Training - CARES ACT	NR	\$10,000		0.0%	0.0%	
MS919	ME Road to Recovery - Modernizing Behavioral Health Sys	NR	392,570	202,941	51.7%	62.5%	
MSSA2	State Opioid Response Disc Grant Admin-Yr2	NR	26,170	11,120	42.5%	62.5%	
MSSA3	State Opioid Response Disc Grant Admin - Year 3	NR	149,957	24,456	16.3%	35.3%	
ME Total			\$3,136,476	\$1,513,807	48.3%	61.1%	

Central Florida Cares Health System, Inc

OCA Expenditure Utilization Summary – Page 2 of 3

YTD For the month ended February 28, 2021



	OCA Description	Non Rec	Sch of Funds (Amend 47)	Expenditures Thru FEB 28,	% Utilization	Target%	Notes - current month comments in red
MH000	* General MH – 24hr Care Residential, Ambulatory, CSU, Baker Act, Inpatient Crisis, Prevention		25,208,330	15,653,421	62.1%	66.7%	
MH026	Early Intervention Svc -Psychotic Disorders		750,000	449,649	60.0%	66.7%	
MHSFP	* State Funded for Profit Sub-recipients		232,652	145,171	62.4%	66.7%	
MH0PG	Grants PATH		492,750	357,325	72.5%	66.7%	
MHS52	* Circles of Care – Crisis Stabilization	NR	700,000	508,896	72.7%	66.7%	
MH071	Purchase of Residential Treatment Svs for Emotionally Disturbed Children and Youth		390,183	10,814	2.8%	54.2%	Admissions to PRTS programs are significantly lower than in previous years. It's CFCHS understanding this is due to COVID-19.
MH072	* Community Forensic Beds		524,474	311,820	59.5%	66.7%	
MH073	* Florida Assertive Community Treatment		3,558,091	2,340,032	65.8%	66.7%	
MH076	* Indigent Psychiatric Medication Program		69,078	30,100	43.6%	66.7%	OCA is the last source of Funding, Typically, Rx is billed on Credit, then Insurance reimbursement and CoPay's, then OCA \$\$.. Aspire - possible data upload issue reported for January; will continue monitor this month's data to determine if their burn rate for services is truly low, or provider was behind on the data submission.
MH0BN	Title XXI Children's Health Insurance Program – Behavior Health Network		954,590	558,085	58.5%	66.7%	
MH0CN	* MH Care Coordination		507,089	380,559	75.0%	66.7%	
MH0FH	* Community Forensic Multidisciplinary Teams for Hospital Diversion		652,000	331,491	50.8%	66.7%	Reduced applicable diversions due to covid19.
MH0TB	Temporary Assistance for Needy Families		661,245	299,989	45.4%	66.7%	Low Admissions & Services are being 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. Providers should be able to identify additional TANF eligible clients if funding gets reallocated within
MHCA2	ME MH Community Action Teams(CAT)-CARES ACT	NR	500,000	0	0.0%	0.0%	
MHCA8	ME 211 Helpline Supports – CARES ACT	NR	166,666	0	0.0%	0.0%	
MHCAF	ME FACT Program Administration – CARES ACT	NR	1,096,875	0	0.0%	0.0%	
MHCAR	ME Short-Term Residential Treatment (SRT) – CARES ACT	NR	434,861	0	0.0%	0.0%	
MHCAS	ME Children's Care Coordination – CARES ACT- Direct Client Services	NR	300,000	0	0.0%	0.0%	
MHFMH	Forensic Transitional Beds		700,800	0	0.0%	66.7%	
MHCAT	* Community Action Treatment Team		3,000,000	2,070,563	69.0%	66.7%	
MHCOV	Emergency COVID-19 Grant	NR	555,000	277,622	50.0%	66.7%	IMPOWER hired marketing staff to further promote services. They are projecting to utilize 100% of the funding. January was largest spending month to-date. Monthly utilization continues to increase slightly.
MHEMP	ME MH Supported Employment Services	NR	250,000	114,942	46.0%	55.6%	Club House & Lag in admissions; Provider reported the need for data adjustments on this OCA, which will be submitted on this billing cycle. ..Aspire - low utilization due to sliding fees reported/applied for clients on Medicaid.
MHTLH	ME MH Telehealth Behavioral Health		388,020	0	0.0%	0.0%	
MHMCT	* Mobile Crisis Teams		1,163,384	842,769	72.4%	62.5%	
MHSCR	* Centralized Receiving Facilities		4,618,430	3,035,765	65.7%	62.5%	
MHTRV	* Transition Vouchers Mental Health		189,009	152,906	80.9%	62.5%	
Mental Health Total			\$48,063,527	\$27,871,919	58.0%	49.9%	

Central Florida Cares Health System, Inc

OCA Expenditure Utilization Summary – Page 3 of 3

YTD For the month ended February 28, 2021



	OCA Description	Non Rec	Sch of Funds (Amend 47)	Expenditures Thru FEB 28,	% Utilization	Target%	Notes - current month comments in red
MS000	* SA Services and Support		18,134,175	10,627,508	58.6%	62.5%	
MS023	HIV Services		666,360	469,129	70.4%	62.5%	
MS025	Prevention Services		2,665,440	1,456,761	54.7%	62.5%	
MS0PP	Prevention Partnership Grant		571,106	377,745	66.1%	62.5%	
MSSOH	ME State Opioid Response Disc Grant - Hospital Bridge	NR	547,718	201,086	36.7%	55.6%	COVID-19 restrictions have prevented staff from accessing the hospitals.... Aspire - decrease in services for February, but utilization is just below the target (64%); no concerns.
MSSGP	ME ST Opioid Disc Grant GPRA	NR	298,118	21,665	7.3%	55.6%	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 clearance to re-allocate funds to general SOR services.
MSSG3	ME ST Opioid Disc Grant GPRA YR3	NR	47,230	0	0.0%	42.9%	
MSSOW	ME State Opioid Response Disc Grant-Child Welfare	NR	547,718	339,365	62.0%	60.0%	
MSCSO	ME SA Seminole County SHRF Opioid ARC Partnership	NR	400,000	247,427	61.9%	44.4%	
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	95,920	31.8%	50.0%	
MSSM2	ME State Opioid Response SVCS-MAT YR2	NR	3,569,255	2,060,410	57.7%	93.3%	Transition House is lagging behind on services. Reached out to Provider to determine if this is a data entry issue and notified that this is corrected by the next billing cycle. Provider has been apprised of possible funding reallocation if spending rate does not increase to where it should be.
MSSM3	ME State Opioid Response SVCS-MAT YR3	NR	2,530,513	674,371	26.6%	42.9%	Aspire's low MSSM3 utilization is due to an adjustment in their data, to reclassify their MSSM2 units. Provider has been notified today that this must be corrected by next billing cycle.
MS081	* Projects Expansion of Substance Abuse Services for Pregnant Women and their Families		1,883,426	906,200	48.1%	63.6%	Aspire & STEPS lag in data turnaround. 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	483,694	45.5%	62.5%	
MS917	ME SA Specialized Treatment Education & Prevention Services - Women's Res Treatment	NR	250,000	145,599	58.2%	62.5%	
MS0CN	* Care Coordination		217,324	144,269	66.4%	62.5%	
MS0TB	Temporary Assistance for Needy Families		660,359	409,601	62.0%	62.5%	
MSCBS	* Community Based Services		2,039,181	1,139,249	55.9%	62.5%	
MSRC2	ME State Opioid Response Disc Grant SCVS Rec Comm Org Year 2		25,000	3,089	12.4%	62.5%	This OCA was recently amended in RASE's contract.
MS0CN	ME State Opioid Response Disc Grant SCVS Rec Comm Org Year 3		237,574	0	0.0%	42.9%	
MSCAF	ME SA Family Intensive Treatment (FIT) - CARES ACT		100,000	0	0.0%	0.0%	
MSCAS	ME NAS/SEN Care Coordination - CARES ACT - Providers		300,000	0	0.0%	0.0%	
MSTRV	* Transition Vouchers Substance Abuse		122,734	61,450	50.1%	62.5%	
Substance Abuse Total			\$37,365,836	\$20,053,277	53.7%	55.8%	
Provider Total			\$85,429,363	\$47,925,195	56.1%	52.5%	
TOTAL			\$88,565,839	\$49,439,002	55.8%	52.8%	

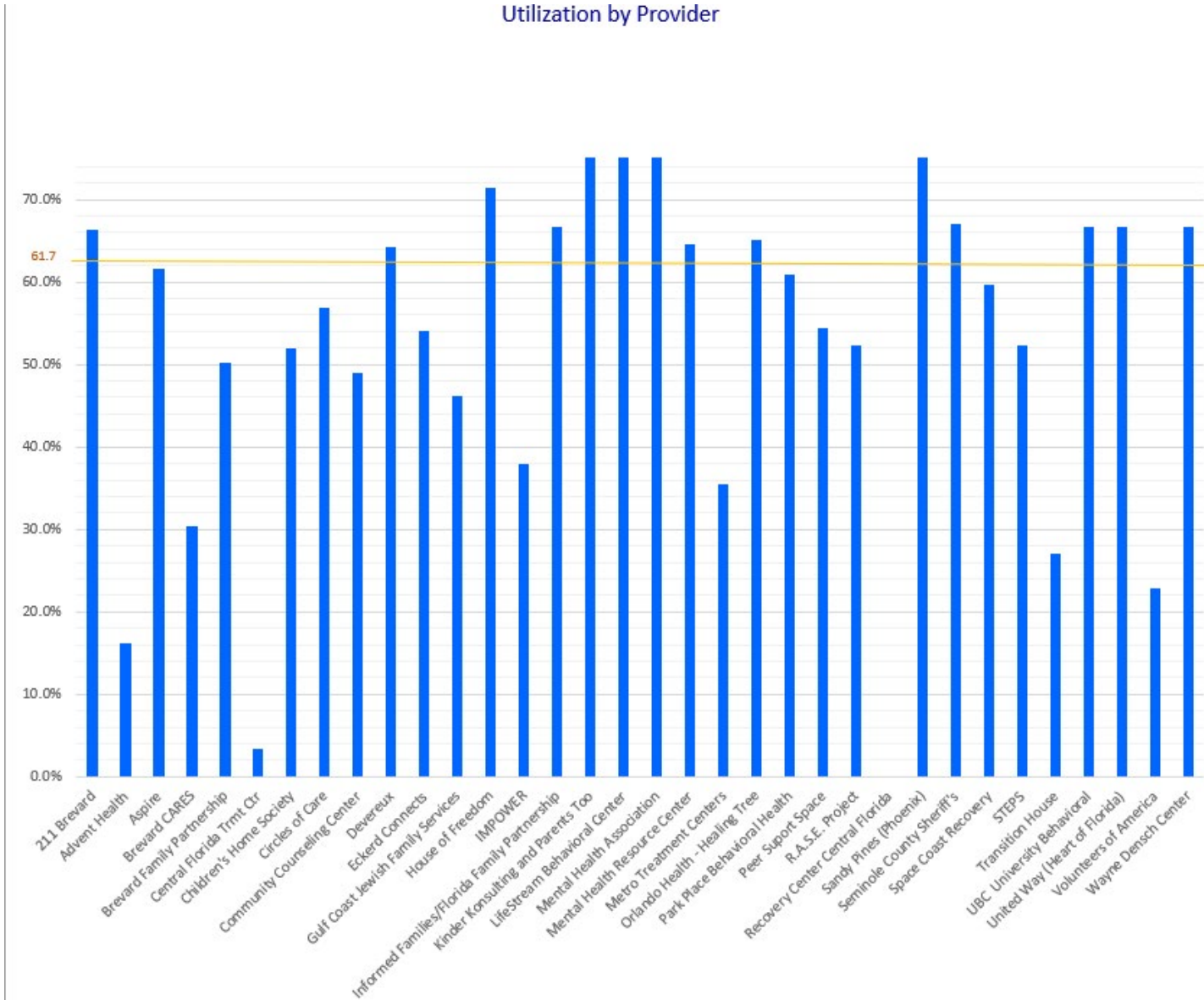
Central Florida Cares Health System, Inc

Utilization Rate by Provider

YTD For the month ended February 28, 2021



Utilization by Provider



Central Florida Cares Health System, Inc

Provider Expenditures

YTD for the month ended February 28, 2021



Provider	Budget (Pending Final Amendment)	Expenditures	Utilization	Target	Over/ (Under) \$	Over/ (Under) %
211 Brevard	220,609	146,213.42	66.3%	60.1%	13,613	10.27%
Advent Health	77,500	12,500.00	16.1%	35.0%	(14,625)	-53.92%
Aspire	41,030,566	25,247,420.33	61.5%	60.1%	585,383	2.37%
Brevard CARES	527,481	160,637.99	30.5%	60.1%	(156,412)	-49.33%
Brevard Family Partnership	60,000	30,100.75	50.2%	60.1%	(5,963)	-16.54%
Central Florida Trmt Ctr	80,000	2,696	3.4%	15.0%	(9,304)	0.00%
Children's Home Society	2,567,770	1,335,725.07	52.0%	60.1%	(207,671)	-13.46%
Circles of Care	14,625,232	8,319,608.26	56.9%	60.1%	(471,107)	-5.36%
Community Counseling Center	271,178	132,917.63	49.0%	60.1%	(30,078)	-18.45%
Devereux	1,937,844	1,245,173.94	64.3%	60.1%	80,404	6.90%
Eckerd Connects	2,263,974	1,222,371.86	54.0%	60.1%	(138,424)	-10.17%
Gulf Coast Jewish Family Services	186,220	86,138	46.3%	60.1%	(25,792)	-23.04%
House of Freedom	399,894	285,773	71.5%	60.1%	45,411	18.89%
IMPOWER	1,722,923	652,298	37.9%	60.1%	(383,290)	-37.01%
Informed Families/Florida Family Partnership	150,000	100,000	66.7%	60.1%	9,840	10.91%
Kinder Konsulting and Parents Too	3,015	3,015	100.0%	100.0%	0	0.00%
LifeStream Behavioral Center	396,351	312,355	78.8%	60.1%	74,122	31.11%
Mental Health Association	21,562	21,562	100.0%	100.0%	0	0.00%
Mental Health Resource Center	2,422,061	1,563,443	64.6%	60.1%	107,627	7.39%
Metro Treatment Centers	392,535	139,285	35.5%	60.1%	(96,654)	-40.97%
Orlando Health - Healing Tree	96,510	62,776	65.0%	60.1%	4,768	8.22%
Park Place Behavioral Health	6,159,058	3,749,483	60.9%	60.1%	47,489	1.28%
Peer Suport Space	100,000	54,359	54.4%	60.1%	(5,748)	0.00%
R.A.S.E. Project	344,348	180,238	52.3%	60.1%	(26,737)	-12.92%
Recovery Center Central Florida	237,574	0	0.0%	15.0%	(35,636)	0.00%
Sandy Pines (Phoenix)	5,856	5,856	100.0%	60.1%	2,336	66.37%
Seminole County Sheriffs	400,000	268,437.96	67.1%	60.1%	28,012	11.65%
Space Coast Recovery	587,741	351,174	59.7%	60.1%	(2,097)	-0.59%
STEPS	2,949,097	1,541,821	52.3%	60.1%	(230,777)	-13.02%
Transition House	512,418	138,440	27.0%	60.1%	(169,557)	-55.05%
UBC University Behavioral	213,235	142,157	66.7%	60.1%	13,989	10.91%
United Way (Heart of Florida)	164,775	109,850	66.7%	60.1%	10,809	10.91%
Volunteers of America	156,215	35,618	22.8%	20.9%	3,002	0.00%
Wayne Densch Center	398,021	265,750	66.8%	60.1%	26,514	11.08%
			58.7%	61.7%	(956,554)	-4.92%