



FINANCE COMMITTEE MEETING

Integral Care's mission is to improve the lives of people affected by behavioral health and developmental and/or intellectual challenges.

DATE: Monday, August 27, 2018
TIME: 12:00 p.m.
PLACE: 1430 Collier St. – Board Room
Austin, Texas 78704

AGENDA

- I. Citizens' Comments** (Presentations are limited to 3 minutes) – page 1
- II. Approval of Finance Committee Minutes for July 23, 2018** – pages 2-5
- III. Discuss and Take Appropriate Action on Cash & Investment Report – July, 2018**
(Weden) – pages 6-9
- IV. Discuss and Take Appropriate Action on Financial Statements and Amendments (if applicable) for the Period Ending July 31, 2018 (Subject to Audit)** (Weden, Thompson) – pages 10-21
- V. Discuss and Take Appropriate Action to Approve FY 2019 Budget** (Weden, Thompson) – See Handout – page 22
- VI. Discuss and Take Appropriate Action Authorizing Approval for the Board Chair and/or Chief Executive Officer and/or His Designee, as applicable, to Sign the Health and Human Services Local Mental Health Authority Contract for FY 2019** (Weden) – pages 23-25
- VII. Discuss and Take Appropriate Action Authorizing Approval for the Board Chair and/or Chief Executive Officer and/or His Designee, as applicable, to Sign the Health and Human Services Local Intellectual and Developmental Disability Authority Contract for FY 2019**
(Weden) – pages 26-28
- VIII. Discuss and Take Appropriate Action on Approval of On-line Training** (Guinn, Walker) – pages 29-32
- IX. Discuss and Take Appropriate Action on Approval of Janitorial and Custodial Services Contract** (Weden) – pages 33-37
- X. Update on Resource Development** (Richards, Eldridge) – pages 38-39

- XI. Announcements** – page 40
- XII. New Business** – page 41
 - Identify Consent/Non-Consent Agenda Items
- XIII. Citizens’ Comments** (Presentations are limited to 3 minutes) – page 42

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***Note: The full packet is available on Integral Care’s webpage at:
<http://integralcare.org/agendas-minutes/> (Under the heading “Finance Committee”)***

I. Citizens' Comments

II. Approval of Minutes for July 23, 2018 Finance Committee Meeting



FINANCE COMMITTEE MINUTES

DATE: July 23, 2018
TIME: 12:00 p.m.
PLACE: 1430 Collier St. – Board Room
Austin, Texas 78704

MEMBERS PRESENT: Tom Young, Robert Chapa, Luanne Southern

Center staff were in attendance.

The meeting was called to order by Mr. Young at 12:00 p.m.

I. CITIZENS' COMMENTS

None.

II. APPROVAL OF FINANCE COMMITTEE MINUTES

No changes were noted to the minutes of the June 25, 2018 meeting. They stand approved as submitted.

III. DISCUSS AND TAKE APPROPRIATE ACTION ON CASH & INVESTMENT REPORT FOR JUNE, 2018

Mr. Chapa made a motion to recommend to the Board the acceptance of the Cash and Investment Report for June, 2018.

Ms. Southern seconded.

Mr. Weden reviewed the Cash and Investment Report for June, 2018 stating the interest earned in 6/2018 was \$34,349 and total market and book value at end of month was \$23,050,566. He also stated there were no significant changes for the month. A comparison of FY 2017 vs. FY 2018 cash and investment amounts was reviewed. Discussion followed.

All were in favor. Motion carried.

IV. DISCUSS AND TAKE APPROPRIATE ACTION ON FINANCIAL STATEMENTS AND AMENDMENTS (IF APPLICABLE) FOR THE PERIOD ENDING JUNE 30, 2018 (SUBJECT TO AUDIT)

Mr. Young made a motion to recommend to the Board the acceptance of the Financial Statements and amendments (if applicable) for the period ending June 30, 2018, subject to audit.

Mr. Chapa seconded.

Ms. Thompson discussed the following information from the schedules found in the packet: Financial Summary, Balance Sheet General Operating Fund and Notes (Schedule N2), Combined (Schedule C1), Statement of Revenue and Expenditures and Notes (Schedule C2), Waiver (Schedule C3), and Capital Projects (Schedule C4). Ms. Thompson discussed in detail the information on the Summary page including: Total Annual Budget; YTD Net; Fund Balance; Capital Projects, and Waiver Budget. Discussion followed.

All were in favor. Motion carried.

V. UPDATE & DISCUSSION ON DASHBOARD FINANCIAL METRICS

Mr. Weden introduced Teresa Williams and Ken Winston to discuss IDD information. Mr. Winston discussed Phase I which included the following:

- Prioritize face-to-face meetings with clients,
- Get documentation completed within 24 hours,
- Documented errors corrected on a weekly basis; and
- Aligning caseloads with service coordinators locations (geographically grouped).

Ms. Williams stated that Phase II initially included two areas, HCS and Texas Home Living. Now Intake & Enrollment and Psychological Services have been added. Some of the areas being worked on are updating Medicaid for clients, updating Intake Enrollment procedures, finalizing all policies and procedures, addressing turnover rate, and using the new automated systems. Discussion followed.

VI. ANNOUNCEMENTS

Reminder: Budget Work Session Date – Thursday, August 16th at 5:00 p.m.

VII. NEW BUSINESS

- Non-Consent: Item IV
- Consent: Item III

VIII. CITIZENS' COMMENTS

None.

There being no further business, the meeting adjourned at 12:30 p.m.

Tom Young, Chair Date
Finance Committee

Libby Worsham

Libby Worsham,
Executive Assistant

III. Discuss and Take Appropriate Action on Cash & Investment Report For July, 2018



CASH AND INVESTMENT REPORT


For the month ended July 31, 2018

<u>Cash and Cash Equivalents</u>	<u>Investments Market Value</u>	<u>Investments Book Value</u>	<u>Percentage of Portfolio</u>	<u>Monthly Interest</u>	<u>Interest Rates</u>	<u>Stated Maturity Term</u>	<u>Average Days to Maturity</u>
<u>Chase Bank of Texas</u>							
Deposit Account	243,407	243,407	1.03%	396	0.45%	1	1
<u>Frost Bank</u>							
Deposit Account	21,236,371	21,236,371	89.45%	24,728	1.91%	1	1
<u>Short-term Investments:</u>							
TexPool Fund - Operating	2,255,433	2,255,433	9.50%	3,614	1.89%	1	1
TexPool Fund - Midelburg Trust	6,739	6,739	0.03%	11	1.89%	1	1
Totals and Averages, current month	23,741,951	23,741,951	100.00%	28,749	1.89%	1	1
Totals and Averages, previous month	\$ 23,050,566	\$ 23,050,566	100.00%	\$ 34,349	1.79%	1	1
Totals and Averages, previous year	\$ 28,068,047	\$ 28,068,047	100.00%	12,593	0.64%	1	1
Benchmark: 90-day T-bill rate at 7/31/18 - 1.96%							

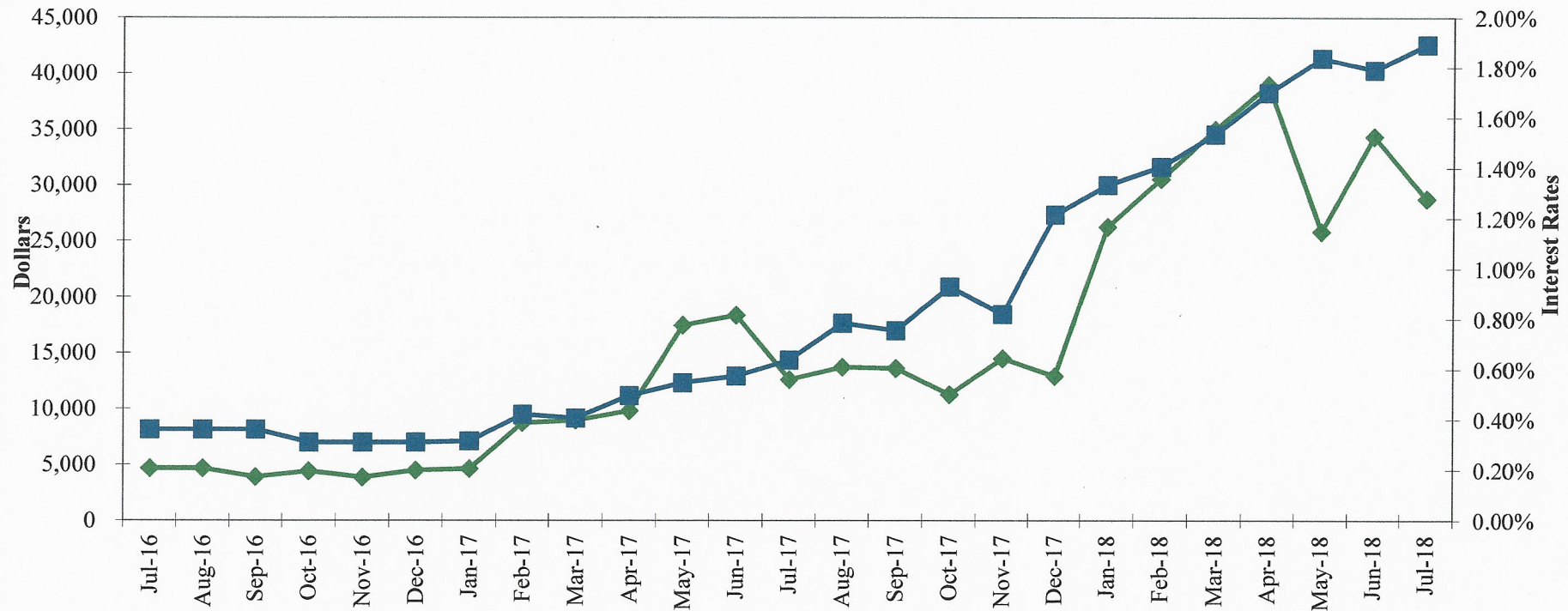
This report is in full compliance with the investment policy as established for the Investment Portfolio, the Public Funds Investment Act (Chapter 2256.023 and Generally Accepted Accounting Principles (GAAP).

(1) - The period change is the result of changes in cash position and not fluctuations in market value of investments.


 David A. Weden, CAO/CFO 8/21/18


 Mark Watson, Director of Accounting 8/21/2018

Interest Rates and Earnings Comparison



Interest Rate
Earnings

July'16
0.36%
4,660

July'17
0.64%
12,593

July'18
1.89%
28,749



LIST OF SECURITIES
For the month ended July 31, 2018

<u>Cash and Cash Equivalents</u>	<u>Purchase Dates</u>	<u>Investments Book Values</u>	<u>Interest Rates</u>	<u>Maturity Dates</u>	<u>Average Days to Maturity</u>
<u>Chase Bank of Texas</u>					
Chase Bank Depository Account	6/1/2007	\$ 243,407	0.45%		1
<u>Frost Bank</u>					
Frost Bank Depository Account	2/1/2017	21,236,371	1.91%		1
<u>Edward Jones</u>					
Cash	12/6/2017	0	0.00%		0
Stock Donations	12/6/2017	0	0.00%		1
<u>Short-term Investments:</u>					
TexPool Fund - Operating	6/1/2007	2,255,433	1.89%		1
TexPool Fund - Midelburg Trust	6/1/2007	6,739	1.89%		1
Total		<u>\$ 23,741,951</u>	<u>1.89%</u>		<u>1</u>

**IV. Discuss and Take Appropriate Action on
Financial Statements and Budget Amendments
(if applicable) for the period Ending July 31, 2018
(Subject to Audit)**

Integral Care
Financial Summary Period Ending July 31, 2018

Sub-Total
Operations &

	Operations	Waiver	Waiver	Capital Projects	Total
Total Annual Budget - Current	\$ 75,857,211	\$ 17,378,996	\$ 93,236,207	\$ 26,352,978	\$ 119,589,185
Total Annual Budget - Original	\$ 74,299,518	\$ 17,313,179	\$ 91,612,697	\$ 26,352,978	\$ 117,965,675
Total Budget Amendments	\$ 1,557,693	\$ 65,817	\$ 1,623,510	\$ -	\$ 1,623,510
1) Year-to-Date (YTD) Net	\$ 493,455	\$ 4,289,647	\$ 4,783,102	\$ (2,657,890)	\$ 2,125,213
Year-to-Date Planned Fund Balance Exp	\$ (293,905)		\$ (293,905)	\$ (2,657,445)	\$ (2,951,350)
Year-to-Date Net (without FB planned loss)	\$ 787,360	\$ 4,289,647	\$ 5,077,007	\$ (444)	\$ 5,076,563

Note: Settlement & Interest on outstanding FFS claims and Interest late claims pmt, \$82,917

Notes:

- 1) a.) Central Health Funds reserved from contract end 2016, \$636,623, recognized in July, held until current contract year executed
b.) Medicaid Administrative Claim funds of \$600,000 were reallocated from admin to programs with operation losses (Central Health funds recognized in Authority division)
c.) Waiver Revenue - month of July recorded DY5 early reporting funds received of \$2,954,871, these funds were not included in the FY2017 budget

- 2) Included in budget are reserves, DSHS Adult (\$83,699) and Child (\$79,266)

Reserve
\$ 162,965

Fund Balance Category	2016 Ending Fund Balance	FY2017 YTD Net Operations	FY2017 YTD Fund Balance	Fund Balance Days of Operation
3) Fund Balance				
Operations	Unassigned \$ 9,854,862	\$ (599,877)	\$ 9,254,985	Total Unrestricted / Waiver FB \$ 20,217,877
Midelberg	Restricted 6,653	-	\$ 6,653	FY17 Fund Balance Budget-Bal (1,617,125)
Waiver	Assigned 6,673,245	4,289,647	\$ 10,962,892	FY2017 YTD Adj Fund Balance \$ 18,600,752
Sale of NLJ/Purchase Renovation 1165 Airport	Assigned 4,281,431	(1,564,558)	\$ 2,716,873	YTD Average Operations Expense \$ 226,814
Total Fund Balance	\$ 20,816,191	\$ 2,125,213	\$ 22,941,404	YTD Unrestricted Days of Operation 82

2017 Fund Balance Budget	Annual Budget	Used to Date	Budget Balance
Unrestricted:			
IT Project Plan Future EMR	\$ (1,000,000)	\$ (21)	\$ (999,979)
Collier Facility Roof Replacement	(600,000)	-	(600,000)
The Herman Center Facility Construction	(659,139)	(1,092,867)	-
Early Child Intervention (ECI) Program	(137,478)	(120,332)	(17,146)
Unallowable Type Expenses (recurring type expenses)	(150,000)	(173,573)	-
Total Unrestricted Fund Balance Budget	\$ (2,546,617)	\$ (1,386,792)	\$ (1,617,125)
Airport Facility Renovation (restricted sale of NLJ Property)	(4,500,000)	(1,564,558)	(2,935,442)
Total FY2017 Fund Balance	\$ (7,046,617)	\$ (2,951,350)	\$ (4,552,568)

Allocated MAC Revenues \$229K

- 4) Capital Projects Include:

	Budget	YTD Revenue	YTD Expense	YTD Net
IT Project Plan Future EMR	\$ 1,000,000	\$ 229,022	\$ 229,043	\$ (21)
Collier Facility Roof Replacement	600,000	-	-	-
The Herman Center Facility Construction	4,331,821	2,549,096	3,641,963	(1,092,867)
HCC Oaksprings Facility	15,921,157	1,477,459	1,477,459	-
Airport Facility Renovation	4,500,000	-	1,564,558	(1,564,558)
S. Lamar New Lease Build-Out	-	49,000	49,444	(444)
Total Capital Projects	\$ 26,352,978	\$ 4,304,577	\$ 6,962,466	\$ (2,657,890)

Allocated MAC Revenues \$229K



Integral Care Schedule N2 Balance Sheet Gen. Op. Fund
As of 7/31/2018

	Beginning Balance 9/01/2016	Prior Period Balance 6/30/2017	Current Period Balance 7/31/2017	Notes	Current Period Change	Year To Date Change	Current Period % Change	Year To Date % Change
Schedule N2 Balance Sheet Gen. Op. Fund								
Assets								
Current Assets								
Cash	\$ 17,689,459	\$ 29,841,597	\$ 28,073,934		\$ (1,767,663)	\$ 10,384,475	(5.92%)	58.70%
Accounts Receivable	16,032,605	6,741,137	8,073,247	(1)	1,332,111	(7,959,358)	19.76%	(49.64%)
Deposits and Prepays	599,366	382,671	357,567		(25,105)	(241,799)	(6.56%)	(40.34%)
Inventory	-	-	-		-	-		
Total Current Assets	\$ 34,321,430	\$ 36,965,405	\$ 36,504,748		\$ (460,657)	\$ 2,183,318	(1.25%)	6.36%
Noncurrent Assets								
Investment in Tejas	\$ -	\$ -	\$ -		\$ -	\$ -		
Investment in NMF	128,649	128,649	128,649		-	-	0.00%	0.00%
Investment in Housing First Oak Springs	-	-	-		-	-		
Total Noncurrent Assets	\$ 128,649	\$ 128,649	\$ 128,649		\$ -	\$ -	0.00%	0.00%
Total Assets	\$ 34,450,079	\$ 37,094,054	\$ 36,633,397		\$ (460,657)	\$ 2,183,318	(1.24%)	6.34%
Liabilities								
Current Liabilities								
Interfund Payables	\$ 436,571	\$ 431,690	\$ 423,614		\$ (8,076)	\$ (12,957)	(1.87%)	(2.97%)
Accounts Payable	4,480,801	1,491,210	2,208,499	(2)	717,289	(2,272,302)	48.10%	(50.71%)
Deferred Revenue	4,631,854	10,523,307	6,712,235	(3)	(3,811,072)	2,080,381	(36.22%)	44.91%
Fringe Payables	2,506,735	2,202,885	2,592,546		389,661	85,811	17.69%	3.42%
Total Current Liabilities	\$ 12,055,961	\$ 14,649,091	\$ 11,936,894		\$ (2,712,197)	\$ (119,067)	(18.51%)	(0.99%)
Noncurrent Liabilities								
Accrued Compensated Absences	\$ 1,577,927	\$ 1,775,039	\$ 1,755,099		\$ (19,940)	\$ 177,172	(1.12%)	11.23%
Total Noncurrent Liabilities	\$ 1,577,927	\$ 1,775,039	\$ 1,755,099		\$ (19,940)	\$ 177,172	(1.12%)	11.23%
Total Liabilities	\$ 13,633,888	\$ 16,424,130	\$ 13,691,993		\$ (2,732,137)	\$ 58,105	(16.63%)	0.43%
Fund Equity								
Fund Balance - Operations								
Fund Balance - Operations	\$ 9,861,515	\$ 9,861,515	\$ 9,861,515		\$ -	\$ -	0.00%	0.00%
Net Income - Operations	-	102,774	493,455		390,680	493,455	380.13%	
Net Income - Capital Projects (excluding Airport)	-	(1,133,293)	(1,093,332)		39,961	(1,093,332)	(3.53%)	
Total Fund Balance - Operations	\$ 9,861,515	\$ 8,830,996	\$ 9,261,638	(4)	\$ 430,642	\$ (599,877)	4.88%	(6.08%)
Fund Balance - 1115 Waiver								
Fund Balance - 1115 Waiver	\$ 6,673,245	\$ 6,673,245	\$ 6,673,245		\$ -	\$ -	0.00%	0.00%
Net Income - 1115 Waiver	-	1,210,125	4,289,647		3,079,522	4,289,647	254.48%	
Total Fund Balance - 1115 Waiver	\$ 6,673,245	\$ 7,883,370	\$ 10,962,892	(5)	\$ 3,079,522	\$ 4,289,647	39.06%	64.28%
Fund Balance - Airport Building Capital Project								
Fund Balance - Airport Building Capital Project	\$ 4,281,431	\$ 4,281,431	\$ 4,281,431		\$ -	\$ -	0.00%	0.00%
Net Income - Airport Building Capital Project	-	(325,874)	(1,564,558)		(1,238,684)	(1,564,558)	380.11%	
Total Fund Balance - Airport Building Capital Project	\$ 4,281,431	\$ 3,955,557	\$ 2,716,874	(6)	\$ (1,238,684)	\$ (1,564,558)	(31.32%)	(36.54%)
Total Fund Equity	\$ 20,816,192	\$ 20,669,924	\$ 22,941,404		\$ 2,271,480	\$ 2,125,213	10.99%	10.21%
Total Liabilities and Fund Equity	\$ 34,450,079	\$ 37,094,054	\$ 36,633,397		\$ (460,657)	\$ 2,183,318	(1.24%)	6.34%

Integral Care Balance Sheet Notes
Period Ending 7/31/2018

Note 1 Accounts Receivable, \$8,073,247

3rd Party FFS A/R	963,060
3rd Party FFS A/R - Allowance	(249,852)
Sub-Total 3rd Party FFS A/R	713,208
Contracts Receivable	6,038,845
Contracts Receivable - Accrued Revenue (DSHS HCC, MAC, etc.)	683,905
Employee Advances - Payroll Pay Period Conversion	465,931
Employee Insurance Receivable	162,704
Rental Operations	8,653
Total Accounts Receivable	8,073,247

Note 2 Accounts Payable, \$2,208,499:

Accrued Accounts Payable (mainly Contract Provider Exp and DSHS/DADS 2016 unspent cost reimb advances)	1,378,831
Other	829,667
Total Accounts Payable	2,208,499

Note 3 Deferred Revenue, \$6,712,235:

Waiver Funds	1,674,148
DSHS	957,938
St. David's EOU, MHFA, OakSprings Construction	1,532,363
DADS	426,282
City of Austin Interlocal	327,121
DSHS Match - Rehab/CM Match	489,116
HCC MATCH (NMF, DACC, Lola Wright)	872,947
All Other	432,320
Total Deferred Revenue	6,712,235

Note 4 Fund Balance Operations, \$9,261,638 (includes Midelberg):

Fund Balance Ending 8/31/2016 (includes operations & Midelberg)	9,861,515
FY2017 YTD Net Operations	493,455
FY2017 Capital Projects Net (excluding Airport Facility)	(1,093,332)
Fund Balance Ending (Operations & Midelberg)	9,261,638

Note 5 Fund Balance Waiver, \$10,962,892:

Fund Balance Ending 8/31/2016	6,673,245
FY2017 YTD Net Waiver	4,289,647
Total Waiver Fund Balance	10,962,892

Note 6 Fund Balance Airport Building Sale/Purchase/Renovation, \$2,716,874:

Fund Balance Ending 8/31/2016	4,281,431
2017 Renovation Airport Building	(1,564,557)
Total Building Sale/Purchase Fund Balance	2,716,874



Integral Care Schedule C1 - Combined
From 7/01/2018 Through 7/31/2018

	Original Budget	Budget Revisions	Revised Budget	Current Month Actual	YTD Actual	YTD Budget	YTD Variance	Percent Variance
Schedule C1 - Combined								
REVENUES								
Local Funds								
City of Austin	\$ 8,101,521	\$ 17,853	\$ 8,119,374	\$ 633,038	\$ 4,377,913	\$ 7,442,798	\$ (3,064,885)	(41.18%)
Travis County	5,454,161	476,008	5,930,169	411,120	4,411,556	5,436,002	(1,024,446)	(18.85%)
Central Health	10,085,269	-	10,085,269	1,596,866	9,226,669	9,244,829	(18,160)	(0.20%)
Other Local	19,522,655	235,103	19,757,758	5,670	5,356,629	18,111,313	(12,754,684)	(70.42%)
Total Local Funds	\$ 43,163,606	\$ 728,964	\$ 43,892,570	\$ 2,646,694	\$ 23,372,767	\$ 40,234,942	\$ (16,862,175)	(41.91%)
State Funds								
DSHS Mental Health	\$ 27,473,901	\$ 331,333	\$ 27,805,234	\$ 1,865,176	\$ 23,347,858	\$ 25,488,199	\$ (2,140,341)	(8.40%)
DSHS Substance Abuse	2,420,402	(191,031)	2,229,371	208,117	2,120,805	2,043,602	77,203	3.78%
DADS	4,226,581	169,957	4,396,538	316,469	3,565,004	4,030,202	(465,198)	(11.54%)
TCOOMMI	1,821,958	39,884	1,861,842	210,456	1,606,921	1,706,683	(99,762)	(5.85%)
DARS (Early Childhood Intervention)	636,610	16,714	653,324	51,371	598,472	598,884	(412)	(0.07%)
Other State	351,286	(96,808)	254,478	9,535	182,301	233,266	(50,965)	(21.85%)
Total State Funds	\$ 36,930,738	\$ 270,049	\$ 37,200,787	\$ 2,661,124	\$ 31,421,361	\$ 34,100,836	\$ (2,679,475)	(7.86%)
Federal Funds								
Medicare/Medicaid/HMO	\$ 10,738,243	\$ 374,375	\$ 11,112,618	\$ 726,577	\$ 9,190,908	\$ 10,186,561	\$ (995,653)	(9.77%)
HCS/Tx Hm Lvg Waiver	297,273	-	297,273	21,733	227,067	272,503	(45,436)	(16.67%)
Other Federal	3,747,123	137,960	3,885,083	500,540	3,338,774	3,561,327	(222,553)	(6.25%)
Total Federal Funds	\$ 14,782,639	\$ 512,335	\$ 15,294,974	\$ 1,248,849	\$ 12,756,749	\$ 14,020,391	\$ (1,263,642)	(9.01%)
Waiver Funds								
1115 Waiver	\$ 16,571,998	\$ -	\$ 16,571,998	\$ 4,258,217	\$ 17,292,349	\$ 15,190,989	\$ 2,101,360	13.83%
Total Waiver Funds	\$ 16,571,998	\$ -	\$ 16,571,998	\$ 4,258,217	\$ 17,292,349	\$ 15,190,989	\$ 2,101,360	13.83%
Total REVENUES	\$ 111,448,981	\$ 1,511,348	\$ 112,960,329	\$ 10,814,884	\$ 84,843,226	\$ 103,547,158	\$ (18,703,932)	(18.06%)
EXPENDITURES								
Operating expenditures								
Salaries	\$ 46,222,643	\$ 666,486	\$ 46,889,129	\$ 3,643,347	\$ 39,347,820	\$ 42,981,840	\$ 3,634,020	8.45%
Fringe benefits	12,844,427	(4,321)	12,840,106	920,147	9,938,379	11,770,517	1,832,138	15.57%
Travel/Workshop	892,265	57,461	949,726	53,966	798,179	870,760	72,581	8.34%
Prescription Drugs & Medicine	1,857,310	(38,767)	1,818,543	40,942	441,606	1,667,039	1,225,433	73.51%
Consumable Supplies	282,159	17,343	299,502	31,531	285,662	274,692	(10,970)	(3.99%)
Contracts & Consultants	21,586,868	438,150	22,025,018	1,481,691	17,277,706	20,189,609	2,911,903	14.42%
Capital Outlay	23,259,798	2,300	23,262,098	1,432,842	5,007,612	21,323,588	16,315,976	76.52%
Furniture & Equipment	1,063,383	68,265	1,131,648	103,480	1,088,075	1,037,542	(50,533)	(4.87%)
Facility/Telephone/Utility	5,199,584	215,764	5,415,348	516,625	5,167,787	4,964,553	(203,234)	(4.09%)
Insurance Costs	310,529	1,636	312,165	24,365	271,852	286,176	14,324	5.01%
Transportation Costs	120,270	-	120,270	9,228	76,734	110,253	33,519	30.40%
Professional Fees	651,427	-	651,427	113,350	946,141	597,113	(349,028)	(58.45%)
Other Operating Costs	2,442,398	63,285	2,505,683	63,577	724,454	2,296,899	1,572,445	68.46%
Client Support Costs	1,232,614	135,908	1,368,522	108,318	1,346,454	1,254,572	(91,882)	(7.32%)
Total Operating expenditures	\$ 117,965,675	\$ 1,623,510	\$ 119,589,185	\$ 8,543,409	\$ 82,718,460	\$ 109,625,153	\$ 26,906,693	24.54%
Total EXPENDITURES	\$ 117,965,675	\$ 1,623,510	\$ 119,589,185	\$ 8,543,409	\$ 82,718,460	\$ 109,625,153	\$ 26,906,693	24.54%
Total Gain/Loss Operating before FB	\$ (6,516,694)	\$ (112,162)	\$ (6,628,856)	\$ 2,271,475	\$ 2,124,766	\$ (6,077,995)	\$ 8,202,761	(134.96%)
Fund Balance								
Fund Balance	\$ 6,516,694	\$ 112,162	\$ 6,628,856	\$ 5	\$ 447	\$ 6,076,455	\$ (6,076,008)	(99.99%)
Total Fund Balance	\$ 6,516,694	\$ 112,162	\$ 6,628,856	\$ 5	\$ 447	\$ 6,076,455	\$ (6,076,008)	(99.99%)
Total Gain/Loss Operating With FB	\$ -	\$ -	\$ -	\$ 2,271,480	\$ 2,125,213	\$ (1,540)	\$ 2,126,753	



Integral Care Schedule C2 - Operations
From 7/01/2018 Through 7/31/2018

	Original Budget	Budget Revisions	Revised Budget	Current Month Actual	YTD Actual	YTD Budget	YTD Variance	Notes	Percent Variance
Schedule C2 - Operations									
REVENUES									
Local Funds									
City of Austin	\$ 5,101,521	\$ 17,853	\$ 5,119,374	\$ 633,038	\$ 4,377,913	\$ 4,692,798	\$ (314,885)	(1)	(6.71%)
Travis County	5,454,161	476,008	5,930,169	411,120	4,411,556	5,436,002	(1,024,446)	(2)	(18.85%)
Central Health	10,085,269	0	10,085,269	1,562,066	9,123,469	9,244,829	(121,360)	(3)	(1.31%)
Other Local	3,061,625	363,600	3,425,225	290	2,724,711	3,139,807	(415,096)	(4)	(13.22%)
Total Local Funds	\$ 23,702,576	\$ 857,461	\$ 24,560,037	\$ 2,606,514	\$ 20,637,649	\$ 22,513,436	\$ (1,875,787)		(8.33%)
State Funds									
DSHS Mental Health	\$ 25,394,036	\$ 331,333	\$ 25,725,369	\$ 1,853,908	\$ 21,900,399	\$ 23,581,657	\$ (1,681,258)	(5)	(7.13%)
DSHS Substance Abuse	2,420,402	(191,031)	2,229,371	208,117	2,120,805	2,043,602	77,203	(6)	3.78%
DADS	4,226,581	169,957	4,396,538	316,469	3,565,004	4,030,202	(465,198)	(7)	(11.54%)
TCOOMMI	1,821,958	39,884	1,861,842	210,456	1,606,921	1,706,683	(99,762)	(8)	(5.85%)
DARS (Early Childhood Intervention)	636,610	16,714	653,324	51,371	598,472	598,884	(412)		(0.07%)
Other State	351,286	(96,808)	254,478	9,535	182,301	233,266	(50,965)	(9)	(21.85%)
Total State Funds	\$ 34,850,873	\$ 270,049	\$ 35,120,922	\$ 2,649,856	\$ 29,973,902	\$ 32,194,294	\$ (2,220,392)		(6.90%)
Federal Funds									
Medicare/Medicaid/HMO	\$ 9,373,702	\$ 245,878	\$ 9,619,580	\$ 641,517	\$ 7,949,180	\$ 8,817,941	\$ (868,761)	(10)	(9.85%)
HCS/Tx Hm Lvg Waiver	297,273	0	297,273	21,733	227,067	272,503	(45,436)		(16.67%)
Other Federal	3,747,123	137,960	3,885,083	222,518	3,060,752	3,561,327	(500,575)	(11)	(14.06%)
Total Federal Funds	\$ 13,418,098	\$ 383,838	\$ 13,801,936	\$ 885,767	\$ 11,237,000	\$ 12,651,771	\$ (1,414,771)		(11.18%)
Waiver Funds									
1115 Waiver	\$ 2,040,493	\$ 46,345	\$ 2,086,838	\$ 97,100	\$ 1,620,490	\$ 1,912,933	\$ (292,443)	(12)	(15.29%)
Total Waiver Funds	\$ 2,040,493	\$ 46,345	\$ 2,086,838	\$ 97,100	\$ 1,620,490	\$ 1,912,933	\$ (292,443)		(15.29%)
Total REVENUES	\$ 74,012,040	\$ 1,557,693	\$ 75,569,733	\$ 6,239,236	\$ 63,469,041	\$ 69,272,434	\$ (5,803,393)		(8.38%)
EXPENDITURES									
Operating expenditures									
Salaries	\$ 36,708,192	\$ 460,430	\$ 37,168,622	\$ 2,926,892	\$ 31,450,863	\$ 34,071,345	\$ 2,620,482	(14)	7.69%
Fringe benefits	10,273,827	(1,921)	10,271,906	741,753	7,989,847	9,416,341	1,426,494		15.15%
Travel/Workshop	716,647	57,461	774,108	45,868	671,233	709,764	38,531		5.43%
Prescription Drugs & Medicine	446,567	(38,767)	407,800	38,556	389,778	373,846	(15,932)		(4.26%)
Consumable Supplies	237,512	17,343	254,855	25,363	238,908	233,728	(5,180)		(2.22%)
Contracts & Consultants	18,152,171	574,582	18,726,753	1,342,280	14,741,327	17,166,193	2,424,866	(15)	14.13%
Capital Outlay	111,362	2,300	113,662	(4,999)	39,680	104,192	64,512	(16)	61.92%
Furniture & Equipment	838,310	69,672	907,982	92,266	875,403	832,491	(42,912)		(5.15%)
Facility/Telephone/Utility	4,232,434	215,764	4,448,198	427,874	4,141,264	4,077,876	(63,388)	(17)	(1.55%)
Insurance Costs	244,544	1,636	246,180	19,774	220,273	225,676	5,403		2.39%
Transportation Costs	100,150	0	100,150	7,555	60,584	91,795	31,211		34.00%
Professional Fees	182,480	0	182,480	17,336	170,074	167,244	(2,830)		(1.69%)
Other Operating Costs	888,598	63,285	951,883	61,267	661,150	872,586	211,436	(18)	24.23%
Client Support Costs	1,166,724	135,908	1,302,632	106,776	1,325,649	1,194,160	(131,489)	(19)	(11.01%)
Total Operating expenditures	\$ 74,299,518	\$ 1,557,693	\$ 75,857,211	\$ 5,848,561	\$ 62,976,033	\$ 69,537,237	\$ 6,561,205		9.44%
Total EXPENDITURES	\$ 74,299,518	\$ 1,557,693	\$ 75,857,211	\$ 5,848,561	\$ 62,976,033	\$ 69,537,237	\$ 6,561,205		9.44%
Total Gain/Loss Operating before FB	\$ (287,478)	\$ -	\$ (287,478)	\$ 390,675	\$ 493,008	\$ (264,803)	\$ 757,811		(286.18%)
Fund Balance									
Fund Balance	\$ 287,478	\$ -	\$ 287,478	\$ 5	\$ 447	\$ 263,527	\$ (263,080)	(13)	(99.83%)
Total Fund Balance	\$ 287,478	\$ -	\$ 287,478	\$ 5	\$ 447	\$ 263,527	\$ (263,080)		(99.83%)
Total Gain/Loss Operating With FB	\$ -	\$ -	\$ -	\$ 390,680	\$ 493,455	\$ (1,276)	\$ 494,731		

Integral Care Revenue Budget Variance Notes - Operations
Period Ending 7/31/2018

Note 1: City of Austin - YTD Budget Variance (\$314,885):

City HCC Bond Operations	(\$71,049)
City HOST	(154,228)
City of Austin Interlocal	(60,133)
City of Austin ACT (City's 1115 project)	(62,198)
Other (4 cost reimbursement type contracts)	32,723
Total City of Austin Budget Variance	(\$314,885)

Will Expend full contract \$600K by end of August
 New Contract
 Will Expend full contract by end of September

Note 2: Travis County - YTD Budget Variance (\$1,024,446):

Travis County Substance Use Contracts (2)	(\$63,214)
Child System of Care	(134,182)
Travis County Interlocal	(121,959)
Travis County - Families With Voice (FWV)	(223,931)
Travis County Correctional Complex	(409,507)
All Other (5 contracts)	(71,653)
Total Travis County Budget Variance	(\$1,024,446)

Will Expend full contract by end of August
 Contract Increase beg Feb, adding prescriber, full yr contract in Budget

Note 3: Central Health - YTD Budget Variance (\$121,360):

In-Patient	(\$175,005)
CommUnity Care- EMERGE Program	53,645
Total Central Health Budget Variance	(\$121,360)

Cost Reimbursement, contract end 9/30 spend DSHS 1st
 Anticipate contract increase

Note 4: Other Local - YTD Budget Variance (\$415,096):

St. David's Herman Center (EOU)	(856,588)
St. David's Mental Health First Aid	(285,734)
Seton In-School	(101,025)
Cost Reimbursement - Contra Budget on Est Unearned Contract	736,340
All Other (21 line items)	91,911
Total Other Local Budget Variance	(415,096)

Contract recently executed, variance based on ytd months of fiscal year
 Cost Reimbursement contracts that may not spend total contract

Note 5: DSHS MH - YTD Budget Variance (\$1,681,258):

DSHS - General Revenue Reserve	(\$149,380)
DSHS - In-Patient	(1,224,248)
DSHS - Resident Program	(64,163)
DSHS - All Other (10 programs)	(243,467)
Total DSHS MH Budget Variance	(\$1,681,258)

Will Expend full contract by end of August

Note 6: DSHS Substance Abuse - YTD Budget Variance \$77,203:

TRM Contract (OP Clinic, Methadone, Ambulatory Detox)	(328,136)
COPSD	(115,300)
HIV Programs	(69,985)
Opioid Program, Youth Prevention, Money Follows the Person	(112,276)
Budget Reserve (anticipated unearned FFS contract Max)	702,900
Total DSHS Substance Abuse Budget Variance	\$77,203

Note 7: DADS - YTD Budget Variance (\$465,198):

Crisis Respite	16,257
Transitional Support (HUB)	(308,948)
Crisis Intervention Specialist	(100,900)
Enhanced Community Coordination	(43,558)
CLOIP	(28,161)
DADS - All Other,	112
Total DADS Budget Variance	(\$465,198)

Note 8: TCOOMMI - YTD Budget Variance (\$99,762):

Adult	(70,028)
Juvenile	(29,734)
Total TCOOMMI Budget Variance	(\$99,762)

Note 9: Other State - YTD Budget Variance (\$50,965):

CPRIT	(50,965)
Total Other State Budget Variance	(\$50,965)

Note 10: Medicare/Medicaid/HMO - YTD Budget Variance (\$860,761):

MH - HMO & Medicaid	(\$27,138)
SUD - HMO & Medicaid	21,969
Case Management - HMO & Medicaid	(86,102)
Rehab - HMO & Medicaid	(833,314)
Medicare	(82,065)
IDD Service Coordination	(55,986)
Reserve - Unearned FFS contra budget	193,875
Total Medicare/Medicaid/HMO Budget Variance	(\$868,761)

Note 11: Other Federal - (\$500,575):

VA Safehaven	(\$116,016)
HUD Lifeworks	(\$61,144)
HUD Supported Housing	(109,459)
MAC	(143,339)
All Other, 5 programs	(70,617)
Total Other Federal Budget Variance	(\$500,575)

Note 12: Waiver - (\$292,443):

Waiver in Program Indirect-reserve match expenses Program Indirect	
Total Waiver Budget Variance	(\$292,443)

Note 13: **Fund Balance - (\$263,080):**

Total Annual Fund Balance Budget Unallowable \$150,000, no rev, ytd budget is variance	(\$137,500)
Total Annual Fund Balance Budget ECI \$137,478, no rev, ytd budget is variance	(126,027)
Midelberg Interest Income	447
Total Fund Balance Budget Variance	(\$263,080)

Integral Care Expense Budget Variance Notes - Operations
Period Ending 7/31/2018

	<u>Note 14:</u>	<u>Note 15:</u>	<u>Note 16:</u>	<u>Note 17:</u>	<u>Note 18:</u>	<u>Note 19:</u>
Major Funding Types:	Salaries & Fringe Benefits	Contracts & Consultants	Capital Outlay	Facility / Telephone / Utility	Other Operating	Client Support Cost
1.) Cost Reimbursement	\$ 2,418,547	\$ 2,347,395	\$ 70,616	\$ (52,794)	\$ 47,312	\$ (14,862)
2.) FFS Contract Max	318,605	(192,024)	-	(6,457)	6,637	(54,831)
3.) DSHS Adult & Child / Housing	423,614	14,139	(509)	76,850	12,549	(512)
4.) DADS	223,785	120,881	3,300	(1,851)	(2,702)	(2,589)
5.) TxHmLvg	28,249	(10,686)	-	(1,368)	(351)	(4,387)
6.) Program Support & Community Collaboratives	79,665	26,293	(221)	(5,252)	118,754	(54,987)
7.) Admin / Authority	554,511	118,868	(8,674)	(72,516)	29,237	679
Total Expense (over)/under YTD Budget	\$ 4,046,976	\$ 2,424,866	\$ 64,512	\$ (63,388)	\$ 211,436	\$ (131,489)

General Note: All contracts are budgeted at contract amount. In some instances we will budget a contra budget if we believe that we do not have the capacity to earn all funds, ie some DSHS SUD contracts.

Major Funding Category Notes YTD Budget Variances \$50,000 & >:

Note 15	Contracts & Consultants - Cost Reimbursement	\$ 2,347,395	DSHS In-Patient \$1.224M; Central Health \$431K; DSHS HCC \$103K; Travis County Family with Voices \$161K; Travis County System of Care \$242K; Extended Observation Program \$124K; St. David's MHFA \$84K; Community Care (\$128K); All Other 25 programs \$106K under budget
	Contracts & Consultants - FFS Contract Max	\$ (192,024)	YES Waiver (\$218K); 5 Other programs \$26K under budget
	Contracts & Consultants - DADS	\$ 120,881	Respite Out of Home \$142K under budget; 17 Other Programs total (\$21K) over budget
	Contracts & Consultants - Admin / Auth	\$ 118,868	16 Programs in this category no one program with large variances
Note 16	Capital Outlay - Cost Reimbursement	\$ 70,616	EOU \$82K; Crisis Respite (\$23K); 4 Other Programs \$11K under budget
Note 17	Facility/Telephone/Utility - Cost Reimbursement	\$ (52,794)	32 Programs in this category no one program with large variances
	Adult/Child/Housing	\$ 76,850	28 Programs in this category no one program with large variances
	Facility/Telephone/Utility - Admin/Authority	\$ (72,516)	Mainly building rent for new lease space S. Lamar
Note 18	Other Operating - Program Support & Comm	\$ 118,754	Central Texas African American Conference \$61K expense in other line items; 8 Other Programs \$58K under budget
Note 19	Client Support Cost - FFS Contract Max	\$ (54,831)	YES Waiver (\$39K); 3 Other programs (\$15K) over budgt
	Client Support Cost - Program Support & Comm	\$ (54,987)	Unallowable Expense unit



Integral Care Schedule C3 - Waiver
From 7/01/2018 Through 7/31/2018

	Original Budget	Budget Revisions	Revised Budget	Current Month Actual	YTD Actual	YTD Budget	YTD Variance	Percent Variance
Schedule C3 - Waiver								
REVENUES								
Local Funds								
Central Health	\$ -	\$ -	\$ -	\$ 34,800	\$ 103,200	\$ -	\$ 103,200	0.00%
Other Local	1,947,056	(128,497)	1,818,559	5,380	52,822	1,667,028	(1,614,206)	(96.83%)
Total Local Funds	\$ 1,947,056	\$ (128,497)	\$ 1,818,559	\$ 40,180	\$ 156,022	\$ 1,667,028	\$ (1,511,006)	(90.64%)
Federal Funds								
Medicare/Medicaid/HMO	\$ 1,364,541	\$ 128,497	\$ 1,493,038	\$ 85,060	\$ 1,241,728	\$ 1,368,620	\$ (126,893)	(9.27%)
Total Federal Funds	\$ 1,364,541	\$ 128,497	\$ 1,493,038	\$ 85,060	\$ 1,241,728	\$ 1,368,620	\$ (126,893)	(9.27%)
Waiver Funds								
1115 Waiver	\$ 14,531,505	\$ (46,345)	\$ 14,485,160	\$ 4,161,117	\$ 15,671,859	\$ 13,278,056	\$ 2,393,803	18.03%
Total Waiver Funds	\$ 14,531,505	\$ (46,345)	\$ 14,485,160	\$ 4,161,117	\$ 15,671,859	\$ 13,278,056	\$ 2,393,803	18.03%
Total REVENUES	\$ 17,843,102	\$ (46,345)	\$ 17,796,757	\$ 4,286,358	\$ 17,069,609	\$ 16,313,704	\$ 755,905	4.63%
EXPENDITURES								
Operating expenditures								
Salaries	\$ 9,514,451	\$ 206,056	\$ 9,720,507	\$ 716,455	\$ 7,896,957	\$ 8,910,495	\$ 1,013,538	11.37%
Fringe benefits	2,570,600	(2,400)	2,568,200	178,394	1,948,532	2,354,176	405,644	17.23%
Travel/Workshop	175,618	-	175,618	8,098	126,946	160,996	34,050	21.15%
Prescription Drugs & Medicine	1,410,743	-	1,410,743	2,386	51,828	1,293,193	1,241,365	95.99%
Consumable Supplies	44,647	-	44,647	6,168	46,754	40,964	(5,790)	(14.13%)
Contracts & Consultants	2,161,170	(136,432)	2,024,738	136,973	1,435,538	1,856,019	420,481	22.66%
Furniture & Equipment	225,073	(1,407)	223,666	10,669	207,981	205,051	(2,930)	(1.43%)
Facility/Telephone/Utility	967,150	-	967,150	82,717	859,838	886,677	26,839	3.03%
Insurance Costs	65,985	-	65,985	4,591	51,579	60,500	8,921	14.75%
Transportation Costs	20,120	-	20,120	1,673	16,150	18,458	2,308	12.51%
Professional Fees	237	-	237	54,859	54,936	220	(54,716)	(24871.07%)
Other Operating Costs	91,495	-	91,495	2,310	62,120	83,864	21,744	25.93%
Client Support Costs	65,890	-	65,890	1,542	20,805	60,412	39,607	65.56%
Total Operating expenditures	\$ 17,313,179	\$ 65,817	\$ 17,378,996	\$ 1,206,835	\$ 12,779,962	\$ 15,931,025	\$ 3,151,063	19.78%
Total EXPENDITURES	\$ 17,313,179	\$ 65,817	\$ 17,378,996	\$ 1,206,835	\$ 12,779,962	\$ 15,931,025	\$ 3,151,063	19.78%
Total Gain/Loss Operating	529,923	(112,162)	417,761	3,079,522	4,289,647	382,679	3,906,968	
Fund Balance								
Fund Balance	\$ (529,923)	\$ 112,162	\$ (417,761)	\$ -	\$ -	\$ (382,943)	\$ 382,943	(100.00%)
Total Fund Balance	\$ (529,923)	\$ 112,162	\$ (417,761)	\$ -	\$ -	\$ (382,943)	\$ 382,943	(100.00%)
Total Gain/Loss Operating With FB	\$ -	\$ -	\$ -	\$ 3,079,522	\$ 4,289,647	\$ (264)	\$ 4,289,911	



Integral Care Schedule C4 - Capital Projects
From 7/01/2018 Through 7/31/2018

Schedule C4 - Capital Projects

	Original Budget	Budget Revisions	Revised Budget	Current Month Actual	YTD Actual	YTD Budget	YTD Variance	Percent Variance
REVENUES								
Local Funds								
City of Austin	\$ 3,000,000	\$ -	\$ 3,000,000	\$ -	\$ -	\$ 2,750,000	\$ (2,750,000)	(100.00%)
Other Local	14,513,974	-	14,513,974	-	2,579,096	13,304,478	(10,725,382)	(80.61%)
Total Local Funds	\$ 17,513,974	\$ -	\$ 17,513,974	\$ -	\$ 2,579,096	\$ 16,054,478	\$ (13,475,382)	(83.94%)
State Funds								
DSHS Mental Health	\$ 2,079,865	\$ -	\$ 2,079,865	\$ 11,268	\$ 1,447,459	\$ 1,906,542	\$ (459,083)	(24.08%)
Total State Funds	\$ 2,079,865	\$ -	\$ 2,079,865	\$ 11,268	\$ 1,447,459	\$ 1,906,542	\$ (459,083)	(24.08%)
Federal Funds								
Other Federal	\$ -	\$ -	\$ -	\$ 278,022	\$ 278,022	\$ -	\$ 278,022	0.00%
Total Federal Funds	\$ -	\$ -	\$ -	\$ 278,022	\$ 278,022	\$ -	\$ 278,022	0.00%
Total REVENUES	\$ 19,593,839	\$ -	\$ 19,593,839	\$ 289,290	\$ 4,304,577	\$ 17,961,020	\$ (13,656,443)	(76.03%)
EXPENDITURES								
Operating expenditures								
Contracts & Consultants	\$ 1,273,527	\$ -	\$ 1,273,527	\$ 2,438	\$ 1,100,842	\$ 1,167,397	\$ 66,555	5.70%
Capital Outlay	23,148,436	-	23,148,436	1,437,841	4,967,931	21,219,396	16,251,465	76.59%
Furniture & Equipment	-	-	-	546	4,691	-	(4,691)	0.00%
Facility/Telephone/Utility	-	-	-	6,034	166,686	-	(166,686)	0.00%
Professional Fees	468,710	-	468,710	41,154	721,131	429,649	(291,482)	(67.84%)
Other Operating Costs	1,462,305	-	1,462,305	-	1,185	1,340,449	1,339,264	99.91%
Total Operating expenditures	\$ 26,352,978	\$ -	\$ 26,352,978	\$ 1,488,012	\$ 6,962,466	\$ 24,156,891	\$ 17,194,425	71.18%
Total EXPENDITURES	\$ 26,352,978	\$ -	\$ 26,352,978	\$ 1,488,012	\$ 6,962,466	\$ 24,156,891	\$ 17,194,425	71.18%
Total Gain/Loss Operating	(6,759,139)	-	(6,759,139)	(1,198,722)	(2,657,890)	(6,195,871)	3,537,981	
Fund Balance								
Fund Balance	\$ 6,759,139	\$ -	\$ 6,759,139	\$ -	\$ -	\$ 6,195,871	\$ (6,195,871)	(100.00%)
Total Fund Balance	\$ 6,759,139	\$ -	\$ 6,759,139	\$ -	\$ -	\$ 6,195,871	\$ (6,195,871)	(100.00%)
Total Gain/Loss Operating With FB	\$ -	\$ -	\$ -	\$ (1,198,722)	\$ (2,657,890)	\$ -	\$ (2,657,890)	

V. Discuss and Take Appropriate Action to Approve the FY 2019 Budget

David Weden

VI. Discuss and Take Appropriate Action Authorizing Approval for the Board Chair and/or Chief Executive Officer and/or His Designee, as applicable, to Sign the Health and Human Services Local Mental Health Authority Contract for FY 2019

David Weden

Background: The Performance Contract with Health and Human Services Commission (HHSC) is the primary contract between Integral Care and HHSC for provision of mental health services and designates Integral Care as the Local Mental Health Authority (LMHA).

Current Status: The FY19 Performance Contract with HHSC is in route and includes the following funding:

Program	Funding through HHSC
MH Performance Contract Notebook	\$15,792,727
MH Consumer Operated Services	\$71,500
MH Outpatient Competency Restoration	\$567,030
MH Psychiatric Emergency Service Center	\$3,419,892
MH Private Psychiatric Beds	\$2,007,500
MH Supported Housing Basic Rental	\$310,655
MH Veterans Service Program	\$99,286
Total FY19	\$22,268,590



Integral Care also has additional contracts and statements of work with HHSC for mental health services such as:

- Senate Bill 292,
- House Bill 13,
- Mental Health First Aid,
- Psychiatric Residency, and
- First Episode Psychosis (RA1SE).

Recommendation: Staff recommends that the Finance Committee and Board of Trustees authorize the Board Chair and/or CEO and/or his designee, as applicable, to sign the Health and Human Services Fiscal Year 2019 Performance Contract for Mental Health services.

VII. Discuss and Take Appropriate Action Authorizing Approval for the Board Chair and/or Chief Executive Officer and/or His Designee, as applicable, to Sign the Health and Human Services Local Intellectual and Developmental Disability Authority Contract for FY 2019

David Weden

Background: The Performance Contract with Health and Human Services Commission (HHSC) is the primary contract between Integral Care and HHSC for provision of local intellectual and developmental disability authority services and designates Integral Care as the Local Intellectual and Developmental Disability Authority (LIDDA).

Current Status: The FY19 Performance Contract with HHSC has been received and includes the following base funding:

Program	Funding through HHSC
General Revenue	\$2,655,100
Permanency Planning	\$34,589
Community Living Option Information Process	\$322,348
IDD Crisis Intervention Specialists	\$264,432
IDD Crisis Respite Services	\$193,309.54
Nursing Facility Preadmission Screening and Resident Review Process	\$293,675
Subtotal Base Funding	\$3,763,453.54



Other service funding included in the LIDDA Performance Contract with HHSC includes:

Program	Funding through HHSC
Enhanced Community Coordination*	\$37,651.28
Transition Support Teams*	\$174,093.96
Residential Services for Specified Clients	\$117,855
Subtotal Other Service Funding	\$329,600.24
Subtotal Base Funding	\$3,763,453.54
Total LIDDA Funding	\$4,093,053.78

**Funding included for September 1, 2018 through December 31, 2018. HHSC has requested continued funding for calendar year 2019 from Centers for Medicare and Medicaid Services but has not yet received a final determination.*

Recommendation: Staff recommends that the Finance Committee and Board of Trustees authorize the Board Chair and/or CEO and/or his designee, as applicable, to sign the Health and Human Services Fiscal Year 2019 Performance Contract related to Local Intellectual and Developmental Disability Authority services.



VIII. Discuss and Take Appropriate Action on Approval of On-line Training

Rodney Guinn
Heather Walker

Memorandum

To: Board of Trustees

**From: Rodney Guinn, Director of Human Resources
Heather Walker, Director of Learning and Development**

Re: Recommendation to Renew and Expand Contract with Relias Learning Management System

Date: August 21, 2018

Background:

Relias Learning LLC is the leading training platform for LMHAs across Texas and is Integral Care's Learning Management System Provider of Record pursuant to a Request for Proposal (RFP). The current contract has been in place since 2013 and will expire September 30, 2018. As Integral Care grows and launches new services, training needs have become more diverse and administration more complex. Integral Care recently completed an RFP to determine if Relias or a similar competitor addresses the growing professional development and administrative requirements set forth by funding, accreditation, and state agencies.

Current Status:

Relias Learning LLC is a feature rich platform that offers a robust content catalog. However, the current contract is based on an a la carte plan that does not provide content for all staffing groups. For example, the current plan offers little to no content for supervisors and medical staff.

Based on the proposals received, Relias continues to offer the best solution for our workforce. Relias exceeds other bidders in its ability to provide relevant mental health course content. Raters recommend expanding the contract, to account for the growth an expansion of Integral Care and the professional development needs of its staff.

The Enhanced Package offers the following new and noteworthy features:

- Pro-on-the-go mobile videos
- Notable new content:
 - Advanced training for call center staff
 - Leadership and management modules
 - Crisis management and de-escalation simulations
 - Learning paths that include pre-post exams
 - Specific content for child and family services

Recommendation:

Staff recommend that the Board approve the renewal and expansion of the current contract with Relias Learning LLC and authorize the Chief Executive Officer or his designee to execute contract documents for Fiscal Year 2019. This expansion would shift the license fee from \$58.24 per user (\$81,536 annualized for 1400 users) to \$72.10 per user (\$100,940 annualized for 1400 users).

Request for Proposals

Learning Management System Recommendation

Overall recommendation:

Renew the Relias contract and upgrade to the Enhanced Package

Contract Cost:

\$100,940 annual (based on \$72.10 per user, 1400 user licenses)

Contract Term:

Quote based on a 5 year term

Average Proposal Scores out of 110 points (4 raters):

- | | |
|---------------------------------|-------------------------|
| ▪ 97.3 Relias | ▪ 62.8 Netsmart |
| ▪ 74.3 Cornerstone OnDemand | ▪ 59.8 Infor |
| ▪ 68.0 Public Health Foundation | ▪ 27.0 EIS Technologies |

Justification:

Based on the proposals received, Relias offers the best solution for our workforce. Relias exceeds other bidders in its ability to provide relevant mental health course content. Raters recommend expanding the contract, to account for the growth an expansion of Integral Care and the professional development needs of its staff.

The Enhanced Package offers the following new and noteworthy features:

- Competency-based Performance Appraisal System (with ability to automate reminders)
- Corporate policy/procedure management system (with version control and electronic approvals)
- Pro-on-the-go mobile videos
- Notable new content:
 - Advanced training for call center staff
 - Leadership and management modules
 - Crisis management and de-escalation simulations
 - Learning paths that include pre-post exams
 - Specific content for child and family services

The raters also provide this recommendation with broader organizational landscape in mind. One of the major detractors from selecting a new learning management system (LMS) is that Integral Care is preparing to transition to a new electronic health record (EHR) system. The requirements associated with transitioning files and rollout for both an LMS and EHR simultaneously would cause great strain on the system and may lead to detrimental impacts to productivity.

Proposals Received

Cornerstone/OnDemand

Ron Graves
1601 Cloverfield Blvd., Ste. 600S
Santa Monica, CA 90404
(512) 963-8861
rgraves@csod.com

EiS Technologies, Inc.

Herbert Roy George
3067 Peachtree Industrial Blvd.
Atlanta, GA 30097
(678) 534-13965
kapol.kapur@eistech.com
herbert.roy@eistech.com

Netsmart

Chris Cotton
4950 College Boulevard
Overland Park, KS 66211
(800) 842-1973
ccotton@ntst.com

Public Health Foundation

Dr. Patricia Abshier
1300 L Street, NW | Suite 800
Washington DC 20005
(202) 218-4400
pabshier@phf.org

Relias

Paul Blackman
111 Corning Road
Cary, NC 27518
(919) 655-1822
pblackman@relias.com

Infor

Susan Juers-Conville
13560 Morris Road, Suite 4100
Alpharetta, GA 30004
(678) 319-8000
Susan.juers@infor.com

IX. Discuss and Take Appropriate Action on Approval of Janitorial and Custodial Services Contract

David Weden

Background:

Integral Care currently contracts with American Facility Services which was awarded a contract based upon a Request for Proposal in 2015.

Current Status:

Integral Care issued a Request for Proposal for Janitorial Services on May 7, 2018 with responses due by July 5, 2018. Reviewable proposals were received from six vendors:

- RWCS Janitorial LLC
- American Facilities Services
- AHI Facility Services Inc
- City Wide of Austin
- UBM Enterprise Inc
- Coverall

Proposals were scored based on the following:

- Service Delivery Procedures (up to 10 points)
- Cost (up to 10 points)
- Organization Chart (up to 5 points)
- Skills and Qualifications (up to 10 points)
- Training (up to 10 points)
- Staffing Levels (up to 10 points)
- Peak Loads and Contingency Planning (up to 5 points)
- Performance Standards (up to 20 points)
- Health and Safety (up to 20 points)
- Environmental Management (Optional- up to 10 additional points)

Scoring was completed by David Gomez, Al Padilla, Sheryl Stiffler, and Brian Callanan.



The highest average score was received by UBM Enterprise Inc. with an average of 105.5. Following is a breakdown of the costs included in the UBM Enterprise Inc. proposal:

Window Cleaning

Facility Location	Annual Total Cost*
1430 Collier	\$ 1,272.96
1717 West 10th	\$ 1,185.96
5225 N. Lamar	\$ 855.18
3205 S. 1st	\$ 216.00
1631 "A" East 2nd st	\$ 148.56
1631 "C" East 2nd st	\$ 310.26
1631 "D" East 2nd st	\$ 405.84
4019 Manchaca rd	\$ 437.76
6222 N. Lamar	\$ 900.00
1700 S. Lamar #101, 104, 112, 230, 240, 332	\$ 1,409.64
825 E. Rundberg	\$ 318.00
5015 S. IH35	\$ 1,797.06
2410 E. Riverside, #G3	\$ 394.56
5307 E. Riverside	\$ 394.56
403 E 15th	\$ 348.00
7403 Geneva dr	\$ 210.00
1165 Airport blvd	\$ 671.70
6600 E. Ben White blvd	\$ 276.42
Total	\$ 11,552.46



Floors

Facility Location	Annual Cost
1430 Collier	\$ 6,364.80
1717 West 10th	\$ 5,929.80
5225 N. Lamar	\$ 4,275.90
3205 S. 1st	\$ 1,080.00
1631 "A" East 2nd st	\$ 742.80
1631 "C" East 2nd st	\$ 1,551.30
1631 "D" East 2nd st	\$ 2,029.20
4019 Manchaca rd	\$ 2,188.80
6222 N. Lamar	\$ 4,500.00
9408 Mountain Quail	\$ 796.80
1700 S. Lamar, Bldg 1 - #101, 104, 112	\$ 4,418.10
1700 S Lamar, # 230	\$ 776.40
1700 S Lamar, #240	\$ 1,152.60
1700 S Lamar, #332	\$ 701.10
825 E. Rundberg	\$ 1,590.00
5015 S. IH35	\$ 8,985.30
2410 E. Riverside, #G3	\$ 1,972.80
5307 E. Riverside	\$ 1,555.20
403 E 15th	\$ 1,740.00
7403 Geneva dr	\$ 1,050.00
1165 Airport blvd	\$ 3,358.50
6600 E. Ben White blvd	\$ 1,382.10
Total	\$ 58,141.50

Janitorial Services

Facility Location	Sq Ft	Annual Cost
1430 Collier	21,216	\$ 24,475.59
1717 West 10th	19,766	\$ 20,899.04
5225 N. Lamar	14,253	\$ 16,343.33
3205 S. 1st	3,600	\$ 5,708.25
1631 "A" East 2nd st	2,476	\$ 3,823.81
1631 "C" East 2nd st	5,171	\$ 7,700.41
1631 "D" East 2nd st	6,764	\$ 9,697.87
1700 S. Lamar bldg 1	14,727	\$ 19,684.68
1700 S. Lamar suite 230	2,588	\$ 3,850.81
1700 S. Lamar suite 240	3,842	\$ 5,766.57
1700 S. Lamar suite 332	2,337	\$ 3,790.32
825 E. Rundberg	5,300	\$ 7,731.49
5015 S. IH35	29,951	\$ 39,489.13
2410 E. Riverside, #G3	6,576	\$ 8,039.00
1165 Airport blvd	11,195	\$ 15,606.38
6600 E. Ben White blvd	12,050	\$ 7,564.49
Total		\$ 200,171.17

A summary of the three services proposed is:

Window	\$11,552.46
Floor	\$58,141.50
Janitorial	\$200,171.17
Total Annually	\$269,865.13

Recommendation:

Staff recommends the Board authorize the Chief Executive Officer and/or his designee, to finalize negotiations and enter into a contract with UBM Enterprise, Inc. for Janitorial Services.

X. Update on Resource Development

Ellen Richards
Jodie Eldridge

RESOURCE DEVELOPMENT QUARTERLY REPORT - Q4

June, July, August 2018

FOUNDATION	STAGE	AMOUNT	INITIATIVE
Bank of America	SUBMITTED	\$25,000	Healthy Community Collaborative Client Assistance
Dept. of Justice	SUBMITTED	\$1,000,000	ANEW - Second Chance to provide reentry services
SAMHSA	SUBMITTED	\$475,505	Treatment for Individuals Experiencing Homelessness (with UT)
Travis County	SUBMITTED	\$360,100	Behavioral Health Services - transition-aged youth ages 17-24
Texas Health and Human Services Commission	SUBMITTED	\$902,000	Projects for Assistance in Transition from Homelessness (PATH)
Austin Public Health	SUBMITTED	\$400,000	Rapid Re-housing
SAMHSA	SUBMITTED	\$500,000	Infant and Early Childhood Mental Health
SAMHSA	SUBMITTED	\$2,000,000	CCBHC expansion grant
SAMHSA	SUBMITTED	\$400,000	Community for Outreach Intervention w/ youth & young adults
SAMHSA	SUBMITTED	\$678,000	ACT team
Rachel & Ben Vaugh Foundation	SUBMITTED	\$20,000	Housing First from the Streets to a Home
SAMHSA	SUBMITTED	\$125,000	Mental Health Awareness Training Grants
SAMHSA	SUBMITTED	\$400,000	Community for Outreach Intervention w/Youth and Young Adults at clinical risk for psychosis
SAMHSA	SUBMITTED	\$500,000	Infant and Early Childhood Mental Health Grant Program
SAMHSA	SUBMITTED	\$2,000,000	SAMHSA CCBHC Expansion grant
HUD	SUBMITTED	\$400,000	HUD bonus. HF ACT team 27 vouchers
Health Human Services	SUBMITTED	\$250,000	Innovations in Nutrition Programs and Services
Austin Board of Realtors Foundation	SUBMITTED	\$5,000	Client Assistance for HFOS
Austin Community Foundation	SUBMITTED	\$10,000	Client Assistance for HFOS
Religious Coalition to Assist the Homeless	SUBMITTED	\$100,000	Financial Stability for Recently Housed Individuals
	TOTAL:	\$10,550,605	
ECHO/Pay for Success	due 8/22	\$1,250,000	Creation of new ACT Team
Austin Public Health	due 9/7	\$100,000	Persons Living With HIV
St. David's Foundation	due 9/28	range of \$100,000-\$300,000	Health Starts at Home: Expanding Housing Wrap-Around Services and Supports
RWJF	due 10/10	\$350,000	System for Action (research grant with APH & DMS)
	EST. TOTAL:	\$1,700,000	
SAMHSA	DECLINED	\$1,320,000	Austin/Travis County Early Criminal Justice Diversion through Mobile Crisis Outreach

XI. Announcements

XII. New Business

- **Identify Consent/Non-Consent Agenda Items**
 - **Consent: Items III, VI, VII, VIII, IX**
 - **Non-Consent: Items IV, V**

XIII. Citizens' Comments