

SCHOOL READINESS COALITION OF SARASOTA COUNTY
BUDGET AND FINANCE COMMITTEE MEETING
Williams, Parker, Harrison, Dietz & Getzen Conference Room,
200 South Orange Avenue, Sarasota
23 JANUARY 2004
MINUTES

1. ATTENDANCE.

a. Members:

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|------------------------|---------------|------------|------------|
| Steve Spangler (Chair) | Laura Gilbert | Geoff Foss | Janet Kahn |
| Ken Modzelewski | Terry White | | |

b. Visitors:

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| Regina Foss | Linda Mason | Donna Kmetz |
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c. Staff:

Mike Miller

2. CALL TO ORDER. The meeting was called to order at 8:03 am.

3. NEW BUSINESS.

- a. Coalition Financial Reports. The Coalition financial reports were emailed to committee members on Wednesday. The Chair asked if he could get a comparison of this year to last year at this time to be able to look at actuals for FY2004 against history instead of analyzing against a "straight line" projection. Terry White suggested that we schedule costs on the report for months when we know they will actually be incurred, rather than looking at a 1/12th percentage each month, in particular for one-time costs like for the annual audit. Laura reported that the Central Agency does this based on history for all their reports. YMCA projections for each month are different during the year based on experience. Steve stated that he would talk with Eric about this issue.
- b. Central Agency Reports. These reports were also emailed to members on Wednesday.
- 1) EXPENDITURES. All items except provider expenses (slots) are in line with the budget or under.
 - 2) C/A SERVICES. Children served dropped by 98 to 1157 for December, while payments rose by \$5,092 because of three more days in December and the full-time vacation days for school age kids.
 - 3) UTILIZATION. The Central Agency was asked to put in the new projections for the rest of the year, instead of using the original ones from last Summer. Based on discussions held in December, the Central Agency and the Executive Director feel that we are on schedule to finish the year without any more need for mass disenrollments. Redeterminations and typical movement off the roles as families leave the County are expected to keep us on track.
 - 4) PARENT FEES. Collection of parent fees dropped significantly in November from October (94.7% to 79.1%). No one had any ideas why.
- c. Rate Change Request. Janet reported that our provider reimbursement schedule is 13.55% short of the 75th percentile of the most recent statewide survey of local provider rates for Sarasota County. On Wednesday the Board approved having the staff send a request to the Partnership asking for authority to possibly raise our schedule in the future. Ken asked if he could see the data on what rates providers charge now, because he felt that the South County YMCA was charging rates that are comparable with others in his area. He does not feel he is

low, or that a rate change is needed, especially if it will mean fewer children will be served. Linda responded that they have all the rates in their data base. Steve asked if we could do a comparative study, looking at rates for different age groups around the County, by zip code. Janet will work with Linda to have this report by the next Budget and Finance Committee meeting so that members can review the data.

4. OLD BUSINESS.

- a. Utilization Update. Linda expressed “cautious optimism” that we are taking the right actions to manage Utilization, but there is still plenty of work to do before 30 June.
 - Linda reported that we have frozen implementation of all provider rate increase requests until at least April. Provider actions to raise rates under our maximum schedule has cost the Coalition \$118,000 so far this year.
 - The policy adopted almost a year ago by the Executive Director to only allow providers a 30-day window to collect for “back billing” has significantly reduced our potential carry-over liability. Back billing for August through December averaged only \$11,000 per month, with a high of \$18,000. These are manageable figures as we get closer to June, much less than what we were looking at last year (i.e. May 2002 approx \$350,000).
 - Janet suggested that we inform providers that they risk being underpaid past 30 June. All providers should catch up with any back charges by 30 June, or the funding could be insufficient for the 13th pay period.
 - Terry asked what type of schedule we might want to implement for provider rate change requests in the future. Janet suggested implementing rate changes twice a year – July and January, with requests from providers due at least 60 days in advance of the change dates.

5. PENDING ISSUES.

- a. Provider Rate Change Request Schedule.
- b. Comparative Study of Local Rates to Approved 75th Percentile.
- c. Warning to Providers for late billings in July.

6. ADJOURN. The meeting was adjourned at 8:45 am. The next meeting will be 8:00 am, Friday, 27 February.

Janet Kahn