

The INARF Board of Directors meeting was held on Friday, November 19, 2021 via GoToMeeting. The INARF Board of Directors convened at 11:30 AM.

Present: Debbie Bennett, Hillcroft Services, Inc., Chair
Rick Adams, Benchmark Human Services, Immediate Past Chair
Donna Elbrecht, Easterseals Arc of Northeast Indiana, Vice Chair
Allison Wharry, New Hope of Indiana, Secretary
Patrick Cockrum, Sycamore Services, Inc., Treasurer
Donna Belusar, ADEC, Inc.
Brianne Boles, Bona Vista Programs, Inc.
Karen Brummet, IPMG, Inc.
Matt Harrington, LOGAN Community Resources, Inc.
Stan Keepes, The Arc Southwest Indiana
Yolanda Kincaid, Janus Developmental Services, Inc.
Chris Nabors, Peak Community Services, Inc.
Jim Wiltz, Dungarvin Indiana, LLC

Staff: John Barth, President/CEO
Katy Stafford-Cunningham, Executive Vice President/COO
Barb Young, Vice President - Finance/CFO
Nanette Hagedorn, Vice President, Member Services
Brian Carnes, Director, Public Policy & Technical Assistance
Kim Wasiak, Operations Coordinator
Phillip Parnell, Public Policy Analyst

Guests: Jim Allbaugh, Carey Services, Inc.

INARF Board of Directors

I. Call to Order, Welcome

Debbie Bennett called the meeting to order.

II. Modifications to the Agenda

There were no modifications to the agenda.

III. Approval of the Minutes

The October 22 INARF Board of Directors meeting minutes were presented and reviewed.

MOTION 21:34

Matt Harrington motioned to approve the October 22 INARF Board of Directors meeting minutes. Donna Belusar seconded, and the motion carried.

IV. Finance Committee Report

a. Review of October Financial Statements

Patrick Cockrum presented and reviewed the October financial statements. He reported that the October statements reflect a change in net assets from operations of \$271,000 (includes PPP forgiven loan proceeds of \$203,800), an unrealized gain on investments of \$186,000, for an overall change in net assets of \$457,000.

The Annual Conference revenue and expense reflect a net of \$68,700 which is \$17,800 better than budget.

As of 10/31, sponsorships committed for 2022 Annual Conference and Professional Development events total \$23,750 and are reflected as temporarily restricted on the balance sheet and income statement.

MOTION 21:35 Mr. Cockrum motioned to file the October financial statements for audit. Ms. Belusar seconded, and the motion carried.

V. Standing Committee Reports

a. Finance

Mr. Cockrum presented a report from the Finance Committee (FC) which met on November 16.

The Proposed 2022 Operating Budget was presented to the Finance Committee and passed with a 3-2 vote. INARF is presenting a deficit budget of \$45,000. The deficit is driven by several key factors including three non-renewals (two due to the results of the CMCO RFP awards), a decline in the Ability Indiana management fee, and increased staffing costs. Membership dues are budgeted to be similar to the 2021 projection. This assumes growth via an existing and enhanced approach to recruitment. During 2021, Ability Indiana lost several key contracts and future growth will be built based on a strategy focused on customer diversification. The fee revenue related to the Ability Indiana Program management agreement is proposed to decrease by \$24,000 to better align with the expenses anticipated to be paid by INARF on the Program's behalf and to retain the recommend 12-15% net profit. The Ability Indiana Board has approved this change, which requires a signed resolution by both Chairpersons. Personnel expense includes salaries and benefits for our eleven existing staff, filling two existing vacancies targeted for hire at 1/1/22 and 7/1/22, travel and lodging for 2022 are increased to pre-pandemic levels – this includes expense for one INARF DC Fly In. The overall net result is a decrease in net assets of (\$45,000). Staff seeks Board support to designate net assets in that amount to provide the member support necessary and effectively work towards Board priorities.

MOTION 21:36 Mr. Cockrum motioned that the Finance Committee recommends that the Ability Indiana management fee be reduced by \$24,000 to \$396,000. Donna Elbrecht seconded, and the motion carried.

MOTION 21:37 Mr. Cockrum motioned that the Finance Committee recommends that the Proposed 2022 Operating Budget be approved. Ms. Belusar seconded, and the motion carried.

MOTION 21:38 Mr. Cockrum motioned that the Finance Committee recommends for the Board to acknowledge the deficit budget and designate net assets of \$45,000 for the provision of member support for organizational initiatives and Board priorities. Allison Wharry seconded, and the motion carried.

The Finance Committee also discussed the 9/30 NBI investments performance report in comparison to benchmarks.

The next Finance Committee will take place in the first quarter of 2022.

b. Governmental Affairs

Ms. Wharry presented a report from the Governmental Affairs Committee (GAC) which met on October 26 and November 11.

In October, INARF Staff, Consultants, and the Committee discussed 2022 INARF Legislative Agenda topics for consideration including INARF appointments, DSP professionalization, managed care protections and telehealth. INARF and the Committee agreed to remove DSP professionalization from the Legislative Agenda. The Committee adopted the issues of INARF appointments and telehealth to the legislative agenda. The Committee will discuss the managed care position during the next meeting.

At the November 11 meeting, INARF staff, Consultants and the Committee discussed the 2022 INARF Legislative Agenda topic of managed care. The Committee adopted a managed care position for inclusion in the INARF legislative agenda.

The next meeting has not yet been scheduled.

MOTION 21:39 Ms. Wharry motioned to adopt the INARF Legislative Agenda as recommended by the Governmental Affairs Committee. Ms. Elbrecht seconded, and the motion carried.

Katy Stafford-Cunningham presented the 2022 legislative agenda points. The first item has to do with appointments to state boards, including to the 211 advisory committee and any proposed statewide 988 board. Currently, there is no statewide board for 988, but there is potential to create one, and INARF would like to be involved. Next, the second item is focused on Telehealth services: INARF is seeking to codify Case Management as an allowable telehealth service. Lastly, relating to the current mLTSS managed care project and any future managed care program, INARF maintains its historical opposition related to the services provided by INARF members.

c. Organizational Development

Stan Keepes presented a report from the Organizational Development Committee (ODC) which met on November 3.

The meeting began with a review of the Membership Recruitment Dashboard by Staff, reflecting a growth of 1 Organizational member (AID of Indiana) in the 3rd quarter bringing the total Organizational members to 72 and 100% of Operating Budget, and 3 Associate members (Gibson, Guardian Pharmacy of Indiana, and Terebinth Group), bringing the total Associate members to 38 at 89% of Operating Budget. Proactive communications continue on INARF's initiatives and efforts around the American Rescue Plan Funds and DSP Wage Parity as a recruitment strategy for Organizational members with Associate member benefits being shared with Annual Conference Exhibitors.

Next, staff reported that the Annual Membership Renewal for Organizational members began immediately following the Annual Conference and at the time of the meeting has resulted in 45 Renewal Agreements returned, 1 Renewal declination for financial reasons, with follow-up efforts to occur on the remaining 22 Organizational Renewals. The Associate Membership Renewal will launch in early November.

Staff then reported on the INARF Event Satisfaction and Engagement Scorecard noting an overall Satisfaction Score to date of 4.31 to date (1-5 scale, 5 highest) as compared to the 4.28 Satisfaction from 2020. Staff also engaged Committee members on INARF's ongoing In-Person Meeting and Event Protocols for concurrence that the policy and practices maintain safety to the degree of CDC requirements and with members as our highest priority. In conclusion, staff reported on the survey enhancements as a result of Committee feedback at the August meeting, noting fewer erroneous satisfaction scores and increased participation.

The next meeting will occur in the first quarter of 2022.

d. Training and Professional Development

Jim Wiltz presented a report from the Training and Professional Development Committee (TPD) which met on September 16.

The 2-day retreat began with a simulated Olympic torch-passing relay and warm-up games offering an opportunity for the four new Committee members to become acquainted with current Committee members. Committee members then proceeded through a review of the Attendee, Presenter, Exhibitor, and Artisan survey results, building a foundation of elements to include and/or improve upon for 2022 including the addition of a platinum level Exhibitor package available during the Pre-Conference, the addition of a closing session on Day 2 in place of the final round of concurrent breakout sessions, and the expansion of the Conference App to incorporate instantaneous session rating and attendee feedback. Next, Committee members worked in breakout groups to develop a list of timely, useful, and relevant topics generated from their research, their peers, and other industry-related Conference programs resulting in a list of 27 viable topics with identified potential presenters. Committee members volunteered to contact 3-4 presenters each to learn their interest and availability, followed by a request for a formal proposal to be reviewed at the December and January meetings. The final activity included a theme-building exercise resulting in the theme of Mission Possible – Shaping the Future for the INARF 2022 Annual Conference to be held on October 5 & 6 at the Embassy Suites Noblesville Conference Center.

The next TPD meeting will be on December 9.

VI. Professional Interest Section Leadership or Standing Committee Appointments

Ms. Bennett approved the recommendation of Jessica Hamlyn; Meridian Health Services being added to the Training and Professional Development Committee.

VII. President/CEO Report

John Barth provided the President/CEO report including topics of INARF internal operations, key policy updates including wage parity, vaccine mandate, FMAP 10% Rate increase, VR Services, and Critical Issues Forum.

Nanette Hagedorn informed the Board of INARF internal operational items including an Annual Conference summary and an update on the INARF annual renewal process. Ms. Hagedorn began with a review of the INARF 2021 Pre and Annual Conference Pre-Conference Dashboard that was provided in the packets highlighting attendance as anticipated considering the workforce shortages and on-going COVID concerns, and overall satisfaction by Attendees, Presenters, Exhibitors and Artisans alike in meeting or exceeding their educational and safety expectations. Next, Ms. Hagedorn provided an update on the INARF annual renewal process. To date, 58 Organizational Members have returned commitment forms, 5 have verbally committed and 4 are outstanding. Eight (8) Associate Members have returned commitment forms and 30 are outstanding.

Mr. Barth thanked Matt Harrington and the LOGAN Community Services, Inc. staff for hosting the INARF PAC Legislator of the Year award recipient on Thursday. Chairman Ryan Mishler was the 2021 recipient, and he enjoyed his time at LOGAN, extending his visit beyond the expected time.

Next, Mr. Barth shared that the strategy developed with the Consultant's Group which encouraged FSSA to adopt the INARF position regarding wage parity for DSPs in a group home setting was effective. Kim Opsahl, DDRS Director, informed INARF that all materials associated with the roll out of the announcement have been approved but were not yet ready for public release by FSSA.

Brian Carnes updated the group on the status of federal COVID vaccine mandates shared that INARF will launch a survey soon to collect information on implementation.

Mr. Barth informed the Board that INARF is closely monitoring the status of the temporary FMAP increase spending Plan. FSSA does not have final approval yet from CMS. INARF is focused on ensuring the first action taken by the state, upon federal approval, is the continuation of the existing grant program, that may take the form of a one-time payment in Q1, 2022.

Mr. Barth provided an update on VR Services rate increase. A rate increase is being considered by DDRS, with reported support from FSSA leadership.

Lastly, Mr. Barth reminded everyone that on December 1, the Joint INARF and The Arc of Indiana Critical Issues Forum will be taking place at the Marriott East.

VIII. Adjournment

The next INARF Board of Directors will be held on Friday, December 17, 2021 following the INARF Member Forum.

Respectfully submitted,

Allison Wharry, Secretary