



# **Financial Management Professional Interest Section Meeting**

May 12, 2022

- Welcome
  - Upcoming Events
  - Managing Client Finances: Panel Discussion
  - Diversifying Revenue Sources: Member Highlights
  - HCBS Stabilization Grant Funds: Member Survey Results
- 

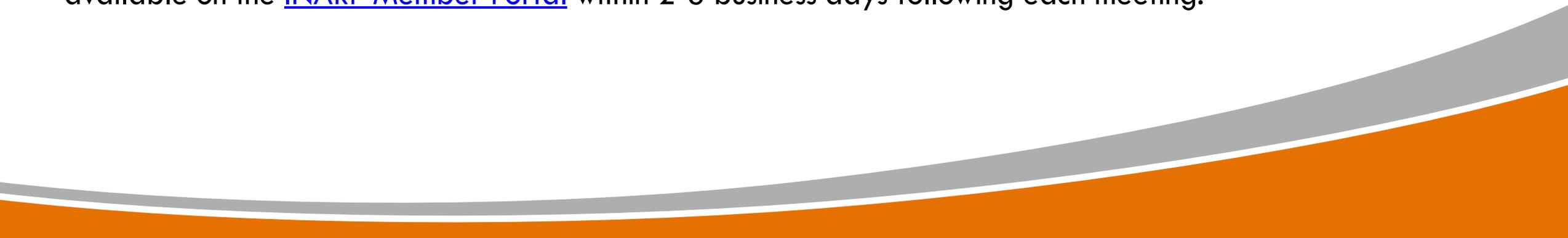
## Professional Interest Section Meetings / Professional Development:

- May 12 - Human Resources (12:30-2:30 PM)
- May 19 - Child & Family Services (10 AM-Noon)
- July 21 - Community Supports (10 AM-Noon) / Employment Supports (12:30-2:30 PM)

## Upcoming Member Forum and Board of Directors Meetings:

- May 20 - Board of Directors Meeting / \*No Member Forum
- June 24 - Member Forum / Board of Directors Meeting

Registration for each meeting is available 3 weeks in advance. Recordings and materials will be available on the [INARF Member Portal](#) within 2-3 business days following each meeting.



*Alicia M. Boyd, CPA*  
Professional Corporation

**BKD**  
CPAs & Advisors

CPAs / ADVISORS  
**blue**

 **Bradley** Associates  
Healthcare Advisors and CPAs

**I-TRAIN**<sup>™</sup>  
DSP online  
*Aglet solutions*<sup>™</sup>

 **JA BENEFITS**  
Strategy Driven. Future Focused.

 TEREBINTH



## **Managing Client Finances: Panel Discussion**

Abdul Barrie, Benchmark Human Services

Keith Gearlds, Tangram, Inc.

Colleen Rhoades, Wabash Center, Inc.



# Managing Finances of Those we Serve

# Accounts

- Each individual has two accounts established.
- This first account is the representative payee account where deposits are made and bills are paid.
- The second account is a personal account with a debit card attached to it to allow the individual to have quick access to their funds.
- Funds are transferred weekly into the debit card account so the individual may access their funds when they choose.

# Client Finance Specialist

- Responsible for managing the finances for the individuals that we have been established as the representative payee (approximately 70).
- Ensures bills are paid, electronic transfers occur weekly for groceries and spending money.
- Receives receipts and petty cash logs weekly from each individual.
- Monitors accounts to ensure they do not go over resources or become overdrawn.
- Enters all transactions into QuickBooks.
- Discusses finances with individuals and/or their teams.

# Checks and Balances

- Administrative employee reconciles all accounts each month in QuickBooks when bank statements are received.
- Finance Specialist conducts random audits on a sample of accounts each month.
- Client Finance Specialist randomly audits receipts as they are received.
- Large purchases are audited by the Client Finance Specialist or the Quality Assurance Specialist.

# Representative Payee Review

- We just finished a review.
- In 2018 the President signed the Strengthening Protections for Social Security Beneficiaries Act that directs the state Protection and Advocacy system to conduct the review. SSA now contracts with Indiana Disability Rights to conduct these reviews.
- Phone interview held first, then an onsite review.
- Biggest challenge was helping the reviewer understand what we do.



## **Diversifying Revenue Sources: Member Highlights**

**Doug Kroll, LOGAN Community Resources, Inc.**

**Mark Fisher, Opportunity Enterprises, Inc.**



**LOGAN COMMUNITY RESOURCES, INC.**

# Who am I?

- Doug Kroll, CPA, MA, MNA
  - Background
    - Born and raised in Northern Indiana
    - Undergrad: Accounting - **Manchester University**; Master Science in Accountancy - **Manchester University**; Master of Nonprofit Administration - **Notre Dame**
    - Worked as an administrator at Notre Dame for 20 years
    - Vice President and CFO at LOGAN Center for just over 2 years
    - Taught various accounting courses at Saint Mary's College and Notre Dame for over 20 years





# LOGAN Services

---

- Group and Supported Living Sites
- Protective Services
- Adult Day Services
- **Child & Adolescent Services**
- Community Employment
- Pre-Employment Transition Services and Vocational Rehabilitation
- **Social Enterprise**



# CHILD AND ADOLESCENT SERVICES

---

- Autism (ABA Therapy)
- Therapy (Physical, Occupational, Speech)
- First Steps
- P.L.A.Y. Project



**LOGAN**  
INDUSTRIES

## SOCIAL ENTERPRISE

- **LOGAN Industries**
  - Packaging Business for various clients including Spyder Tools, Bench & Field and Boy Scouts of America
  - Integration of workers with I/DD and those without disabilities
- **Pumpkin Patch**
  - Clients grow and sell pumpkins and keep the money they earn
- **STUDIOS artwork**
  - Clients create all forms of artwork and sell them at various locations. They earn a 70% commission on each piece they sell



# CHALLENGES

---

- **Child and Adolescent Services**
  - Intense staffing model (Most services are 1 on 1)
  - Expensive
  - Complicated scheduling (clients are not always full-time)
  - Working with insurance carriers for reimbursement
  - Billing
- **Social Enterprise**
  - Costs – Startup and Facility
  - Finding necessary expertise to run/manage the business
  - Maintaining exempt status

# COMMUNITY SUPPORT



- LOGAN Nose-On

- Marketing strategy that started in 1988 to raise awareness about LOGAN and the services we provide
- Turned into an annual lunch and guest speaker
- The March 2022 lunch welcomed over 700 guests
  - The featured speaker was the first person with Down Syndrome to finish an Iron Man Triathlon
- Restaurant/Business givebacks
- Schools and businesses sell Nose-On gear
- City of South Bend places Nose banners all across downtown
- Supporters of LOGAN place Nose yard signs in their personal yards across the city.





WHERE

WHAT

WHEN

WHO

HOW

WHY



# OPPORTUNITY ENTERPRISES

5-12-22 FINANCIAL MANAGEMENT



# ELECTRONICS RECYCLING

- How did the initiative come to be?
  - Saw a need in the community
  - New CEO with recycling background
  - Had a labor force
- Planned as an expansion to current Document Shredding division
- Effort is led by our Director of Business Operations and Secure Shred Director
- Initial Steps
  - Train workforce and hired 16 Crew Members
  - Certifications

# CAMP LAKESIDE

- How did the initiative come to be
  - Summer 2021 – partnership with the county for a week of camp hosted at our Lakeside property
  - Saw the success in that week, saw a demand, and had the property to expand
  - A way for OE to connect with families and youth earlier
- Program was built as an expansion of our youth services, and as a new revenue stream
- Effort is lead by two newly created positions – investments were made to ensure success

# ACCOMPLISHMENTS

- Electronics recycling
  - New employees
  - New certifications
  - New partnerships
  - Success stories from our new employees
- Camp Lakeside
  - 1 week partnership turning into development of 8-week summer camp

# ADVERTISING AND AWARENESS

- OE recognized a marketing need within all Social Enterprises and programming
- Minimal investment in prior years
- Marketing budgets were created and new Marketing Director was hired

# PANDEMIC

- Has the pandemic changed our approach?
- Yes – services can't look the same as they have in the past – need to find new innovative revenue streams
- Labor shortage – in Secure Shred we have 16 crew members and the capacity to train and hire more
  - How can OE use our labor to fill needs for other businesses

# WHAT IS NEXT?

- Electronic Recycling
  - Refurbishment
- Camp Lakeside
  - Expansion outside of Summer Camps



## **HCBS Stabilization Grant Funds: Member Survey Results**

Brian Carnes, INARF

### Second Round of Sustainability Grant Payments

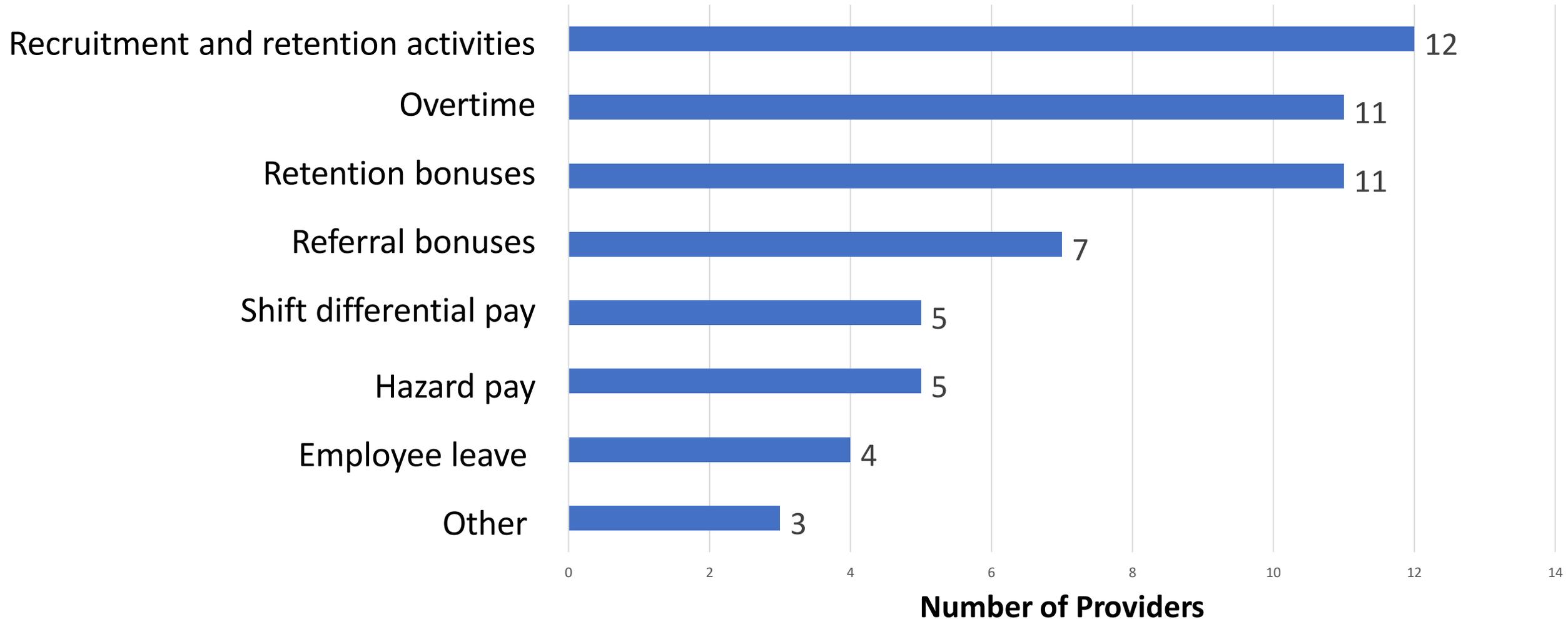
- Providers who submitted attestations for sustainability grants early received their payments at the end of February. This grant amount was based on approximately 7% of each providers' eligible claims.
- After the second wave of providers completed their attestation forms, the state realized that there was enough money to give everyone 8.1% of their eligible claims. This has resulted in a second small payment to early bird providers to increase their previous amount from 7% to 8.1%.

### Second Round of Sustainability Grant Payments

- Providers who missed the early bird registration will be receiving their first payment in the amount of 8.1% this week. There will be no additional rounds of funding for these grants. After this round of payments go out, all providers should be equally paid at 8.1% of their eligible claims for this grant.

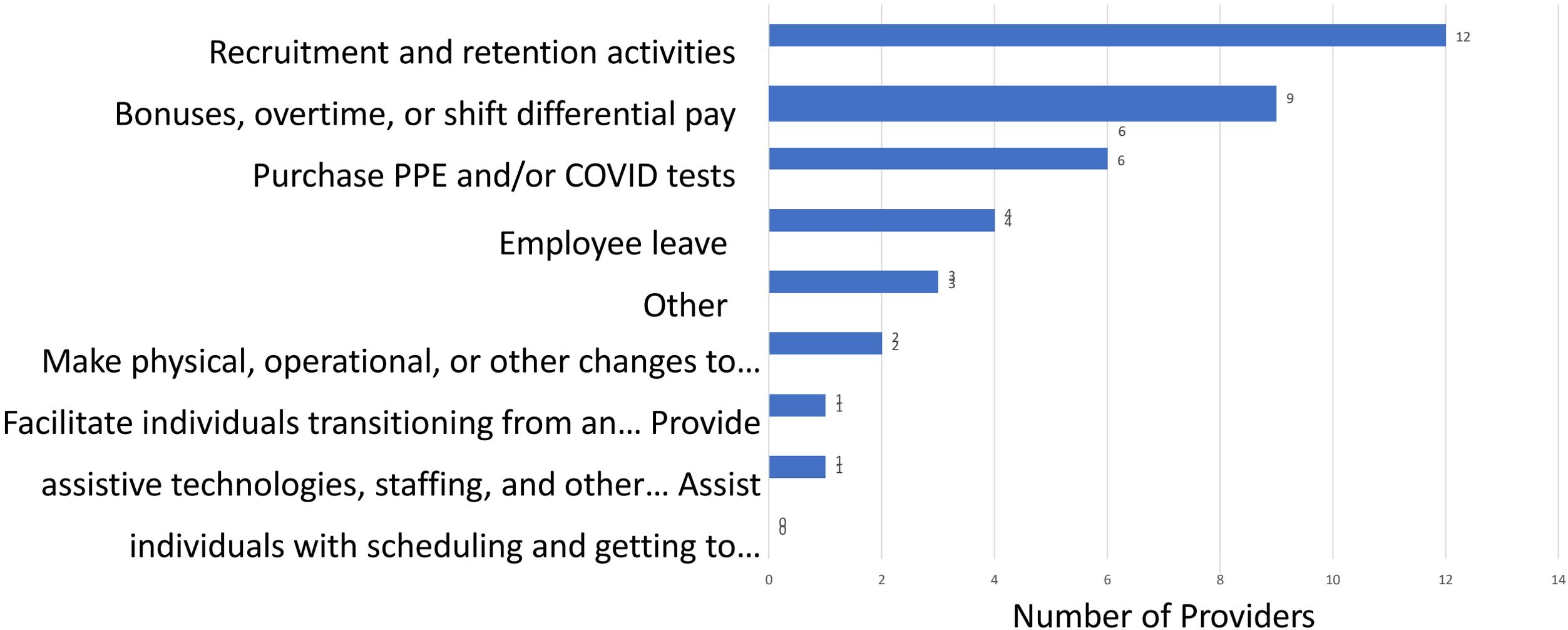
- INARF received queries from members regarding how other organizations were choosing to spend their HCBS Stabilization grant
- INARF sent the survey out on March 15
- We received 16 responses

## How Providers will use the 75% Portion of the HCBS Stabilization Grant



- As noted in the previous slide, three respondents selected other as a response
- Other responses include:
  - Staff training
  - Offset the differential between what we are paying and what the pass through pays for
  - Medical insurance benefits

## How Providers will use the 25% Portion of the HCBS Stabilization Grant



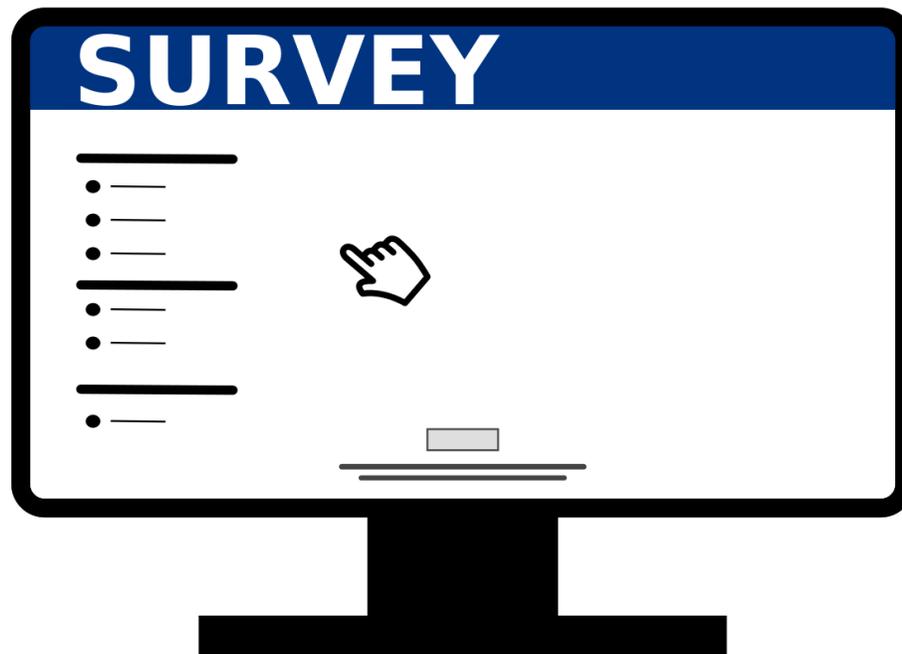
- As noted in the previous slide, three respondents selected other as a response
- Other responses include:
  - Technology upgrades to make DSP work activity documentation flow more smoothly
  - To mitigate wage compression of middle managers
  - How our organization will spend the 25% of the grant is still under evaluation

One respondent provided additional information regarding the grants which is included below

- “The money was extremely helpful with allowing our organization to pay an additional \$1.00 an hour of crisis pay for staff that were working with clients.”

## Reminder...

Your participation in the survey is requested.



*Alicia M. Boyd, CPA*  
Professional Corporation

**BKD**  
CPAs & Advisors

CPAs / ADVISORS  
**blue**

 **Bradley** Associates  
Healthcare Advisors and CPAs

**I-TRAIN**<sup>™</sup>  
DSPonline  
*Aglet solutions*<sup>™</sup>

 **JA BENEFITS**  
Strategy Driven. Future Focused.

  
TEREBINTH

Your contributions to the INARF PAC are a critical part of INARF's legislative advocacy efforts. They are used to support elected officials who serve as champions of the provider community. Please consider supporting the INARF PAC today.

For more information and to contribute, visit:

[www.INARF.org/INARF-PAC](http://www.INARF.org/INARF-PAC)





Thank you!

615 N. Alabama St., Ste. 410, Indianapolis, IN 46204

(t) 317-634-4957 / (f) 317-634-3221

[inarf@inarf.org](mailto:inarf@inarf.org) / [www.inarf.org](http://www.inarf.org)