# **Sedgwick County Developmental Disability Organization**

<u>Mission</u>: Assisting people with developmental disabilities to receive quality services and achieve greater independence.

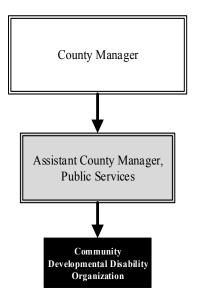
# Dee Staudt SCDDO Director

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# **Overview**

The Sedgwick County Developmental Disability Organization (SCDDO) provides a single point of access for Sedgwick County residents seeking services for individuals developmental intellectual and disabilities (I/DD). Staff completes determinations eligibility functional assessments for those seeking services and supports.

The SCDDO ensures consumers are advised of choices available to them for services needed and monitors system capacity to develop resources where gaps may be identified. The Division ensures quality services are available to meet the needs of persons with I/DD through collaboration and contracting with a variety of community service providers who deliver an array of programs and services.



## **Strategic Goals:**

- SCDDO will build capacity of the community to support persons with I/DD
- SCDDO will work with stakeholders to improve the coordination of services to persons with I/DD
- SCDDO will initiate new education and advocacy efforts

# **Highlights**

- SCDDO celebrated 20 years of service to individuals with intellectual/developmental disabilities
- SCDDO partnered with
   Starkey, Inc. to expand the capacity of day services to meet the needs of individuals with challenging behaviors
- Community Council researched and published the "Community Council Resource Guide"
- SCDDO provided Stop Abuse for Everyone (S.A.F.E.) training to day service providers and individuals with I/DD



# **Accomplishments and Priorities**

# Accomplishments

Sedgwick County Developmental Disability Organization (SCDDO) hosted a community event at Exploration Place to celebrate the 25th anniversary of the American's with Disabilities Act (ADA) and the 20th anniversary of the signing of the Kansas Developmental Disability Reform Act (DDRA) which established the SCDDO. Over 1,000 people enjoyed a day at Exploration Place which included a cake and ice cream reception.

A key role for the SCDDO is to ensure service capacity for individuals with intellectual and/or developmental disabilities (I/DD) in Sedgwick County. Through ongoing monitoring of service capacity a shortage in specialized day programming and residential services was identified. In 2015, the SCDDO launched the Community Capacity Building Program to assist providers in developing capacity in the areas identified as deficient. Agencies applied for a grant to cover up to 40 percent of a proposed capacity expansion project. Starkey, Inc. was the first grant recipient. Starkey's Life Enrichment/Gateway Option (LEGO) day program was expanded to serve up to 30 individuals.

# **Priorities**

SCDDO continues to engage with the State and providers in the local affiliate network to ensure compliance with federal rules issued by the Centers for Medicare and Medicaid Services (CMS). By March 2019, the State must be in full compliance with the Home and Community Based Service settings Final Rule. This Federal rule will have implications for many if not all of the affiliated service providers.

The Division will review and revise all policies to ensure compliance with governing statutes, rules and regulations. Since 2013, the I/DD system of services has undergone significant changes due to the implementation of KanCare, the State's privatized Medicaid program. Changes in contract provisions and State policy have also necessitated a deep and thorough review of SCDDO practices and policies.

Building capacity to meet the changing needs of the Division's target population continue to be a priority. Providers continue to deliver services in an environment of restricted financial resources putting a strain on these local businesses. More individuals are entering the system as eligible for I/DD program services and being placed on the State's waiting list. SCDDO continues to monitor projected needs with current provider capacity to develop strategies for accommodating demands for services. Individuals with co-occurring I/DD and behavioral health needs, which include mental health and substance use disorders, continue to strain the I/DD service system.



# **Significant Budget Adjustments**

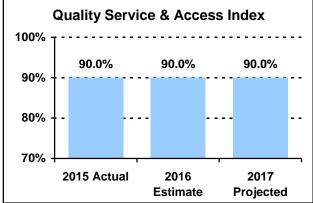
Significant adjustments to the Sedgwick County Developmental Disability Organization's 2017 budget includes a reduction to budgeted intergovernmental revenue to bring in-line with the State contract and property -tax-supported Subsidized Live-In Support was reduced by \$102,978

## PERFORMANCE MEASURE HIGHLIGHTS

The following chart illustrates the Key Performance Indicator (KPI) of the Sedgwick County Developmental Disability Organization.

# Quality Service and Timely Access Provided to those in need -

 The primary KPI for the SCDDO is an index of five secondary indicators: Utilization of Available Resources, Contract Monitoring Results for Day Programs, Contract Monitoring Results for Residential Services, Contract Monitoring Results for Case Management, and Eligibility Timeliness



	2015	2016	2017
Division Performance Measures	Actual	Est.	Proj.
Goal: SCDDO Quality Service and Access Index (KPI)			
Primary index for SCDDO services	90.0%	90.0%	90.0%
Goal: Resource Utilization			
Cost of planned services to clients as a percent of allocated resources to	100%	100%	100%
CDDO from granted state program funds			
Goal: Day Program Quality			
Percent of contract requirements met by Day Service providers per	100%	100%	100%
annual contract review			
Goal: Residential Program Quality			
Percent of contract requirements met by Residential Service providers	100%	100%	100%
per annual contract review	10070	10070	10070
Goal: Case Management Quality			
Percent of contract requirements met by Case Management Services per annual contract review	100%	100%	95%
annual contract review			
Goal: Eligibility Timeliness			
Percent of monthly eligibility determinations made within the State	100%	100%	100%
required timeframe			

# **Divisional Graphical Summary**

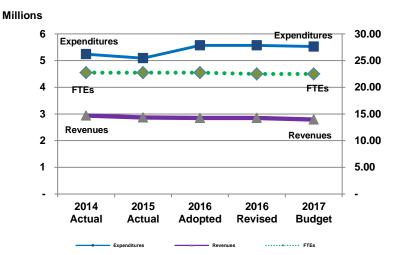
# Sedgwick Co. Dev. Disablity Org.

Percent of Total County Operating Budget

# 1.30%

## **Expenditures, Program Revenue & FTEs**

All Operating Funds



	2014	2015	2016	2016	2017	Amount Chg	% Chg
Expenditures	Actual	Actual	Adopted	Revised	Budget	'16 Rev'17	'16 Rev'17
Personnel	1,243,035	1,206,419	1,398,743	1,398,743	1,472,525	73,782	5.27%
Contractual Services	3,982,159	3,838,868	4,146,825	4,146,825	4,028,847	(117,978)	-2.85%
Debt Service	-	-	-	-	-	-	
Commodities	17,672	45,509	24,700	24,700	24,700	-	0.00%
Capital Improvements	-	-	-	-	-	-	
Capital Equipment	-	-	-	-	-	-	
Interfund Transfers	-	-	-	-	-	-	
Total Expenditures	5,242,865	5,090,795	5,570,268	5,570,268	5,526,072	(44,196)	-0.79%
Revenues							
Tax Revenues	-	-	-	-	-	-	
Licenses and Permits	-	-	-	-	-	-	
Intergovernmental	2,762,265	2,622,740	2,645,348	2,645,348	2,590,258	(55,090)	-2.08%
Charges for Services	160,927	169,725	180,000	180,000	180,000	-	0.00%
All Other Revenue	16,320	77,589	22,500	22,500	22,500	-	0.00%
Total Revenues	2,939,512	2,870,054	2,847,848	2,847,848	2,792,758	(55,090)	-1.93%
Full-Time Equivalents (FTEs)	)						
Property Tax Funded	-	-	-	-	-	-	
Non-Property Tax Funded	22.75	22.75	22.75	22.50	22.50	-	0.00%
Total FTEs	22.75	22.75	22.75	22.50	22.50		0.00%

<b>Budget Summary by Fund</b>							
Fund	2014 Actual	2015 Actual	2016 Adopted	2016 Revised	2017 Budget	Amount Chg '16 Rev'17	% Chg '16 Rev'17
General Fund	2,345,047	2,145,046	2,059,568	2,059,568	1,956,590	(102,978)	-5.00%
CDDO Grants	2,897,818	2,945,749	3,510,700	3,510,700	3,569,482	58,782	1.67%
Total Expenditures	5,242,865	5,090,795	5,570,268	5,570,268	5,526,072	(44,196)	-0.79%



# Significant Budget Adjustments from Prior Year Revised Budget

Reduce property-tax-supported portion of Subsidized Live-In Support Reduce budgeted intergovernmental revenue to bring in-line with State contract

Expenditures	Revenues	FTEs
(102,978)		
	(55,090)	

**Total** (102,978) (55,090) -

		2014	2015	2016	2016	2017	% Chg	2017
Program	Fund	Actual	Actual	Adopted	Revised	Budget	'16 Rev'17	FTEs
Challenging Behaviors	110	85,480	85,479	-	-	-	0.00%	-
Operations	Multi.	2,318,833	2,250,154	2,454,568	2,454,568	2,336,590	-4.81%	-
Service Acc. & Outreach	251	353,023	246,845	432,272	432,272	260,306	-39.78%	5.00
Quality Assurance	251	234,224	263,270	298,890	298,890	404,177	35.23%	6.50
State Aid	251	1,266,614	1,094,025	1,121,807	1,121,807	1,121,807	0.00%	-
Consumer Services	251	26,640	-	-	-	-	0.00%	-
Administration & Finance	251	958,051	1,004,422	1,012,731	1,012,731	1,153,192	13.87%	11.00
Capacity Development	251	-	146,600	250,000	250,000	250,000	0.00%	-
Total		5,242,865	5,090,795	5,570,268	5,570,268	5,526,072	-0.79%	22.50

# **Personnel Summary By Fund**

			Budgeted Co	mpensation C	omparison	FT	E Comparis	on
Desition Titles	F	04-	2016	2016	2017	2016	2016	2017
Position Titles	Fund	Grade	Adopted	Revised	Budget	Adopted	Revised	Budget
Human Services Director	251	GRADE144	28,581	-	-	0.25	-	-
Director of Developmental Disabilities	251	GRADE138	74,966	76,787	76,787	1.00	1.00	1.00
Assistant Director of CDDO	251	GRADE132	71,133	72,861	72,861	1.00	1.00	1.00
Quality Assurance Coordinator	251	GRADE129	48,957	49,834	49,834	1.00	1.00	1.00
SAO Director - Program Manager	251	GRADE129	-	63,478	63,478	-	1.00	1.00
SAO Director - Program Manager	251	GRADE127	63,293	-	-	1.00	-	-
Senior Administrative Officer	251	GRADE127	46,720	41,121	41,121	1.00	1.00	1.00
Management Analyst II Accountant	251 251	GRADE126 GRADE125	44,142 44,556	39,366 45,065	39,366 45,065	1.00 1.00	1.00 1.00	1.00 1.00
Administrative Officer	251	GRADE123 GRADE124	160,156	163,046	163,046	4.00	4.00	4.00
Administrative Officer  Administrative Specialist	251	GRADE123	37,808	38,484	38,484	1.00	1.00	1.00
Case Coordinator	251	GRADE123	34,187	43,956	43,956	1.00	1.00	1.00
Quality Assurance Specialist	251	GRADE121	62,131	62,692	62,692	2.00	2.00	2.00
Administrative Assistant	251	GRADE120	33,904	34,293	34,293	1.00	1.00	1.00
Case Manager II	251	GRADE120	117,193	118,918	118,918	4.00	4.00	4.00
Bookkeeper	251	GRADE119	30,620	31,364	31,364	1.00	1.00	1.00
Office Specialist	251	GRADE117	28,061	28,563	28,563	1.00	1.00	1.00
KZ6 Administrative Support B115	251	EXCEPT	2,500	10,453	10,453	0.50	0.50	0.50
	Subtot Total P	Add: Budgeted Compensa	Personnel Savin ation Adjustment On Call/Holiday F udget	s	920,282 - 31,207 29,653 491,383 1,472,525	22.75	22.50	22.50



### • Challenging Behaviors

Funding for the Challenging Behaviors initiative was established in 2008 to address recommendations by the Sedgwick County Ad Hoc Taskforce on Developmental Disabilities and Mental Illness. The Task Force worked to learn about problems created in the community when individuals with developmental disabilities and mental illness engage in aggressive behaviors. Recommendations were then made to the Board of County Commissioners on how to meet the needs of individuals with developmental disabilities and mental illness. These services assist individuals and families in need through stakeholder input. The SCDDO developed an RFP to ensure funded programs reflect current need and best practices. In February 2014, the State implemented KanCare introducing three new managed care organizations (MCO's) into the service system. These MCO's are responsible for meeting the co-occurring behavioral health and IDD needs of Medicaid beneficiaries. This program ended in 2015.

Fund(s): County General Fund 110

Expenditures	2014 Actual	2015 Actual	2016 Adopted	2016 Revised	2017 Budget	Amnt. Chg. '16 - '17	% Chg. '16 - '17
Personnel	-	-	-	-	-	-	0.0%
Contractual Services	85,480	85,479	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	-	-	-	-	-	-	0.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	85,480	85,479	-	-	-	-	0.0%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	-	-	-	-	-	-	0.0%
All Other Revenue	-	-	-	-	-	-	0.0%
Total Revenues	-	-	-	-	-	-	0.0%
Full-Time Equivalents (FTEs)	-	-	-	-	-	-	0.0%

### Operations

The SCDDO contracts with a variety of community service providers to deliver essential services to individuals in the Intellectual/Developmental Disability system. Throughout this process, the SCDDO plays an essential role in bringing funding, service providers, and clients together to provide the greatest benefit. Operations provides for the local County Finance Plan which funds provider agencies serving individuals in residential and day programs. The County Finance Plan also provides for programs as outlined in affiliation agreements.

Fund(s):	Cddo - Grants 2	251 / County	General I	Fund 110
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Expenditures	2014 Actual	2015 Actual	2016 Adopted	2016 Revised	2017 Budget	Amnt. Chg.	% Chg. '16 - '17
Personnel	-	-	-	-	-	-	0.0%
Contractual Services	2,318,833	2,250,488	2,454,568	2,454,568	2,336,590	(117,978)	-4.8%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	-	(334)	-	-	-	_	0.0%
Capital Improvements	-		-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	2,318,833	2,250,154	2,454,568	2,454,568	2,336,590	(117,978)	-4.8%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	160,927	169,725	180,000	180,000	180,000	-	0.0%
All Other Revenue	15,920	77,589	-	-	-	-	0.0%
Total Revenues	176,847	247,314	180,000	180,000	180,000	-	0.0%
Full-Time Equivalents (FTEs)	-	-		-	-		0.0%



#### • Service Access & Outreach

Service Access and Outreach (SAO) acts as a central point of application and information for individuals entering the CDDO system. This function is designed to provide consumers with the information they need to make informed choices about services available while alleviating misinformation, confusion, and uncertainty for new consumers. The sub-program is also the only place in the Intellectual/Developmental Disability system in which the eligibility of clients for services is determined. Once eligibility has been determined, SAO then provides options counseling to consumers to select a provider of case management. Request to change providers or newly funded individuals receive options counseling from SAO staff to ensure informed choice.

Fund(s): Cddo - Grants 251

Expenditures	2014 Actual	2015 Actual	2016 Adopted	2016 Revised	2017 Budget	Amnt. Chg. '16 - '17	% Chg. '16 - '17
Personnel	347,837	238,273	424,372	424,372	252,406	(171,966)	-40.5%
Contractual Services	5,186	5,982	6,900	6,900	6,900	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	-	2,590	1,000	1,000	1,000	-	0.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	353,023	246,845	432,272	432,272	260,306	(171,966)	-39.8%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	479,278	428,686	427,446	427,446	264,781	(162,665)	-38.1%
Charges For Service	-	-	-	-	-	-	0.0%
All Other Revenue	-	-	-	-	-	-	0.0%
Total Revenues	479,278	428,686	427,446	427,446	264,781	(162,665)	-38.1%
Full-Time Equivalents (FTEs)	8.50	5.00	8.50	5.00	5.00	-	0.0%

### Quality Assurance

Quality Assurance partners with affiliated service providers to ensure clients receive high-quality services that meet their individualized support needs. Quality Assurance makes regular site visits to service settings, meets with providers of services to discuss programs, and maintains a quality assurance committee that visits a 10 percent sample of clients. Quality Assurance also performs contract-monitoring to ensure that affiliated service providers are meeting the terms and expectations of the annual affiliation agreement. Quality Assurance manages the annual training plan for the affiliate network.

Fund(s):	Cddo -	<ul> <li>Grants</li> </ul>	251

Expenditures	2014 Actual	2015 Actual	2016 Adopted	2016 Revised	2017 Budget	Amnt. Chg.	% Chg.
Personnel	232,273	259,976	294,690	294,690	399,977	105,287	35.7%
Contractual Services	1,951	3,294	4,200	4,200	4,200	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	_	-	-	-	-	-	0.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	_	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	234,224	263,270	298,890	298,890	404,177	105,287	35.2%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	272,694	337,382	304,645	304,645	411,146	106,501	35.0%
Charges For Service	-	-	-	-	-	-	0.0%
All Other Revenue	-	-	-	-	-	-	0.0%
Total Revenues	272,694	337,382	304,645	304,645	411,146	106,501	35.0%
Full-Time Equivalents (FTEs)	5.00	6.50	5.00	6.50	6.50	-	0.0%



### State Aid

Prior to SFY'14, these funds were available through the State of Kansas to be used at the discretion of each CDDO. The current State contract restricts the discretion of CDDO's to priority service areas. These priority service areas include: transportation, children's services, direct service provision, non-Medicaid eligible case management, flex funding, and emergent need. In 2013, SCDDO met with stakeholders to identify local priorities while accounting for State restrictions. State Aid funds continue to be a key component in the County Finance Plan and are pooled with funding from Sedgwick County to meet identified needs not otherwise funded.

F	und(	S	):	Cddo	-	<b>Grants</b>	251
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Expenditures	2014 Actual	2015 Actual	2016 Adopted	2016 Revised	2017 Budget	Amnt. Chg. '16 - '17	% Chg. '16 - '17
Personnel	-	-	-	-	-	-	0.0%
Contractual Services	1,266,614	1,094,025	1,121,807	1,121,807	1,121,807	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	-	-	-	-	-	-	0.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	1,266,614	1,094,025	1,121,807	1,121,807	1,121,807	-	0.0%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	1,121,807	1,082,609	1,121,807	1,121,807	1,043,410	(78,397)	-7.0%
Charges For Service	-	-	-	-	-	-	0.0%
All Other Revenue	-	-	-	-	-	-	0.0%
Total Revenues	1,121,807	1,082,609	1,121,807	1,121,807	1,043,410	(78,397)	-7.0%
Full-Time Equivalents (FTEs)	-	-	-	-	-	-	0.0%

## Consumer Services

These grant funds are restricted to the reimbursement of children's residential services approved through special arrangement negotiated by the Kansas Department of Children and Family Services (DCF). This program ended in June 2014.

Fund(s):	Cddo -	Grants 251
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	2014	2015	2016	2016	2017	Amnt. Chg.	% Chg.
Expenditures	Actual	Actual	Adopted	Revised	Budget	'16 - '17	'16 - '17
Personnel	-	-	-	-	-	-	0.0%
Contractual Services	26,640	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	-	-	-	-	-	-	0.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	26,640	-	-	-	-	-	0.0%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	22,933	-	-	-	-	-	0.0%
Charges For Service	-	-	-	-	-	-	0.0%
All Other Revenue	-	-	-	-	-	-	0.0%
Total Revenues	22,933	-	-	-	-	-	0.0%
Full-Time Equivalents (FTEs)	-	-		-	-	-	0.0%



## • Administration & Finance

The SCDDO receives funding from the State of Kansas for the administration of the SCDDO. This funding is to be used to defray the administration of the 1995 Developmental Disabilities reform Act and cannot be used to serve individuals. The Service and Outreach and Quality Assurance areas also are funded through this source. This area represents the Administration and Finance staff and functions of the Division including the day-to-day expenditures.

F	und(	S	):	Cddo	-	<b>Grants</b>	251
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Expenditures	2014 Actual	2015 Actual	2016 Adopted	2016 Revised	2017 Budget	Amnt. Chg.	% Chg. '16 - '17
Personnel	662.925	708,169	679,681	679,681	820,142	140.461	20.7%
Contractual Services	277,455	253,000	309,350	309,350	309,350	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	17,672	43,253	23,700	23,700	23,700	_	0.0%
Capital Improvements	, -	, -	· -	· -	-	_	0.0%
Capital Equipment	-	-	-	_	-	_	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	958,051	1,004,422	1,012,731	1,012,731	1,153,192	140,461	13.9%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	865,554	774,063	791,450	791,450	870,921	79,471	10.0%
Charges For Service	-	-	-	-	-	-	0.0%
All Other Revenue	400	-	22,500	22,500	22,500	-	0.0%
Total Revenues	865,954	774,063	813,950	813,950	893,421	79,471	9.8%
Full-Time Equivalents (FTEs)	9.25	11.25	9.25	11.00	11.00	-	0.0%

## Capacity Development

The Community Capacity Development program addresses the needs of the Sedgwick County I/DD population through providing financial assistance to local community service providers to increase their capacity to deliver services to those in need of long-term supports. The program offers matching funds to affiliated community service providers for capital projects designed to increase immediate and future availability of services for those individuals eligible for I/DD program services but who are currently waiting. This is a three year plan (2015 to 2017) to ensure that the Sedgwick County provider community is able to respond to the needs of those individuals coming off the underserved waiting list and who may have specialized needs not currently met by the existing provider network.

Fund(s): Cddo - Grants 251

Expenditures	2014 Actual	2015 Actual	2016 Adopted	2016 Revised	2017 Budget	Amnt. Chg. '16 - '17	% Chg. '16 - '17
Personnel	-	-	-	-	-	-	0.0%
Contractual Services	-	146,600	250,000	250,000	250,000	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	-	-	-	-	-	-	0.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	-	146,600	250,000	250,000	250,000	-	0.0%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	-	-	-	-	-	-	0.0%
All Other Revenue	-	-	-	-	-	-	0.0%
Total Revenues	-	-	-	-	-	-	0.0%
Full-Time Equivalents (FTEs)	-	-	-	-	-	-	0.0%

