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MINUTES OF THE HOUSE APPROPRIATIONS SUBCOMMITTEE ON
INSTITUTIONS
January 12, 1983

Side 7 The meeting came to order at 8:15 a.m. in Room 108 of the Capitol Building.

Members present were Sen. Mark Etchart, Sen. Bill Thomas, Rep. Bob Thoft, Sen. Donald Ochsner, Rep. Steve Waldron, and Rep. Glenn Roush.

Also present were Peggy Williams of the Legislative Fiscal Analyst's Office (LFA), Bill Gosnell of the Governor's Office of Budget and Program Planning (OBPP), Carroll South, director of the Department of Institutions, Pat Estenson, Superintendent of the Montana Veterans' Home, and Jim Moriarty, business manager of the Veterans's Home.

(011) Carroll South introduced Pat Estenson and Jim Moriarty of the Montana Veterans' Home.

(016) Peggy Williams went over the LFA's budget presentation and the issues that will need to be discussed.

Modified Budget (077)

There is a modified budget because the Veterans' Home has built a new wing. The new wing is projected to open on February 10. The difference in the FY'84 Operating Expenses between the LFA and the OBPP relates to the date in which everyone will be in place. The OBPP assumed a February 1 opening date and the LFA assumed a March 1 opening date.

In the area of Personal Services, the agency deleted 2.05 FTE direct care workers in the main facility and requested 2.25 additional workers for the new wing. Last session the legislature authorized the addition of a Social Worker and an Activities Director position. The agency hired a Program Manager for this position and is now requesting an additional Recreation Aide FTE.

(147) The agency responded to the direct care ratio. The agency feels that 1.00 FTE of the 2.05 FTE in question is an Activities Aide position and works directly with patients. The 1.05 remaining FTE in question is a .25 laundry worker and a .8 food service worker. The laundry worker was added due to a citation from the Health Department regarding the laundry facility.

(336) The recommendation of the Governor's Council on Management was to delete two positions, one of which was a Custodial Supervisor. .5 FTE of that Custodial

Supervisor was transferred to the Activities Aide position. Therefore, the agency did not have a full FTE Custodial Supervisor position to give up.

(350) There is only a .25 laundry worker position because laundry is processed on Monday, Wednesday, and Friday. That is why it is not a full time position.

(363) The agency has changed its profile of its original request. The agency feels that a request for 15.42 FTE for a 50 bed unit is not unreasonable. There was a lot of discussion about phasing in the staff and patients for the new wing.

(474) Reimbursement monies were discussed. Reimbursement money does not come in until approximately three months after the patient comes into the facility. There will need to be a one-time General Fund appropriation for cash flow. This is because federal reimbursements will not come in until the next fiscal year.

Side 8

(003) There was a good deal of discussion regarding FTE cuts and the laundry worker position.

(158) Reimbursement payments were discussed, specifically Medicare, Medicaid, and the Veterans' Administration reimbursements. There is no Medicare nor Medicaid reimbursements at the Veterans' Home. There is the Veterans' Administration, private, or insurance company reimbursements.

(285) The change in the staffing pattern of the new wing was discussed.

Center for the Aged (379)

Peggy explained what has been done on Personal Services. The LFA and the OBPP will work these figures out at a later time and submit the figures to the committee at that time. There was some discussion regarding the elevator door for the Center for the Aged.

Sen. Etchart moved to accept the figures on Attachment 1 with the understanding that the elevator door was included in the area of Repairs and Maintenance for the Center for the Aged.

The motion was passed unanimously.

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Veterans' Home Executive Action (477)

Discussion centered around the deletion of a .5 Custodial Aide and a .5 Nurses Aide to create a 1.00 FTE Activities Aide position.

Side 9

Sen. Etchart moved to delete the Recreation Assistant position from the modified budget.

The motion was passed unanimously.

(045) Discussion turned back to the current level budget. There was further discussion regarding the laundry worker.

Rep. Roush moved to accept the OBPP recommendation of 59.58 FTE for the current level budget.

The motion was passed unanimously.

The LFA recommended a 3.5% vacancy savings factor. The affect of the vacancy savings factor to the pay plan was discussed.

(176) In the area of Contracted Services, there was an increase in medical lab costs of \$2,000 per year. In the past, the doctor who performed lab tests for the patients at the Veterans' Home had to pick up part of the costs for lab tests. The agency (and the doctor) request an additional \$2,000 per year to cover those lab expenses.

Sen. Ochsner moved to add \$2,000 per year to the LFA recommendation for Contracted Services to cover lab costs and to accept the LFA recommendation.

The motion was passed unanimously.

Supplies and Materials (317)

Rep. Roush moved to accept the LFA recommendation for Supplies and Materials.

The motion was passed unanimously.

Communications (325)

The LFA and the OBPP agree that the OBPP figure for Communications is the correct figure.

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Sen. Ochsner moved to accept the OBPP recommendation for Communications.

The motion was passed unanimously.

Travel (334)

The only difference in the LFA figure and the OBPP recommendation for Travel is that the OBPP included funds for the superintendent to travel to Washington D.C. once a year for a meeting of Veterans' Home Administrators.

Rep. Roush moved to accept the OBPP recommendation for Travel.

The motion was passed unanimously.

Rent (343)

The agency would like \$4,524 for the FY'85 recommendation moved into the FY'84 recommendation because the kitchen will be remodeled in FY'84 and these funds are to rent the school district's kitchen during the remodeling.

Sen. Thomas moved to approve \$6,429 in FY'84 and \$1,999 in FY'85 for Rent.

The motion was passed unanimously.

Utilities (377)

Chairman Waldron noted that the committee will line item utilities for the Department of Institutions with the intent that any unused monies will be reverted to the General Fund.

Rep. Roush moved to accept the OBPP recommendation for Utilities.

The motion was passed unanimously.

Repair and Maintenance (391)

Sen. Thomas moved to accept the LFA recommendation for Repair and Maintenance.

The motion was passed unanimously.

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Other Expenses (410)

Sen. Thomas moved to accept the LFA recommendation for Other Expenses.

The motion was passed unanimously.

Equipment (416)

Sen. Etchart moved to accept the OBPP recommendation for Equipment.

The motion was passed unanimously.

Vacancy Savings (426)

The agency was budgeted for a 4% vacancy savings in FY'82 and 2% in FY'83. The LFA's recommendation was for a 3.5% vacancy savings factor.

Sen. Etchart moved to take 3% vacancy savings factor.

The motion was passed unanimously.

(500) Sen. Thomas asked what is going on with the pay plan. Bill Gosnell responded (but God only knows what he said). The Executive Budget did not provide any funds for the pay plan.

Modified Budget (567)

There is a general agreement between the LFA and the OBPP regarding the operating expenses in FY'85. The difference in the FY'84 budget is due to the one month difference in the two recommendations; the LFA using March as the opening month and the OBPP using February.

The committee deleted the Recreation Assistant in a previous motion.

Rep. Thoft moved to accept the 14.42 FTE level for the new wing.

The motion was passed unanimously.

Side 10

Rep. Roush moved to include language in the bill that, if the start up date is later than February 1, the funds will be reverted.

The motion was passed unanimously.

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(008) Discussion centered around the start up date of the new wing and the phasing in of staff and patients.

Rep. Thoft moved to accept the OBPP recommendation for the start up FTE and costs of the new wing. (The OBPP has lowered their recommendation of FTE from 6.55 to 6.1.)


The motion was passed unanimously.

(052) The cash flow and funding will have to be worked out.

The committee discussed the schedule for the next week.

The meeting was adjourned at 11:00 a.m.

Respectfully submitted:



Steve Waldron, Chairman
Approved

SW/lt

VISITORS' REGISTER

HOUSE Institutions SUB COMMITTEE

BILL _____

Date 1-12-83

SPONSOR _____

| NAME | RESIDENCE | REPRESENTING | SUP- PORT | OP- POSE |
|---------------------|--------------|------------------|--------------|-------------|
| George J. Jwin | KALSPELL MT. | | | |
| Paul Vandette | Helena | INST. | | |
| Bobbie Dixon | Helena | Inst | | |
| JERRY HOOPER | " | " | | |
| Allen | Tripune | | | |
| P. Estenson | Col. Falls | Institutions W/H | | |
| J. A. Moriarty | Col. Falls | Def I - M.V.H. | | |
| Cliff | Helena | Def I | | |
| Darrel Hanson | Asland | | | |
| Dave Depew | Helena | MPEA | | |
| Margaret Lee Donald | Billings | NARC | | |
| George Harris | Helena | ODAP | | |
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IF YOU CARE TO WRITE COMMENTS, ASK SECRETARY FOR LONGER FORM.

PLEASE LEAVE PREPARED STATEMENT WITH SECRETARY.

AGENCY : 6404 CENTER FOR THE AGED
PROGRAM : 30 RESIDENTIAL SERVICES
CONTROL : 00000

CURRENT LEVEL SERVICES ONLY

| AE/OE | DESCRIPTION | OBPP FY 84 | LFA FY 84 | DIFF. FY 84 | SUB-CMT. FY 84 | OBPP FY 85 | LFA FY 85 | DIFF. FY 85 | SUB-CMT. FY 85 |
|-------|----------------------------|---------------|--------------|----------------|-------------------|---------------|--------------|----------------|-------------------|
| 0000 | FULL TIME EQUIVALENT (FTE) | | | | | | | | |
| 1100 | SALARIES | | | | | | | | |
| 1200 | HOURLY WAGES | | | | | | | | |
| 1400 | EMPLOYEE BENEFITS | | | | | | | | |
| 1500 | HEALTH INSURANCE | | | | | | | | |
| 1800 | | | | | | | | | |
| | TOTAL LEVEL | | | | | | | | |
| 2100 | CONTRACTED SERVICES | 97,934 | 97,414 | -520 | 96,414 | 94,984 | 94,439 | -545 | 93,439 |
| 2200 | SUPPLIES & MATERIALS | 321,998 | 281,307 | -40,691 | 316,501 | 342,955 | 299,791 | -43,164 | 337,107 |
| 2300 | COMMUNICATIONS | 16,214 | 16,060 | -154 | 16,060 | 19,174 | 18,985 | -189 | 18,985 |
| 2400 | TRAVEL | 1,874 | 1,863 | -11 | 1,874 | 1,889 | 1,872 | -17 | 1,889 |
| 2500 | RENT | 2,179 | 2,119 | -60 | 2,119 | 2,309 | 2,244 | -65 | 2,244 |
| 2600 | UTILITIES | 127,794 | 123,426 | -4,368 | 127,194 | 151,954 | 146,845 | -5,109 | 151,954 |
| 2700 | REPAIR & MAINTENANCE | 56,117 | 37,463 | -18,654 | 56,117 | 59,486 | 39,696 | -19,790 | 59,486 |
| 2800 | OTHER EXPENSES | 1,966 | 1,654 | -312 | 1,654 | 2,084 | 1,746 | -338 | 1,746 |
| 2900 | GOODS PURCHASED FOR RESALE | 9,564 | 11,245 | 1,681 | 11,245 | 9,564 | 11,503 | 1,939 | 11,503 |
| | TOTAL LEVEL | 635,640 | 572,551 | -63,089 | 629,718 | 684,399 | 617,121 | -67,278 | 628,353 |
| 3100 | EQUIPMENT | 44,067 | 5,554 | -38,513 | 5,554 | 3,770 | 2,809 | -961 | 2,809 |
| | TOTAL LEVEL | 44,067 | 5,554 | -38,513 | 5,554 | 3,770 | 2,809 | -961 | 2,809 |
| | TOTAL PROGRAM | 2,589,476 | 2,541,428 | -48,048 | | 2,598,326 | 2,583,470 | -14,856 | |
| 01100 | GENERAL FUND | 2,578,231 | 2,530,183 | -48,048 | | 2,586,823 | 2,571,967 | -14,856 | |
| 02846 | D OF I - CANTEENS | 11,245 | 11,245 | | 11,245 | 11,503 | 11,503 | | 11,503 |
| | TOTAL PROGRAM | 2,589,476 | 2,541,428 | -48,048 | | 2,598,326 | 2,583,470 | -14,856 | |

--- Positions deleted from FY83 level:
 1.0 Laundry worker
 1.0 Centralized Serv. Manager
 1.0 Psych. Aide
 --- Vacancy Savings 2.5%
 --- Overtime -0-
 --- Fund Psych aide upgrades
 --- Total FTE = 101.93; Direct care FTE = 52.69

Blank spots depend on personal services cost

1-11-83

OFFICE OF BUDGET & PROGRAM PLANNING
 EXECUTIVE BUDGET SYSTEM
 AGENCY/PROGRAM/CONTROL --- BUDGET WORKSHEET

DATE : 08/83
 TIME : 16/25/25

AGENCY : 6411 VETERANS HOME
 PROGRAM : 12 CARE & CUSTODY
 CONTROL : 00000

CURRENT LEVEL SERVICES ONLY

| AE/OE | DESCRIPTION | OBPP FY 84 | LFA FY 84 | DIFF. FY 84 | SUB-CMT. FY 84 | OBPP FY 85 | LFA FY 85 | DIFF. FY 85 | SUB-CMT. FY 85 |
|-------|----------------------------|---------------|--------------|----------------|-------------------|---------------|--------------|----------------|-------------------|
| 0000 | | | | | | | | | |
| 1100 | | | | | | | | | |
| 1400 | | | | | | | | | |
| 1500 | | | | | | | | | |
| 1800 | | | | | | | | | |
| 2100 | CONTRACTED SERVICES | 64,878 | 61,997 | -2,881 | 62,997 | 61,276 | 58,220 | -3,056 | 59,220 |
| 2200 | SUPPLIES & MATERIALS | 122,613 | 119,408 | -3,205 | 120,867 | 130,305 | 125,777 | -4,528 | 128,412 |
| 2300 | COMMUNICATIONS | 5,478 | 7,532 | 2,054 | 5,478 | 6,166 | 8,633 | 2,467 | 6,166 |
| 2400 | TRAVEL | 2,854 | 1,616 | -1,238 | 2,854 | 2,930 | 1,652 | -1,278 | 2,930 |
| 2500 | RENT | 1,907 | 1,905 | -2 | 6,429 | 6,545 | 6,523 | -22 | 1,999 |
| 2600 | UTILITIES | 145,649 | 136,516 | -9,133 | 145,649 | 175,922 | 165,122 | -10,800 | 175,922 |
| 2700 | REPAIR & MAINTENANCE | 12,734 | 12,716 | -18 | 12,716 | 13,498 | 13,470 | -28 | 13,470 |
| 2800 | OTHER EXPENSES | 1,972 | 1,503 | -469 | 1,503 | 2,090 | 1,592 | -498 | 1,592 |
| | TOTAL LEVEL | 358,085 | 343,193 | -14,892 | 358,493 | 398,732 | 380,989 | -17,743 | 389,711 |
| 3100 | EQUIPMENT | 30,232 | 30,562 | 330 | 30,232 | 1,431 | 1,740 | 309 | 1,431 |
| | TOTAL LEVEL | 30,232 | 30,562 | 330 | | 1,431 | 1,740 | 309 | |
| | TOTAL PROGRAM | 1,508,016 | 1,472,067 | -35,949 | | 1,519,479 | 1,481,123 | -38,356 | |
| 01100 | GENERAL FUND | 589,112 | 546,521 | -42,591 | | 510,762 | 533,492 | 22,730 | |
| 03075 | D OF I - INTEREST & INCOME | 4,275 | 4,770 | 495 | | 4,392 | 5,056 | 664 | |
| 03112 | MONTANA VETERANS HOME - VA | 322,485 | 321,715 | -770 | | 322,485 | 321,715 | -770 | |
| 03113 | THIRD PARTY REIMB-MVII | 592,144 | 599,061 | 6,917 | | 681,840 | 620,860 | -60,980 | |
| | TOTAL PROGRAM | 1,508,016 | 1,472,067 | -35,949 | | 1,519,479 | 1,481,123 | -38,356 | |

FTE = 59.58

Positions Deleted - 1.0 maintenance worker, .5 Custodial Superintendent

Vacancy Savings 370

Overtime 0

AGENCY : 6411 VETERANS HOME
 PROGRAM : 12 CARE & CUSTODY
 CONTROL : 64111 NEW WING

MODIFIED LEVEL SERVICES ONLY

| AE/OE | DESCRIPTION | OBPP FY 84 | LFA FY 84 | DIFF. FY 84 | SUB-CMT. FY 84 | OBPP FY 85 | LFA FY 85 | DIFF. FY 85 | SUB-CMT. FY 85 |
|-------|------------------------------|---------------|--------------|----------------|-------------------|---------------|--------------|----------------|-------------------|
| 0000 | FULL TIME EQUIVALENT (FTE) | | | | | | | | |
| | SALARIES | | | | 6.1 | | | | 14.42 |
| | EMPLOYEE BENEFITS | | | | | | | | |
| | HEALTH INSURANCE | | | | | | | | |
| | TOT/ | | | | | | | | |
| 2100 | CONTRACTED SERVICES | 16,104 | | -16,104 | 10,065 | 25,605 | | -25,605 | 25,605 |
| 2200 | SUPPLIES & MATERIALS | 28,197 | | -28,197 | 17,623 | 44,855 | | -44,855 | 44,855 |
| 2600 | UTILITIES | 10,541 | | -10,541 | 6,588 | 18,734 | | -18,734 | 18,734 |
| 2700 | REPAIR & MAINTENANCE | 75 | | -75 | 47 | 119 | | -119 | 119 |
| 2800 | OTHER EXPENSES | 1,000 | | -1,000 | 1,000 | 200 | | -200 | 200 |
| | TOTAL LEVEL | 55,917 | | -55,917 | 35,323 | 89,513 | | -89,513 | 89,513 |
| | TOTAL PROGRAM | 222,749 | | -222,749 | | 338,822 | | -338,822 | |
| 01100 | GENERAL FUND | 473 | | -473 | | 56,430 | | -56,430 | |
| 03112 | MONTANA VETERANS HOME - VA | 82,595 | | -82,595 | | 123,279 | | -123,279 | |
| 03113 | THIRD PARTY REIMB-MVH | 139,681 | | -139,681 | | 159,113 | | -159,113 | |
| | TOTAL PROGRAM | 222,749 | | -222,749 | | 338,822 | | -338,822 | |

Position not allowed - Recreation Therapist