

| # | Issue                           | Description / Discussion   | Plan or Data to be Collected  | Progress   | DD OAR   | Who is Responsible                            |
|---|---------------------------------|--|---|--|--|---|
| 1 | Turnover Survey                 |  | Collect turnover  | NDACF has turnover data for past 7 years (between 2001-02 thorough 2007-08); Average turnover during this time was 46.0% with a high in 2002-03 of 51% and a low in 2007-08 of 41.2% following the \$0.60 per hour and 4% increase.  |  | NDACF   |
|   |                                 |  | Wage comparisons  | NDACF collected average starting wage from DD Providers (\$9.08 per hour) and their competitors (\$11.36 per hour) as of 06-30-08. DHS has OAR's to increase salaries by <b>\$2.00 per hour</b> (\$38,384,290 = \$14,194,510 General + \$24,189,780 Federal) and <b>3% fringe benefits</b> (\$6,445,828 = \$2,336,365 General + \$4,062,161) and <b>7% for each year of the biennium</b> (\$28,538,117 = \$10,508,471 General + \$18,029,646); | #05 Provider Requested; DD Provider Wages; <b>Not in Governor's Budget</b> | NDACF   |
|   |                                 |  | Open Positions  | NDACF has data from the most recent 5 quarters (July 2007 through September 2008). Average number of positions open during a quarter is 271.4. This is 6.96% of the workforce unfilled as there are approximately 3,900 positions. Additionally, approximately 1,600 people leave each year.   | #03 Inflation; <b>Yes, in Governor's Budget</b>                            | NDACF   |
|   |                                 |  | Tipping Point -- At what wage do DD Providers see a decrease in turnover?                                       | A moderate size provider reported an average of 77.44% of the employees leaving left during their first year of employment. Starting wage is \$9.23 per hour. Second year wage begins at \$10.66 (a difference of \$1.43 per hour)   |  | NDACF   |
|   |                                 |  | Why people are leaving.   | Working with DD Providers to obtain clear list the variety of reasons for leaving. NDACP will work with the Dept of Commerce on Workforce Pipeline Mapping, as a part of the Governor's Workforce Initiatives for better data in this area.  |  | NDACF   |
|   |                                 |  | 2   | DD State Office  |  | Is there a need for additional state f.t.e.'s |
| 3 | Communication at budget process | Once the Governor starts the budget process, state employees are not able to answer any questoins or give information  | Can we "remove the level of mystery" that exists at this time of budget planning?                               | NDACF partners shared that Brenda Weisz has been extremely helpful educating NDACF on the DHS budget and OAR's and will invite her attendance at future Legislative Partnership meetings.  |  | NDACF   |
| 4 | Enhancements                    | Has there been a re-definition of the term "Enhancement?"<br>Do we request for enhanced staff to get us to a "base" level of support or when there is additional need for staff support?<br>Recent data collected by DD Unit identified 83. f.t.e.'s needed to address staff enhancements. | Mechanism to increase funds / budgets as the need arises. Consider new terminology (i.e. Critical Needs f.t.e.) | Being monitored through "Transition Task Force" of DHS / Reimbursement Committee. DHS has developed an OAR to meet this need based on a previous survey.   | #05 Expansion; DD Staffing Enhancements; <b>Not in Governor's Budget</b>   | NDACF   |

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| 5  | Change DD to Intellectual Disabilities | Before we propose a change, assure our term matches Federal Government.   | A resolution to the state would be needed.   | ARC is concerned that a name change may jeopardize eligibility for services. The committee members agreed.   |  | Dianne Sheppard         |
| 6  | Respite Care                           | Staff shortage to provide respite care services   | Need for additional respite care staff   | Data shows that families may not be using respite care. It is important for decision makers to know a major reason is because there is a shortage of available staff resulting in less utilization. DD Providers try to encourage existing staff to fill this need, but turnover, vacancies and irregular schedules for respite care minimize staff availability & interest. |  | Dianne Sheppard         |
| 7  | Personal Allowance                     | Ties with nursing home population; controlled by Federal Government   | Increase funds for personal allowance  | It appears CMS has approved DHS's request to "decouple" the increase from nursing home residents. DHS has included this in an OAR. Senator Lee suggested we will have greater success if we tell legislators what this means to the person who will have an increase in personal allowances from \$30 to \$50. Dianne Sheppard agreed to testify on this subject.            | #04 Expansion; Personal Needs Allowance SSI & Decoupling; <b>Yes, in Governor's Budget</b> | NDACF & Dianne Sheppard |
| 8  | CMS Review                             | CMS completed a review of DD  | Share results with Leg. Partnership Committee  | Continue sharing updates.  |  | Robbin Hendrickson      |
| 9  | Crisis Management                      | Role of the partners in this plan; State Development Center has a lot to offer; Community Capacity Building not just moving people to communities, but helping communities prepare for support services | Transition Task Force is addressing  | Paul Kolstoe gave an update. Bruce Murry asked if P & A could automatically be contacted in these cases.   |  | NDACF                   |
| 10 | ISLA Fix                               | Admin. revenue is a disincentive for high need individuals  |  | DHS has included this in the budget.   | <b>Not an OAR &amp; included in the Governor's Budget</b>                                  | NDACF                   |
|    |  | Transportation  | Send out survey to find out how much DD providers spend on ISLA transportation (do not include staff costs to drive between ISLA settings) | The concerns with transportation costs were reviewed by the DHS/Provider Task Force. It was determined that this issue was not as critical as the disincentive to serve high needs people. DHS declined to address it until next session, to give greater impetus to the OAR addressing the disincentive.  |  | NDACF                   |
| 11 | Transportation                         | Regional meetings are being held across the state to gather information regarding transportation  |  | Completed  |  | Jim Moench              |