



CFO Workgroup of AADD

MEETING NOTES – May 21, 2020

1. Good Morning! Who's on the line? There were about 20 providers on line for the call.
2. Self audit extension to 12/31/20. Strictly informational. No comments made on the subject.
3. PPP Loan information
 - a. Really good resource is: <https://fmaonline.net/ppptoolbox/> This information is updated almost daily.
 - b. There are daily webinars from 11-12pm on the PPP Loan. Attached is the latest slide deck from the 5/28/20 webinar.
 - c. The site has a very good FAQs that are updated regularly
 - d. The Loan Forgiveness application is out (11 pages) can be found on the FMA toolbox website.
4. Grant funds vs PPP money
 - a. If you have a PPP loan, please read the FAQs on using grant funding along with PPP cash. Section 8. Additional Implications – Other Funding
 - b. Poll taken from those online as to who has a PPP loan
 - i. Cindy and Vic's
 - ii. Frontier Community Services
 - iii. Connecting Ties
 - iv. SPBH
 - v. Focus
 - vi. FRA
 - vii. Assets,
 - viii. ACCA
 - ix. Reach
 - x. Trinion
 - xi. MSSCA
 - c. A concern is that if an agency has grant funding and/or Federal contracts, those expenses cannot be covered with PPP loan proceeds
 - d. At the end of the PPP Loan 8 weeks, providers may have to furlough staff if revenue does not return.
 - e. What if the loan was slow in coming and the 8 weeks extends beyond 6/30/20? Please go the PPPtoolbox mentioned above. They have an email where you can send in questions on the PPP.
 - f. How are auditors going to review PPP expenditures? Extra payroll runs, movement of expenditures, etc?

5. Myers & Stauffer audits

- a. What backup/support documentation is needed to support billing? Are attendance sheets necessary? Timecards? Group consensus is to only provide the information/documentation originally requested. If M&S has questions or wants more documentation they will ask for it.

6. How is everyone doing?

- a. Financially
- b. Re-Opening
- c. Staff morale—comments were made about working from home having a toll on collaboration. Providers may consider teambuilding activities to bring staff back together. In some agencies the finance department is still working in the building and don't want others to return. Some agencies are having difficulty with staff not wanting to come back to the office or work—citing it is still unsafe. Other agencies are having to slow down the staff return to the building to ensure optimal safety precautions are in place before staff return. One agency is using the app “What's App” to keep communication lines open and have staff share fun stuff—not a work platform and totally unofficial with volunteer participation.
- d. Staffing levels
- e. Consumer levels
- f. Provider concerns about staff working from home and work comp issues. Do staff have the appropriate work environment at home? Is it ergonomic? Can others in the household see their work? Confidentiality concerns.

7.

8. Any other additions to the agenda?