



SENATOR BODI WHITE
CHAIRMAN

JOINT LEGISLATIVE COMMITTEE ON THE BUDGET

STATE CAPITOL
P.O. BOX 44294, CAPITOL STATION
BATON ROUGE, LOUISIANA 70804
(225) 342-2062

REPRESENTATIVE JEROME ZERINGUE
VICE-CHAIRMAN

REVISED

NOTICE OF MEETING

Tuesday
May 26, 2020
8:00 AM
House Chamber

A G E N D A

**REVISED AGENDA ITEM #4
REMOVED AGENDA ITEM #6
ADDED AGENDA ITEM #9**

I. CALL TO ORDER

II. ROLL CALL

III. BUSINESS

1. Fiscal Status Statement Five-year Baseline Budget
2. BA-7 Agenda
3. Review and approval of Deputy Sheriffs' Supplemental Pay as required by R.S. 40:1667.8
4. Review and approval of the Sabine River Authority's **FY 2020-2021** budget in accordance with R.S. 38:2324(B)(1)
5. Review and approval of the Fiscal Year 2020-2021 operating budgets for the following state retirement systems, as required by R.S. 11:176 and R.S. 39:81:
 - A. Teachers' Retirement System of Louisiana
 - B. Louisiana State Employees' Retirement System
 - C. Louisiana School Employees' Retirement System
 - D. Louisiana State Police Retirement System

6. ~~Review and approval of a contract amendment between the Office of Technology Services and Sovereign Sportsman Solutions, LLC, in accordance with the provisions of R.S. 39:1615(J)~~
7. Review and approval of a contract amendment between the Louisiana Department of Health and Health Management Systems in accordance with the provisions of R.S. 39:1615(J)
8. Discussion of CARES Act funding
9. Review and approval of the State Superintendent of Education's salary as required by R.S. 17:21(D) and R.S. 24:653(K)(1)(b)

IV. CONSIDERATION OF ANY OTHER BUSINESS THAT MAY COME BEFORE THE COMMITTEE

V. ADJOURNMENT

Persons who do not feel comfortable giving testimony in person may submit a prepared statement in accordance with Senate Rule 13.79, in lieu of appearing before the committee.

Only statements emailed to gasconr@legis.la.gov and received prior to May 25, 2020, at 12:00 p.m., will be included in the record for this meeting.

All persons desiring to participate in the meeting should utilize appropriate protective health measures and observe the recommended and appropriate social distancing.

THIS NOTICE CONTAINS A TENTATIVE AGENDA AND MAY BE REVISED PRIOR TO THE MEETING.

BODI WHITE, CHAIRMAN

**JOINT LEGISLATIVE COMMITTEE ON THE BUDGET
GENERAL FUND FISCAL STATUS STATEMENT
FISCAL YEAR 2019-2020
(\$ in millions)**

May 20, 2020

	APRIL 2020	MAY 2020	MAY 2020 Over/(Under) APRIL 2020
<u>GENERAL FUND REVENUE</u>			
Revenue Estimating Conference, May 11, 2020	\$9,724.800	\$9,592.800	(\$132.000)
FY18-19 Revenue Carried Forward Into FY 19-20	\$87.892	\$87.892	\$0.000
Total Available General Fund Revenue	\$9,812.692	\$9,680.692	(\$132.000)
<u>APPROPRIATIONS AND REQUIREMENTS</u>			
Non-Appropriated Constitutional Requirements			
Debt Service	\$448.643	\$448.643	\$0.000
Interim Emergency Board	\$1.323	\$1.323	\$0.000
Revenue Sharing	\$90.000	\$90.000	\$0.000
Total Non-Appropriated Constitutional Requirements	\$539.966	\$539.966	\$0.000
Appropriations			
General (Act 10 of 2019 RS)	\$9,058.343	\$9,058.343	\$0.000
Ancillary (Act 40 of 2019 RS)	\$0.000	\$0.000	\$0.000
Judicial (Act 60 of 2019 RS)	\$151.460	\$151.460	\$0.000
Legislative (Act 70 of 2019 RS)	\$62.473	\$62.473	\$0.000
Capital Outlay (Act 20 of 2019 RS)	\$0.000	\$0.000	\$0.000
Total Appropriations	\$9,812.242	\$9,812.242	\$0.000
Other Requirements			
Funds Transfer Bill (Act 362 of 2019 RS)	\$0.450	\$2.150	\$1.700
Total Other Requirements	\$0.450	\$2.150	\$1.700
Total Appropriations and Requirements	\$9,812.692	\$9,814.392	\$1.700
General Fund Revenue Less Appropriations and Requirements	\$0.000	(\$133.700)	(\$133.700)

II. FY 2018-2019 Fiscal Status Summary:

In accordance with Act 1092 of the 2001 Regular Session and Act 107 of the 2002 First Extraordinary Session R.S. 39:75 A.(3)(a) " At the first meeting of the Joint Legislative Committee on the Budget after publication of the Comprehensive Annual Financial Report for the state of Louisiana, the commissioner of administration shall certify to the committee the actual expenditures paid by warrant or transfer and the actual monies received and any monies or balances carried forward for any fund at the close of the previous fiscal year which shall be reflected in the budget status report."

FY19 GENERAL FUND DIRECT SURPLUS/DEFICIT - ESTIMATED (millions)

FY18 Surplus/(Deficit)		308.053
Other Obligations Against Cash Carried Over from FY18 to FY19:		
FY17 Surplus	63.026	
General Fund Direct, Carryforwards	63.665	
Transfer to Coastal Protection & Restoration Fund	11.068	
Total Other Obligations Against Cash Carried Over from FY18 to FY19		137.759
FY19 General Fund - Direct Revenues:		10,140.275
BP Settlement Payment		53.333
Total General Funds Available for Expenditure in FY19		10,639.421
FY19 General Fund - Direct Appropriations & Requirements:		
Draws of General Fund Direct Appropriations	(8,982.854)	
General Obligation Debt Service	(422.651)	
Transfer to the Revenue Sharing Fund (Z06) - Constitution 7:26	(90.000)	
Transfer to the Revenue Stabilization Fund (Z25) - Constitution 7:10.15	(30.518)	(1)
Transfer to the New Opportunities Waiver Fund (H30) - R.S. 39:100.61	(15.000)	(2)
Transfers - Other per Statute and Legislative Action	(91.159)	(3)
FY17 Surplus - Appropriated or Transferred	(62.952)	(4)
FY18 Surplus - Appropriated or Transferred	(306.893)	(5)
Total FY19 General Fund Direct Appropriations & Requirements		(10,002.027)
General Fund Direct Cash Balance		637.394
Obligations Against the General Fund Direct Cash Balance:		
Unappropriated Use of FY17 Surplus	(0.074)	
Unappropriated Use of FY18 Surplus	(1.160)	
Pending FY19 Transfers to be Finalized in FY20	(13.759)	(6)
General Fund Direct, Carryforwards from FY19 to FY20	(87.892)	
Total Obligated General Fund Direct		(102.884)
General Fund Direct Surplus/(Deficit)		534.510
Certification in accordance with R.S. 39:75A(3)(a)		\$534,509,518

- (1) Revenue Stabilization Fund - corporate revenues in excess of \$600 million.
(2) NOW Fund - 12% of the increase in the REC forecast during FY19 (12% of \$125 million increase = \$15 million)
(3) Transfers per General Appropriations Bill (20-XXX) and Funds Bill (Act 362 of 2019 RLS)
(4) FY17 Surplus - Capital Outlay \$22.5 million; DOTD Highway Improvements \$40.5 million
(5) FY18 Surplus - BSF \$77 million; UAL \$31 million; Coastal \$55 million; Capital Outlay \$144 million
(6) Pending Transfers - Coastal \$6.4 million; BP Settlement \$7.1 million (\$5.3 million Health Trust Fund, \$1.8 million Medicaid Trust Fund for the Elderly); \$0.2 million Fire Marshal Fund

III. Current Year Items Requiring Action

All items requiring action are contained in HB 307 (Supplemental Appropriations Bill)

IV. Horizon Issues Not Contained in 5-Year Plan

State share owed to FEMA upon the final closeout of various disasters, including Hurricane Katrina, for public assistance (state, local, and private non-profits) and hazard mitigation projects. Final closeouts of the various disasters are not expected until FY20 at the earliest, but could extend beyond the 5-year baseline projection window.

In 2008, the State of Louisiana through the Coastal Protection and Restoration Authority Board entered into a Project Partnership Agreement with the United States Army Corps of Engineers to construct a Hurricane and Storm Damage Risk Reduction System (HSDRRS) around the greater New Orleans area. The HSDRRS project is a cost share agreement whereby the State is required to pay a percentage (about 35%) of the total costs of the project. Payback will occur over a 30 year period with the first payment due once the HSDRRS project is completed, which is expected to be in Fiscal Year 2021.

FIVE YEAR BASE LINE PROJECTION STATE GENERAL FUND SUMMARY CONTINUATION

	Official Current Fiscal Year 2019-2020	Projected Fiscal Year 2020-2021	Projected Fiscal Year 2021-2022	Projected Fiscal Year 2022-2023	Projected Fiscal Year 2023-2024
REVENUES:					
Taxes, Licenses & Fees	\$11,991,900,000	\$11,518,200,000	\$12,262,600,000	\$13,094,400,000	\$13,758,300,000
Less Dedications	(\$2,399,000,000)	(\$2,379,000,000)	(\$2,449,700,000)	(\$2,549,000,000)	(\$2,785,100,000)
TOTAL REC REVENUES	\$9,592,800,000	\$9,139,200,000	\$9,812,900,000	\$10,545,400,000	\$10,973,200,000
ANNUAL REC GROWTH RATE		-4.73%	7.37%	7.46%	4.06%
Other Revenues:					
Carry Forward Balances	\$87,891,744	\$0	\$0	\$0	\$0
Utilization of Prior Year Surplus	\$0	\$0	\$0	\$0	\$0
Total Other Revenue	\$87,891,744	\$0	\$0	\$0	\$0
TOTAL REVENUES	\$9,680,691,744	\$9,139,200,000	\$9,812,900,000	\$10,545,400,000	\$10,973,200,000
EXPENDITURES:					
General Appropriation Bill (Act 10 of 2019 RS)	\$8,970,450,938	\$9,597,193,491	\$9,826,508,725	\$10,051,303,642	\$10,271,818,797
Ancillary Appropriation Bill (Act 40 of 2019 RS)	\$0	\$0	\$3,984,386	\$4,123,840	\$4,268,174
Non-Appropriated Requirements	\$539,966,015	\$528,600,944	\$485,874,204	\$470,814,678	\$456,661,881
Judicial Appropriation Bill (Act 60 of 2019 RS)	\$151,460,091	\$155,111,092	\$156,944,761	\$158,886,367	\$160,876,513
Legislative Appropriation Bill (Act 70 of 2019 RS)	\$62,472,956	\$62,472,956	\$62,533,365	\$62,533,363	\$62,533,360
Special Acts	\$0	\$0	\$9,017,337	\$9,017,337	\$9,017,337
Capital Outlay Bill (Act 20 of 2019 RS)	\$0	\$0	\$0	\$0	\$0
TOTAL ADJUSTED EXPENDITURES (less carryforwards)	\$9,724,350,000	\$10,343,378,483	\$10,544,862,778	\$10,756,679,227	\$10,965,176,062
ANNUAL ADJUSTED GROWTH RATE		6.37%	1.95%	2.01%	1.94%
Other Expenditures:					
Carryforward BA-7s Expenditures	\$87,891,744	\$0	\$0	\$0	\$0
Funds Bill (Act 362 of 2019 RS)	\$2,150,000	\$0	\$0	\$0	\$0
27th Pay Period occurring in FY22-23	\$0	\$0	\$0	\$70,844,235	\$0
Total Other Expenditures	\$90,041,744	\$0	\$0	\$70,844,235	\$0
TOTAL EXPENDITURES	\$9,814,391,744	\$10,343,378,483	\$10,544,862,778	\$10,827,523,462	\$10,965,176,062
PROJECTED BALANCE	(\$133,700,000)	(\$1,204,178,483)	(\$731,962,778)	(\$282,123,462)	\$8,023,938
Oil Prices included in the REC forecast on 5/11/2020.	\$46.42	\$32.17	\$45.92	\$51.68	\$54.30



John D. Carpenter
Legislative Fiscal Officer

STATE OF LOUISIANA

Legislative Fiscal Office
BATON ROUGE

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Baton Rouge, Louisiana 70804
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To: The Honorable Mack "Bodi" White, Chairman
Joint Legislative Committee on the Budget
The Honorable Members of the Joint Legislative Committee on the Budget

From: John D. Carpenter, Legislative Fiscal Officer
Evan Brasseaux, LFO Staff Director

Date: May 23, 2020

Subject: LFO BA-7 Write-Ups
Meeting May 26, 2020

Attached are the Legislative Fiscal Office BA-7 (Budget Adjustment) write-ups for the May meeting of the Joint Legislative Committee on the Budget.

The LFO recommends approval of BA-7s 1 and 2.

Please contact me if you have questions or need additional information.

LEGISLATIVE FISCAL OFFICE ANALYSIS OF BA-7 REQUEST

DEPARTMENT: Ancillary

AGENDA NO.: 1

AGENCY: Safe Drinking Water Revolving Loan Fund

ANALYST: Tanesha Morgan

<u>Means of Financing</u>		<u>Expenditures by Program</u>		<u>T. O.</u>
State General Fund:	\$0	Safe Drinking Water Revolving Loan Fund	\$11,733,458	0
Interagency Transfers:	\$0			
Self-Generated Revenue:	\$0			
Statutory Dedications:	\$11,733,458			
Federal Funds:	\$0			
Total	<u>\$11,733,458</u>	Total	<u>\$11,733,458</u>	<u>0</u>

I. SUMMARY/COMMENTS

The purpose of this BA-7 request is to increase statutory dedication budget authority by \$11,733,458 in the Safe Drinking Water Revolving Loan Fund (SDWRLF), administered by the Office of Public Health (OPH). The original source of the statutorily dedicated fund is a grant from the U.S. Environmental Protection Agency (EPA).

The \$11,733,458 has already been awarded to public water systems and is available for distribution to the 31 construction projects that are currently in progress. See the list below. These construction projects are being completed at a faster pace than initially estimated. Without this BA-7 approval, OPH will not have adequate budget authority to pay contractors when cash draws are requested.

Note: The SDWRLF program was established pursuant to the federal Safe Drinking Water Act Amendments of 1996 (SDWA). The SDWRLF is a direct loan program. The SDWRLF program provides low-interest loans to publicly and privately owned community water systems and nonprofit non-community water systems in financing needed drinking water infrastructure improvements. The OPH is responsible for the operations and administration of the SDWRLF program. The SDWRLF does not have any employees. As of 5/8/20, the balance of the SDWRLF is \$111,374,480.

<u>System Name</u>	<u>Estimated Drawdowns (in excess of remaining budget authority)</u>
Alexandria, City of	\$250,000
Livingston Parish Ward 2	\$150,000
Leesville, City of	\$25,000
St. John the Baptist Water Districts 1 & 2	\$150,000
Terrebonne Parish, Consolidated WWKs Dist 1	\$500,000
Homer, Town of	\$300,000
Greenwood, Town of	\$400,000
East Central Vernon Water System, Inc.	\$120,000
Iberville Parish WWKS #3	\$500,000
Waterworks District No. 1 of Avoyelles Parish	\$35,000
Gramercy, Town of	\$50,000
Southwest Ouachita Waterworks, Inc.	\$700,000
Holmesville Water System, Inc.	\$300,000
New Iberia Water System	\$500,000
Town of Welsh	\$25,000
St. Bernard Parish Waterworks	\$3,000,000
Waterworks District No. 1 of Desoto Parish	\$60,000
Lake Bruin Water District No. 1	\$25,000
Carencro, City of	\$175,000
Baton Rouge, City of	\$250,000
Calcasieu Parish Waterworks District No. 8	\$120,000

May 26, 2020

**LEGISLATIVE FISCAL OFFICE
ANALYSIS OF BA-7 REQUEST**

Southeast WWD No. 2 of Vermilion Parish	\$200,000
City of Broussard	\$300,000
Sabine Parish WWD#1	\$200,000
Southwest Allen Parish Water District No 2	\$400,000
City of Winnfield Water System	\$60,000
Town of Oil City	\$300,000
Belah Fellowship Water System	\$400,000
Walnut Bayou Water Association, Inc.	\$2,000,000
Village of Maurice	\$200,000
Tannehill Water System, Inc.	<u>\$38,458</u>
Total	\$11,733,458

II. IMPACT ON FUTURE FISCAL YEARS

Approval of this BA-7 request will have no impact on future fiscal years.

III. LEGISLATIVE FISCAL OFFICE RECOMMENDATION

The Legislative Fiscal Office recommends approval of this BA-7 request.

LEGISLATIVE FISCAL OFFICE ANALYSIS OF BA-7 REQUEST

DEPARTMENT: Executive

AGENDA NO.: 2

AGENCY: Elderly Affairs

ANALYST: Tanesha Morgan

<u>Means of Financing</u>		<u>Expenditures by Program</u>		<u>T. O.</u>
State General Fund:	\$0	Administrative	\$0	0
Interagency Transfers:	\$0	Title III, Title V, Title VII and USDA	\$3,202,016	0
Self-Generated Revenue:	\$0	Parish Councils on Aging	\$0	0
Statutory Dedications:	\$0	Senior Centers	\$0	0
Federal Funds:	\$3,202,016			
Total	<u>\$3,202,016</u>	Total	<u>\$3,202,016</u>	<u>0</u>

I. SUMMARY/COMMENTS

The purpose of this BA-7 request is to increase federal expenditure authority in the amount of \$3,202,016 in FY 20 for the Office of Elderly Affairs. The funds are associated with an 18 month federal grant award and will be used to provide home-delivered and packaged meals to seniors during the coronavirus pandemic. The grant was awarded to the Office of Elderly Affairs by the US Department of Health and Human Services. The grant period is 3/20/20 through 9/30/21. The agency will draw down the entire grant award this fiscal year and distribute it to the local councils on aging. The local councils on aging will have until the end of the grant period to expend the funds. There is no state match requirement associated with the grant award.

The funds will be distributed to the local councils on aging as follows:

Beauregard Council on Aging	\$45,045
Bienville Council on Aging	\$30,122
Bossier Council on Aging	\$67,082
Caddo Council on Aging	\$141,327
Calcasieu Council on Aging	\$108,962
Caldwell Council on Aging	\$19,449
Cameron Council on Aging	\$35,190
Claiborne Council on Aging	\$28,314
DeSoto Council on Aging	\$38,958
East Baton Rouge Council on Aging	\$181,150
Jefferson Council on Aging	\$211,377
Jefferson Davis Council on Aging	\$33,771
Lafourche Council on Aging	\$69,416
Lincoln Council on Aging	\$30,507
Livingston Council on Aging	\$67,514
Morehouse Council on Aging	\$36,867
Natchitoches Council on Aging	\$51,897
New Orleans Council on Aging	\$194,879
Ouachita Council on Aging	\$88,622
Plaquemines Council on Aging	\$31,268
Red River Council on Aging	\$15,571
Sabine Council on Aging	\$36,863
St. Bernard Council on Aging	\$23,952
St. Charles Council on Aging	\$25,173
St. James Area Agency on Aging	\$17,028
St. John Council on Aging	\$23,422
St. Tammany Council on Aging	\$128,826
Terrebonne Council on Aging	\$77,069
Vernon Council on Aging	\$49,798
Webster Council on Aging	\$38,903

May 26, 2020

**LEGISLATIVE FISCAL OFFICE
ANALYSIS OF BA-7 REQUEST**

West Carroll Council on Aging	\$15,884
Capital Area Agency on Aging	\$317,390
Cajun Area Agency on Aging	\$441,797
Cenla Area Agency on Aging	\$478,623
Total	\$3,202,016

II. IMPACT ON FUTURE FISCAL YEARS

Approval of this BA-7 request will have no impact on future fiscal years. The federal grant began 3/20/20 and continues through 9/30/21. However, the Office of Elderly Affairs will draw the full grant award and distribute it to the local councils on aging by 6/30/20. The local councils on aging will have until 9/30/21 to expend the funds.

III. LEGISLATIVE FISCAL OFFICE RECOMMENDATION

The Legislative Fiscal Office recommends approval of this BA-7 request.

JOINT LEGISLATIVE COMMITTEE ON THE BUDGET
BA-7 AGENDA - REVISED
May, 2020

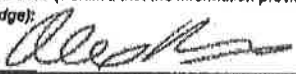
A. Fiscal Status Statement

B. 5-Year Base Line Projection

C. Regular BA-7s

- | | | |
|---|------|--|
| 1 | ANCI | Ancillary Appropriations
(21-861) Safe Drinking Water Revolving Loan Fund |
| 2 | EXEC | Executive Department
(01-133) Office of Elderly Affairs |

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

DEPARTMENT: Louisiana Department of Health		FOR OPB USE ONLY				
AGENCY: Drinking Water Revolving Loan Fund		OPB LOG NUMBER		AGENDA NUMBER		
SCHEDULE NUMBER: 21-861		128 RR				
SUBMISSION DATE: April 21, 2020		Approval and Authority:				
AGENCY BA-7 NUMBER: #1 Drinking Water Revolving Loan Fund						
HEAD OF BUDGET UNIT: Alexander Billoux, MD DPhil FACI						
TITLE: Assistant Secretary						
SIGNATURE (Certifies that the information provided is correct and true to the best of your knowledge): 						
MEANS OF FINANCING	CURRENT FY 2019-2020	ADJUSTMENT (+) or (-)	REVISED FY 2019-2020			
GENERAL FUND BY:						
DIRECT	\$0	\$0	\$0			
INTERAGENCY TRANSFERS	\$0	\$0	\$0			
FEES & SELF-GENERATED	\$0	\$0	\$0			
STATUTORY DEDICATIONS	\$34,000,000	\$11,733,458	\$45,733,458			
(Select Statutory Dedication)	\$0	\$0	\$0			
(Select Statutory Dedication)	\$0	\$0	\$0			
Subtotal of Deductions from Page 2	\$34,000,000	\$11,733,458	\$45,733,458			
FEDERAL	\$0	\$0	\$0			
TOTAL	\$34,000,000	\$11,733,458	\$45,733,458			
AUTHORIZED POSITIONS	0	0	0			
AUTHORIZED OTHER CHARGES	0	0	0			
NON-TO FTE POSITIONS	0	0	0			
TOTAL POSITIONS	0	0	0			
PROGRAM EXPENDITURES						
PROGRAM NAME:	DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
Safe Drinking Water Revolving Loan Fund	\$34,000,000	0	\$11,733,458	0	\$45,733,458	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
Subtotal of programs from Page 2:	\$0	0	\$0	0	\$0	0
TOTAL	\$34,000,000	0	\$11,733,458	0	\$45,733,458	0

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

DEPARTMENT: Louisiana Department of Health	FOR OPB USE ONLY	
AGENCY: Drinking Water Revolving Loan Fund	OPB LOG NUMBER	AGENDA NUMBER
SCHEDULE NUMBER: 21-861		
SUBMISSION DATE: April 21, 2020	ADDENDUM TO PAGE 1	
AGENCY BA-7 NUMBER: #1 Drinking Water Revolving Loan		

Use this section for additional Statutory Dedications, if needed.
The subtotal will automatically be transferred to Page 1.

MEANS OF FINANCING	CURRENT FY 2019-2020	ADJUSTMENT (+) or (-)	REVISED FY 2019-2020
GENERAL FUND BY:			
STATUTORY DEDICATIONS			
Drinking Water Revolving Loan Fund (H22)	\$34,000,000	\$11,733,458	\$45,733,458
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
SUBTOTAL (to Page 1)	\$34,000,000	\$11,733,458	\$45,733,458

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Use this section for additional Program Names, if needed.
The subtotal will automatically be transferred to Page 1.

PROGRAM EXPENDITURES	DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
PROGRAM NAME:						
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
SUBTOTAL (to Page 1)	\$0	0	\$0	0	\$0	0

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

Policy and Procedure Memorandum No. 52, Revised, requires that all Requests for Changes in Appropriation be fully documented. At a minimum, the following questions and statements must be answered. Use Continuation Sheets as needed. **FAILURE TO ANSWER ALL QUESTIONS COMPLETELY WILL BE CAUSE TO RETURN THIS DOCUMENT WITHOUT ACTION.**

1. What is the source of funding (if other than General Fund (Direct))? Specifically identify any grant or public law and the purposes of the funds, if applicable. A copy of any grant application and the notice of approved grant or appropriation must accompany the BA-7. What are the expenditure restrictions of the funds?
 The source of these funds are Statutory Dedication Funds from the Office of the State Treasurer awarded to the Drinking Water Revolving Loan Fund from repaid loan principal received from current and past loans in the total amount of \$11,733,458. The fund currently has a balance in excess of \$93 million. These funds are to be used for current projects under construction that are anticipated to be drawn down by June 30th, 2020. The list of specific projects for existing and requested authority can be found on the BA-7 questionnaire form.

2. Enter the financial impact of the requested adjustment for the next four fiscal years.

MEANS OF FINANCING OR EXPENDITURE	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
GENERAL FUND BY:					
DIRECT	\$0	\$0	\$0	\$0	\$0
INTERAGENCY TRANSFERS	\$0	\$0	\$0	\$0	\$0
FEES & SELF-GENERATED	\$0	\$0	\$0	\$0	\$0
STATUTORY DEDICATIONS	\$11,733,458	\$0	\$0	\$0	\$0
FEDERAL	\$0	\$0	\$0	\$0	\$0
TOTAL	\$11,733,458	\$0	\$0	\$0	\$0

3. If this action requires additional personnel, provide a detailed explanation below:
 This action does not require any additional personnel.

4. Explain why this request can't be postponed for consideration in the agency's budget request for next fiscal year.
 This BA-7 cannot be postponed for the following reason: requests for funding are submitted for each project as construction progresses. Consulting engineers on current projects have estimated their cash needs through the end of the fiscal year for approximately 33 current water system projects and they exceed current budget authority. Waiting until next state fiscal year would put a halt to these projects.

5. Is this an after the fact BA-7, e.g.: have expenditures been made toward the program this BA-7 is for? If yes, explain per PPM No.52.
 This is not an after the fact BA-7.

**STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PERFORMANCE IMPACT OF MID-YEAR BUDGET ADJUSTMENT

1. Identify and explain the programmatic impacts (positive or negative) that will result from the approval of this BA-7.

Approval of this BA-7 will allow the Office of Public Health Drinking Water Revolving Loan Fund to utilize Statutory Dedication Funds from the Office of the State Treasurer from repaid loan principal to continue infrastructure improvements to approximately 33 current water system projects by providing subsidized low-interest loans at below market interest rates. The list of specific projects for existing and requested authority can be found on the BA-7 questionnaire form.

2. Complete the following information for each objective and related performance indicators that will be affected by this request. (Note: Requested adjustments may involve revisions to existing objectives and performance indicators or creation of new objectives and performance indicators. Repeat this portion of the request form as often as necessary.)

OBJECTIVE:

LEVEL	PERFORMANCE INDICATOR NAME	PERFORMANCE STANDARD		
		CURRENT FY 2019-2020	ADJUSTMENT (+) OR (-)	REVISED FY 2019-2020

JUSTIFICATION FOR ADJUSTMENT(S): Explain the necessity of the adjustment(s).

3. Briefly explain any performance impacts other than or in addition to effects on objectives and performance indicators. (For example: Are there any anticipated direct or indirect effects on program management or service recipients? Will this BA-7 have a positive or negative impact on some other program or agency?)

There are no additional programmatic impacts other than what is stated in question #1.

4. If there are no performance impacts associated with this BA-7 request, then fully explain this lack of performance impact.

There are no performance impacts associated with this BA-7. This request is to increase budget authority for the Drinking Water Revolving Loan Fund to continue to provide below market interest loans to approximately 33 water systems throughout the state that are currently under construction.

5. Describe the performance impacts of failure to approve this BA-7. (Be specific. Relate performance impacts to objectives and performance indicators.)

Failure to approve this BA-7 will result in the Drinking Water Revolving Loan Fund program not being able to provide financial assistance to approximately 33 current public water system improvement projects throughout the state of Louisiana, which could have a negative impact on the state's drinking water systems.

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 1 NAME: Safe Drinking Water Revolving Loan Fund

MEANS OF FINANCING:	CURRENT	REQUESTED	REVISED	ADJUSTMENT OUTYEAR PROJECTIONS				
	FY 2019-2020	ADJUSTMENT	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024	
GENERAL FUND BY:								
Direct	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Fees & Self-Generated	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Statutory Dedicatlons *	\$34,000,000	\$11,733,458	\$45,733,458	\$0	\$0	\$0	\$0	
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
TOTAL MOF	\$34,000,000	\$11,733,458	\$45,733,458	\$0	\$0	\$0	\$0	
EXPENDITURES:								
Salaries	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Related Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Operating Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Other Charges	\$30,500,000	\$11,733,458	\$42,233,458	\$0	\$0	\$0	\$0	
Debt Services	\$3,500,000	\$0	\$3,500,000	\$0	\$0	\$0	\$0	
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
TOTAL EXPENDITURES	\$34,000,000	\$11,733,458	\$45,733,458	\$0	\$0	\$0	\$0	
POSITIONS								
Classified	0	0	0	0	0	0	0	
Unclassified	0	0	0	0	0	0	0	
TOTAL T.O. POSITIONS	0	0	0	0	0	0	0	
OTHER CHARGES POSITIONS	0	0	0	0	0	0	0	
NON-TO FTE POSITIONS	0	0	0	0	0	0	0	
TOTAL POSITIONS	0	0	0	0	0	0	0	
* Statutory Dedicatlons:								
Drinking Water Revolving Loan Fund (H22)	\$34,000,000	\$11,733,458	\$45,733,458	\$0	\$0	\$0	\$0	
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 1 NAME: Safe Drinking Water Revolving Loan Fund

MEANS OF FINANCING:	State General Fund	Interagency Transfers	Fees & Self-Generated Revenues	Statutory Dedications	Federal Funds	TOTAL
AMOUNT	\$0	\$0	\$0	\$11,733,458	\$0	\$11,733,458
EXPENDITURES:						
Salaries	\$0	\$0	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$0	\$0	\$0	\$11,733,458	\$0	\$11,733,458
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$11,733,458	\$0	\$11,733,458
OVER / (UNDER)						
OVER / (UNDER)	\$0	\$0	\$0	\$0	\$0	\$0
POSITIONS						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
TOTAL T.O. POSITIONS	0	0	0	0	0	0
OTHER CHARGES POSITIONS	0	0	0	0	0	0
NON-TO FTE POSITIONS	0	0	0	0	0	0
TOTAL POSITIONS	0	0	0	0	0	0

QUESTIONNAIRE ANALYSIS

(Please reference question numbers, provide detailed information and use continuation sheets as needed.)

GENERAL PURPOSE

The purpose of this BA-7 is to request budget authority in the amount of \$11,733,458 for the Drinking Water Revolving Loan Fund to continue funding current construction projects that are anticipated to be drawn down by June 30th, 2020.

REVENUES

Statutory Dedications: \$11,733,458 from the Office of the State Treasurer that are awarded to the Drinking Water Revolving Loan Fund from repaid loan principal received from current and past loans.

EXPENDITURES

Other Charges: Object Code 4355 (Loans Issued) - \$11,733,458

Please see below expenditure by Loan Project:

	SYSTEM NAME	PWSID / Loan Project No.	Loan Amount	Estimated Drawdowns (Remaining Existing Budget) 1-1-2020 thru 6- 30-2020	Estimated Drawdowns (BA-7 request) 1-1-2020 thru 6- 30-2020	Brief Project Description
1	Alexandria, City of (Loan 2 - \$7.6- Million)	1079001-02	\$7,610,000	\$	\$ 250,000	Rehabilitate 3 existing water wells, install two new wells, and replace approximately 28,000-linear feet of water mains in Alexandria's "Old System Areas" distribution system.
2	Livingston Parish Ward 2 (Loan 4)	1063039-04	\$8,000,000	\$ 75,000	\$ 150,000	Install 4 new water wells, 3 new storage tanks, booster pumps, generators, rehab 2 ESTs, extend several water mains, and construct additions to their storage building.
3	Leesville, City of	1115019-01	\$4,800,000	\$ 40,000	\$ 25,000	Conduct a leak detection survey to identify required repairs, repair the leaks identified, and replace water lines that have been found to be in poor condition.
4	St. John the Baptist Water Districts 1 & 2	1095002-01	\$5,500,000	\$ 150,000	\$ 150,000	Relocate intake line from the MS River, core new penetration thru Lyons WTP Pump Station, replace filters at the Lyons WTP, and replace Altitude Valves in 4 ESTs. SIP amended to install UV disinfection at Lions Treatment Plant SOF issued 11/5/2014.

14	Holmesville Water System, Inc. (20% PF)	1111008-01	\$2,040,000	\$	205,000	\$	300,000	<p>Contract A (Pittman Well site) a new drinking water well consisting of a 300 GPM submersible pump, 450 LF of inner casing including associated appurtenances located at the Pittman Facility</p> <p>Contract B (Chelsea Treatment) a booster station, a new 70,000 Gallon ground storage tank, a Granulated Activated Carbon system, new chlorination system and associated appurtenances located at the Chelsea Facility</p> <p>Contract C (Pittman Treatment) a booster station, a new 70,000 Gallon ground storage tank, a Granulated Activated Carbon system, new chlorination system, 150 kW standby generator and associated appurtenances located at the Chelsea Facility</p> <p>Contract D (Cox Ferry Road) 12,000 LF of 4" to connect Cox Ferry to Holmesville</p>
15	New Iberia Water System (LAWCO) - Loan NO. 3 (20% PF)	1045009-03	\$6,500,000	\$	75,000.00	\$	500,000.00	<p><u>Lecompte</u> - Paint the existing elevated tank. <u>Crowley</u> - Filter valve replacement, install mixing in GST, distribution system improvements. <u>Eunice</u> - New water well, paint two ESTs, distribution system improvements. <u>Dequincy</u> - Install Generator at Well 15, galvanized main replacement. <u>New Iberia</u> - Replace underground generator diesel tank with above ground tank, Clarifier 1 hydraulic improvements, paint filter gallery, add redundant ammonia feed system, plant chemical feed improvements, replace overhead power with underground feed, replace outdated SCADA equipment, New well #13, add a third booster pump and generator to the Rynella booster station, add booster station at the Air Base, and distribution system improvements.</p>

16	Town of Welsh (20% PF)	1053006-01	\$975,000	\$	75,000	\$	25,000	The proposed project is to construct two (2) new 246,000-gallon bolted steel GSTs to replace an existing GS that was cited for deterioration in their most recent sanitary survey.
17	St. Bernard Parish Waterworks (Loan 2 - Phase 2)- EPA Approved 100% GREEN (Water Efficiency)(No PF due to 2nd loan being for same project same project type - waterline replacement - can't break a project up to get more PF)	1087001-02	\$13,000,000	\$		\$	3,000,000	'Waterline Replacement Project': Replacement of existing aged and deteriorated cast iron waterline segments in the St. Bernard Parish water distribution system with new PVC pipe to reduce and/or eliminate leakage and water main failures in areas with cast iron pipe.(NOTE: No PF due to 2nd loan being for same project same project type - waterline replacement - can't break a project up to get more PF)
18	Waterworks District No. 1 of Desoto Parish (Loan 3)	1031030-03	\$2,310,000	\$	50,000	\$	60,000	The proposed project is to construct pre-treatment system, a Magnetic Ion Resin Exchange system (MIEX). This technology historically has been used to reduce natural organic matter and dissolved organic carbon Removal of the organics will aid the water system in reducing its harmful disinfection by-products (DBPs). The resin system improvements will include, new Ion Resin Exchange building, resin regeneration skid, salt saturator, and brine tank circulation pumps, flow monitors, air compressors, and upgrading the existing system control and instrumentation system to accommodate the new system
19	Lake Bruin Water District No. 1	1107001-01	\$1,200,000	\$	40,000	\$	25,000	Replace 75,000-gal EST and 30,000-gal GST and booster pump station with a new 150,000-gal GST and Booster Station with VFD motors. In addition, replace all existing water meters with new radio-read water meters and replace several creek crossings in the distribution system where leaks are suspected.

20	Carencro, City of	1055005-01	\$5,500,000	\$	\$ 175,000	New Water Plant - build a sister plant with green sand filters, 2 new wells, and a GStat an existing EST and Well Site for the system on property already owned by the system.
21	Baton Rouge, City of	1055005-01	\$8,000,000	\$ 50,000	\$ 250,000	Purchase secondary CL2 containmen units @ 60 sites; one portable unite and a dry CL2 scrubber at a large CL2 holding facility
22	Calcasieu Parish Waterworks District No. 8 - Loan 2	1019118-02	\$2,200,000	\$ 100,000	\$ 120,000	The project consists of constructing a pressure/chlorine booster station, replacement of water lines, and improvements to production and treatment facilities. New standby generator added by Addendum 1 to SIP Additional radio read meters added by Addendum 2 to SIP
23	Southeast WWD No. 2 of Vermilion Parish	1113031-01	\$800,000	\$ 300,000	\$ 200,000	AMR Meter Replacement Project
26	City of Broussard - Loan 1	1055003-01	\$3,750,000	\$ 185,000	\$ 300,000	Construct 3 new water wells with associated appurtenances and install water mains to tie the wells into the existing distribution system. Open Interconnecting valves between isolated City of Broussard water systems and consolidate them under Broussards existing PWS (1055003) In order to discontinue purchasing water from LUS.
27	Delcambre, Town of (USDA I.F. Loan)	1113004-01	\$2,013,000	\$ 100,000	\$ -	USDA Interim Financing (AMR Meter Project for a system that has no meters, also replacing existing leaking water lines.)
28	Sabine Parish WWD#1 - Loan 2	1085036-02	\$2,600,000.00	\$ 300,000	\$ 200,000	Proposed project involves the construction of three granular activated carbon (GAC) treatment units, ground storage tank, booster station, chlorination systems, site piping, and site work and associated items. Under AO C-15-085-046ETT for THM
29	Southwest Allen Parish Water District No 2 - Loan No. 2	1003009-02	\$4,000,000	\$ 200,000	\$ 400,000	Contract A-Distribution water mains replacement, 3 CL2 monitors, new generator at main plant, VFDs to HSC pumps, control valves for backpressure control at Kinder connection, flow meter & replace control valves for Little Mill booster station. Contract B-booster station electrical (system has AO for DBP signed 4/18) <u>(under AO C-18-003-017-ETT for DBP)</u>

30	City of Winnfield Water System	1127012-02	\$750,000	\$ 25,000	\$ 60,000	Ground Storage Tank Replacement
31	Town of Oil City	1017026-01	\$3,075,900	\$ 125,000	\$ 300,000	Proposed project will consist of the replacement of undersized and deteriorated water mains (approx. 32,000LF), and upgrades and expansion of existing water treatment plant. Including; flocculation, clarification, filtration, GST, magnetic ion exchange (MIEX) unit, and new disinfection facilities.
32	Belah Fellowship Water System (USDA I.F. Loan)	1059001-01	\$2,935,000	\$ 350,000	\$ 400,000	Installation of new ground storage tanks to replace leaking overloaded existing one, replace undersized aerator, replace water lines of various sizes from 3" to 8", along with service lines, valves, and meters, and replace the existing booster station with pumps with VFDs.
33	Vernon Parish W&S Comm. No. 1	1115071-01	\$2,575,000	\$ 25,000		The proposed project will consist of the construction of a new 250,000-gallon EST (elevated storage tank), a new 900-gpm water well, and 13,000-ft of 8-inch water mains, valves and related work. The additional storage will solve TSS required storage issues, fire flow issues, and pressure issues. The water mains will create also correct pressure issues in specific areas and create a loop that interconnects the two elevated tanks. The new well will add to system redundancy (system has 2 existing wells) should the largest well fail and increase water production capacity to meet increasing demand during peak flow times.
34	Walnut Bayou Water Association, Inc. (USDA I.F. Loan)	1065004-01	\$8,488,000.00	\$ 1,290,000	\$ 2,000,000	The proposed project involves the construction of two new Booster Pump Stations as part of Contract D, Repainting of an existing elevated water storage tank as Contract B, and Contract A consists of upgrading various water mains throughout the distribution system as well as upgrading the transmission main to the system from the well site for a total of approximately 30-miles of new 16" PVC water mains."

35	Village of Maurice (USDA I.F. Loan)	1113019-01	\$2,762,000.00	\$ 125,000	\$ 200,000	750 gpm well, 375 gpm greensand pressure filter, 2-150 gpm zeolite softeners, 150k gal gst, 750 gpm service pump, disinfection system, permanganate system, replace existing generator, alt #1-improve existing gst, bulk salt & brine stg & feed system [Contract 1B]; water mains
37	Tannehill Water System, Inc.	1127017-01	\$400,000.00	\$ 125,000	\$ 38,458	Proposed project involves the construction of a new ground storage tank at the Hanna's Mill Facility of the Tannehill Water System, Inc. The existing GST is undersized and doesn't meet the current demand of the system.
TOTALS:				\$ 4,945,000	\$ 11,733,458	

OTHER

Name of Agency/Program Contact: Joel McKenzie, Program Manager 3
Drinking Water Revolving Loan Fund Manager

Phone Number: (225)342-8206

Email Address: joel.mckenzie@la.gov

Note: this should be the person who can provide further information on this item and who will attend the Joint Legislative Committee on the Budget (JLCB) meeting to testify, if necessary.

Budget Contact: Ashley Dromgoole, OPH Chief Financial Officer

Phone Number: (225)342-7881

Email Address: ashley.dromgoole@la.gov

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

DEPARTMENT: Executive			FOR OPB USE ONLY			
AGENCY: Office of Elderly Affairs			OPB LOG NUMBER		AGENDA NUMBER	
SCHEDULE NUMBER: 01-133			139		2	
SUBMISSION DATE: 5/22/20209			Approval and Authority:			
AGENCY BA-7 NUMBER: 2						
HEAD OF BUDGET UNIT: Shirley Merrick						
TITLE: Executive Director						
SIGNATURE (Certifies that the information provided is correct and true to the best of your knowledge): <i>Shirley Merrick by [Signature]</i>						
MEANS OF FINANCING		CURRENT FY 2019-2020	ADJUSTMENT (+) or (-)		REVISED FY 2019-2020	
GENERAL FUND BY:						
DIRECT		\$29,143,180	\$0		\$29,143,180	
INTERAGENCY TRANSFERS		\$0	\$0		\$0	
FEES & SELF-GENERATED		\$12,500	\$0		\$12,500	
STATUTORY DEDICATIONS		\$0	\$0		\$0	
Overcollections Fund (V25)		\$0	\$0		\$0	
[Select Statutory Dedication]		\$0	\$0		\$0	
Subtotal of Dedications from Page 2		\$0	\$0		\$0	
FEDERAL		\$23,368,120	\$3,202,016		\$26,570,136	
TOTAL		\$52,523,800	\$3,202,016		\$55,725,816	
AUTHORIZED POSITIONS		66	0		66	
AUTHORIZED OTHER CHARGES		0	0		0	
NON-TO FTE POSITIONS		0	0		0	
TOTAL POSITIONS		66	0		66	
PROGRAM EXPENDITURES	DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
PROGRAM NAME:						
Administrative	\$7,848,305	64	\$0	0	\$7,848,305	64
Title III, V, VII, & NSIP	\$31,445,864	2	\$3,202,016	0	\$34,647,880	2
Parish Council on Aging	\$6,900,000	0	\$0	0	\$6,900,000	0
Senior Center	\$6,329,631	0	\$0	0	\$6,329,631	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
Subtotal of programs from Page 2:	\$0	0	\$0	0	\$0	0
TOTAL	\$52,523,800	66	\$3,202,016	0	\$55,725,816	66

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

DEPARTMENT: Executive	FOR OPB USE ONLY	
AGENCY: Office of Elderly Affairs	OPB LOG NUMBER	AGENDA NUMBER
SCHEDULE NUMBER: 01-133		
SUBMISSION DATE: 5/22/20209	ADDENDUM TO PAGE 1	
AGENCY BA-7 NUMBER: 2		

Use this section for additional Statutory Dedications, if needed.
The subtotal will automatically be transferred to Page 1.

MEANS OF FINANCING	CURRENT FY 2019-2020	ADJUSTMENT (+) or (-)	REVISED FY 2019-2020
GENERAL FUND BY:			
STATUTORY DEDICATIONS			
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
SUBTOTAL (to Page 1)	\$0	\$0	\$0

Use this section for additional Program Names, if needed.
The subtotal will automatically be transferred to Page 1.

PROGRAM EXPENDITURES	DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
PROGRAM NAME:						
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
SUBTOTAL (to Page 1)	\$0	0	\$0	0	\$0	0

**STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

Policy and Procedure Memorandum No. 52, Revised, requires that all Requests for Changes in Appropriation be fully documented. At a minimum, the following questions and statements must be answered. Use Continuation Sheets as needed. **FAILURE TO ANSWER ALL QUESTIONS COMPLETELY WILL BE CAUSE TO RETURN THIS DOCUMENT WITHOUT ACTION.**

1. What is the source of funding (If other than General Fund (Direct))? Specifically identify any grant or public law and the purposes of the funds, if applicable. A copy of any grant application and the notice of approved grant or appropriation must accompany the BA-7. What are the expenditure restrictions of the funds?
Federal funds from Families First Coronavirus Response Act to provide meals to seniors during health pandemic.

2. Enter the financial impact of the requested adjustment for the next four fiscal years.

MEANS OF FINANCING OR EXPENDITURE	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
GENERAL FUND BY:					
DIRECT	\$0	\$0	\$0	\$0	\$0
INTERAGENCY TRANSFERS	\$0	\$0	\$0	\$0	\$0
FEES & SELF-GENERATED	\$0	\$0	\$0	\$0	\$0
STATUTORY DEDICATIONS	\$0	\$0	\$0	\$0	\$0
FEDERAL	\$3,202,016	\$0	\$0	\$0	\$0
TOTAL	\$3,202,016	\$0	\$0	\$0	\$0

3. If this action requires additional personnel, provide a detailed explanation below:
This action does not require additional personnel.

4. Explain why this request can't be postponed for consideration in the agency's budget request for next fiscal year.
The funds are to provide meals during the COVID-19 pandemic.

5. Is this an after the fact BA-7, e.g., have expenditures been made toward the program this BA-7 is for? If yes, explain per PPM No.52.
Since the Stay at Home Order, Area Agencies on Aging has increased the number of seniors served as well as the number and frequency of meals served since they are a vulnerable population for serious health effects of the coronavirus.

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PERFORMANCE IMPACT OF MID-YEAR BUDGET ADJUSTMENT

1. Identify and explain the programmatic impacts (positive or negative) that will result from the approval of this BA-7.

Since the Stay at Home Order, Area Agencies on Aging have increased the number of seniors served as well as the number and frequency of meals served. This is a vulnerable population for serious health effects of the

2. Complete the following information for each objective and related performance indicators that will be affected by this request. (Note: Requested adjustments may involve revisions to existing objectives and performance indicators or creation of new objectives and performance indicators. Repeat this portion of the request form as often as necessary.)

Increase in the number of seniors to frequency of meals served.

LEVEL	PERFORMANCE INDICATOR NAME	PERFORMANCE STANDARD		
		CURRENT FY 2019-2020	ADJUSTMENT (+) OR (-)	REVISED FY 2019-2020
K	Number of recipients receiving services from the home and community-based programs	73000		73000
K	Percentage of the state's elderly population served	9%		0.09
K	Service Units Home-Delivered Meals	3200000		3200000
K	Average cost: Home-Delivered Meals	7		7
K				
K				

JUSTIFICATION FOR ADJUSTMENT(S): Explain the necessity of the adjustment(s).

LAPAS Performance reporting will reflect the increases in the units of service. Seniors continue to be added to services. At this time, we cannot determine the actual performance impact of the additional funding.

3. Briefly explain any performance impacts other than or in addition to effects on objectives and performance indicators. (For example: Are there any anticipated direct or indirect effects on program management or service recipients? Will this BA-7 have a positive or negative impact on some other program or agency?)

The number of seniors in need of meals has greatly increased due to the health pandemic. This will allow seniors to safely receive meals without the need to be exposed to the virus in public.

4. If there are no performance impacts associated with this BA-7 request, then fully explain this lack of performance impact.

LAPAS Performance reporting will reflect the increases in the units of service. Seniors continue to be added to services. At this time, we cannot determine the actual performance impact of the additional funding.

5. Describe the performance impacts of failure to approve this BA-7. (Be specific. Relate performance impacts to objectives and performance indicators.)

The number of seniors in need of meals has greatly increased due to the health pandemic. Failure to approve this BA-7 will prevent the expansion of services.

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 1 NAME: Administrative

MEANS OF FINANCING:	CURRENT FY 2019-2020	REQUESTED ADJUSTMENT	REVISED FY 2019-2020	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
GENERAL FUND BY:							
Direct	\$7,145,441	\$0	\$7,145,441	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$12,500	\$0	\$12,500	\$0	\$0	\$0	\$0
Statutory Dedications *	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$690,364	\$0	\$690,364	\$0	\$0	\$0	\$0
TOTAL MOF	\$7,848,305	\$0	\$7,848,305	\$0	\$0	\$0	\$0
EXPENDITURES:							
Salaries	\$3,424,511	\$0	\$3,424,511	\$0	\$0	\$0	\$0
Other Compensation	\$17,655	\$0	\$17,655	\$0	\$0	\$0	\$0
Related Benefits	\$2,176,016	\$0	\$2,176,016	\$0	\$0	\$0	\$0
Travel	\$127,540	\$0	\$127,540	\$0	\$0	\$0	\$0
Operating Services	\$192,015	\$0	\$192,015	\$0	\$0	\$0	\$0
Supplies	\$29,494	\$0	\$29,494	\$0	\$0	\$0	\$0
Professional Services	\$2,240	\$0	\$2,240	\$0	\$0	\$0	\$0
Other Charges	\$981,283	\$0	\$981,283	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$897,551	\$0	\$897,551	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$7,848,305	\$0	\$7,848,305	\$0	\$0	\$0	\$0
POSITIONS							
Classified	63	0	63	0	0	0	0
Unclassified	1	0	1	0	0	0	0
TOTAL T.O. POSITIONS	64	0	64	0	0	0	0
OTHER CHARGES POSITIONS	0	0	0	0	0	0	0
NON-TO FTE POSITIONS	0	0	0	0	0	0	0
TOTAL POSITIONS	64	0	64	0	0	0	0
* Statutory Dedications:							
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 1 NAME: Administrative

MEANS OF FINANCING:	State General Fund	Interagency Transfers	Fees & Self-Generated Revenues	Statutory Dedications	Federal Funds	TOTAL
AMOUNT	\$0	\$0	\$0	\$0	\$0	\$0

EXPENDITURES:						
Salaries	\$0	\$0	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$0	\$0	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0

OVER / (UNDER)	\$0	\$0	\$0	\$0	\$0	\$0
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POSITIONS						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
TOTAL T.O. POSITIONS	0	0	0	0	0	0
OTHER CHARGES POSITIONS	0	0	0	0	0	0
NON-TO FTE POSITIONS	0	0	0	0	0	0
TOTAL POSITIONS	0	0	0	0	0	0

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 2 NAME: Title III, V, VII & NSIP

MEANS OF FINANCING:	CURRENT FY 2019-2020	REQUESTED ADJUSTMENT	REVISED FY 2019-2020	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
GENERAL FUND BY:							
Direct	\$8,768,108	\$0	\$8,768,108	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Statutory Dedications *	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$22,677,756	\$3,202,016	\$25,879,772	\$0	\$0	\$0	\$0
TOTAL MOF	\$31,445,864	\$3,202,016	\$34,647,880	\$0	\$0	\$0	\$0
EXPENDITURES:							
Salaries	\$95,962	\$0	\$95,962	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$60,389	\$0	\$60,389	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$31,286,112	\$3,202,016	\$34,488,128	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$3,401	\$0	\$3,401	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$31,445,864	\$3,202,016	\$34,647,880	\$0	\$0	\$0	\$0
POSITIONS							
Classified	2	0	2	0	0	0	0
Unclassified	0	0	0	0	0	0	0
TOTAL T.O. POSITIONS	2	0	2	0	0	0	0
OTHER CHARGES POSITIONS	0	0	0	0	0	0	0
NON-TO FTE POSITIONS	0	0	0	0	0	0	0
TOTAL POSITIONS	2	0	2	0	0	0	0
* Statutory Dedications:							
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 2 NAME: Title III, V, VII & NSIP

MEANS OF FINANCING:	State General Fund	Interagency Transfers	Fees & Self-Generated Revenues	Statutory Dedications	Federal Funds	TOTAL
AMOUNT	\$0	\$0	\$0	\$0	\$3,202,016	\$3,202,016

EXPENDITURES:						
Salaries	\$0	\$0	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$0	\$0	\$0	\$0	\$3,202,016	\$3,202,016
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0	\$3,202,016	\$3,202,016

OVER / (UNDER)	\$0	\$0	\$0	\$0	\$0	\$0
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POSITIONS						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
TOTAL T.O. POSITIONS	0	0	0	0	0	0
OTHER CHARGES POSIT	0	0	0	0	0	0
NON-TO FTE POSITIONS	0	0	0	0	0	0
TOTAL POSITIONS	0	0	0	0	0	0

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 3 NAME: Parish Council on Aging

MEANS OF FINANCING:	CURRENT FY 2019-2020	REQUESTED ADJUSTMENT	REVISED FY 2019-2020	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
GENERAL FUND BY:							
Direct	\$6,900,000	\$0	\$6,900,000	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Statutory Dedications *	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL MOF	\$6,900,000	\$0	\$6,900,000	\$0	\$0	\$0	\$0
EXPENDITURES:							
Salaries	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$6,900,000	\$0	\$6,900,000	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$6,900,000	\$0	\$6,900,000	\$0	\$0	\$0	\$0
POSITIONS							
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
TOTAL T.O. POSITIONS	0	0	0	0	0	0	0
OTHER CHARGES POSITIONS	0	0	0	0	0	0	0
NON-TO FTE POSITIONS	0	0	0	0	0	0	0
TOTAL POSITIONS	0	0	0	0	0	0	0
* Statutory Dedications:							
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 3 NAME: Parish Council on Aging

MEANS OF FINANCING:	State General Fund	Interagency Transfers	Fees & Self-Generated Revenues	Statutory Dedications	Federal Funds	TOTAL
AMOUNT	\$0	\$0	\$0	\$0	\$0	\$0

EXPENDITURES:						
Salaries	\$0	\$0	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$0	\$0	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0

OVER / (UNDER)	\$0	\$0	\$0	\$0	\$0	\$0
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POSITIONS						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
TOTAL T.O. POSITIONS	0	0	0	0	0	0
OTHER CHARGES POSIT	0	0	0	0	0	0
NON-TO FTE POSITIONS	0	0	0	0	0	0
TOTAL POSITIONS	0	0	0	0	0	0

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 4 NAME: Senior Center

MEANS OF FINANCING:	CURRENT FY 2019-2020	REQUESTED ADJUSTMENT	REVISED FY 2019-2020	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
GENERAL FUND BY:							
Direct	\$6,329,631	\$0	\$6,329,631	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Statutory Dedications *	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL MOF	\$6,329,631	\$0	\$6,329,631	\$0	\$0	\$0	\$0
EXPENDITURES:							
Salaries	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$6,329,631	\$0	\$6,329,631	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$6,329,631	\$0	\$6,329,631	\$0	\$0	\$0	\$0
POSITIONS							
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
TOTAL T.O. POSITIONS	0	0	0	0	0	0	0
OTHER CHARGES POSITIONS	0	0	0	0	0	0	0
NON-TO FTE POSITIONS	0	0	0	0	0	0	0
TOTAL POSITIONS	0	0	0	0	0	0	0
* Statutory Dedications:							
Overcollections Fund (V25)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 4 NAME: Senior Center

MEANS OF FINANCING:	State General Fund	Interagency Transfers	Fees & Self-Generated Revenues	Statutory Dedications	Federal Funds	TOTAL
AMOUNT	\$0	\$0	\$0	\$0	\$0	\$0

EXPENDITURES:						
Salaries	\$0	\$0	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$0	\$0	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0

OVER / (UNDER)	\$0	\$0	\$0	\$0	\$0	\$0
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POSITIONS						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
TOTAL T.O. POSITIONS	0	0	0	0	0	0
OTHER CHARGES POSIT	0	0	0	0	0	0
NON-TO FTE POSITIONS	0	0	0	0	0	0
TOTAL POSITIONS	0	0	0	0	0	0

Notice of Award

Title of Program: (HDC2) Families First Coronavirus Response Act, Older Americans Act Title III - Home-Delivered Meals
Award Authority: P.L. 114-144 (OAA)

Grantee:
Louisiana
Louisiana Governor's Offices of Elderly Affairs
Director
525 Florida Street, 4th Floor
BATON ROUGE, LOUISIANA 70802

Date: March 20, 2020

Grant No.: 2001LAHDC2-00
Award Instrument: Grant (Formula)
Project Period: 03-20-2020 - 09-30-2021
Budget Period: 03-20-2020 - 09-30-2021

EIN: 1726012498A1
DUNS#: 147843861

CFDA: 93.045

Object Class Code: 41.15

Appropriation	CAN	Award This Action	Cumulative Grant Award to Date
75-2021-0142	2020,299CVHD	\$2,134,677.00	\$2,134,677.00
	Total	\$2,134,677.00	\$2,134,677.00

ACL Contact Information:

Please find your assigned ACL programmatic and fiscal contacts on ACL's website at <https://www.acl.gov/grants/acl-mandatory-grants-programmatic-and-fiscal-contacts>.

Tanielle Chandler
ACL Grants Officer

Terms and Conditions:

1. This formula grant award is issued under the authority of the Families First Coronavirus Response Act for activities authorized under Subparts 1 and 2 of Part C, of Title III of the Older Americans Act of 1965, as amended through P.L. 114-144, enacted April 19, 2016. The terms and conditions of this Notice of Award (NoA) and other requirements have the following order of precedence: (1) statute; (2) executive order; (3) program regulation; (4) administrative regulation found in 45 CFR Part 75; (5) agency policies; and (6) Any additional terms and conditions and remarks on NoA.

Please visit ACL's website at <https://www.acl.gov/grants/managing-grant> to view some of these terms and conditions such as:

- SAM.gov / DUNS Requirement

ACL Title of Program: Families First Coronavirus Response Act, Older Americans Act Title III - Home-Delivered Meals
Grant No.: 2001LAHDC2-00
Date: March 20, 2020

- National Policies including Trafficking Victims Protection Act, Whistleblower Protections, and DOMA: Implementation of Same-Sex Spouses/Marriages
- Federal Funding Accountability and Transparency Act (FFATA)
- Federal Awardee Performance and Integrity Information System (FAPIS)

2. By requesting or receiving funds under this award, the recipient assures that it will carry out the project/program described in its approved state plan(s) and will comply with the terms and conditions and other requirements of this award.

3. **SF-425 Financial Reporting:** Grantee is required to submit SF-425s on a semi-annual basis. Beginning with this FFY2020 grant, the SF-425 and the "AoA Title III supplemental form to the SF-425" shall be submitted using the HHS' Payment Management System (PMS). The "AoA Title III supplemental form to the SF-425" should be attached to the SF-425 in PMS. PMS website is located at: <https://pms.psc.gov>. Reports are due within 30 days for the periods ending March 31 and September 30 (i.e., due April 30 and October 30), through September 30, 2021, a final PMS drawdown and a final SF-425 are due within 90 days after September 30, 2021 (i.e., due December 30, 2021). If a final SF-425 report will be submitted December 30, 2021, a semi-annual report is not required to be filed for report ending September 30, 2021.

4. Federal participation cannot exceed 75% of the total State and Area plan administration costs. The remaining 25% represents the State and local matching share.

5. Federal participation requirements under sections 304(d)(1)(D) (85% of total III-B, C-1, and C-2 service costs) and 309(b)(2) (1/3 of the 15% State matching share) of the OAA shall not apply to funds received under this grant award.

6. **Federal Cash Reporting:** On the SF-425 form, lines 10 a. through c. are reported on a quarterly calendar year basis (for the periods ending 12/31, 3/31, 6/30, 9/30) at the HHS' Payment Management System (PMS). PMS website is located at: <https://pms.psc.gov>. Reconciliation of advances and disbursements is required for each quarter and the report must be completed within 30 days of the end of each quarter (i.e., by 1/30, 4/30, 7/30, 10/30). This reporting requirement is separate from completing the entire SF-425 as denoted in the financial reporting term.

Remarks:

1. The grant award for this program to your state under the approved plan of the state agency has been approved for the project period listed above. The period for liquidation of the obligations is through December 30, 2021.

2. Payment under this award will be made available through the HHS Departmental Payment Management System (PMS). PMS provides instructions for making withdrawals of Federal funds. When requesting payment from PMS, please use your P account login and reference the Grant No. listed above for payment. Instructions regarding payments can be obtained at <https://pms.psc.gov/training/pms-user-guide.html#Request>, or contact your PSC Account Liaison; 1-877-614-5533; PMSSupport@psc.gov.

Notice of Award

Title of Program: (CMC2) Families First Coronavirus Response Act, Older Americans Act Title III - Congregate Meals

Award Authority: P.L. 114-144 (OAA)

Grantee:

Louisiana

Louisiana Governor's Offices of Elderly Affairs

Director

525 Florida Street, 4th Floor

BATON ROUGE, LOUISIANA 70802

Date: March 20, 2020**Grant No.:** 2001LACMC2-00**Award Instrument:** Grant (Formula)**Project Period:** 03-20-2020 - 09-30-2021**Budget Period:** 03-20-2020 - 09-30-2021**EIN:** 1726012498A1**CFDA:** 93.045**Object Class Code:** 41.15**DUNS#:** 147843861

Appropriation	CAN	Award This Action	Cumulative Grant Award to Date
75-2021-0142	2020,299CVCM	\$1,067,339.00	\$1,067,339.00
	Total	\$1,067,339.00	\$1,067,339.00

ACL Contact Information:

Please find your assigned ACL programmatic and fiscal contacts on ACL's website at

<https://www.acl.gov/grants/acl-mandatory-grants-programmatic-and-fiscal-contacts>.

Tanielle Chandler
ACL Grants Officer

Terms and Conditions:

1. This formula grant award is issued under the authority of the Families First Coronavirus Response Act for activities authorized under Subparts 1 and 2 of Part C, of Title III of the Older Americans Act of 1965, as amended through P.L. 114-144, enacted April 19, 2016. The terms and conditions of this Notice of Award (NoA) and other requirements have the following order of precedence: (1) statute; (2) executive order; (3) program regulation; (4) administrative regulation found in 45 CFR Part 75; (5) agency policies; and (6) Any additional terms and conditions and remarks on NoA.

Please visit ACL's website at <https://www.acl.gov/grants/managing-grant> to view some of these terms and conditions such as:

- SAM.gov / DUNS Requirement

ACL Title of Program: Families First Coronavirus Response Act, Older Americans Act Title III - Congregate Meals

Grant No.: 2001LACMC2-00

Date: March 20, 2020

- National Policies including Trafficking Victims Protection Act, Whistleblower Protections, and DOMA: Implementation of Same-Sex Spouses/Marriages
- Federal Funding Accountability and Transparency Act (FFATA)
- Federal Awardee Performance and Integrity Information System (FAPIS)

2. By requesting or receiving funds under this award, the recipient assures that it will carry out the project/program described in its approved state plan(s) and will comply with the terms and conditions and other requirements of this award.

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Remarks:

1. The grant award for this program to your state under the approved plan of the state agency has been approved for the project period listed above. The period for liquidation of the obligations is through December 30, 2021.

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TREASURER OF THE STATE OF LOUISIANA

John Neely Kennedy
State Treasurer

P. O. Box 44154
Baton Rouge, LA 70804
(225) 342-0010
www.latreasury.com

February 27, 2020

Honorable Bodi White, Chairman
Joint Legislative Committee on the Budget
Post Office Box 44486, Capitol Station
Baton Rouge, LA 70804

Dear Senator White:

Attached is a spreadsheet detailing two requests for back pay for Deputy Sheriffs' Supplemental pay which has been approved by the Deputy Sheriff Supplemental Pay Board as per Act 110 of 1982. Please place this item on the agenda for the next meeting.

Total requested prior year funds: \$5,443.61.

If we may be of further assistance in this matter, please call me or Stacey Guilbeau (225) 342-0698.

Sincerely,

A handwritten signature in blue ink that reads "Laura Lapeze".

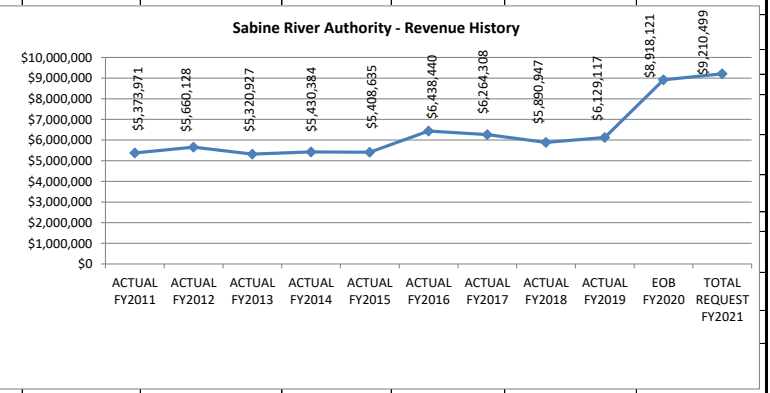
Laura Lapeze
Chairman,
Deputy Sheriffs Supplemental Pay Board

LL/sg

Enclosures

No.	Parish	Deputy Name	Dates Owed	Amount	Reason
1	Jefferson	Jason Rivaarde	9/9/18-6/30/19	\$4,861.46	Board approved appeal of eligibility
2	Lafourche	Ernie Rivera	5/27/19-6/30/19	\$582.15	Application not submitted timely
Grand Total				\$5,443.61	

Sabine River Authority - Requested Budget for FY 2021													
REVENUES	ACTUAL FY2011	ACTUAL FY2012	ACTUAL FY2013	ACTUAL FY2014	ACTUAL FY2015	ACTUAL FY2016	ACTUAL FY2017	ACTUAL FY2018	ACTUAL FY2019	EOB FY2020	TOTAL REQUEST FY2021	OVER/UNDER EXISTING OPERATING BUDGET	PERCENT CHANGE OVER/UNDER EOB
STATE GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
INTERAGENCY TRANSFERS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
FEES & SELF-GENERATED REVENUES	\$5,373,971	\$5,660,128	\$5,320,927	\$5,430,384	\$5,408,635	\$6,438,440	\$6,264,308	\$5,890,947	\$6,129,117	\$8,918,121	\$9,210,499	\$292,378	3.28%
STATUTORY DEDICATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
TOTAL REVENUE	\$5,373,971	\$5,660,128	\$5,320,927	\$5,430,384	\$5,408,635	\$6,438,440	\$6,264,308	\$5,890,947	\$6,129,117	\$8,918,121	\$9,210,499	\$292,378	3.28%
EXPENDITURES	ACTUAL FY2011	ACTUAL FY2012	ACTUAL FY2013	ACTUAL FY2014	ACTUAL FY2015	ACTUAL FY2016	ACTUAL FY2017	ACTUAL FY2018	ACTUAL FY2019	EOB FY2020	TOTAL REQUEST FY2021	OVER/UNDER EXISTING OPERATING BUDGET	PERCENT CHANGE OVER/UNDER EOB
TOTAL SALARIES	\$3,069,171	\$3,472,370	\$3,309,632	\$3,421,185	\$3,468,497	\$4,220,545	\$3,849,908	\$3,943,491	\$3,721,916	\$5,063,399	\$5,134,659	\$71,260	1.41%
TOTAL OPERATING EXPENSES	\$1,184,776	\$1,131,000	\$1,223,950	\$1,188,722	\$1,062,896	\$1,035,688	\$1,156,300	\$1,125,557	\$1,222,462	\$1,407,774	\$1,432,892	\$25,118	1.78%
PROFESSIONAL SERVICES	\$232,240	\$97,401	\$39,664	\$62,316	\$51,199	\$53,655	\$50,407	\$87,222	\$36,782	\$209,998	\$209,998	\$0	0.00%
TOTAL OTHER CHARGES	\$557,244	\$576,885	\$599,066	\$569,137	\$576,539	\$654,061	\$702,210	\$612,277	\$545,813	\$766,500	\$766,500	\$0	0.00%
TOTAL ACQUISITIONS & MAJOR REPAIRS	\$330,540	\$382,472	\$148,615	\$189,024	\$249,504	\$474,491	\$505,483	\$122,400	\$602,144	\$1,470,450	\$1,666,450	\$196,000	13.33%
TOTAL EXPENDITURES & REQUEST	\$5,373,971	\$5,660,128	\$5,320,927	\$5,430,384	\$5,408,635	\$6,438,440	\$6,264,308	\$5,890,947	\$6,129,117	\$8,918,121	\$9,210,499	\$292,378	3.28%
CLASSIFIED POSITIONS	57	60	60	60	62	64	65	65	65	65	65	0	0.00%
UNCLASSIFIED POSITIONS	2	2	2	2	2	2	2	2	2	2	2	0	0.00%
TOTAL POSITION CONTROL	59	62	62	62	64	66	67	67	67	67	67	0	0.00%
La. R.S. 38:2324 requires review and approval of the agency's annual budget by the Joint Legislative Committee on the Budget.													
Summary Points:													
1- The Authority has 13 Commissioners who receive a per diem of \$200 per meeting day but cannot exceed \$400 per month per member.													
2- The number of positions requested for FY21 is 67, and this is unchanged from FY20.													
3- The agency operates solely on self-generated revenues, including such sources as hydropower generation, water sales, and recreational fees.													
4- The average pay increase requested is 3% for all employees for a total increase of \$71,260 for salaries and related benefits.													
5 - Acquisitions and Major repairs increases by \$196,000 to cover the cost of a variety of vehicles, outdoor equipment, and scientific instruments for measuring and monitoring.													



BUDGET REQUEST
Fiscal Year Ending June 30, 2021

BUDGET UNIT: Sabine River Authority
15091 Texas Highway
Many, LA 71449
PHONE: (318)256-4112
FAX: (318)256-4179

SCHEDULE NUMBER: N813

AGENCY WEB ADDRESS: www.srala-toledo.com

TO THE JOINT LEGISLATIVE COMMITTEE ON BUDGET:

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MAJOR REPAIRS:	PAGE 10

WE HEREBY CERTIFY THAT THE STATEMENTS AND FIGURES ON THE ACCOMPANYING FORMS
ARE TRUE AND CORRECT TO THE BEST OF OUR KNOWLEDGE.

HEAD OF BUDGET UNIT: 

PRINTED NAME/TITLE: Warren Founds/Executive Director

DATE: May 18, 2020

EMAIL ADDRESS: warren.founds@la.gov

FINANCIAL CONTACT PERSON: Kellie Ferguson

TITLE: Administrative Program Director 3

TELEPHONE NUMBER: 318-256-4112

EMAIL ADDRESS: kellie.ferguson@la.gov

Mission Statement:

The mission of the Sabine River Authority of Louisiana, consistent with Louisiana Revised Statutes 38:2321, et. seq., and with Article 48 of the Federal Power Commission License, Project 2305, is to provide for economic utilization and preservation of the waters of the Sabine River and its tributaries by promoting economic development, irrigation, navigation, improved water supply, drainage, public recreation, and hydroelectric power for the citizens of Louisiana.

SUMMARY STATEMENT OF EXPENDITURES FOR YEARS SHOWN

CATEGORY OF TOTAL EXPENDITURES	PRIOR YEAR ACTUAL 2018-2019	EXISTING OPERATING BUDGET 2019-2020	TOTAL REQUEST 2020-2021	OVER/UNDER EXISTING OPERATING BUDGET	PERCENT CHANGE
SALARIES:					
Regular	\$2,286,317	\$2,708,449	\$2,759,705	\$51,256	1.89%
Other Compensation	\$159,700	\$331,640	\$331,640	\$0	0.00%
Related Benefits	\$1,275,899	\$2,023,310	\$2,043,314	\$20,004	0.99%
TOTAL SALARIES	\$3,721,916	\$5,063,399	\$5,134,659	\$71,260	1.41%
OPERATING EXPENSES:					
Travel	\$10,789	\$19,600	\$19,600	\$0	0.00%
Operating Services	\$944,295	\$993,977	\$1,011,211	\$17,234	1.73%
Supplies	\$267,378	\$394,197	\$402,081	\$7,884	2.00%
TOTAL OPERATING EXPENSES	\$1,222,462	\$1,407,774	\$1,432,892	\$25,118	1.78%
PROFESSIONAL SERVICES	\$36,782	\$209,998	\$209,998	\$0	0.00%
OTHER CHARGES:					
Other Charges	\$298,832	\$430,500	\$430,500	\$0	0.00%
Interagency Transfers	\$246,981	\$336,000	\$336,000	\$0	0.00%
TOTAL OTHER CHARGES	\$545,813	\$766,500	\$766,500	\$0	0.00%
ACQUISITIONS & MAJOR REPAIRS:					
Acquisitions	\$420,776	\$388,450	\$509,450	\$121,000	31.15%
Major Repairs	\$181,368	\$1,082,000	\$1,157,000	\$75,000	6.93%
TOTAL ACQUISITIONS & MAJOR REPAIRS	\$602,144	\$1,470,450	\$1,666,450	\$196,000	13.33%
TOTAL EXPENDITURES & REQUEST	\$6,129,117	\$8,918,121	\$9,210,499	\$292,378	3.28%
POSITIONS (SALARIES REGULAR):					
Classified	65	65	65	0	0.00%
Unclassified	2	2	2	0	0.00%
TOTAL POSITIONS (SALARIES REGULAR)	67	67	67	0	0.00%
POSITIONS (OTHER CHARGES)	0	0	0	0	0.00%

SABINE RIVER AUTHORITY OF LOUISIANA

Activity:	PRIOR YEAR OPERATING BUDGET 2018-2019	EXISTING OPERATING BUDGET 2019-2020	TOTAL REQUEST 2020-2021	OVER/UNDER EXISTING OPERATING BUDGET
General Fund	-	0	0	0
Interagency Transfer	-	0	0	0
Self Generated Revenue	6,129,117	8,918,121	9,210,499	292,378
Statutory Dedication Name	-	0	0	0
Federal Funds	-	0	0	0
TOTAL REVENUE	6,129,117	8,918,121	9,210,499	292,378
Classified	65	65	65	0
Unclassified	2	2	2	0
TOTAL POSITION CONTROL	67	67	67	0
2100 Salaries-Classified - Regular	2,081,792	2,435,779	2,492,509	56,730
2110 Salaries-Classified - Overtime	2,978			0
2120 Salaries-Classified - Termination				0
2130 Salaries-Unclassified - Regular	199,998	272,670	267,196	(5,474)
2140 Salaries-Unclassified - Overtime	1,549	0	0	0
2150 Salaries-Unclassified - Termination	-			0
TOTAL SALARIES	2,286,317	2,708,449	2,759,705	51,256
2200 Wage Unclassified ~14 - 16 wage workers for aproxiametly 29,000 hours.	95,894	223,600	223,600	0
2210 Student Labor	42,106	45,240	45,240	0
2220 Compensation of SRA Board Members ~SRCA Members	21,700	62,400	62,400	0
Subtotal for Board Members	21,700	400	400	0
TOTAL OTHER COMPENSATION	159,700	331,640	331,640	0
TOTAL SALARIES & OTHER COMPENSATION	2,446,017	3,040,089	3,091,345	
2300 Retirement - State	733,168	1,102,339	1,127,549	25,210
2350,60,70 F.I.C.A./Medi/Unemployment	56,795	67,084	64,594	(2,490)
2345, 2380 Group Insurance - State	485,936	853,887	851,171	(2,716)
TOTAL RELATED BENEFITS	1,275,899	2,023,310	2,043,314	20,004
TOTAL PERSONNEL SERVICES	3,721,916	5,063,399	5,134,659	71,260
2520 In State Travel - Field Travel ~Training, Educational Classes, and Government Meetings necessary in day to day operations, Sabine River Compact Administration semi-annual meeting (R.S. 38:2332.2); routine business for and on behalf	653	6,000	6,000	0

	SRA as it pertains to operations within the scope of an 801.1 agency (SRA is statutorially domiciled in Sabine Parish therefore, frequent trips to Baton Rouge are routine); attend meetings with LA Travel Promotion Association to promote Toledo Bend; and training sessions.				
2530	In State Travel - Board Members ~Reimbursement of expenses for the 13 member Board of Commissioners, R.S. 38:2322.C.	8,715	11,000	11,000	0
2620	Out of State Travel - Field Travel ~FERC meeting for operation of Toledo Bend Dam ~Annual meeting for the American Fisheries Society. ~Annual 5 States El Comino Commission. ~SRCA Meeting. ~Field travel to different fishery projects. ~Meeting with Legislative Delegation.	49	1,600	1,600	0
2630	Out of State Travel - Board Members ~SRA Board Members serving on Toledo Bend Project Joint Operation Board, normally meets semi-annual TBPJO Administrative office.	1,372	1,000	1,000	0
TOTAL TRAVEL		10,789	19,600	19,600	0
2700	Advertising	11,597	17,554	17,905	351
2710	Printing	1,077	1,301	1,327	26
2770	Maintenance of Prop & Equip - Auto	8,342	13,003	13,263	260
2780	Maintenance of Prop & Equip - Other	9,059	6,503	6,633	130
2790	Maintenance of Buildings	999	1,951	1,990	39
2840	Rentals - Equipment	-	0	0	0
2870	Rentals - Other	1,352	11,703	11,937	234
2890	Dues & Subscriptions	3,243	2,601	2,653	52
2900	Mail, Delivery & Postage	3,564	7,151	7,294	143
2910	Telephone - Services	-	3,902	3,980	78
2920	Telephone - Data Lines & Circuits	149	3,901	3,979	78
2930	Telephone - Other Communication Services	82,884	50,000	50,000	0
2950	Utilities - Electricity - Gas - Water - Other	776,872	790,176	805,980	15,804
2980	Other Operating Services - Laundry	4,403	0	0	0
2990	Lab Fees	1,677	1,946	1,985	39
3000	Miscellaneous	39,077	82,285	82,285	0
TOTAL OPERATING SERVICES		944,295	993,977	1,011,211	17,234
3100	Office Supplies	3,700	3,515	3,585	70
3120	Operating Supplies - Computer	21,399	11,714	11,948	234
3130	Operating Supplies - Clothing and Uniforms	5,063	2,342	2,389	47
3140	Operating Supplies - Medical	-	1,172	1,195	23

3170	Operating Supplies - Auto	91,115	140,716	143,530	2,814
3190	Operating Supplies - Bldgs, Grounds & Gen Plant	49,037	81,999	83,639	1,640
3200	Operating Supplies - Household	12,010	23,428	23,897	469
3210	Operating Supplies - Farm	-	1,172	1,195	23
3300	Repair & Maintenance Supplies - Auto	31,773	46,858	47,795	937
3310	Repair & Maintenance Supplies - Other	53,281	80,111	81,713	1,602
3320	Software	-	1,170	1,193	23
TOTAL SUPPLIES		267,378	394,197	402,081	7,884
TOTAL OPERATING SERVICES		1,222,462	1,407,774	1,432,892	25,118
3400	Accounting & Auditing	23,500	52,010	52,010	0
3410	Management Consulting		0	0	0
3420	Engineering & Architectural	120	0	0	0
3430	Legal	13,162	127,988	127,988	0
3460	Other Professional Services	-	30,000	30,000	0
TOTAL PROFESSIONAL SERVICES		36,782	209,998	209,998	0
3650	Miscellaneous Charges				0
	~Water Royalty	228,952	270,500	270,500	0
	~Directional Signs/Marking Boatlanes/Bridge Lighting	5,184	35,000	35,000	0
	~Economic Development	64,696	125,000	125,000	0
TOTAL OTHER CHARGES		298,832	430,500	430,500	0
4940	IAT - Transfer of Funds	-	0	0	0
4980	IAT - Insurance	217,701	260,000	260,000	0
5040	IAT - Telephone	29,280	76,000	76,000	0
TOTAL INTERAGENCY TRANSFER		246,981	336,000	336,000	0
TOTAL Other Charges & IAT		545,813	766,500	766,500	0
4420	Acquisitions-Capitalized Automobile => \$5000	50,366	128,000	164,000	36,000
4421	Acquisitions-Automobile				0
4440	Equipment \$1000 - \$4999				0
4441	Equipment < \$1000				0
4442	Equipment => \$5000	-	98,450	58,450	(40,000)
4451	Computer Hardware	18,155	47,000	47,000	0
4453	Software \$1000 - \$4999				0
4454	Hardware \$1000 - \$4999				0
4456	Software < \$1000				0
4457	Hardware < \$1000				0
4460	Acquisitions - Farm and Heavy Movable Equipment	328,600	80,000	200,000	120,000
4520	Boats	-	10,000	15,000	5,000
4530	Communications \$1000 - \$4999				0
4532	Communications < \$1000				0

4540	Other Acquisitions \$1000 - \$4999	23,656	25,000	25,000	0
4542	Other Acquisitions < \$1000				0
	TOTAL ACQUISITIONS	420,777	388,450	509,450	121,000
4610	Major Repairs - Building				0
4620	Major Repairs - Auto				0
4630	Major Repairs - Buildings and Grounds	181,367	1,082,000	1,157,000	75,000
4640	Major Repairs - Boats				0
4740	Major Repairs - Other Equipment				0
	TOTAL MAJOR REPAIRS	181,367	1,082,000	1,157,000	75,000
	TOTAL ACQUISITION & MAJOR REPAIRS	602,144	1,470,450	1,666,450	196,000
	TOTAL EXPENDITURES	6,129,117	8,918,121	9,210,499	292,378

	FY 20	FY 21	FY 20	FY 21	FY 18	FY 18	FY 18	FY 18
	Current Salary	Merit		Salary Requested	FICA/Medi	LASERS	OGB	R/B Requested
Classified	2,299,960.00	67,229.60	125,320.00	2,492,509.60	38,655.29	1,014,451.00	443,923.88	1,497,030.17
Unclassified	269,880.00	8,003.00		267,196.00	4,029.00	113,098.00	7,247.00	124,374.00
Wage Workers		-		268,840.00	17,105.40	-	-	17,105.40
Board		-		62,800.00	4,804.00	-	-	4,804.00
Retirees		-			-	-	400,000.00	400,000.00
	2,569,840.00	75,232.60		3,091,345.60	64,593.69	1,127,549.00	851,170.88	2,043,313.57
Total Classified & Unclassified				2,759,705				
Total Wage & Board				331,640				
Total Related Benefits				2,446,030				
Total Salaries & R. Benefits				5,537,375				

OBJ CLASS	QUANTITY	ACQUISITIONS DESCRIPTION BY ACTIVITY	AMOUNT
		Existing Budget	
4420	2	3/4 Ton 4x4 Regular Cab Truck @ SRD	\$64,000
4442	1	Vibration Monitoring Equipment for Pump Stations (SRD)	\$9,700
4442	1	Canal Level Instrumentation (SRD)	\$30,250
4460	1	Bobcat with Attachments (SRA)	\$80,000
4442	1	Thermal Imaging Camera (SRD)	\$18,500
4460	2	Mowers @ SRA	\$20,000
4460	1	ATV @SRD	\$20,000
4520	1	Boat motors @ SRA	\$10,000
4420	2	3/4 Ton 4x4 Crew Cab Truck @ SRA	\$64,000
4451		Computer Hardware @ SRA	\$32,000
4451		Computer Hardware @ SRD	\$15,000
4540		Other	\$25,000
		Total	\$388,450
		Requested	
4420	1	Full Size SUV (SRD)	\$59,000
4420	1	3/4 Ton 4x4 Crew Cab Truck @ SRD	\$35,000
4442	1	Vibration Monitoring Equipment for Pump Stations (SRD)	\$9,700
4442	1	Canal Level Instrumentation (SRD)	\$30,250
4460	1	Mower for SRD	\$11,000
4442	1	Thermal Imaging Camera (SRD)	\$18,500
4460	2	Mowers @ SRA	\$22,000
4460	1	115 HP Tractor/Slope Mower Combo (SRD)	\$132,000
4460		15' Hydraulic Mower (SRD)	\$35,000
4520	1	Boat motors @ SRA	\$15,000
4420	2	3/4 Ton 4x4 Crew Cab Truck @ SRA	\$70,000
4451		Computer Hardware @ SRA	\$32,000
4451		Computer Hardware @ SRD	\$15,000
4540		Other	\$25,000
			\$509,450

OBJ CLASS	MAJOR REPAIRS DESCRIPTION BY ACTIVITY	AMOUNT
	Existing Budget	
4630	Electrical Upgrades at Pleasure Point Park	\$400,000
4630	Overlay Roads at Cypress Bend Park (Phase 1)	\$225,000
4630	Miscellaneous Seawall Repairs	\$75,000
4630	Cover & Seal Shop Roof (SRD)	\$12,000
4630	Pump Station Electrical System (SRD)	\$60,500
4630	Pulling and Repairing of Pump and Motor @ SRD	\$250,000
4630	Levee Crowns, Access Ramps, Bridge Crossings and Equipment Off-Loading Areas @ SRD	\$19,500
4630	Flooring Bath Houses at all Recreation Facilities	\$40,000
		\$1,082,000
	Requested Budget	
4630	Electrical Upgrades at Pleasure Point Park	\$400,000
4630	Building Rennovations of Park Facilities	\$300,000
4630	Miscellaneous Seawall Repairs	\$75,000
4630	Cover & Seal Shop Roof (SRD)	\$12,000
4630	Pump Station Electrical System (SRD)	\$60,500
4630	Pulling and Repairing of Pump and Motor @ SRD	\$250,000
4630	Levee Crowns, Access Ramps, Bridge Crossings and Equipment Off-Loading Areas @ SRD	\$19,500
4630	Flooring Bath Houses at all Recreation Facilities	\$40,000
		\$1,157,000



Joint Legislative Committee on the Budget



FY2020-2021 Budget

18 – State Retirement Systems

May 2020

*Senator Bodi White, Chairman
Representative Jerome Zeringue, Vice Chair*



Schedule 18 — State Retirement Systems

Slide No.

State Retirement Systems Proposed Budget

The budget does not require state appropriation after approval from JLCB

State Retirement Systems Overview	3
Louisiana State Employees' Retirement System (LASERS)	8
Teachers' Retirement System of Louisiana (TRSL)	10
Louisiana School Employees' Retirement System (LSERS)	12
Louisiana State Police Retirement System (LSPRS)	14
Unfunded Accrual Liability (UAL) <i>(information only)</i>	16



Schedule 18 — State Retirement Systems

R.S. 11:4 (A) states: the term "state retirement system", "state system", or "state pension or retirement system, plan, or fund" shall mean one of the following:

- (a) Louisiana State Employees' Retirement System
- (b) Teachers' Retirement System of Louisiana
- (c) Louisiana School Employees' Retirement System
- (d) Louisiana State Police Retirement System

R.S. 11:4 (B) states: the term "statewide retirement system", "statewide system", or "statewide pension or retirement system, plan, or fund" shall mean one of the following:

- (a) Assessors' Retirement Fund
- (b) Clerks' of Court Retirement and Relief Fund
- (c) District Attorneys' Retirement System
- (d) Firefighters' Retirement System
- (e) Municipal Employees' Retirement System of Louisiana
- (f) Municipal Police Employees' Retirement System of Louisiana
- (g) Parochial Employees' Retirement System of Louisiana
- (h) Registrars of Voters Employees' Retirement System
- (i) Sheriffs' Pension and Relief Fund



Schedule 18 — State Retirement Systems

R.S. 11:176 and **R.S. 39:81** require each of the four state retirement systems to submit its proposed annual operating budget to JLCB for review and approval.

R.S. 39:81 further requires the proposed budget submission date shall be at the same time as that required for submission of state agency budgets as provided in **R.S. 39:33**. (*...a date specified by the commissioner of administration which date shall not be later than the fifteenth day of November in each year.*)

R.S. 39:81 states: The budgets shall include, at a minimum, the actual expenditures for the prior year and projected expenditures for the current and ensuing fiscal years, the information specified in **R.S. 39:32(C) and (E)**, and any other information specified by the Joint Legislative Committee on the Budget.

R.S. 39:32 (C) requires the proposed budget to include funding for professional, personal, or consulting service contract. It can be consolidated requests.

R.S. 39:30 (E) requires the proposed budget to include personnel table with salary information on authorized, estimated, and requested positions.



Schedule 18 — State Retirement Systems

Means of Financing

The Retirement Systems are funded with 100% Fees and Self-generated Revenues

Funding for the systems' operating budgets mainly come from three (3) sources:

- Employer Contributions
- Employee Contributions
- Earnings from Trust Fund Investments



Schedule 18 — State Retirement Systems

FY21 Proposed Budget

STATEWIDE SYSTEM SUMMARY	Actual	EOB	Request	Total FY 21 Request Over/Under EOB	
	FY 19	FY 20	FY 21		
Means of Finance (MOF):					
Total Fees & Self-generated Revenues	\$119,475,393	\$136,118,618	\$135,057,648	(\$1,060,970)	-0.78%
TOTAL MOF	\$119,475,393	\$136,118,618	\$135,057,648	(\$1,060,970)	-0.78%
Expenditures/Request:					
LASERS Total Operating Expenditures	\$18,539,267	\$20,259,000	\$20,610,100	\$351,100	1.73%
TRSL Total Operating Expenditures	\$17,411,356	\$20,645,952	\$21,056,151	\$410,199	1.99%
LSERS Total Operating Expenditures	\$4,114,259	\$4,503,166	\$4,562,397	\$59,231	1.32%
LSPRS Total Operating Expenditures	\$882,153	\$910,500	\$1,029,000	\$118,500	13.01%
Total Administrative Expenses	\$40,947,035	\$46,318,618	\$47,257,648	\$939,030	2.03%
Investment Expenses	\$78,528,358	\$89,800,000	\$87,800,000	(\$2,000,000)	-2.23%
TOTAL EXPENDITURES/REQUEST	\$119,475,393	\$136,118,618	\$135,057,648	(\$1,060,970)	-0.78%
Full-Time Equivalents:					
Classified	266	296	296	0	0.0%
Unclassified	28	28	28	0	0.0%
TOTAL FTEs	294	324	324	0	0.0%

Note: FY19 actual employee data is from Department of Civil Service weekly report on state employment as of 6/28/2019, excluding student employees and board members.



Schedule 18 — State Retirement Systems

FY21 Proposed Budget

Professional Services Detail

LASERS	Proposed Operating Budget FY 20-21
Accounting & Auditing	\$90,000
Legal	\$20,000
Medical/Disability	\$110,000
Actuarial	\$215,000
Other Professional Services	\$142,000
Total Professional Services	\$577,000

TRSL	Proposed Operating Budget FY 20-21
Accounting & Auditing	\$128,500
Management & Consulting	\$35,580
Actuarial	\$230,720
Legal	\$102,500
Medical	\$100,000
Other Professional Services	\$361,700
Total Professional Services	\$959,000

Note: The funding for investment consultant is included in LSPRS only, it is under investment expenses reported by the other three retirement systems.

LSERS	Proposed Operating Budget FY 20-21
Accounting/Auditing	\$64,900
Medical	\$18,000
Actuarial	\$102,724
Investigations	\$4,000
Legal	\$45,000
Elections	\$12,000
Information Technology Consulting	\$30,000
Newsletter Publishing	\$4,500
Total Professional Services	\$281,124

LSPRS	Proposed Operating Budget FY 20-21
Accounting Services	\$54,000
Auditing Fees	\$14,000
Investment Consultant	\$130,000
Computer Consultant Fees	\$27,000
Legal Fees	\$50,000
Medical Examinations	\$4,000
Actuarial Fees	\$47,500
Total Professional Services	\$326,500



Schedule 18 — LASERS

FY21 Proposed Budget

LASERS SUMMARY	Actual FY 19	EOB FY 20	Request FY 21	Total FY 21 Request Over/Under EOB	
Means of Finance (MOF):					
Fees & Self-generated Revenues	\$50,573,136	\$56,259,000	\$56,610,100	\$351,100	0.62%
TOTAL MOF	\$50,573,136	\$56,259,000	\$56,610,100	\$351,100	0.62%
Expenditures/Request:					
Personal Services	\$14,756,369	\$15,908,800	\$16,426,300	\$517,500	3.25%
Operating Services	\$3,060,942	\$3,495,200	\$3,359,800	(\$135,400)	-3.87%
Professional Services	\$520,327	\$627,000	\$577,000	(\$50,000)	-7.97%
Acquisitions	\$201,629	\$228,000	\$247,000	\$19,000	8.33%
Total Administrative Expenses	\$18,539,267	\$20,259,000	\$20,610,100	\$351,100	1.73%
Investment Expenses	\$32,033,869	\$36,000,000	\$36,000,000	\$0	0.00%
TOTAL EXPENDITURES/REQUEST	\$50,573,136	\$56,259,000	\$56,610,100	\$351,100	0.62%
Authorized Full-Time Equivalents:					
Classified	111	125	125	0	0.0%
Unclassified	11	12	12	0	0.0%
TOTAL FTEs	122	137	137	0	0.0%

Major Changes

Personal Services:

- Salaries increase \$356,400 or 3.46%
- Related benefits increase \$152,000 or 2.8%

Operating Services:

- Computer maintenance decrease (\$194,000) or (30.1%)
- Mail, delivery & postage increase \$70,000 or 34.2%

Professional Services:

- Legal decrease \$70,000 or (77.8%)
- Medical/disability increase \$50,000 or 83.3%

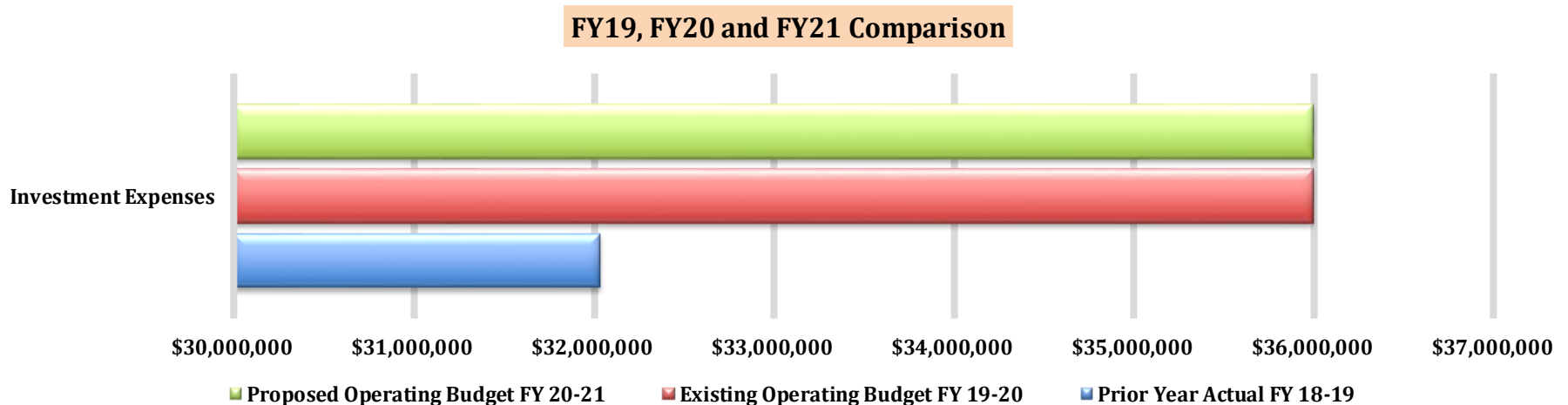
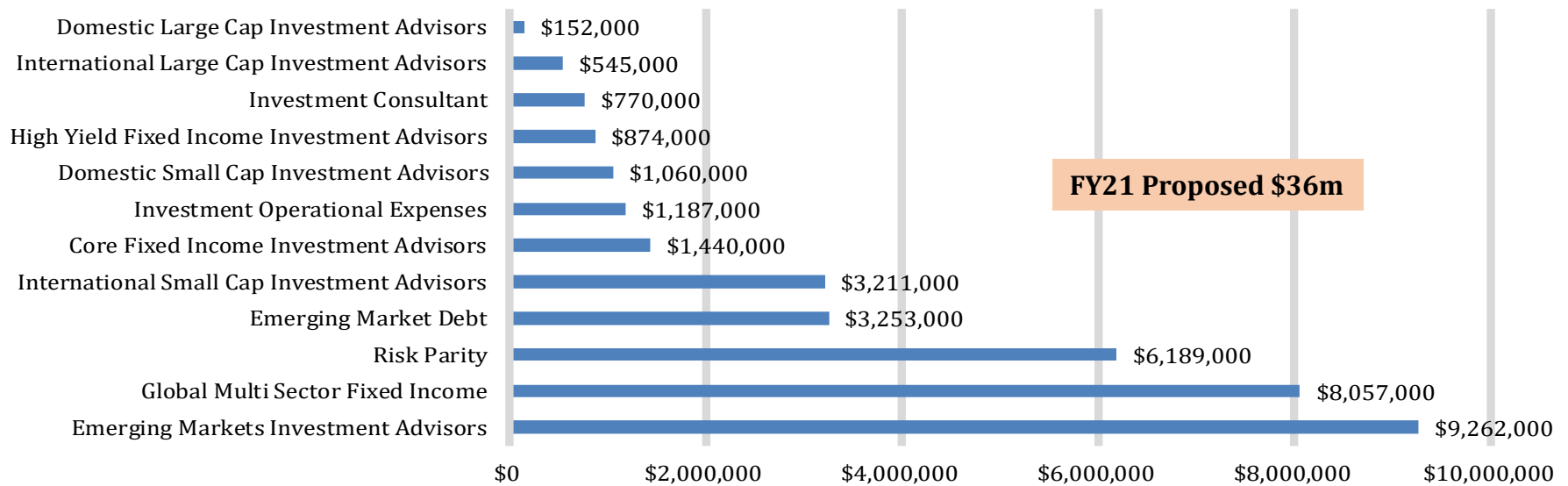
Acquisitions increase \$19,000 or 8.3%:

- Replacement of hardware and software



Schedule 18 — LASERS

Investment Expenses





Schedule 18 — TRSL

FY21 Proposed Budget

TRSL	Actual FY 19	EOB FY 20	Request FY 21	Total FY 21 Request Over/Under EOB	
Means of Finance (MOF):					
Fees & Self-generated Revenues	\$55,506,825	\$64,645,952	\$63,056,151	(\$1,589,801)	-2.46%
TOTAL MOF	\$55,506,825	\$64,645,952	\$63,056,151	(\$1,589,801)	-2.46%
Expenditures/Request:					
Personal Services	\$14,123,339	\$16,566,952	\$17,012,151	\$445,199	2.69%
Operating Services	\$2,273,213	\$2,780,000	\$2,745,000	(\$35,000)	-1.26%
Professional Services	\$677,905	\$959,000	\$959,000	\$0	0.00%
Acquisitions	\$336,899	\$340,000	\$340,000	\$0	0.00%
Total Administrative Expenses	\$17,411,356	\$20,645,952	\$21,056,151	\$410,199	1.99%
Investment Expenses	\$38,095,469	\$44,000,000	\$42,000,000	(\$2,000,000)	-4.55%
TOTAL EXPENDITURES/REQUEST	\$55,506,825	\$64,645,952	\$63,056,151	(\$1,589,801)	-2.46%
Authorized Full-Time Equivalents:					
Classified	128	143	143	0	0.0%
Unclassified	10	10	10	0	0.0%
TOTAL FTEs	138	153	153	0	0.0%

Major Changes

Personal Services:

- Salaries increase \$258,276 or 2.4%
- Related benefits increase \$164,273 or 2.9%

Investment Fees decrease \$2m or (4.6%)

Operating Services:

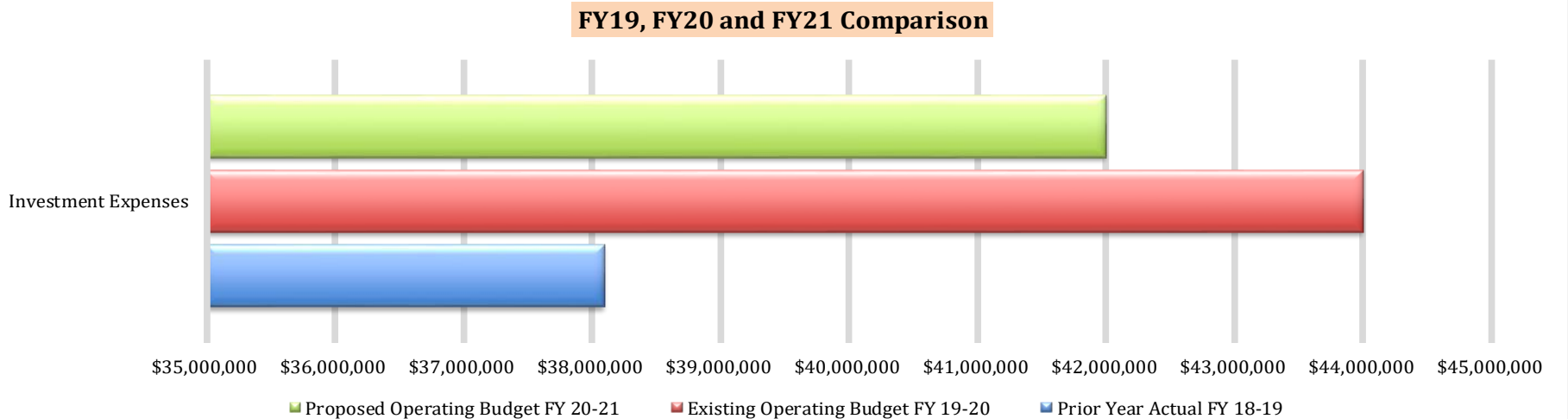
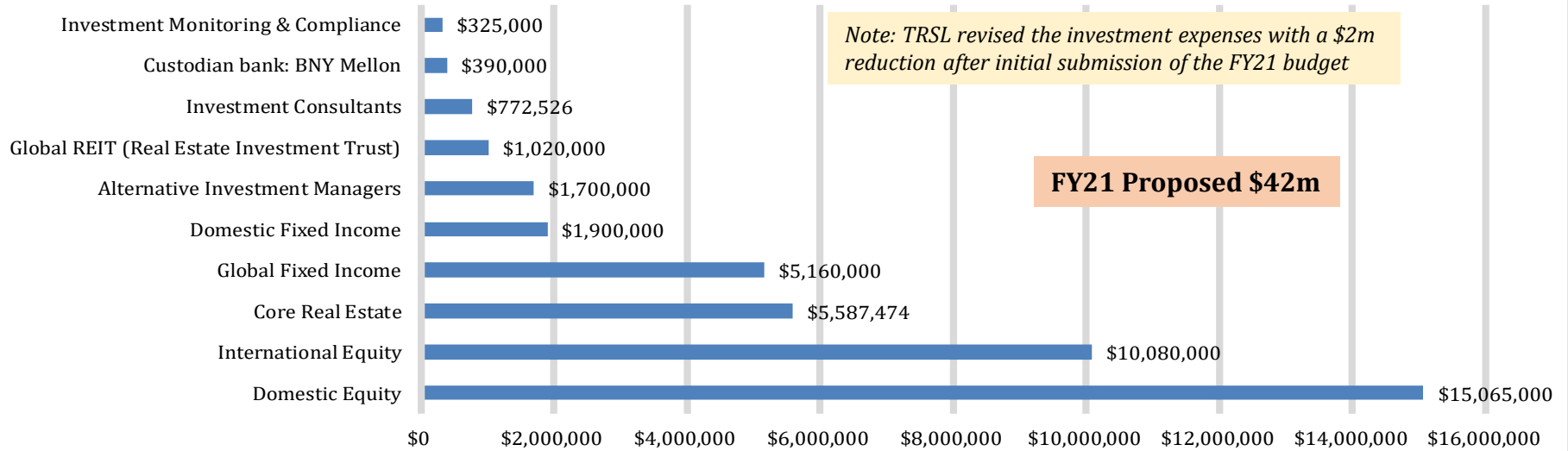
- Printing decrease (\$13,430) or (19.0%)
- Dues & Subscription increase \$14,072 or 15.9%
- Postage decrease (\$28,242) or (6.6%)

Note: TRSL revised proposed budget by reducing investment fees by \$2m comparing to its initial submission.



Schedule 18 — TRSL

Investment Expenses





Schedule 18 — LSERS

FY21 Proposed Budget

LSERS	Actual	EOB	Request	Total FY 21 Request Over/Under EOB	
	FY 19	FY 20	FY 21		
Means of Finance (MOF):					
Fees & Self-generated Revenues	\$10,171,480	\$11,703,166	\$11,762,397	\$59,231	0.51%
TOTAL MOF	\$10,171,480	\$11,703,166	\$11,762,397	\$59,231	0.51%
Expenditures/Request:					
Personal Services	\$3,024,130	\$3,339,227	\$3,364,384	\$25,157	0.75%
Operating Services	\$628,895	\$711,739	\$687,139	(\$24,600)	-3.46%
Professional Services	\$211,639	\$310,950	\$281,124	(\$29,826)	-9.59%
Acquisitions/Major Repairs	\$249,595	\$141,250	\$229,750	\$88,500	62.65%
Total Administrative Expenses	\$4,114,259	\$4,503,166	\$4,562,397	\$59,231	1.32%
Investment Expenses	\$6,057,221	\$7,200,000	\$7,200,000	\$0	0.00%
TOTAL EXPENDITURES/REQUEST	\$10,171,480	\$11,703,166	\$11,762,397	\$59,231	0.51%
Authorized Full-Time Equivalents:					
Classified	25	26	25	-1	-3.8%
Unclassified	5	4	4	0	0.0%
TOTAL FTEs	30	30	29	-1	-3.8%

Major Changes

Personal Services:

- Salaries increase \$14,564 or 0.7%
- Related benefits increase \$8,677 or 0.8%

Operating Services:

- Printing decrease (\$10,000) or (9.5%)
- Property maintenance decrease (\$8,204) or (4%)

Professional Services:

- Accounting/auditing decrease (\$9,350) or (12.6%)
- IT consulting decrease (\$10,000) or (25%)

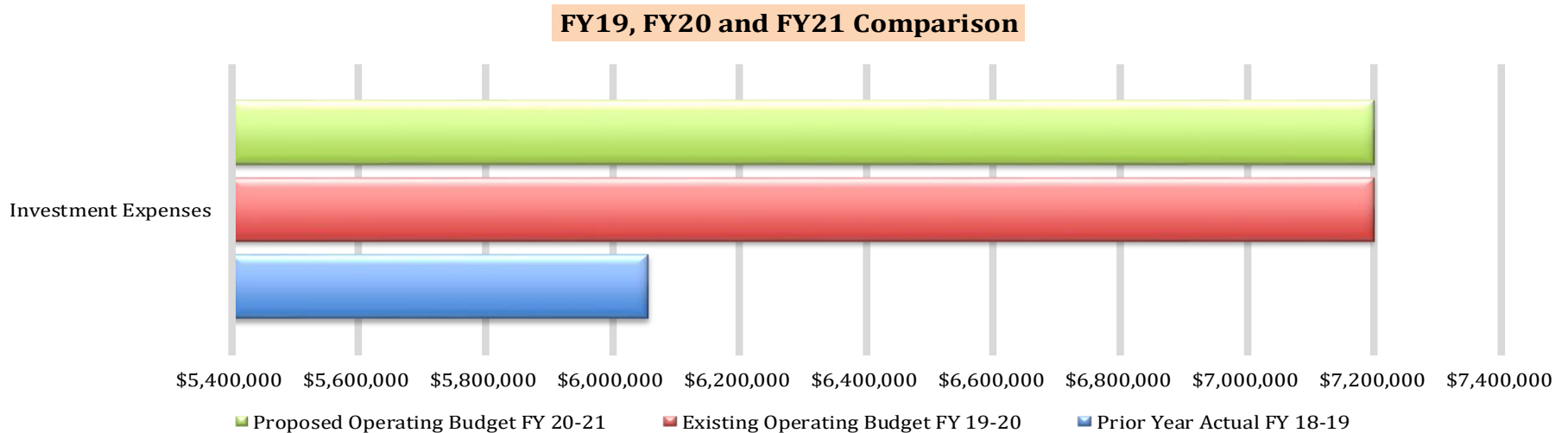
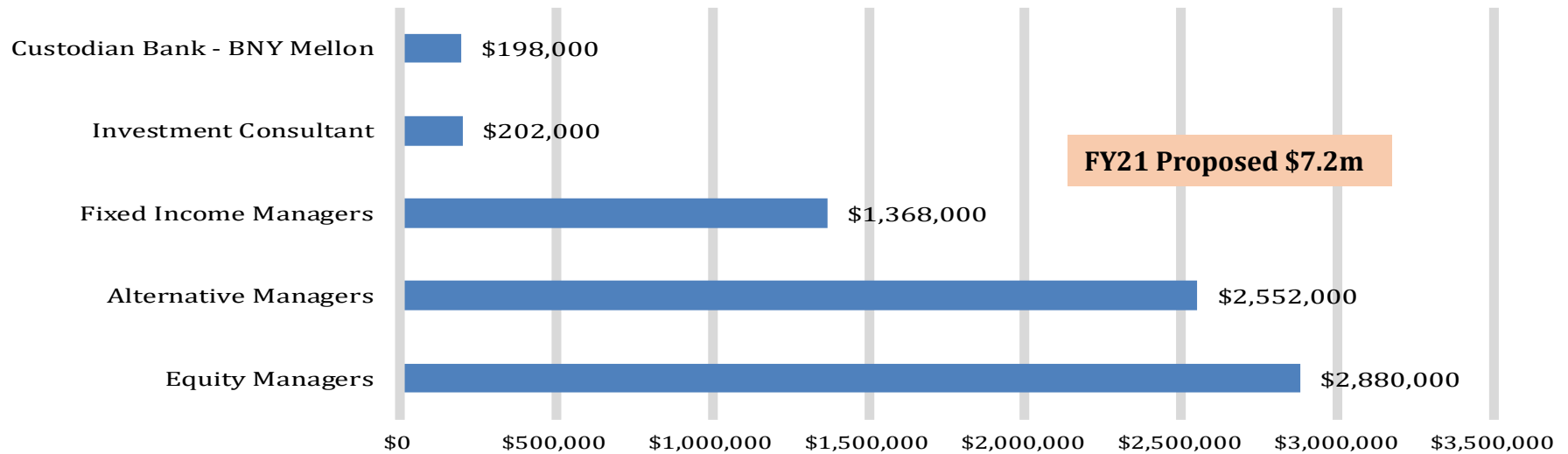
Acquisitions/Major Repairs:

- Increase \$88,500 or 62.7%
- Building renovation, computers etc.



Schedule 18 — LSERS

Investment Expenses





Schedule 18 — LSPRS

FY21 Proposed Budget

Revised 5/22/2020					
STATE POLICE RETIREMENT	Actual FY 19	EOB FY 20	Request FY 21	Total FY 21 Request Over/Under EOB	
Means of Finance (MOF):					
Fees & Self-generated Revenues	\$3,223,952	\$3,510,500	\$3,629,000	\$118,500	3.38%
TOTAL MOF	\$3,223,952	\$3,510,500	\$3,629,000	\$118,500	3.38%
Expenditures/Request:					
Personal Services	\$480,699	\$513,500	\$598,500	\$85,000	16.55%
Operating Services	\$76,047	\$92,000	\$96,500	\$4,500	4.89%
Professional Services	\$321,883	\$299,000	\$326,500	\$27,500	9.20%
Acquisitions	\$3,524	\$6,000	\$7,500	\$1,500	25.00%
Total Administrative Expenses	\$882,153	\$910,500	\$1,029,000	\$118,500	13.01%
Investment Expenses	\$2,341,799	\$2,600,000	\$2,600,000	\$0	0.00%
TOTAL EXPENDITURES/REQUEST	\$3,223,952	\$3,510,500	\$3,629,000	\$118,500	3.38%
Authorized Full-Time Equivalents:					
Classified	2	2	3	1	50.0%
Unclassified	2	2	2	0	0.0%

Major Changes

Personal Services:

- Salaries increase \$52,500 or 15.44%
- Related benefits increase \$32,500 or 19.12%

Professional Services:

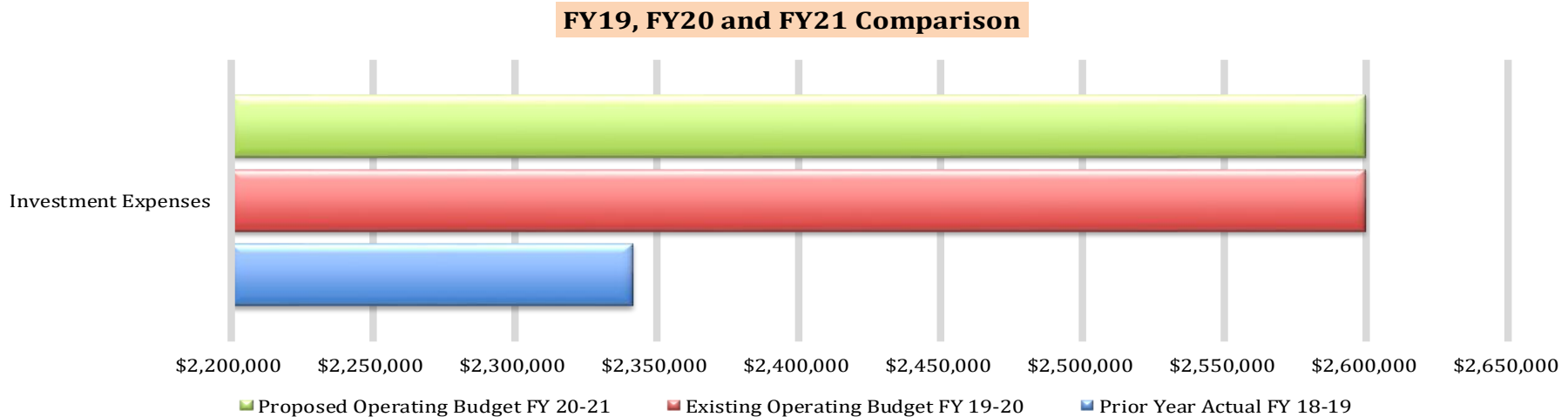
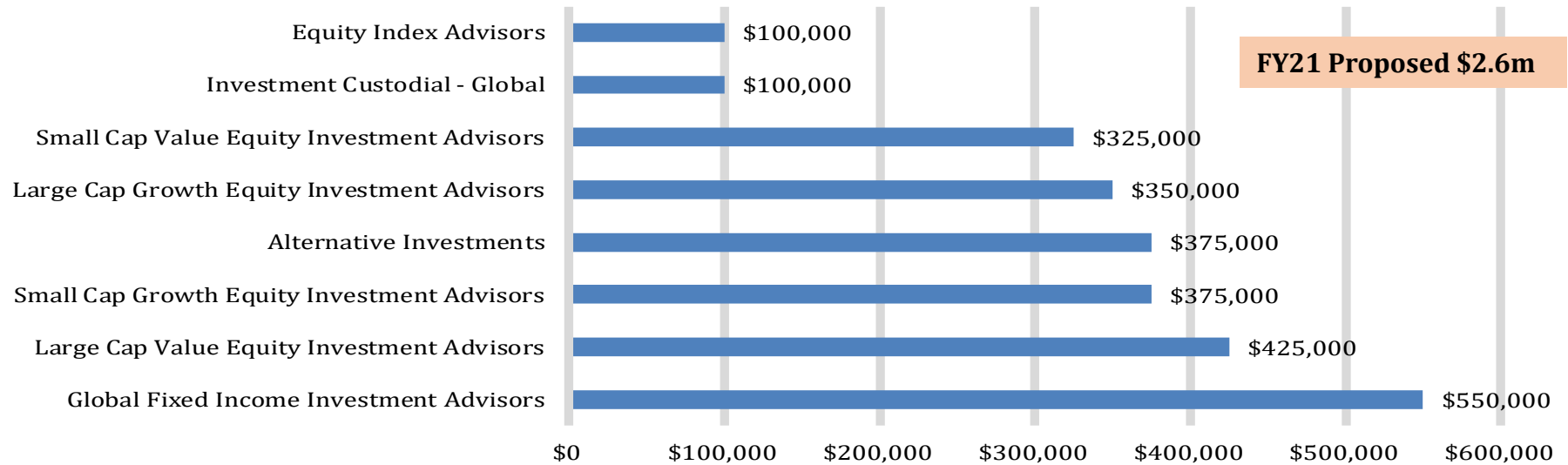
- Legal fees increase \$18,000 or 56.3%
- IT consulting increase \$7,000 or 35%

Note: LSPRS revised proposed budget by increasing one position comparing to its initial submission.



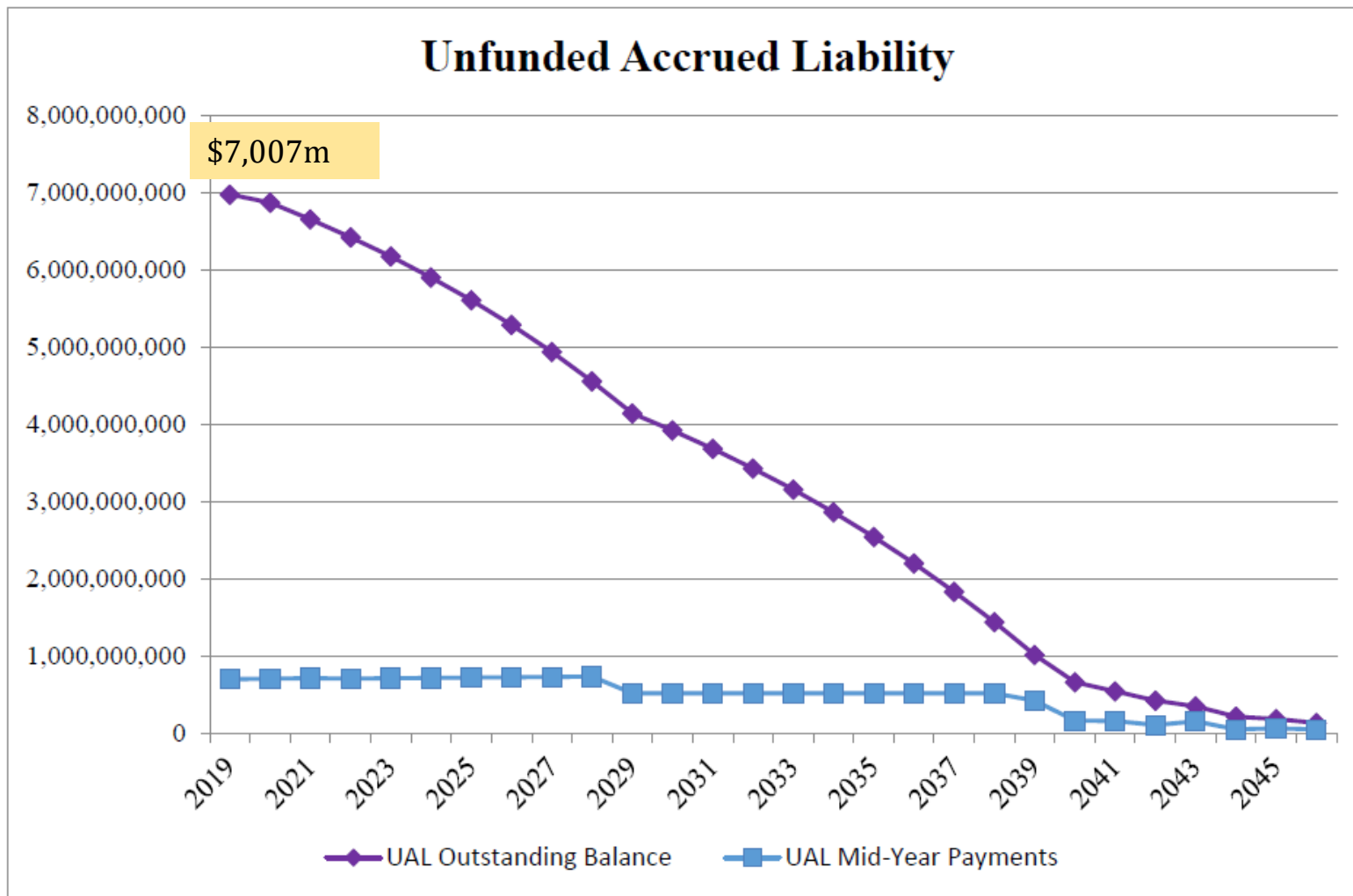
Schedule 18 — LSPRS

Investment Expenses





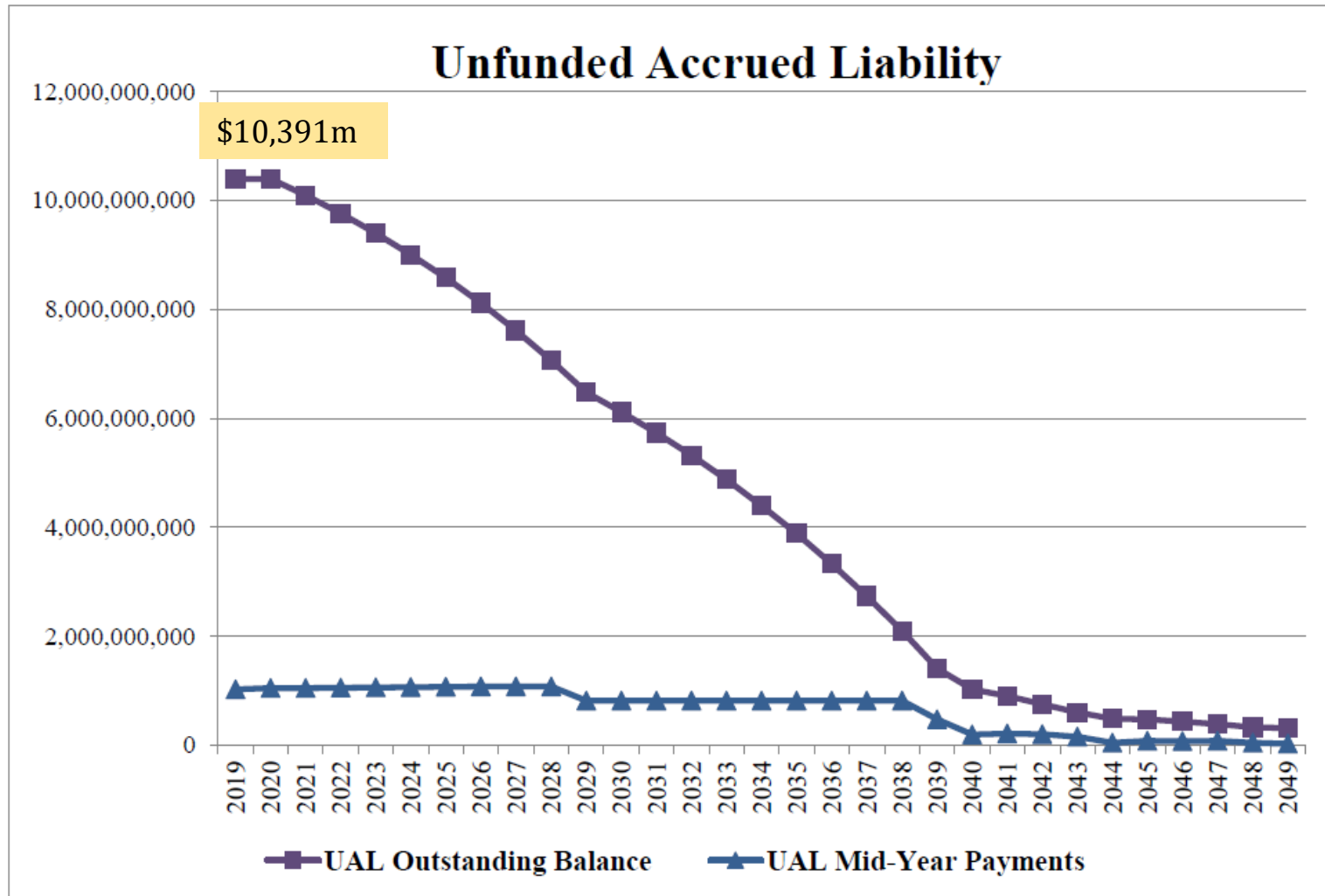
Louisiana State Employees' Retirement System



Source: LASERS actuarial valuation reports adopted by Public Retirement Systems' Actuarial Committee (PRSAC)



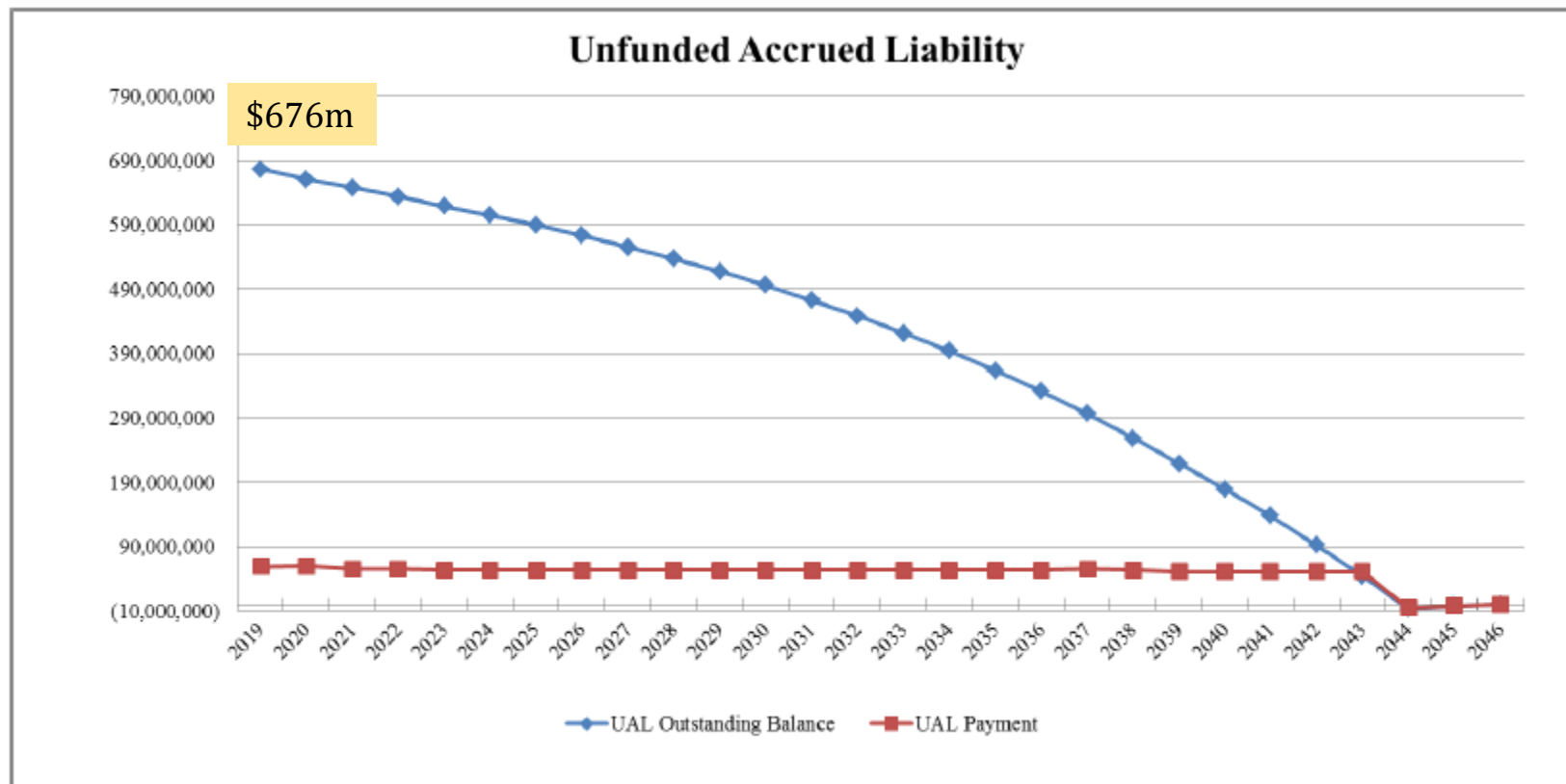
Teachers' Retirement System of Louisiana



Source: TRSL actuarial valuation reports adopted by Public Retirement Systems' Actuarial Committee (PRSAC)



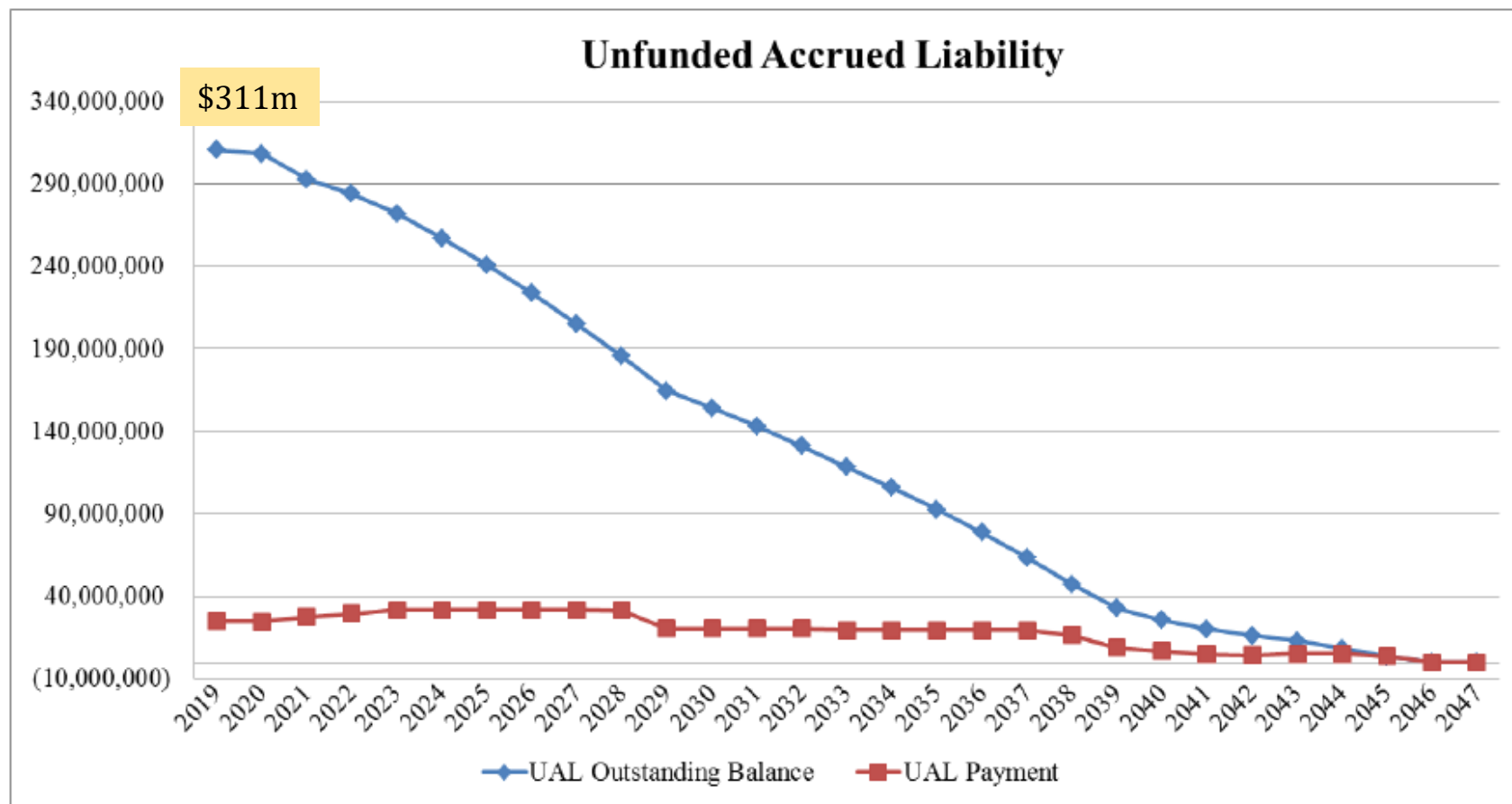
Louisiana School Employees' Retirement System



Source: LSERS actuary. LSERS used a 7% valuation interest rate in the 2019 valuation.



Louisiana State Police Retirement System

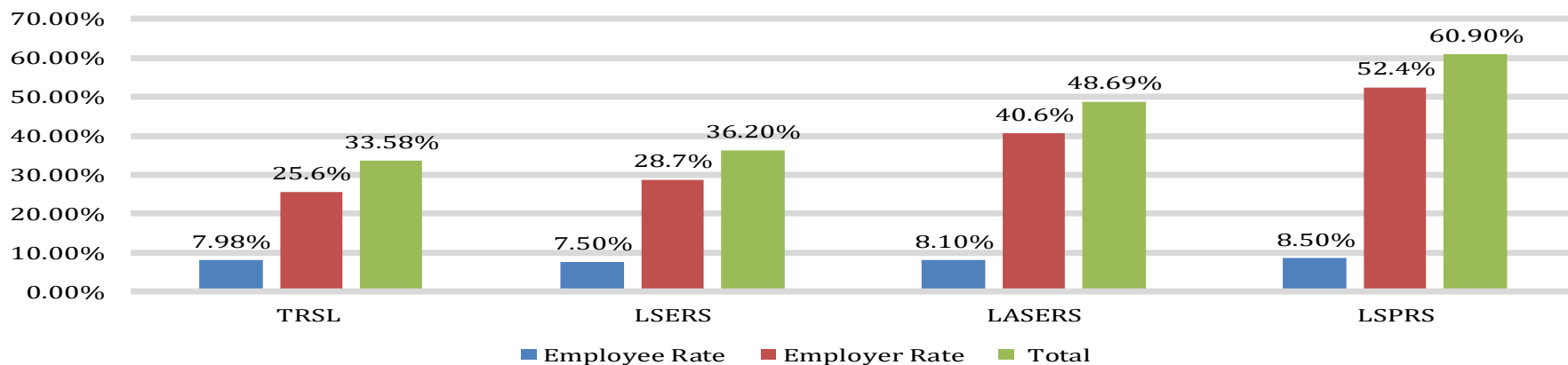


Source: LSPRS actuary. LSPRS used a 7% valuation interest rate in the 2019 valuation.

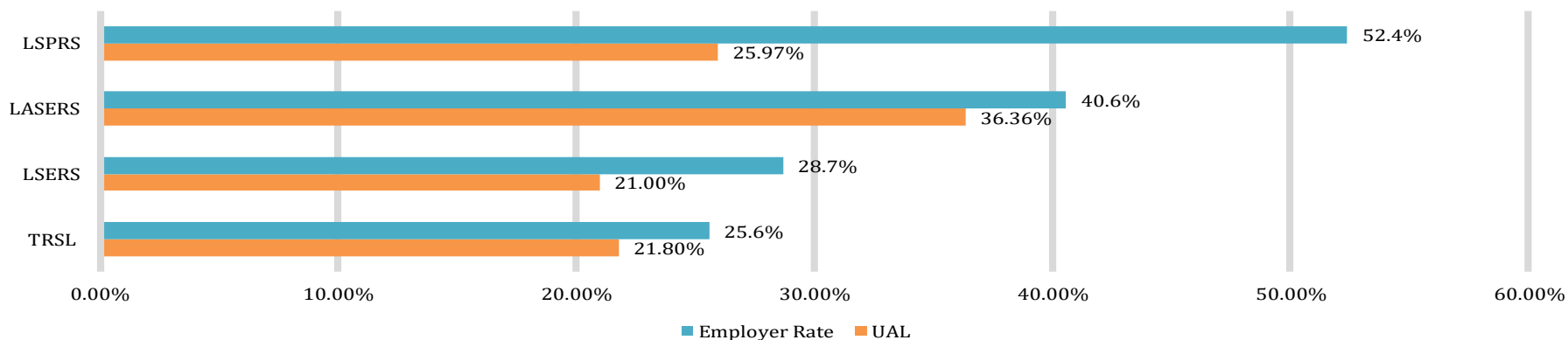


Schedule 18 — State Retirement Systems

Contribution Rate of Payroll



UAL % & Employer Contribution %



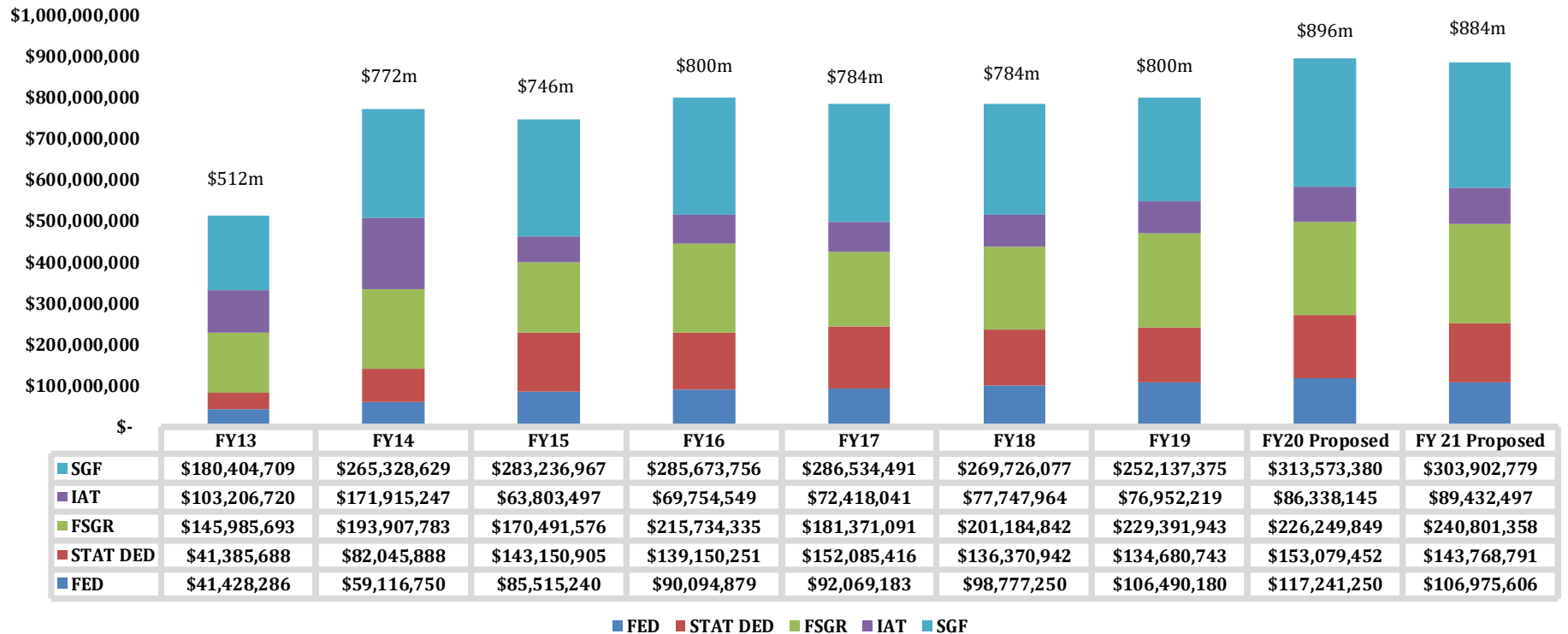
Source: Actuarial valuation reports adopted by Public Retirement Systems' Actuarial Committee (PRSAC)

Note: LSPRS employee contribution rate for employees hired after 12/31/2010 is 9.5%, prior to that is 8.5%. LSERS employee contribution rate for employees hired after 7/1/2010 is 8.0%, prior to that is 7.5%.



LASERS, TRSL & LSPRS RETIREMENT SYSTEMS

Unfunded Accrual Liability (UAL) Budget



Source: Division of Administration Office of Planning and Budget. UAL portion of the employer contribution from the budgeted state agencies.

Note: Actual collection in LASERS, TRSL and LSPRS are different from the budgeted amount.

Louisiana State Employees' Retirement System (LASERS)

Program Authorization: Const. Art. 10, Section 29; R.S. 11:401 et seq.

Agency Description

LASERS is a public trust fund created in 1946 to provide retirement allowances and other benefits for state officers, employees and their beneficiaries.

FY 2020-2021 Budget Summary

	<u>Prior Year</u>	<u>Existing</u>	<u>Proposed</u>	<u>Total</u>	
	<u>Actual</u>	<u>Operating</u>	<u>Operating</u>	<u>Proposed</u>	<u>%</u>
	<u>FY 18-19</u>	<u>FY 19-20</u>	<u>FY 20-21</u>	<u>Over/Under</u>	<u>Change</u>
				<u>Existing</u>	
Means of Financing:					
State General Fund by:					
Fees and Self-generated Revenues	\$ 50,573,136	\$ 56,259,000	\$ 56,610,100	\$ 351,100	0.6%
Total Means of Financing	\$ 50,573,136	\$ 56,259,000	\$ 56,610,100	\$ 351,100	0.6%
Expenditures & Request:					
Personnel Services	\$ 14,756,369	\$ 15,908,800	\$ 16,426,300	\$ 517,500	3.3%
Operating Expenses	3,060,942	3,495,200	3,359,800	(135,400)	-3.9%
Professional Services	520,327	627,000	577,000	(50,000)	-8.0%
Acquisitions & Major Repairs	201,629	228,000	247,000	19,000	8.3%
Total Administrative Expenses	\$ 18,539,267	\$ 20,259,000	\$ 20,610,100	\$ 351,100	1.7%
Investment Management Fees	\$ 32,033,869	\$ 36,000,000	\$ 36,000,000	\$ -	0.0%
Total Expenditures & Request:	\$ 50,573,136	\$ 56,259,000	\$ 56,610,100	\$ 351,100	0.6%
Authorized Full-Time Equivalents:					
Classified	125	125	125	0	0.0%
Unclassified	12	12	12	0	0.0%
Total FTEs	137	137	137	0	0.0%

Source of Funding

Funding for LASERS' operating budget comes from three (3) sources: employer contributions, employee contributions, and earnings from trust fund investments. LASERS had \$1.40 billion in revenues for the fiscal year ending June 30, 2019.

Major Changes From Existing Operating Budget: LASERS

\$	56,259,000	FY 19-20 Existing Operating Budget
\$	517,500	Personnel Services
\$	-	Travel
\$	(135,400)	Operating Services
\$	(50,000)	Professional Services
\$	19,000	Acquisitions
\$	-	Investment Management Fees
\$	351,100	Total Proposed Adjustments
\$	56,610,100	FY 20-21 Proposed Operating Budget

FY 2020-21 Budget Summary-LASERS

	<u>Prior Year</u> <u>Actual</u> <u>FY 18-19</u>	<u>Existing</u> <u>Operating</u> <u>Budget</u> <u>FY 19-20</u>	<u>Proposed</u> <u>Operating</u> <u>Budget</u> <u>FY 20-21</u>	<u>Total</u> <u>Proposed</u> <u>Over/Under</u> <u>Existing</u>	<u>%</u> <u>Change</u>
Expenditures & Request:					
Personnel Services					
Salaries (Staff)	\$ 9,745,449	\$ 10,290,800	\$ 10,647,200	\$ 356,400	3.5%
Overtime	21,205	11,500	16,000	4,500	39.1%
Termination/Temporary Wages	69,466	62,700	64,000	1,300	2.1%
Wages	81,704	99,000	102,300	3,300	3.3%
Other Compensation-Board Members	6,000	10,000	10,000	-	0.0%
Related Benefits	4,832,545	5,434,800	5,586,800	152,000	2.8%
Total Personnel Services	\$ 14,756,369	\$ 15,908,800	\$ 16,426,300	\$ 517,500	3.3%
Travel Expenses	\$ 177,582	\$ 181,000	\$ 181,000	\$ -	0.0%
Operating Expenses					
Computer Maintenance	\$ 458,148	\$ 644,000	\$ 450,000	\$ (194,000)	-30.1%
Building/Equipment/Vehicle Maint.	14,472	13,600	17,600	4,000	29.4%
Miscellaneous Operating Services	7,522	7,500	7,500	-	0.0%
Advertising/Public Relations	6,036	7,000	7,000	-	0.0%
Printing	104,478	120,000	120,000	-	0.0%
Insurance	92,789	100,000	100,000	-	0.0%
Rentals/Computer License Software	802,877	983,000	968,900	(14,100)	-1.4%
Building Rentals	700,171	706,000	706,000	-	0.0%
Dues and Subscriptions	61,291	59,100	60,000	900	1.5%
Bank Fees	4,415	30,000	30,000	-	0.0%
Mail, Delivery & Postage	259,969	205,000	275,000	70,000	34.1%
Telephone/Internet/Cable Services	127,882	153,700	149,000	(4,700)	-3.1%
Civil Service/CPTP/Local Training	79,194	105,300	102,800	(2,500)	-2.4%
Operating Supplies	164,116	180,000	185,000	5,000	2.8%
Total Operating Services	\$ 2,883,360	\$ 3,314,200	\$ 3,178,800	\$ (135,400)	-4.1%
Professional Services					
Accounting and Auditing	\$ 78,917	\$ 90,000	\$ 90,000	\$ -	0.0%
Professional Services Expenditures	89,530	172,000	142,000	(30,000)	-17.4%
Legal	80,330	90,000	20,000	(70,000)	-77.8%
Medical/Disability	45,050	60,000	110,000	50,000	83.3%
Actuarial	226,500	215,000	215,000	-	0.0%
Total Professional Services	\$ 520,327	\$ 627,000	\$ 577,000	\$ (50,000)	-8.0%
Acquisitions	\$ 201,629	\$ 228,000	\$ 247,000	\$ 19,000	8.3%
Total Administrative Expenses	\$ 18,539,267	\$ 20,259,000	\$ 20,610,100	\$ 351,100	1.7%
Investment Expenses	\$ 32,033,869	\$ 36,000,000	\$ 36,000,000	\$ -	0.0%
Total Expenditures & Request:	\$ 50,573,136	\$ 56,259,000	\$ 56,610,100	\$ 351,100	0.6%

Investment Management Fees: LASERS

Funding of Investment Expenses: Investment manager fees are treated as a direct offset to investment income. Senate Resolution No. 175 requires a quarterly report of the amount of funds invested, a listing of each investment and with whom, the annual returns and fees paid for services to the Senate Retirement Committee.

\$	9,262,000	Emerging Markets Investment Advisors
\$	1,060,000	Domestic Small Cap Investment Advisors
\$	545,000	International Large Cap Investment Advisors
\$	152,000	Domestic Large Cap Investment Advisors
\$	874,000	High Yield Fixed Income Investment Advisors
\$	3,211,000	International Small Cap Investment Advisors
\$	8,057,000	Global Multi Sector Fixed Income
\$	1,187,000	Investment Operational Expenses
\$	3,253,000	Emerging Market Debt
\$	1,440,000	Core Fixed Income Investment Advisors
\$	770,000	Investment Consultant
\$	<u>6,189,000</u>	Risk Parity
\$	<u><u>36,000,000</u></u>	Total Investment Management Fees

Multi-Year Project: LASERS

The LASERS Board of Trustees authorized a budget total of \$5.35 million for a multi-year project in FY 2013-14, FY 2015-16 and FY 2018-19 to upgrade and customize LASERS imaging system. The creation of web-based e-forms, which will enhance our members' ability to perform routine services online, is part of the customization. For the FY 2020-21 an additional \$686.2 thousand was approved to upgrade security for LASERS Employee Self-Service, Kofax and BizTalk. A brief description appears below:

Enterprise Content Management Project (ECM) - The imaging system, now known as Optimus, was upgraded from IBM's Content Manager for iSeries version 5.4 to Content Manager P8 in the Window's environment. The initial phase of the project was complete at the end of FY 2017-18. Customization continues for a mobile application, an enhanced Member Self-Service portal and web-based e-forms.

Upgrade Employee Self-Service Security, Kofax and BizTalk - Security of our members' data is of the utmost importance, especially as we continue to enhance our Self-Service portal encouraging our members to utilize the features available. Upgrading security for Employee Self-Service will lessen exposure for external penetration. Kofax, which scans and reads documents for input into Optimus, requires an upgrade for continued support and security updates beyond the third quarter of 2020. BizTalk, used for all of LASERS external and some internal interfaces, will reach end-of-life in early 2021 requiring an upgrade to ensure functionality and most current product security.

Multi-Year Project Budget

FY 2015-16 actual	\$ 145,770
FY 2016-17 actual	\$ 1,967,447
FY 2017-18 actual	\$ 1,650,345
FY 2018-19 actual	\$ 1,003,040
FY 2019-20 budget*	\$ 582,849
FY 2020-21 budget*	\$ 1,269,100

*The budgeted amount for FY 2019-20 is the remaining approved amount for the initial \$5.35 million multi-year project, expected to be complete during the FY 2019-20. Any funds remaining at the end of FY 2019-20 will be moved to FY 2020-21. The budgeted amount shown for FY 2020-21 includes \$686.2 thousand approved to upgrade Employee Self-Service security, Kofax and BizTalk.

Performance Information: LASERS

	<u>Actual</u> <u>6/30/2018</u>	<u>Actual</u> <u>6/30/2019</u>	<u>Projected</u> <u>6/30/2020</u>
Membership Census			
1) Retirees	52,726	53,013	53,300
2) Actives	39,293	39,533	39,600
3) DROP	1,398	1,354	1,300
Annual Benefits	\$1,317,635,325	\$1,300,064,580	n/av
Asset Valuation	\$12,360,520,632	\$12,520,853,360	n/av
Experience Account	\$11,241,902	\$11,824,506	n/av
Investment Yield			
Market Value	8.79%	3.76%	n/av
Actuarial Value	7.52%	5.18%	n/av
Unfunded Accrued Liability	\$6,743,119,532	\$7,006,758,935	n/av
Funded Ratio	64.7%	64.1%	n/av
Employee Contribution Rate	8.010%	8.020%	8.050%
Employer Contribution Rate (Aggregate)			
Normal Cost	3.9%	3.8%	3.3%
<u>UAL</u>	<u>34.0%</u>	<u>37.0%</u>	<u>37.3%</u>
Total	37.9%	40.8%	40.6%

n/av = not yet available

Teachers' Retirement System of Louisiana (TRSL)

Program Authorization: Const. Art. 10, Section 29; R.S. 11:701 et seq.

Agency Description

TRSL is a defined benefit pension plan, established by the state legislature on August 1, 1936, to provide retirement benefits for retired members and their beneficiaries.

FY 2020-2021 Budget Summary

	<u>Prior Year</u> <u>Actuals</u> <u>FY 18-19</u>	<u>Existing</u> <u>Operating</u> <u>Budget</u> <u>FY 19-20</u>	<u>Proposed</u> <u>Operating</u> <u>Budget</u> <u>FY 20-21</u>	<u>Total</u> <u>Proposed</u> <u>Over/Under</u> <u>Existing</u>	<u>%</u> <u>Change</u>
Expenditures & Request:					
Personnel Services	\$ 14,123,339	\$ 16,566,952	\$ 17,012,151	\$ 445,199	2.7%
Operating Expenses	2,201,893	2,694,000	2,655,000	(39,000)	(1.4%)
Professional Services	677,905	959,000	959,000	0	0.0%
Other Charges/Interagency Transfers	71,319	86,000	90,000	4,000	4.7%
Acquisitions & Major Repairs	336,899	340,000	340,000	0	0.0%
Total Administrative Expenses	17,411,355	20,645,952	21,056,151	410,199	2.0%
Investment Management Fees	38,095,469	44,000,000	42,000,000	(2,000,000)	(4.5%)
TOTAL EXPENDITURES & REQUEST	\$ 55,506,823	\$ 64,645,952	\$ 63,056,151	\$ (1,589,801)	(2.5%)

Authorized Full-Time Equivalents:

Classified	143	143	143	0	0.0%
Unclassified	<u>10</u>	<u>10</u>	<u>10</u>	<u>0</u>	<u>0.0%</u>
Total FTEs	153	153	153	0	0.0%

Major Changes from Existing Operating Budget: TRSL

\$	64,645,952	FY 19-20 Existing Operating Budget
\$	445,199	Personnel Services
\$	(13,000)	Travel
\$	(26,000)	Operating Services
	-	Supplies
	-	Professional Services
\$	10,000	Other Charges
\$	(6,000)	Interagency Transfers
	-	Acquisitions
\$	(2,000,000)	Investment Expenses
<u>\$</u>	<u>63,056,151</u>	FY 20-21 Proposed Operating Budget

FY 2020-2021 Budget Summary: TRSL

	<u>Prior Year</u> <u>Actuals</u> <u>FY 18-19</u>	<u>Existing</u> <u>Operating</u> <u>Budget</u> <u>FY 19-20</u>	<u>Proposed</u> <u>Operating</u> <u>Budget</u> <u>FY 20-21</u>	<u>Total</u> <u>Proposed</u> <u>Over/Under</u> <u>Existing</u>	<u>%</u> <u>Change</u>
Expenditures & Request:					
Personnel Services					
Salaries (staff)	\$9,414,984	\$10,766,769	\$11,025,045	\$258,276	2.4%
Overtime	7,247	50,000	50,000	0	0.0%
Termination/Temporary Wages	34,566	70,000	90,000	20,000	28.6%
Student labor	38,630	50,000	52,650	2,650	5.3%
Per Diem - Board Members	10,275	21,000	21,000	0	0.0%
Related benefits	4,617,637	<u>5,609,183</u>	<u>5,773,456</u>	<u>164,273</u>	<u>2.9%</u>
Total Personnel Services	\$14,123,339	\$16,566,952	\$17,012,151	\$445,199	2.7%
Travel Expenses	\$72,955	\$109,000	\$96,000	-\$13,000	-11.9%
Operating Expenses					
Advertising	\$5,177	\$9,500	\$10,000	\$500	5.3%
Printing	51,290	70,530	57,100	(13,430)	(19.0%)
Insurance	89,204	190,000	195,000	5,000	2.6%
Automotive repairs	1,050	4,000	4,000	0	0.0%
Maintenance - Equipment/Computer	462,323	577,800	573,600	(4,200)	(0.7%)
Rentals-building	830,369	834,000	834,000	0	0.0%
Rentals-equipment	82,818	89,000	89,000	0	0.0%
Rentals-data storage	89,021	83,000	83,300	300	0.4%
Dues and subscriptions	83,809	88,263	102,335	14,072	15.9%
Postage	267,555	428,715	400,473	(28,242)	(6.6%)
Telephone	66,024	88,000	88,000	0	0.0%
Bank Charges, Other Charges, Mail Svcs.	<u>37,819</u>	<u>52,192</u>	<u>52,192</u>	<u>0</u>	<u>0.0%</u>
Total Operating Services	\$2,066,459	\$2,515,000	\$2,489,000	(\$26,000)	(1.0%)
Supplies	\$62,480	\$70,000	\$70,000	\$0	0.0%
Professional Services					
Accounting and Auditing	\$110,486	\$123,000	\$128,500	\$5,500	4.5%
Management & Consulting	28,416	55,000	35,580	(19,420)	(35.3%)
Actuarial	187,820	230,720	230,720	0	0.0%
Legal	18,568	92,780	102,500	9,720	10.5%
Medical	75,280	100,000	100,000	0	0.0%
Other Professional Services	<u>257,335</u>	<u>357,500</u>	<u>361,700</u>	<u>4,200</u>	<u>1.2%</u>
Total Professional Services	\$677,905	\$959,000	\$959,000	\$0	0.0%
Other Charges					
Educational Expense & Other	\$19,731	\$21,000	\$31,000	\$10,000	47.6%
Total Other Charges	\$19,731	\$21,000	\$31,000	\$10,000	47.6%
Interagency Transfers					
Department of Civil Service & Other	\$51,588	\$65,000	\$59,000	(\$6,000)	(9.2%)
Total Interagency Transfers	\$51,588	\$65,000	\$59,000	(\$6,000)	(9.2%)
Acquisitions	\$336,899	\$340,000	\$340,000	\$0	0.0%
Total Administrative Expenses	\$17,411,354	\$20,645,952	\$21,056,151	\$410,199	2.0%
Investment Expenses	\$38,095,469	\$44,000,000	\$42,000,000	(\$2,000,000)	(4.5%)
Total Expenditures & Request:	\$55,506,823	\$64,645,952	\$63,056,151	(\$1,589,801)	(2.5%)

Investment Management Fees: TRSL

Funding of Investment Expenses: Senate Resolution No.175 of the 2005 Regular Session requires a quarterly report of the amount of funds invested, a listing of each investment and with whom, the annual returns and fees paid for services to the Senate Retirement Committee.

Investment Custodian

\$ 390,000 BNY Mellon

Investment Advisors

\$ 15,065,000 Domestic Equity

\$ 10,080,000 International Equity

\$ 1,900,000 Domestic Fixed Income

\$ 5,587,474 Core Real Estate

\$ 1,700,000 Alternative Investment Manager

\$ 5,160,000 Global Fixed Income

\$ 1,020,000 Global REIT

\$ 772,526 Investment Consultants

\$ 325,000 Investment Monitoring & Compliance

\$ 42,000,000 **Total Investment Management Fees**

Performance Information: TRSL

	<u>Actual at</u> <u>6/30/2018</u>	<u>Actual at</u> <u>6/30/2019</u>	<u>Projected at</u> <u>6/30/2020</u>
Membership Census			
1) Retirees	78,423	79,647	n/av
2) Actives	85,045	85,998	n/av
3) DROP	2,420	2,462	n/av
4) Terminated Vested	7,211	7,574	n/av
Annual Benefits	\$ 1,986,400,248	\$ 2,033,557,103	n/av
Valuation Assets	\$ 20,319,561,584	\$ 21,183,177,985	n/av
Experience Account	\$ 85,129,775	\$ 91,497,197	n/av
Investment Yield			
Market Value	11.35%	5.95%	n/av
Actuarial Value	9.48%	7.48%	n/av
Unfunded Accrued Liability	\$ 10,552,318,323	\$ 10,390,968,872	n/av
Funded Ratio	65.8%	67.1%	n/av

Employee and Employer Contribution Rates

Fiscal Year	TRSL Sub-Plan	Employee Normal Cost (Set by Statute)	Employer Rate			
			Normal Cost	Admin Expense Rate*	Shared UAL	Total Employer Contribution**
18-19	K-12 Regular Plan	8.00%	4.4498%	0.45%	21.8%	26.7%
	Plan A	9.10%				
	Plan B	5.00%	3.2187%	0.45%	21.8%	25.5%
	Higher Ed Regular Plan	8.00%				
19-20	K-12 Regular Plan	8.00%	3.3595%	0.45%	22.2%	26.0%
	Plan A	9.10%				
	Plan B	5.00%	2.6418%	0.45%	22.2%	25.3%
	Higher Ed Regular Plan	8.00%				
20-21	K-12 Regular Plan	8.00%	3.5504%	0.39%	21.8%	25.8%
	Plan A	9.10%				
	Plan B	5.00%	2.7356%	0.39%	21.8%	25.0%
	Higher Ed Regular Plan	8.00%				

n/av = not available at this time

* Direct funding of administrative expenses, per Act 94 of 2016

** Rounded



LOUISIANA SCHOOL EMPLOYEES' RETIREMENT SYSTEM FY 2020-21 Proposed Budget Summary

BUDGET CATEGORY	PRIOR YEAR ACTUAL 2018-19	EXISTING BUDGET 2019-20	PROPOSED BUDGET 2020-21	PROPOSED OVER/ UNDER EXISTING	% Chg
PERSONNEL SERVICES					
Regular	\$ 2,024,720	\$ 2,130,057	\$ 2,144,621	\$ 14,564	1%
Termination Pay	19,992	60,611	62,527	1,916	3%
Board Compensation	6,150	7,350	7,350	-	0%
Related Benefits	973,267	1,141,209	1,149,886	8,677	1%
TOTAL PERSONNEL SERVICES	3,024,130	3,339,227	3,364,384	25,158	1%
# of Positions	31	30	29	(1)	-3%
TRAVEL EXPENSES	67,420	81,482	79,746	(1,737)	-2%
OPERATING SERVICES					
Advertising	1,071	530	730	200	38%
Printing	88,469	105,000	95,000	(10,000)	-10%
Insurance	35,656	37,500	40,000	2,500	7%
Automotive Repairs	1,150	1,000	1,200	200	20%
Equipment/Software Maintenance	84,090	87,708	82,559	(5,149)	-6%
Rental	10,527	12,350	12,365	15	0%
Dues	9,336	9,984	9,989	5	0%
Subscriptions	31,641	30,987	33,914	2,927	9%
Postage	37,940	35,200	35,000	(200)	-1%
Telephone & Internet	39,000	36,480	39,000	2,520	7%
Bank Charges	2,767	2,500	2,800	300	12%
Imaging	800	1,600	900	(700)	-44%
Legal	1,725	2,700	2,700	-	0%
Educational	7,415	13,344	8,640	(4,704)	-35%
Employee Hiring Cost	1,036	590	590	-	0%
Miscellaneous	(59)	250	250	-	0%
Computer Software	879	1,500	1,500	-	0%
Employee Benefits	3,653	4,500	4,500	-	0%
Inter-agency Transfers - Civil Service	9,942	11,000	11,000	-	0%
Property Maintenance	179,255	215,724	207,520	(8,204)	-4%
Supplies	15,184	19,810	17,235	(2,575)	-13%
TOTAL OPERATING EXPENSES	561,475	630,257	607,393	(24,601)	-4%
PROFESSIONAL SERVICES					
Accounting & Auditing	73,975	74,250	64,900	(9,350)	-13%
Medical	8,200	25,000	18,000	(7,000)	-28%
Actuarial	99,732	101,200	102,724	1,524	2%
Investigations	3,446	4,000	4,000	-	0%
Legal	17,146	50,000	45,000	(5,000)	-10%
Elections-Southwest	-	12,000	12,000	-	0%
Information Technology Consulting	4,790	40,000	30,000	(10,000)	-25%
Newsletter Publishing	4,350	4,500	4,500	-	0%
TOTAL PROFESSIONAL SERVICES	211,639	310,950	281,124	(29,826)	-10%
ACQUISITIONS/MAJOR REPAIRS	249,595	141,250	229,750	88,500	63%
TOTAL ADMINISTRATIVE EXPENSES	4,114,259	4,503,166	4,562,397	59,231	1%
INVESTMENT EXPENSES	6,057,221	7,200,000	7,200,000	-	0%
TOTAL LSERS OPERATING BUDGET	\$ 10,171,480	\$ 11,703,166	\$ 11,762,397	\$ 59,231	0.51%

Louisiana School Employees' Retirement System (LSERS)

Program Authorization: Const. Art. 10, Section 29; R.S. 11:1101 et seq.

Agency Description

LSERS is a public retirement system for non-instructional personnel of the Louisiana public school system and began full operation on July 1, 1947.

Budget Summary

	<u>Prior</u> <u>Year</u> <u>Actual</u> <u>FY 18-19</u>	<u>Existing</u> <u>Operating</u> <u>Budget</u> <u>FY 19-20</u>	<u>Proposed</u> <u>Operating</u> <u>Budget</u> <u>FY 20-21</u>	<u>Total</u> <u>Proposed</u> <u>Over/Under</u> <u>Existing</u>	<u>%</u> <u>Change</u>
Means of Finance:					
State General Fund by:					
Fees and Self-generated Revenues	\$ 10,171,480	\$ 11,703,166	\$ 11,762,397	\$ 59,231	0.51%
Total Means of Finance	\$ 10,171,480	\$ 11,703,166	\$ 11,762,397	\$ 1,531,687	0.51%
Expenditures & Request:					
Personnel Services	\$ 3,024,130	\$ 3,339,227	\$ 3,364,384	\$ 25,158	0.75%
Operating Expenses	628,895	711,739	687,139	\$ (24,601)	-3.46%
Professional Services	211,639	310,950	281,124	\$ (29,826)	-9.59%
Acquisitions & Major Repairs	249,595	141,250	229,750	\$ 88,500	62.65%
Investment Management Fees	6,057,221	7,200,000	7,200,000	\$ -	0.00%
Total Expenditures & Request:	\$ 10,171,480	\$ 11,703,166	\$ 11,762,397	\$ 59,231	0.51%
Authorized Full-Time Equivalents:					
Classified	27	26	25	(1)	-3.85%
Unclassified	4	4	4	-	0.00%
Total FTEs	31	30	29	(1)	-3.33%

Major Changes from Existing Operating Budget: LSERS

\$	11,703,166	FY 19-20 Existing Operating Budget
	16,480	Salary and Compensation
	(8,611)	LSERS Employer Contribution Rate Adjustment
	26,186	LASERS Employer Contribution Rate Adjustment
	19,193	TRSL Employer Contribution Rate Adjustment
	211	FICA, Medicare Tax, and Unemployment Ins.
	(444)	Group Insurance - Life
	(27,858)	Group Insurance - Health
	(1,737)	Travel
	(22,864)	Operating Services (excluding Travel)
	(29,826)	Professional Services
	88,500	Acquisitions/Major Repair
	-	Investment Expenses
\$	59,231	Total Proposed Adjustments
\$	11,762,397	FY 20-21 Proposed Operating Budget

Table of Organization: LSERS
(all are classified positions unless otherwise noted)

Number	Occupational Group	Budgeted Salary	Average Salary
2	Unclassified - Executive Administrative	\$ 327,517	\$ 163,758
1	Unclassified - Legal Counsel	\$ 117,008	\$ 117,008
1	Unclassified - Chief Investment Officer	\$ 128,737	\$ 128,737
1	Executive Management Officer	\$ 77,778	\$ 77,778
6	Accounting and Auditing	\$ 351,301	\$ 58,550
6	Retirement Benefits	\$ 369,198	\$ 61,533
4	General Administrative	\$ 201,531	\$ 50,383
1	Human Resources	\$ 71,774	\$ 71,774
5	Information Technology	\$ 376,757	\$ 75,351
2	Buildings/Maintenance	\$ 123,021	\$ 61,511
29	Total Positions	\$2,144,621	\$ 73,952

Professional Services: LSERS

Accounting & Auditing

\$ 64,900 Audit LSERS' records and financial statements

Medical

\$ 18,000 Examinations, evaluation, re-exams of disabled retirees

Legal

\$ 45,000 Litigation and tax-related matters

Other Professional Services

\$ 102,724 Fees for annual actuarial valuation
12,000 LSERS Board of Trustee elections
30,000 IT Consultant
4,500 Newsletter Publishing
4,000 Investigations on benefits made after death

\$ 281,124 **Total Professional Services**

Acquisitions & Major Repairs: LSERS

Acquisitions

\$	4,750	Office Furniture & Equipment Replacement as needed
	30,000	Computer Equipment Upgrades

Major Repair

195,000	Building Interior/Exterior Renovations
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\$	229,750	Total Acquisitions and Major Repairs
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Investment Management Fees: LSERS

\$	198,000	Custodian Bank - BNY Mellon
	202,000	Investment Consultant
	2,880,000	Equity Managers
	1,368,000	Fixed Income Managers
	2,552,000	Alternative Managers

\$	7,200,000	Total Investment Management Fees
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Performance Information: LSERS

	<u>Actual at</u> <u>6/30/2018</u>	<u>Actual at</u> <u>6/30/2019</u>	<u>Projected at</u> <u>6/30/2020</u>
Membership Census			
1) Retirees	13,482	13,648	
2) Actives	12,033	11,920	
3) DROP	631	605	
4) Terminated Vested	339	333	
5) Terminated Due a Refund	4,475	4,328	
Annual Benefits	171,928,421	176,378,784	
Asset Valuation	1,949,906,654	1,964,143,343	
Experience Account	\$ 4,911,217	\$ 5,174,949	
Investment Yield			
Market Value	6.41%	4.70%	
Actuarial Value	7.64%	5.37%	
Unfunded Accrued Liability*	\$ 664,343,734	\$ 676,307,996	n/av
Funded Ratio	74.59%	74.39%	n/av
Employee Contribution Rate **	7.5% / 8%	7.5% / 8%	7.5% / 8%
Employer Contribution Rate***	<u>FY 2018-19</u>	<u>FY 2019-20</u>	<u>FY 2020-21</u>
UAL	20.2%	21.7%	21.0%
Normal Cost	7.8%	7.7%	7.7%
Total	28.0%	29.4%	28.7%

n/av = not yet available

** UAL cannot be accurately predicted into future periods.*

*** New members on/after 7/1/2010 contribute 8%*

**** Employer Contribution Rate set by Public Employees' Retirement Systems Actuarial Committee. The employer contribution rates are the actuarially projected rates.*

Su, Mei

From: Kevin P. Reed <kreed@lsprs.org>
Sent: Sunday, May 24, 2020 6:35 PM
To: Su, Mei
Subject: Re: LSPRS FW: Revised Budget

Mei,

Thank you for bringing the discrepancy to my attention. With staff working remotely, we may have inadvertently used an earlier iteration of the budget.

We will revise the source documents sent to you, and resend reflecting the 3,629,000 and personnel related expenses being 598,500.

Thank you again for your keen eye and diligent focus.

See you Tuesday!

Kevin.

Kevin P. Reed
Executive Director
Louisiana State Police Retirement System
KReed@LSPRS.org

From: Su, Mei <sum@legis.la.gov>
Sent: Sunday, May 24, 2020 6:27:09 PM
To: Kevin P. Reed <kreed@lsprs.org>
Subject: FW: LSPRS FW: Revised Budget

FYI.

From: Su, Mei
Sent: Sunday, May 24, 2020 6:21 PM
To: Phillips-Hymel, Sherry <hymels@legis.la.gov>; Gascon, Raynel <gasconr@legis.la.gov>
Subject: LSPRS FW: Revised Budget
Importance: High

I did not get this document until a few minutes ago. It went to my old email address. Please note the total amount on this document is \$5000 more than the hand writing copy the agency sent to me earlier. Since all copies have been made for the meeting Tuesday, I don't know if the \$5000 difference is worth us to make additional change. I have talked to Director Kevin Reed about this and he is ok to resend a revised copy to match the \$3,629,000 total with personal services remains at \$598,500.

Mei

From: Gascon, Raynel <gasconr@legis.la.gov>
Sent: Sunday, May 24, 2020 6:03 PM
To: Su, Mei <sum@legis.la.gov>
Subject: FW: Revised Budget
Importance: High

From: Kimberly A. Gann <kgann@lsprs.org>
Sent: Friday, May 22, 2020 4:54 PM
To: Mei Su <Mei.Su@LA.GOV>; Phillips-Hymel, Sherry <hymels@legis.la.gov>; Gascon, Raynel <gasconr@legis.la.gov>
Cc: Kevin P. Reed <kreed@lsprs.org>
Subject: Revised Budget
Importance: High

Mei Su – Per your request I have attached the revised budget. I have also included the individuals that you requested we send a copy to as well as Kevin P. Reed. If you need additional information, please do not hesitate to reach out to us.
Thank you,

Kimberly A. Gann, Assistant Director
LA State Police Retirement System
9224 Jefferson Hwy, Baton Rouge La 70809
(225)295-8400, or Fax at (225)295-8408

Revised 5/22/20 Kevin Reed



Schedule 18 — LSPRS FY21 Proposed Budget

STATE POLICE RETIREMENT	Actual FY 19	EOB FY 20	Request FY 21	Total FY 21 Request Over / Under EOB	Request FY 21
Means of Finance (MOF):					
Fees & Self-generated Revenues	\$3,223,952	\$3,510,500	3,629,000 -\$3,574,000	118,500 +\$63,500	3,388% -1.81%
TOTAL MOF	\$3,223,952	\$3,510,500	\$3,574,000	\$63,500	3,388% -1.81%
Expenditures/Request:					
Personal Services	\$480,699	\$513,500	598,500 -\$543,500	85,000 -\$30,000	16.55% -5.84%
Operating Services	\$76,047	\$92,000	\$96,500	\$4,500	4.89%
Professional Services	\$321,883	\$299,000	\$326,500	\$27,500	9.20%
Acquisitions	\$3,524	\$6,000	\$7,500	\$1,500	25.00%
Total Administrative Expenses	\$882,153	\$910,500	\$974,000	\$63,500	13.01% 6.97%
Investment Fees	\$2,341,799	\$2,600,000	\$2,600,000	\$0	0.00%
TOTAL EXPENDITURES/REQUEST	\$3,223,952	\$3,510,500	\$3,574,000	\$63,500	3,388% 1.81%
Authorized Full-Time Equivalents:					
Classified	2	2	3	+1	50% -0.0%
Unclassified	2	2	2	0	0.0%
TOTAL FTEs	4	4	5	+1	25% -0.0%

3,269,000

Major Changes

Personal Services:

- —Sa Baseline Salaries increase \$14,540 or 4.28%
- —Rc New Hire Salaries \$37,960 or 100%
- Total Salaries increase \$52,500 or 15.44%
- Total Related Benefits increase \$32,500 or 19.12%

Professional Services:

- Legal fees increase \$18,000 or 56.3%
- IT consulting increase \$7,000 or 35%

Louisiana State Police Retirement System (LSPRS)

Program Authorization: Const. Art. 10, Section 29; R.S. 11:1301 et seq.

Agency Description

LSPRS is a qualified pension and retirement plan, established by the Louisiana Legislature in 1938 to provide retirement benefits for Louisiana state police officers and their beneficiaries.

Budget Summary

	<u>Prior Year</u>	<u>Existing</u>	<u>Proposed</u>	<u>Total</u>
	<u>Actuals</u>	<u>Operating</u>	<u>Operating</u>	<u>Proposed</u>
	<u>FY 18-19</u>	<u>Budget</u>	<u>Budget</u>	<u>Over/Under</u>
		<u>FY 19-20</u>	<u>FY 20-21</u>	<u>Existing</u>

Means of Financing:

State General Fund by:

<u>Fees and Self-generated Revenues</u>	\$ 3,223,952	\$ 3,510,500	\$ 3,634,000	\$ 123,500
Total Means of Financing	\$ 3,223,952	\$ 3,510,500	\$ 3,634,000	\$ 123,500

Expenditures & Request:

Personal Services	\$ 480,699	\$ 513,500	\$ 603,500	\$ 90,000
Operating Expenses	76,047	92,000	96,500	4,500
Professional Services	321,883	299,000	326,500	27,500
Other Charges	-	-	-	-
Acquisitions & Major Repairs	3,524	6,000	7,500	1,500
<u>Investment Management Fees</u>	<u>2,341,799</u>	<u>2,600,000</u>	<u>2,600,000</u>	<u>-</u>
Total Expenditures & Request:	\$ 3,223,952	\$ 3,510,500	\$ 3,634,000	\$ 123,500

Authorized Full-Time Equivalents:

Classified	2	3	3	0
<u>Unclassified</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>0</u>
Total FTEs	4	5	5	0

Source of Funding

Funding for LSPRS' operating budget comes from three (3) sources: employer contributions, employee contributions, and earnings from trust fund investments.

Major Changes from Existing Operating Budget: LSPRS

\$ 3,510,500	FY 19-20 Existing Operating Budget
\$ 90,000	Increase in Personal Services
\$ 3,000	Increase in Travel & Seminars
\$ 1,500	Increase in Other: Equipment rental
\$ 1,000	Increase in Dues & Subscriptions
\$ (4,000)	Decrease in Recruiting
\$ 3,000	Increase in Supplies
\$ 7,000	Increase in Computer Consultant Fess
\$ 18,000	Increase in Legal Fees
\$ 2,500	Increase in Actuarial Fees
\$ 1,500	Increase in Major Acquisitions
\$ 123,500	Total Proposed Adjustments
\$ 3,634,000	FY 20-21 Proposed Operating Budget

Table of Organization: LSPRS
(all are classified positions unless otherwise noted)

<u>Number</u>	<u>Occupational Group</u>	<u>Actual Salary</u>	<u>Average Salary</u>
2	Unclassified - Executive Administrative	\$ 260,800	130,400.00
2	Rate and Financial Analysis	\$ 88,209	44,104.40
1	<u>General Administrative</u>	<u>\$ 26,500</u>	<u>-</u>
5	Total Positions	\$ 375,509	75,101.76

Professional Services: LSPRS

Accounting & Auditing

- \$ 54,000 Licensed Certified Public Accountant to perform all internal accounting functions for LSPRS.
- \$ 14,000 Legislative Auditor or Licensed CPA to perform annual external audit for LSPRS.

Management Consulting

- \$ 130,000 Consultant to assist the Board of Trustees with investment manager monitoring and overall portfolio evaluation and management.
- \$ 27,000 Consultant to provide support for the LSPRS database and network.

Legal

- \$ 50,000 Attorney to provide legal services in conjunction with all system related matters and labor and tax issues as well as specific lawsuits.

Medical

- \$ 4,000 Physician charges - Examination of applicants for disability requirements.

Other Professional Services

- \$ 47,500 System Actuary - G.S.Curran & Company, LTD - Fees for annual valuation of LSPRS, compilation of data needed for valuation of reserves, and data needed at time of legislation.

\$ 326,500 Total Professional Services

Acquisitions & Major Repairs: LSPRS

\$ 7,500 Various smaller office acquisitions

\$ 7,500 Total Acquisitions and Major Repairs

Investment Management Fees: LSPRS

\$ 550,000 Global Fixed Income Investment Advisors

\$ 425,000 Large Cap Value Equity Investment Advisors

\$ 350,000 Large Cap Growth Equity Investment Advisors

\$ 375,000 Small Cap Growth Equity Investment Advisors

\$ 325,000 Small Cap Value Equity Investment Advisors

\$ 375,000 Alternative Investments

\$ 100,000 Investment Custodial - Global

\$ 100,000 Equity Index Advisors

\$ 2,600,000 Total Investment Management Fees

Performance Information: LSPRS

	<u>Actual at</u> <u>6/30/2018</u>	<u>Actual at</u> <u>6/30/2019</u>	<u>Projected at</u> <u>6/30/2020</u>
Membership Census			
1) Retirees	1,155	1,129	1,033
2) Actives	1,071	1,174	1,239
3) DROP	-	-	-
Annual Benefits	\$ 43,286,212	\$ 47,329,769	\$ 54,960,399
Asset Valuation	\$ 774,664,801	\$ 848,456,307	\$ 893,350,033
Experience Account	\$ 5,260,562	\$ 1,957,062	\$ 2,079,574
Investment Yield			
Market Value	14.62%	9.40%	4.12%
Actuarial Value	8.23%	8.22%	6.26%
Unfunded Accrued Liability*	\$ 287,782,158	\$ 292,799,239	\$ 310,622,407
Funded Ratio	72.91%	74.34%	74.19%
Employee Contribution Rate	8.500%	8.500%	8.500%
Employee Contribution Rate - New Hires after 12/31/2010	9.50%	9.50%	9.50%
Employer Contribution Rate**			
Normal Cost	26.43%	26.43%	26.43%
<u>UAL</u>	<u>17.57%</u>	<u>20.47%</u>	<u>25.97%</u>
Total	44.0%	46.9%	52.4%

* UAL cannot be accurately predicted into future periods.

** Employer Contribution Rate set by Public Employees' Retirement Systems
Actuarial Committee

n/ap = not applicable

n/av = not yet available

Budget Summary (LSPRS):

	<u>Prior Year</u> <u>Actuals</u> <u>FY 18-19</u>	<u>Existing</u> <u>Operating</u> <u>Budget</u> <u>FY 19-20</u>	<u>Proposed</u> <u>Operating</u> <u>Budget</u> <u>FY 20-21</u>	<u>Total</u> <u>Proposed</u> <u>Over/Under</u> <u>Existing</u>
Salaries - Regular	\$ 341,893	\$ 340,000	\$ 395,000	\$ 55,000
Board per diem & travel	\$ 2,242	3,500	3,500	\$ -
Salaries - Related Benefits	\$ 136,564	170,000	205,000	\$ 35,000
TOTAL PERSONAL SERVICES	\$ 480,699	\$ 513,500	\$ 603,500	\$ 90,000
Travel & Seminars	\$ 8,816	12,000	15,000	\$ 3,000
Insurance	\$ 4,113	5,000	5,000	\$ -
Maintenance & Repairs	\$ 18,592	20,000	20,000	\$ -
Other: Equipment Rental	\$ 7,568	6,500	8,000	\$ 1,500
Dues & Subscriptions	\$ 877	2,000	3,000	\$ 1,000
Postage	\$ 14,074	18,000	18,000	\$ -
Telephone	\$ 2,695	2,500	2,500	\$ -
Recruiting	\$ 1,162	4,000	-	\$ (4,000)
Miscellaneous	\$ 2,923	2,000	2,000	\$ -
Supplies	\$ 7,951	10,000	13,000	\$ 3,000
Utilities	\$ 7,276	10,000	10,000	\$ -
TOTAL OPERATING EXPENSES	\$ 76,047	\$ 92,000	\$ 96,500	\$ 4,500
Accounting Services	\$ 51,000	54,000	54,000	\$ -
Auditing Fees	\$ 9,935	14,000	14,000	\$ -
Investment Consultant	\$ 120,000	130,000	130,000	\$ -
Computer Consultant Fees	\$ 18,183	20,000	27,000	\$ 7,000
Legal Fees	\$ 73,172	32,000	50,000	\$ 18,000
Medical Examinations	\$ 1,814	4,000	4,000	\$ -
Actuarial Fees	\$ 47,779	45,000	47,500	\$ 2,500
TOTAL PROFESSIONAL SERVICES	\$ 321,883	\$ 299,000	\$ 326,500	\$ 27,500
<u>Major Acquisitions</u>	<u>\$ 3,524</u>	<u>\$ 6,000</u>	<u>\$ 7,500</u>	<u>\$ 1,500</u>
TOTAL ACQUISITIONS	\$ 3,524	\$ 6,000	\$ 7,500	\$ 1,500
Custodial Fees	\$ 87,231	\$ 100,000	\$ 100,000	\$ -
Investment Manager Fees	\$ 2,254,568	\$ 2,500,000	\$ 2,500,000	\$ -
TOTAL INVESTMENT MGMT FEES	\$ 2,341,799	\$ 2,600,000	\$ 2,600,000	\$ -
TOTAL OPERATING BUDGET	\$ 3,223,952	\$ 3,510,500	\$ 3,634,000	\$ 123,500

Notes on salaries (LSPRS):

<u>Employee</u>	<u>Title</u>	<u>Salary</u>	<u>Salary</u>	<u>%</u>
		<u>Prior Year 2018-19</u>	<u>Current 2019-20</u>	<u>Increase</u>
Irwin Felps, Jr.	Executive Director	160,000.00	-	-100%
Kevin Reed	Executive Director	-	160,000.00	0%
Kimberly Gann	Assistant Director	96,000.00	100,800.00	5%
Tausha Facundus	Benefits Analyst	49,712.00	51,708.80	4%
Shelly Sebastian	Administrative Assistant	28,635.00	-	-100%
Jordan Armstrong	Administrative Assistant		26,500.00	
Claire	Benefits Analyst		36,500.00	
		334,347.00	375,508.80	12%

<u>Related Benefits *</u>	<u>Related Benefits</u>	<u>Related Benefits</u>	<u>%</u>
	<u>Prior Year 2018-19</u>	<u>Current 2019-20</u>	<u>Increase</u>
	136,564.00	192,507.74	41%

* Related Benefits includes employer paid portions of health insurance, retirement benefits and payroll tax expense. There will be low percentage increases/decreases each year based on accruals, etc.



State of Louisiana
Louisiana Department of Health
Office of Management and Finance

March 24, 2020

The Honorable Bodi White
Louisiana State House of Representatives
Chairman, Joint Legislative Committee on the Budget
P. O. Box 44294
Baton Rouge, LA 70804

RE: LDH Request for April JLCB Agenda Item Pursuant to R.S.39:1615(J)

Dear Representative White:

The Louisiana Department of Health (LDH) requests that the following contract amendment be placed on the agenda for the Joint Legislative Committee on the Budget (JLCB) during its April meeting. LDH currently has a contract with Health Management Systems (HMS) and requests approval to extend this contract, in accordance with R.S. 39:1615(J).

THIRD PARTY LIABILITY SERVICES

This is a three year, statewide contract with the Bureau of Health Services Financing (BHSF) for assistance with identifying third parties who are liable to pay Medicaid services and recovery of applicable amounts. Pursuant to 42 CFR 433, Subpart D, BHSF is required to take reasonable measures to determine the legal liability of third parties, avoid payment of third party claims, and recover from liable third parties after Medicaid claims payment. HMS obtains information from all health insurance carriers, as required by R.S. 44:14 to identify liable third parties, maintain third party resource data file, pursue TPL recoveries of federally mandated pay and chase claims, and pursue TPL recoveries for claims paid and adjudicated prior to updates to the resource file denoting current and retroactive health insurance coverage.

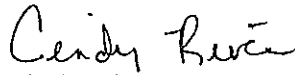
The current contract, which was executed on July 1, 2016, expires on June 30, 2020. LDH is procuring a contract through the Request for Proposal (RFP) process, which was approved to publish by the Office of State Procurement. The Department published the Third Party Liability (TPL) RFP on 3/20/2020. Unfortunately, the RFP process will not be complete before the current contract expires. Therefore, LDH seeks your committee's

Honorable Bodi White
March 24, 2020
Page 2

approval to amend the current HMS contract to extend contract period to June 30, 2021, to avoid the interruption of services.

Thank you for considering our request to have this contract extension included on your April agenda. I am enclosing a copy of the contract amendment, the revised Statement of Work, and Budget Form (BA-22) for your convenience. Should you have any questions, or need additional information, please do not hesitate to contact Shannon Duplessis at (225) 342-6917 or Shannon.Duplessis@la.gov.

Sincerely,

A handwritten signature in cursive script that reads "Cindy Rives".

Cindy Rives
Undersecretary

Enclosures

CR/tm

JLCB PRE-APPROVAL REQUEST FORM

AGENCY NAME: **LOUISIANA DEPARTMENT OF HEALTH**

Date Of Request March 9, 2020

CONTRACT NAME: HEALTH MANAGEMENT SYSTEMS, INC. (HMS)

PO Number: 2000199641

1. Justification for extension

LDH is requesting permission to exercise the contractual option for a one-year extension with Health Management Systems (HMS) for continued Third Party Liability services (TPL) for Medicaid Systems Modernization projects. The Centers for Medicare and Medicaid Services (CMS) require states to have Third Party Liability Services in order to receive enhanced federal funding under the Affordable Care Act and in order to comply with State Laws related to Coordination of Benefits (COB)/TPL.

Extension of the Contract will allow the State to continue to receive enhanced funds at the 75% Federal/25% State Financial Participation rate without interruption until the RFP for a new contract can be published and the contract awarded.

Failure to extend the contract could put enhanced Federal funding at risk. This could also cause interruption in recovery services which recover Medicaid funds from liable third parties while the RFP is developed. By Law, Medicaid is the payor of last resort and HMS performs their functions as required by 42 CFR 433 Subpart D.

2. Budget Authority

BA-22 See Attachment
Freeze Exemption See Attachment

3. Contract Amendment

CF-6 See Attachment
Statement of Work See Attachment

12 month Extension, for Amendment 4 (July 1, 2020 – June 30, 2021)

4. RFP Status and Timeline

The Third Party Liability (TPL) RFP Timeline:

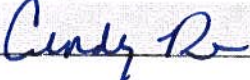
RFP posted in newspapers, LaPAC, LDH Website, Send Blackout Memo to LDH Staff.	March 20, 2020
Pre-proposal Conference	April 3, 2020
Deadline for receipt of Written Inquiries	April 17, 2020
Deadline for response to Written Inquiries	May 1, 2020
Deadline for receipt of vendor proposals	May 15, 2020
Presentation & Discussions	June 1, 2020 Tentative
Notice of Intent to Award Announcement	July 15, 2020 Tentative
14 Day Protest Period	July 15 - 29, 2020 Tentative
Contract execution on or about	August 17, 2020 Tentative

APPROVAL AND AUTHORITY TO PROCEED – ASSISTANT SECRETARY

Name	Date
	3/12/2020

Approved By: LDH Undersecretary

Date



**AMENDMENT TO
AGREEMENT BETWEEN STATE OF LOUISIANA
LOUISIANA DEPARTMENT OF HEALTH**

Amendment #: 4LAGOV#: 2000199641LDH #: 061200

(Regional/ Program/ Facility)	Medical Vendor Administration	
	Bureau of Health Services Financing	Original Contract Amount <u>\$ 7,650,000.00</u>
	AND	Original Contract Begin Date <u>07-01-2016</u>
	Health Management Systems, Inc.	Original Contract End Date <u>06-30-2019</u>
	Contractor Name	RFP Number: <u>3000005030-A3</u>

AMENDMENT PROVISIONS

Change Contract From: From Maximum Amount: \$10,080,000.00 Current Contract Term: 07/01/2019-6/30/20

FY 17 - \$2,550,000.00
FY 18 - \$2,550,000.00
FY 19 - \$2,550,000.00
FY 20 - \$2,430,000.00

Change Contract To: To Maximum Amount: \$13,080,000.00 Changed Contract Term: 7/01/2020-06/30/2021

FY 21 - \$3,000,000.00

Justifications for amendment:

LDH is exercising the contractual option for a one-year extension with HMS for continued Third Party Liability (TPL) services for recovery of Medicaid funds from liable third party parties required by The Centers for Medicare and Medicaid (CMS) in order to receive enhanced federal funding under the Affordable Care Act and in order to comply with State Laws related to COB/TPL, specifically the Deficit Reduction Act of 2005 (DRA of 2005).

This Amendment Becomes Effective: 07-01-2020

This amendment contains or has attached hereto all revised terms and conditions agreed upon by contracting parties.

IN WITNESS THEREOF, this amendment is signed and entered into on the date indicated below.

CONTRACTOR

Health Management Systems, Inc.

**STATE OF LOUISIANA
LOUISIANA DEPARTMENT OF HEALTH**

Secretary, Louisiana Department of Health or Designee

CONTRACTOR SIGNATURE _____ DATE _____

PRINT
NAME

CONTRACTOR
TITLE

SIGNATURE _____ DATE _____

NAME

TITLE

OFFICE

PROGRAM SIGNATURE

DATE

NAME

**AMENDMENT TO
AGREEMENT BETWEEN STATE OF LOUISIANA
LOUISIANA DEPARTMENT OF HEALTH**

Amendment #: 4LAGOV#: 2000199641LDH #: 061200

(Regional/ Program/ Facility)	<u>Medical Vendor Administration</u> <u>Bureau of Health Services Financing</u> AND <u>Health Management Systems, Inc.</u> <small>Contractor Name</small>	Original Contract Amount <u>\$ 7,650,000.00</u> Original Contract Begin Date <u>07-01-2016</u> Original Contract End Date <u>06-30-2019</u> RFP Number: <u>3000005030-A3</u>
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AMENDMENT PROVISIONS

Change Contract From: From Maximum Amount: \$10,080,000.00 Current Contract Term: 07/01/2019-6/30/20

FY 17 - \$2,550,000.00
 FY 18 - \$2,550,000.00
 FY 19 - \$2,550,000.00
 FY 20 - \$2,430,000.00

Change Contract To: To Maximum Amount: \$13,080,000.00 Changed Contract Term: 7/01/2020-06/30/2021

FY 21 - \$3,000,000.00

Justifications for amendment:

LDH is exercising the contractual option for a one-year extension with HMS for continued Third Party Liability (TPL) services for recovery of Medicaid funds from liable third party parties required by The Centers for Medicare and Medicaid (CMS) in order to receive enhanced federal funding under the Affordable Care Act and in order to comply with State Laws related to COB/TPL, specifically the Deficit Reduction Act of 2005 (DRA of 2005).

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CONTRACTOR

Health Management Systems, Inc.

**STATE OF LOUISIANA
LOUISIANA DEPARTMENT OF HEALTH**

Secretary, Louisiana Department of Health or Designee

CONTRACTOR SIGNATURE _____ DATE _____

PRINT
NAME _____

CONTRACTOR
TITLE _____

SIGNATURE _____ DATE _____

NAME _____

TITLE _____

OFFICE _____

PROGRAM SIGNATURE _____

DATE _____

NAME _____

SCOPE OF WORK

A. Project Overview

At a minimum, the Contractor will:

1. Develop and implement a collections process for seeking reimbursement from liable third party health insurance carriers or directly from Medicaid providers for medical services provided under Title XIX or Title XXI Medicaid for fee -for-service enrollees and Medicaid managed care members. Managed Care Organizations (MCOs) have three hundred sixty-five (365) calendar days from date of service to collect from liable third parties. The State has reserved the right to pursue collection as a “come behind” process after the three hundred sixty-five (365) calendar day time frame for the MCOs to collect has elapsed.
2. Including the following, develop and implement a cost avoidance process by which TPL is added to the resource file:
 - a. When Contractor has identified and verified third party coverage;
 - b. Prior to instructing providers to bill carriers; and
 - c. After the Contractor has billed carriers directly and received payment.
3. Augment the Fiscal Intermediary (FI)’s monthly Medicare recovery efforts.
4. Develop and annually implement a review process as approved by the Louisiana Department of Health (LDH or Department), which seeks reimbursement from Medicaid participating hospital providers and other non-hospital providers, as selected and approved by LDH, through which overpayments (i.e., credit balances) for medical services provided under Title XIX or Title XXI Medicaid for fee-for-service enrollees are identified and recovered.

B. Deliverables

The Contractor will complete deliverables in accordance with the requirements in this section.

Reporting

The Contractor shall work with the State and agree to the required timelines for delivery of all reporting functions. Although the State has indicated the reports that are required, the Contractor may suggest additional reports. The State also reserves the right to require additional reports beyond what is included in this document. All report formats must be approved by the State. Reports require State approval before being considered final.

Auditing

The Contractor shall perform audits throughout the course of their contract. The State will approve audit schedules and the mechanisms for which these will be completed.

Validation

The Contractor shall perform validations to ensure the State is being provided the highest quality of deliverables. The Contractor should suggest areas which require validation.

Monitoring

The Contractor shall monitor and evaluate the project progress and shall identify and report any deficiencies or issues needing to be resolved along with the recommended solutions in the form of project status reporting or other formats deemed necessary by the State. The Contractor shall meet with the State on a regular basis, as determined by mutual agreement between the State Contract Monitor and the Contractor.

1. General Requirements

This section identifies tasks the selected Contractor will perform, at a minimum, during the contract period. These tasks and associated deliverables will be the basis by which the Contractor’s performance will be measured.

The Contractor shall:

- a. Pursue third party liability (TPL) recoveries for federally mandated pay and chase claims which are paid by Medicaid without regard to known health insurance coverage.
- b. Pursue TPL recoveries for claims paid and adjudicated prior to updates to the resource file denoting current and retroactive health insurance coverage. If a Medicaid enrollee has multiple types of coverage, the Contractor shall prioritize the coverage and report the information to the Department in the following order:
 - i. Major medical or major medical without maternity coverage;
 - ii. Pharmacy coverage; and
 - iii. Dental only, vision only, cancer only, and other specialized types of coverage (reported only in the absence of major medical or pharmacy coverage).
- c. Obtain a monthly file from all health insurance carriers, as required by LA R.S. 44:14, and conduct a data match with the Louisiana Medicaid enrollee file to identify liable third parties to the Department for updating the Medicaid resource file:
 - i. Issue billings to carriers based on data match criteria in order to maximize recoveries;
 - ii. Initiate and maintain a comprehensive resource file review program for file maintenance of third party resource data in order to maximize cost avoidance;
 - iii. Process the nightly files delivered via Secure File Transfer Protocol (SFTP) from the Medicaid eligibility system containing information on Medicaid enrollees who are currently enrolled in private insurance or whose insurance enrollment status is unknown. The Contractor shall verify insurance coverage for these Medicaid enrollees within five (5) business days of receipt of the file delivered from the Medicaid eligibility system;
 - iv. Perform carrier code updates and consolidation; and
 - v. Perform cleanup of invalid scopes of coverage.
- d. Pursue follow-up on outstanding accounts receivables six (6) months after Contractor issues billings to carriers with the requirement of ninety percent (90%) resolution of claims within ninety (90) calendar days of six (6) month follow-up. For the purposes of B.1.d, resolution shall mean claims that have been closed on the accounts receivable. Ninety percent (90%) is defined as being calculated by the total number of claims resolved divided by the total number of claims billed.
- e. Within ninety (90) calendar days of contract execution, at a minimum, provide twenty-four (24) months of insurance data obtained through data match agreements with insurance carriers of Louisiana residents, searchable by social security number, for the Department to access via a web service call. The data specifications shall be determined in collaboration between the Department and the Contractor and shall be an on-going process throughout the life of the contract; however, the specifications must include the ability to access data real time.

Provide for secure, web-based access to claim information for all appropriate providers, within ninety (90) calendar days of contract execution, in order to fulfill requirements mandated by Act 517 (SB 33) of the 2008 Regular Legislative Session. Information on Act 517 will be made available in the procurement library. For each Medicaid reclamation claim paid by a health insurer, provide claim identifying information (control number, patient account number), comprehensive insurance billing data, payment information, and posting date of payment. The Contractor must provide electronic notification to providers when payment updates are available and host data on a web server for a minimum of sixty (60) calendar days after notification to the provider. The Contractor must develop and implement a provider training curriculum and maintain an adequately staffed provider inquiry line Monday through Friday, 8am-5pm CT, excluding Louisiana state holidays. In addition, the Contractor must provide for submission of online extension requests for claims for which the provider must bill and must provide a module for providers to review the status of submitted inquiries with regard to recovery projects within the web portal.

- g. Provide for secure, web-based access to claims billed to carriers to include specific

data elements as determined by the Department in an agreed-upon format within two (2) weeks after the date of billing.

- h. Conduct an annual electronic data match with the Defense Enrollment Eligibility Reporting System (DEERS) in accordance with the date and file formatting required by DEERS. The DEERS online data system shall be used in conjunction with the annual file.
- i. Provide an electronic data file to the Department of Children & Family Services (DCFS) pursuant to an interagency agreement between LDH and DCFS in accordance with Act 578 of the 2008 Louisiana Legislature. Information on Act 578 will be made available in the procurement library.
- j. Perform a quarterly data match with support enforcement information system data as per the Centers for Medicare and Medicaid Services (CMS) regulations as specified by the Department.
- k. Perform identification and collection activities for commercial insurance within sixty (60) calendar days of the receipt of the Medicaid Adjudicated Claims History File data, as mandated by Federal Regulation 42 CFR 433.139 Collection and Disposition of Recovered Funds.
- l. Develop and implement a review process for Medicaid participating **hospital providers and other non-hospital providers, as selected and approved by LDH**, for the purpose of annually identifying and recovering potential Medicaid overpayments by means of an amnesty process through provider self-reviews. ~~performing a combination of provider self-reviews, desk reviews and onsite reviews.~~

2. Programmatic Requirements

- a. Information provided by the Department to the Contractor shall include, but not be limited to the following:
 - i. Copies of the Medicaid enrollee file, the resource file, the provider file, and the adjudicated claims history file on, at a minimum, a monthly basis through the Department's FI.
 - ii. An SFTP file, on a quarterly basis, of the FI's Medicare monthly void/adjustment data.
 - iii. A TPL Carrier Code listing is available on the Louisiana Medicaid website.
 - iv. Access to support enforcement information system data in a format and medium determined by DCFS.
 - v. Access to Medicare recovery data will be coordinated by the Department to ensure non-duplication and timely filing assurance.
- b. The Department will monitor and measure the performance of the Contractor by:
 - i. Assuring that all state and federal regulations are promptly and appropriately implemented.
 - ii. Assuring that the recovered funds balance with the invoice, and authorizing the disposition of the associated funds which correspond to the appropriate Medicaid expenditures.
 - iii. Reviewing and ensuring the accuracy of invoices and authorizing invoice payment.
 - iv. Acting as coordinator between the Contractor and the FI.
 - v. Providing Louisiana Medicaid Management Information System (LMMIS) access to any and all files which the Department determines necessary for the fulfillment of contractual requirements.
 - vi. Providing copies on request of the Louisiana Title XIX State Plan, including amendments hereto as published, and copies of the administrative regulations, as necessary, under which the Louisiana Title XIX State Plan is to be operated.
 - vii. Furnishing, in writing, the name and title of each individual, with the scope of authority of such individual, authorized to act for the Department regarding this contract.
 - viii. Participating with the Contractor in developing a report delivery schedule listing the time and location of delivery of reports produced by the Contractor. Such schedule will be used to determine whether or not penalties for late reports are to be assessed.



- ix. Providing review for approval or rejection of any replacement of Contractor staff within forty-five (45) calendar days of notification to the Department of such proposed change. The Department may request any contractor personnel changes at any time that it deems necessary with regard to this contract.
 - x. Assuring that state personnel are available for consultation in the specifications of the awarded contract.
- c. The performance of the Contractor will be measured during the period of the contract by consideration of the following:
- i. Enhancement of recoveries and third party cost avoidance.
 - ii. Collection of identified potential accounts receivables or receipt of documentation refuting the corresponding claims.
 - iii. The Contractor shall act as the Department's agent in collecting data from carriers, at a minimum, on a monthly basis.
 - iv. The Contractor shall provide to the resource file, in a fixed-length record format to be delivered by LDH to the Contractor, adds and updates (changes and terminations to third party coverage) within thirty (30) calendar days from receipt of the information. Documentation of the adds and updates shall be maintained by the Contractor.
 - v. Progress of the Contractor along a pre-determined series of project management oriented milestones as defined in the work plan.
 - vi. Requirement and demonstration that the Contractor's proposed personnel are working on the project. Completion of annual **hospital and non-hospital** credit balance reviews for all Medicaid participating **hospital providers and other non-hospital** providers, as selected and approved by LDH. The contractor will pursue all overpayments through an amnesty process. A review is considered complete once all Medicaid provider overpayments associated with that review have been received and processed by the FI or the Department's designee.
 - vii. Collection of identified and verified provider overpayments.

3. Operations Requirements

a. Medicaid Recovery Process

- i. The Contractor shall provide identifying information via SFTP for recoupment of claims submitted to providers to bill carriers.
 - 1. The recoupment data shall include data elements identified below and shall be produced per the specifications furnished by the FI or the Department's designee.

- Enrollee First and Last Name	- Enrollee Medicaid Identification Number
- Claim Type	- Beginning Date of Service
- Provider Billed Amount	- Date(s) of Service
- Recoupment Amount	- MMIS or MCO Internal Control Number (ICN)
- Attending Provider Number	- Medicaid or MCO Paid Amount
	- Billing Provider Number

- 2. A recoupment data log shall be produced electronically in an Excel spreadsheet to include the data elements identified below:

- Enrollee First and Last Name	- Recoupment Date Identification Number
- Invoice Number	- Beginning Date of Service
- Ending Date of Service	- MMIS or MCO ICN
- Recoupment Amount	- Medicaid or MCO Paid Amount
- Report Totals	

- ii. The Contractor shall provide identifying information via SFTP for commercial insurance collections for disposition of funds recovered and adjustment of Medicaid claims.
 - 1. The adjustment data shall include data elements identified below and shall be produced per the specifications furnished by the FI or the Department's designee. NOTE: Excludes carrier overpayments (insurance policy obligation amounts in excess of Medicaid payment).

- Enrollee First and Last Name
- Enrollee Medicaid Identification Number
- Claim type
- Provider Billed Amount
- TPL Payment Amount
- Check Number
- Attending Provider Number
- Carrier Name
- MMIS or MCO ICN
- Date(s) of Service
- Medicaid or MCO Paid Amount
- Pay-In Voucher (PIV) Number
- Billing Provider Number

2. An adjustment data check log shall be produced electronically in an Excel spreadsheet to include data elements identified below:

- Invoice Number
- Name of Third Party Carrier
- Check Number
- Carrier Paid Amount
- Adjustment Data Identification Number
- PIV Number
- Check Date
- Report Totals

iv. Entire payments or additional payments for services and/or beneficiaries not billed by the Contractor, but included in checks for claims billed by the Contractor, shall be entered on a log produced to include data elements identified below:

- Check Number
- Check Date
- Amount Not Billed
- Remitter/Third Party Carrier Name
- Amount of Check Dispositioned

- Check copies and remittance pages reflecting the services and/or beneficiaries and research notations to assist with identifying beneficiaries shall be attached to the check log.
- The log with attachments shall be enclosed with each adjustment file. Adjustment reports shall be in an electronic format.

iv. The Contractor shall provide a file which includes all insurance adds and updates to the resource file for all identified third party coverage of Medicaid enrollees within thirty (30) days of receipt of third party payment.

1. The data file shall be produced electronically to include data elements identified below:

- Enrollee First and Last Name
- Enrollee Date of Birth
- Enrollee SSN
- Policy Number
- Beginning Date of Coverage
- Scope of Coverage
- Contractor’s Initiator Code
- Enrollee Medicaid Identification Number
- Policyholder Information
- Carrier Code
- Group Number
- Ending Date of Coverage
- Support Enforcement (SES) Initiator Code

- v. The Contractor shall review FI-generated updates, reject reports, and complete updates within five (5) business days.
- vi. The Contractor shall notify the Department of carrier code additions and/or updates.
- vii. The Contractor shall maintain a provider relations hotline with sufficient staff to fulfill the contract requirements related to Medicaid recovery Monday through Friday, 8am5pm CT, excluding Louisiana state holidays and weekends.

- b. Annual **Hospital and Non-Hospital** Credit Balance Reviews
 - i. The Contractor shall provide identifying information via SFTP for recoupment of claims submitted to providers to bill carriers.
 1. The recoupment data shall include data elements identified below and shall be produced per the specifications furnished by the FI or the Department's designee.

- Enrollee First and Last Name	- Enrollee Medicaid Identification Number
- Claim Type	- Date(s) of Service
- Date(s) of Payment	- MMIS or MCO Internal Control Number (ICN)
- Provider Billed Amount	- Medicaid or MCO Paid Amount
- Recoupment Amount	- Billing Provider Number
- Attending Provider Number	
 2. A recoupment data log shall be produced electronically in an Excel spreadsheet to include data elements identified below:

- Invoice Number	- Recoupment Data Identification Number
- Enrollee First and Last Name	- Beginning Date of Service
- Ending Date of Service	- MMIS or MCO Internal Control Number (ICN)
- Provider Billed Amount	- Medicaid or MCO Paid Amount
- Recoupment Amount	- Report Totals
 - ii. The Contractor shall maintain a provider relations hotline with sufficient staff to fulfill the contract requirements related to Medicaid provider overpayments Monday through Friday, 8am-5pm CT, excluding Louisiana state holidays and weekends.
- c. Verified Cost Avoidance Records / File Maintenance
 - i. The Contractor shall complete all insurance add/update requests from LDH, managed care organizations, providers, and members as follows:
 1. Emergency – policies termed within four (4) business hours (For purposes of this contract, emergency is defined as the inability of a enrollee to have a prescription filled because of incorrect third party insurance coverage on the resource file OR any emergency as determined by LDH).
 2. Non-emergency – verified add/update within five (5) business days.
 3. Insurance adds/updates shall contain the following:

- Enrollee First and Last Name	- Enrollee Medicaid Identification Number
- Enrollee SSN	- Enrollee Date of Birth
- Policyholder Information	- Carrier Code
- Policy Number	- Group Number
- Beginning Date of Coverage	- Ending Date of Coverage
- Scope of Coverage	- Contractor's Initiator Code
- SES Initiator Code	
 4. The Contractor shall submit a nightly electronic file to the FI or the Department's designee in the specified format with all verified insurance adds and updates. The data file shall, at a minimum, contain the following:

- Enrollee First and Last Name	- Enrollee Medicaid Identification Number
- Enrollee SSN	- Enrollee Date of Birth
- Policyholder Information	- Carrier Code
- Policy Number	- Group Number
- Beginning Date of Coverage	- Ending Date of Coverage
- Scope of Coverage	- Contractor's Initiator Code
- SES Initiator Code	
 5. The Contractor shall review FI-generated updates reject reports and complete updates within five (5) business days.

6. The Contractor shall re-verify all policies on the resource file, at a minimum, on a quarterly basis through June 30, 2018. Effective July 1, 2018, the Contractor shall no longer be required to perform a quarterly reverification of all policies.

7. The Contractor shall perform the following tasks to update, add, and inactivate carrier information:

- Eliminate duplicate entries;
- Validate entries;
- Inactivate carrier codes of companies that have been acquired, merged or liquidated;
- Undertake a process prior to each carrier code consolidation that identifies all enrollees impacted by the change and crosswalk enrollees under the old code to the new carrier code;
- Inactivate carrier codes that are consolidated; and
- Request new carrier codes from the FI or the Department's designee, as necessary. All Blue Cross/Blue Shield carriers shall be coded with the host plan.

8. The Contractor shall maintain an appropriately-staffed call center/verification unit with sufficient staff to fulfill the contract requirements related to cost avoidance and file maintenance Monday through Friday, 8am-5pm CT excluding Louisiana state holidays and weekends.

9. HMS shall receive from LDH, SSA files to verify other insurance information one time per quarter. Information received from SSA files will be verified and returned on the nightly file within 45 business days of receipt

d. Medicare Recovery Process

- v. The Contractor shall maintain an appropriately-staffed call center/verification unit with sufficient staff to fulfill the contract requirements related to recovery services Monday through Friday, 8am-5pm CT excluding Louisiana state holidays and weekends.
- vi. Medicare recoveries shall be coordinated with the Department to ensure non-duplication and timely filing assurance.
- vii. An SFTP file of the FI's monthly Medicare void/adjustment data will be provided to the Contractor.
- viii. After receipt of the FI's monthly Medicare void/adjustment data, the Contractor shall prepare correspondence to providers advising them of the amount of Medicaid payments to be voided/adjusted. Correspondence should be mailed to the providers within five (5) business days of the receipt of the data from the FI or the Department's designee in order to allow timely claim submittal by the provider to the carrier. The project will close in thirty (30) calendar days and the Contractor shall submit a void file in an approved format identifying the claims from the Medicare project within fifteen (15) business days of the close of the project.
- ix. Within five (5) business days of notification from the FI or the Department's designee that the void file has processed, the Contractor shall prepare and submit data to LDH for manual recoupment of the claims which failed to void or adjust electronically. The Contractor shall be responsible for resolving and responding to provider inquiries and deleting the claims to be voided/adjusted if so indicated.

e. Deposit System

- i. The Contractor shall ensure that the liable third parties shall submit payment to LDH. Collections shall be handled through a Louisiana based bank security deposit system, such as a "lock box." (The Contractor is responsible to set up and pay for all costs associated with this security deposit system.) The bank shall transfer the deposits to a LDH fiscal account within twenty-four (24) hours of receipt. The bank shall provide images of all checks, remittance notices, and any other information sent by the third parties to LDH fiscal. The Contractor shall make copies of checks and remittance notices available to LDH upon request at no cost to the Department.
- ii. The Contractor shall provide a monthly detailed list of the checks transmitted to LDH fiscal by an electronic file, in the format specified by LDH fiscal, along with an electronic report in

an agreed-upon format. The LDH fiscal section will add a PIV number to the file and return the file to the Contractor. The Contractor is responsible for including the PIV number with the other related data in the adjustment file. Information contained on the file shall include but not be limited to:

- | | | |
|---------------------------|-------------------|----------------|
| -Total Amount per Deposit | - Date of Deposit | - Carrier Name |
| - PIV Number | - Check Number | |
| - Check Date | - Check Amount | |

f. Refunds

- i. The Contractor shall notify the Department of any refunds due carriers or providers when it has been determined that a carrier paid the claim or when a provider claim was voided/adjusted and a refund is due. Notification shall include, but not be limited to, the following data elements:

- | | |
|----------------------------------|---|
| - Enrollee First and Last Name | - Enrollee Medicaid Identification Number |
| - Carrier/Provider Name (Pay To) | - Carrier Mailing Address |
| - LDH Provider ID Number | - Refund Amount |
| - Original Check Amount | - Check Date |
| - Check Number | - MMIS or MCO ICN (of approved original claim) |
| - RA ICN (of voided claim) | - RA ICN (of approved original claim) |
| - Date of Service | - Reason for refund (with supporting documents) |

- ii. The Contractor shall assure that the refunded amount is credited on the next invoice submitted to the Department.

g. Follow-up Activities

- i. The Contractor shall be responsible for follow-up activities associated with identification and collection efforts.
- ii. Follow-up activities may involve, but are not limited to, resolution of coverage or referral to the Commissioner of Insurance in cases where a denial for timely filing or prior authorization is received from a carrier and is less than thirty-six (36) months from date of service.

h. Additional Contractor Requirements

- i. The Contractor shall provide for off-site storage and a remote back-up of operating instructions, procedures, reference files, system documentation, and operational files.

- ii. The data back-up policy and procedures shall include, but not be limited to:

1. Descriptions of the controls for back-up processing, including how frequently back-ups occur;
2. Documented back-up procedures;
3. The location of data that has been backed up (off-site and on-site, as applicable);
4. Identification and description of what is being backed up as part of the back-up plan;
5. A list of all back-up files to be stored at remote locations and the frequency with which these files are updated; and
6. Any change in back-up procedures in relation to the Contractor’s technology changes.

- iii. The Contractor shall provide, at its own expense, its own office space, furniture, equipment, and supplies. The Contractor is not required to locate its office space in the Baton Rouge area; however, the Department shall have the option to require contract performance facilities within East Baton Rouge parish or a contiguous parish if the Department determines at any time that the success of the contract is dependent on immediate and extensive access to the contract staff and resources.

- iv. The Contractor shall obtain prior written approval from the Department for all contract related correspondence including, but not limited to, letters, mass mailings, e-mailings, and call scripts for outbound calls or customer service centers. All proposed correspondence must be submitted via email to the

Department. The Department will only consider correspondence submitted from the Contractor, not subcontractors or vendors.

- v. The Contractor shall produce accurate reports and statistics in a format specified by the Department, and within the timeframe provided by the Department.
- vi. Monthly and Quarterly reports shall be delivered to LDH no later than 11 business days following the end of the month or end of the quarter being reported.
- vii. New reports requested by LDH shall be completed within 90 business days of LDH's request.
- viii. The Contractor shall respond to requests by the Department, state and/or federal auditors or the Centers for Medicare and Medicaid Services (CMS) by deadlines provided by the Department.
- ix. The Contractor shall turn over upon request, at no extra charge to the Department, copies of files and documentation including, but not limited to, manuals, operations manuals, and other documentation relating thereto that are essential to initiation and operation of the Medicaid program.
- x. The Contractor shall obtain and/or accept from the Department and/or FI documents and reports necessary in the performance of TPL functions.
- xi. The Contractor shall use no data or information provided to the Contractor by the Department or its FI (other than to satisfy the requirements of the contract) without the prior written consent of the Department.

4. Staffing Requirements and Qualifications

The Contractor shall:

- a. Maintain an adequate organizational structure and staffing level with sufficient experience to discharge the Contractor's responsibilities and provide this information in writing when requested by the Department.
- b. Maintain an adequate liaison with the Department in connection with contractual responsibilities. Liaison shall be fostered by meetings as needed between the Department and the Contractor. Any request for information from the FI or the Department's designee which is necessary to perform contract-related activities shall be made to the Contract Monitor.
- c. Notify the Department in writing of persons authorized to act on behalf of the Contractor.
- d. Maintain an appropriate level of staff to accomplish the performance requirements of the contract.
- e. Assume complete responsibility for staff training and the cost and timely accomplishment of all contractual responsibilities.
- f. Cooperate fully with any contractors, consultants, or other parties that may be engaged by the Department. Permit access by any other parties, when requested in writing by the Department, to the Medicaid program files, procedures, and records which may be in the possession of or under the control of the Contractor.
- g. Assign a Project Manager dedicated to the day-to-day operations of recovery activities, who possesses a minimum of three (3) years project management experience working with a project of similar size and scope and a minimum of one (1) year working with Medicaid TPL.
 - i. The Project Manager shall take part in weekly conference calls with the Department. The weekly meeting times and days shall be established through mutual agreement between the Department and the Contractor.
 - ii. The Project Manager shall serve as liaison with Department personnel. At a minimum, the Project Manager shall be responsible for problem resolution, assuring that all contract employees are properly trained and supervised, and assuring that appropriate quality control procedures are in place.
 - iii. The Project Manager shall be responsible for review of reports, meetings with the Department, establishment of data match contracts with insurance carriers, establishment of overall procedures and management of the contract, daily depositing to the lock box, and

reconciliation of collections to Medicaid payments.

- h. Assign recoveries operational staff responsible for reviewing claims, requesting third party payments, processing collections, and collecting updates to existing coverage and termination of coverage.
- i. Assign a Project Manager dedicated to the day-to-day operations of **hospital and non-hospital** credit balance reviews, who possesses a minimum of three (3) years of direct **hospital and non-hospital** credit balance review management experience working with a project of similar size and scope and a minimum of one (1) year working with Medicaid TPL.
- i. The Project Manager shall take part in weekly conference calls with the Department. The weekly meeting times and days shall be established through mutual agreement between the Department and the Contractor.
- j. Assign operational staff to perform the credit balance reviews at a level sufficient to accomplish the performance requirements of the contract.
- k. Assign a Project Manager dedicated to the day-to-day operations of file maintenance and cost avoidance operations, who possesses a minimum of three (3) years file maintenance project management experience working with a project of similar size and scope and a minimum of one (1) year working with Medicaid TPL.
 - i. The Project Manager shall take part in weekly conference calls with the Department. The weekly meeting times and days shall be established through mutual agreement between the Department and the Contractor.
- l. Assign operational staff to perform the file maintenance and verification functions at a level sufficient to accomplish the performance requirements of the contract.
- m. Submit proposed personnel change requests, supervisory level and above, in writing to the Department forty-five (45) business days in advance of the proposed change. Contractor shall provide resumes of personnel proposed for consideration. No personnel change may be made without written approval by the Department. Immediate notification is required should any personnel with access to LDH systems be removed from the contract for any reason.

5. Record Keeping Requirements

- a. Invoices for recoveries may be submitted to the contract monitor for payment authorization after the Department has notified the Contractor that adjustments submitted by the Contractor have been processed successfully. The Department shall be notified within five (5) business days of any checks received in error and provided a list which contains the remitter, check number, check date, and check amount. A copy of the check and all documentation received with the check shall be attached.
- b. Contractor is responsible for providing minutes from all meetings as specified by the Department to the Department within five (5) business days.
- c. Contractor shall maintain copies of meeting minutes and copies should be made available per Department request, at no cost to the Department.

6. Reporting Requirements

The Department reserves the right to require any other reports as deemed necessary.

- a. Project Status Reports
 - i. The Contractor shall provide progress reports with respect to recovery activities, annual **hospital and non-hospital** credit balance reviews, and file maintenance cost avoidance activities including specified data elements as determined by the Department. Project status reports shall be prepared and submitted within an agreed-upon time frame between the Department and the Contractor.

b. Billing Reports

- i. The Contractor shall provide access to all billings to include specified data elements as determined by the Department in an agreed-upon format due within two (2) weeks after the date of billing.

c. Invoice Reports

- i. The Contractor shall produce the following adjustment reports which shall include specified data elements as determined by the Department in an agreed-upon format:
 - Recoveries
 - Carrier Overpayments
 - Refunds
 - Payment recouped by Carriers
 - Pay and Chase
 - Summary by Recovery Type
 - Summary of Recovery Subtotal by Carrier
 - Monthly Report by Claim Type
- ii. The Contractor shall produce the following recoupment reports which shall include specified data elements as determined by the Department in an agreed-upon format:
 1. Commercial Insurance Recoveries
 2. Provider Overpayment Recoveries
 3. Medicare Recoveries
 4. Refunds

d. Managed Care TPL Report

- i. The Contractor shall report the amount billed and collected for Medicaid enrollees in Managed Care Organizations.

e. Accounts Receivable Reports

- i. Project Accounts Receivable Reports
 1. Reports shall be submitted with the invoice. The identified potential accounts receivables shall be classified after a project as being:
 - Denied – an Explanation of Benefits (EOB) received from provider/carrier with a reason identifying that the claim in question was not the responsibility of a third party; or
 - Outstanding – neither payment nor documentation received refuting claim.
 2. The identified potential accounts receivables shall continue to be reported on a monthly report to provide an update to the status of each project. This report shall include, as required, six (6) month follow-up activity. The Accounts Receivable Reports shall be submitted monthly for each project until at least ninety percent (90%) of claims have been classified as Collected or Denied.
- ii. Quarterly Accounts Receivable Reports
 1. A quarterly accounts receivable report shall be produced in accordance with the requirements of the Department.

f. Carrier Reports

- i. The Contractor shall submit a monthly carrier file report identifying all carriers submitting eligibility files to the Contractor, the date (mm/dd/yyyy) the file is received, the frequency of the submission of the files, and the status of outreach to those carriers that are not providing files.

g. File Maintenance Reports

The Contractor shall:

- i. Submit a monthly carrier code update report identifying those carrier codes that have been added and carrier codes that have been inactivated.

- ii. Submit a monthly carrier file report identifying all carriers submitting files to the Contractor, the frequency of the submission of the files, and the status of outreach to those carriers that are not providing files.
- iii. iv. Submit a monthly report identifying the date (mm/dd/yyyy) a carrier eligibility file is received, the name of the carrier, the date (mm/dd/yyyy) the carrier eligibility file is verified, and the date (mm/dd/yyyy) that the verified adds or updates are loaded to the resource file.

h. Recovery Reports

- i. The Contractor shall provide access to all billings to include specified data elements as determined by the Department in an agreed-upon format due within the time frame as determined by the Department.

7. Contingency Plan

- a. The Contractor, regardless of the architecture of its systems, shall develop and be continually ready to invoke a contingency plan to protect the availability, integrity, and security of data during unexpected failures or disasters (either natural or man-made) to continue essential application or system functions during or immediately following failures or disasters. Contingency plans shall include a disaster recovery plan (DRP) and a business continuity plan (BCP). A DRP is designed to recover systems, networks, workstations, applications, etc. in the event of a disaster. A BCP shall focus on restoring the operational function of the organization in the event of a disaster and includes items related to information technology, as well as operational items such as employee notification processes and the procurement of office supplies needed to do business in the emergency mode operational environment. The practice of including both the DRP and the BCP in the contingency planning process is a best practice.
- b. The Contractor shall have a contingency plan no later than thirty (30) business days from the date the contract is signed. At a minimum, the contingency plan shall address the following scenarios:
 - i. The central computer installation and resident software are destroyed or damaged;
 - ii. The system interruption or failure resulting from network, operating hardware, software, or operations errors compromise the integrity of transactions that are active in a live system at the time of the outage;
 - iii. System interruption or failure resulting from network, operating hardware, software, or operations errors compromise the integrity of data maintained in a live or archival system;
 - iv. System interruption or failure resulting from network, operating hardware, software, or operations errors does not compromise the integrity of transactions or data maintained in a live or archival system but does prevent access to the system, such as it causes unscheduled system unavailability;
- c. The contingency plan shall specify projected recovery times and data loss for mission-critical systems in the event of a declared disaster.
- d. The Contractor shall annually test its plan through simulated disasters and lower level failures in order to demonstrate to the Department that it can restore system functions. In the event the Contractor fails to demonstrate through these tests that it can restore system functions, the Contractor shall be required to submit a corrective action plan to the Department describing how the failure shall be resolved within ten (10) business days of the conclusion of the test.

8. Transition Plan

This section outlines the requirements of the Contractor during the hand-off to a successor Contractor at the end of the contract term or in the event of contract termination.

- a. The Contractor shall submit a transition/takeover plan which outlines the procedures and timelines to ensure continuity of services. The transition/takeover plan must be a comprehensive document detailing the proposed schedule, activities, and resource requirements associated with the transition tasks. The transition/takeover plan must be approved by the Department. In addition to the initial transition plan, an updated plan shall be provided to the Department upon the Department's request.
 - b. The transition/takeover plan must include procedures that shall, at a minimum, comply with the following stipulations:
 - i. Upon expiration of the contract term, or upon termination if terminated prior to expiration, all records, reports, worksheets, or any other pertinent materials related to the execution of the contract shall become the property of the Department. The Contractor must provide the Department with all data, documentation, or other pertinent information for the Department or a subsequent contractor to assume the operational activities successfully. This includes correspondence, documentation of ongoing issues, and other operational support documentation. The information must be supplied in media and format specified by the Department and according to the schedule approved by the Department.
 - ii. The Contractor shall transfer all data to the Department or a third party at the sole discretion of the Department and as directed by the Department. All transferred data must be compliant with HIPAA. All relevant data must be received and verified by the Department or the subsequent Contractor. If the Department determines that not all of the data was transferred to the Department or the subsequent Contractor, as required, or the data is not HIPAA compliant, the Department reserves the right to hire an independent contractor to assist the Department in obtaining and transferring all required data and to insure that all the data are HIPAA compliant. The reasonable cost of providing these services will be the responsibility of the Contractor.
 - iii. In the event of contract termination, the Contractor shall transfer all data and nonproprietary systems to the Department or new contractor within the agreed-upon time frame.
 - c. The transition/takeover plan must be adhered to within thirty (30) days of written notification of contract termination, unless other appropriate time frames have been mutually agreed upon by both the Contractor and the Department.
 - d. If the contract is not terminated by written notification as provided above, the Contractor shall propose a transition/takeover plan six (6) months prior to the end of the contract period, including extensions to such period. The plan shall address the possible transition of the records and information maintained to either the Department or a third party designated by the Department.
- 9. Additional Services**
- HMS agrees to allow unlimited access to HMS's product, Elli, by LDH Staff at no additional cost. (Addendum A).
- a.

C. Liquidated Damages

- 1. In the event the Contractor fails to meet the performance standards specified within the contract, the liquidated damages defined below may be assessed. If assessed, the liquidated damages will be used to reduce the State's payments to the Contractor or if the liquidated damages exceed amounts due from the State, the Contractor will be required to make cash payments for the amount in excess. The State may also delay the assessment of liquidated damages if it is in the best interest of the State to do so. The State may give notice to the Contractor of a failure to meet performance standards, but delay the assessment of liquidated damages in order to give the Contractor an opportunity to remedy the deficiency; if the Contractor subsequently fails to remedy the deficiency to the satisfaction of the State, the State may reassert the assessment of liquidated damages, even following contract termination.
- 2. The decision to impose liquidated damages may include consideration of some or all of the following factors:
 - a. The duration of the violation whether the violation (or one that is substantially similar) has previously occurred;
 - b. The Contractor's history of compliance;

- c. The severity of the violation and whether it imposes an immediate threat to the health or safety of the consumers; and
- d. The “good faith” exercised by the Contractor in attempting to stay in compliance.

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- 3. In the event the Contractor fails to perform as required, the Contractor shall pay the Department the specified amounts listed below as agreed liquidated damages. Liquidated damages assessed per quarter shall not exceed eight (8) percent of the contractor’s total quarterly contingency fee payment within the current SFY quarter.

4

REQUIREMENT	LIQUIDATED DAMAGES
Contractor shall submit reports in accordance with stated requirements, and/or as agreed upon during contract negotiations with LDH.	A twenty-five (\$25) dollar per business day charge to the Contractor may be imposed per each report for each day after the report due date until the report is received.
Contractor is responsible for providing minutes from all meetings as specified by the Department to the Department within five (5) business days.	A one hundred dollar (\$100) charge to the Contractor may be imposed for each occurrence in which minutes are not received by the Department within five (5) business days.
Contractor shall request approval to make changes of proposed key personnel to the Department.	A one hundred fifty dollar (\$150) per business day charge to the Contractor may be imposed for each day that a change in key personnel is made but not approved by the Department.
Project Manager(s) shall take part in weekly conference calls with the Department.	A one thousand dollar (\$1,000) charge to the Contractor may be imposed for each weekly meeting in which the Project Manager fails to participate without obtaining prior approval from the Department.
Contractor shall have, at a minimum, data match agreements with all health insurance carriers that have more than 1,000 covered lives in the State of Louisiana within ninety (90) calendar days of contract execution.	A one hundred dollar (\$100) per business day charge to the Contractor may be imposed for each data match agreement not obtained for each day beyond ninety (90) calendar days from contract effective date. This charge shall be waived if the Contractor provides sufficient documentation of efforts to obtain data match agreements but specific carriers remain unresponsive.
Contractor shall pursue follow-up on outstanding accounts receivables six (6) months after Contractor issues billings to carriers with the requirement of ninety (90) percent resolution of claims within ninety (90) days of six (6) month follow-up.	A three thousand dollar (\$3,000) charge to the Contractor may be imposed for each project that does not achieve a minimum of ninety percent (90%) resolution of claims within ninety (90) calendar days of six (6) month follow-up. For the purposes of this requirement, project is defined as all billings released in a given month. The liquidated damages will be assessed per project not meeting the performance requirement.
Contractor shall maintain an appropriately staffed call center with adequate staff available Monday through Friday, 8am-5pm CT excluding Louisiana state holidays and weekends.	A five thousand dollar (\$5,000) charge may be imposed for each day that the call center/ verification unit is not open and available to conduct business in accordance with requirements. A five hundred dollar (\$500) per hour charge may be imposed when the call center is not open and available to conduct business for more than two hours as required.

Contractor shall update the resource file by adding, terming, or updating insurance policy information as required.	Payment of fee to the Contractor may be withheld for recovery of Medicaid funds recouped as a result of insurance policy information not being updated as required. In addition, a two hundred seventy-five dollar (\$275) charge to the Contractor may be imposed for each addition, termination, or update of insurance policy information that is not completed as required.
Contractor shall complete annual reviews of every Medicaid hospital provider and other non-hospital provider, as selected and approved by LDH.	A five hundred dollar (\$500) charge to the Contractor may be imposed for each Medicaid hospital provider and other non-hospital provider review not completed as required.
Contractor shall submit a nightly electronic file to the FI or the Department's designee in the specified format with all verified insurance adds and updates.	A four hundred dollar (\$400) charge to the Contractor may be imposed for each day the nightly electronic file is not submitted as required.
Verified insurance coverage shall be uploaded within thirty (30) calendar days of the data matches. For the purpose of this requirement, data match is defined as policy match that has been identified between LDH Medicaid eligibility and carrier eligibility and as of the date that HMS has verified the policy.	A one thousand dollar (\$1,000) per day charge to the Contractor may be imposed per record per day for each day the record is not loaded within thirty (30) calendar days of the data match.

D. Fraud and Abuse

1. The Contractor shall have internal controls and policies and procedures in place that are designed to prevent, detect, and report known or suspected fraud and abuse activities.
2. Such policies and procedures must be in accordance with state and federal regulations. The Contractor shall have adequate staffing and resources to investigate incidents and develop and implement corrective action plans to assist the Contractor in preventing and detecting potential fraud and abuse activities.

E. Technical Requirements

The Contractor must maintain hardware and software compatible with current State requirements which are as follows:

1. For recovery activities, the Contractor shall own, lease or have access to computer facilities to be able to accept electronic data, bill health carriers electronically, data match electronically, and produce Medicaid adjustments and reports through Department designated electronic media;
2. The Contractor is responsible for procuring and maintaining hardware and software resources which are sufficient to successfully perform the services detailed in this Statement of Work and associated RFP;
3. The Contractor should adhere to state and federal regulations and guidelines as well as industry standards and best practices for systems or functions required to support the requirements of this Statement of Work and associated RFP;
4. Unless explicitly stated to the contrary, the Contractor is responsible for all expenses required to obtain access to the State systems or resources which are relevant to successful completion of the requirements of this Statement of Work and associated RFP. The Contractor is also responsible for expenses required for the State to obtain access to the Contractor's systems or resources which are relevant to the successful completion of the requirements of this Statement of Work and associated RFP. Such expenses are inclusive of hardware, software, network infrastructure and any licensing costs;
5. Any confidential information must be encrypted to FIPS 140-2 standards when at rest or in transit;

6. Contractor owned resources must be compliant with industry standard physical and procedural safeguards (NIST SP 800-114, NIST SP 800-66, NIST 800-53A, ISO 17788, etc.) for confidential information (HITECH, HIPAA Part 164);
7. Any Contractor use of flash drives or external hard drives for storage of LDH data must first receive written approval from the State and upon such approval shall adhere to FIPS 140-2 hardware level encryption standards; and
8. All Contractor utilized computers and devices must:
 - a. Be protected by industry standard virus protection software which is automatically updated on a regular schedule;
 - b. Have installed all security patches which are relevant to the applicable operating system and any other system software; and
 - c. Have encryption protection enabled at the Operating System level.

The Contractor must maintain hardware and software compatible with LDH requirements throughout the contract. The Contractor shall provide all supplies and equipment for Contractor staff.

F. Subcontracting

1. The State shall have a single prime Contractor as the result of any contract negotiation, and that prime Contractor shall be responsible for all deliverables specified in this Statement of Work and associated RFP. This general requirement notwithstanding, Contractor may enter into subcontractor arrangements; however, Contractor shall acknowledge total responsibility for the entire contract.
2. If the Contractor intends to subcontract for portions of the work, the Contractor should identify any subcontractor relationships and include specific designations of the tasks to be performed by the subcontractor. Information required of the Contractor under the terms of this Statement of Work and associated RFP shall also be required for each subcontractor. The prime Contractor shall be the single point of contact for all subcontract work.
3. Unless provided for in the contract with the State, the prime Contractor shall not contract with any other party for any of the services herein contracted without the express prior written approval of the State.
4. For subcontractor(s), before commencing work, the Contractor will provide letters of agreement, contracts, or other forms of commitment which demonstrate that all requirements pertaining to the Contractor will be satisfied by all subcontractors through the following:
 - a. The subcontractor(s) will provide a written commitment to accept all contract provisions; and
 - b. The subcontractor(s) will provide a written commitment to adhere to an established system of accounting and financial controls adequate to permit the effective administration of the contract.
5. The Contractor shall not contract with any other vendor under a business agreement for the furnishing of any good, product, or merchandise, or the supplying of any good or service required by the contract without the express prior written approval of the State. The Contractor shall not substitute any vendor under a business agreement without the prior written approval of the State. For vendor(s), before commencing work, the Contractor will provide letters of agreement, contracts or other forms of commitment which demonstrate that all requirements pertaining to the Contractor will be satisfied by all vendors through the following:
 - a. The vendor(s) will provide a written commitment to accept all contract provisions; and
 - b. The vendor(s) will provide a written commitment to adhere to an established system of accounting and financial controls adequate to permit the effective administration of the contract.
6. Any work or service by a subcontractor, or the selling, offering to sell, or the furnishing of a specific good, product, or merchandise of a part of the principal contract by a vendor, must be performed within the geographical confines of the continental United States, Alaska, Hawaii, or its territories, including Puerto Rico,

Guam, Virgin Islands of the United States, the Northern Marianas and American Samoa.

G. Compliance with Civil Rights Laws

1. The Contractor agrees to abide by the requirements of the following as applicable: Title VI and Title VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and the Americans with Disabilities Act of 1990.
2. Contractor agrees not to discriminate in the rendering of services to and/or employment of individuals because of race, color, religion, sex, sexual orientation, gender identity, age, national origin, veteran status, political affiliation, or disabilities. Any act of discrimination committed by Contractor, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this contract.

H. Insurance Requirements

Insurance shall be placed with insurers with an A.M. Best's rating of no less than A-: VI. This rating requirement shall be waived for Workers' Compensation coverage only. The Contractor shall purchase and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, its agents, representatives, employees or subcontractors.

1. Minimum Scope and Limits of Insurance

a. Workers' Compensation

Before any work is commenced, the contractor shall maintain during the life of this contract, Workers' Compensation insurance shall be in compliance with the Workers' Compensation laws of Louisiana and of the State of the Contractor's headquarters. Employers' Liability is included with a minimum limit of \$500,000 per accident/per disease/per employee.

b. Commercial General Liability

The contractor shall maintain during the life of the contract such Commercial General Liability insurance, including Personal and Advertising Injury Liability, shall have a minimum limit per occurrence of \$1,000,000 and a minimum general aggregate of \$2,000,000. The Insurance Services Office (ISO) Commercial General Liability occurrence coverage form CG 00 01 (current form approved for use in Louisiana), or equivalent, is to be used in the policy. Claims-made form is unacceptable.

c. Automobile Liability

The contractor shall maintain during the life of the contract such Automobile Liability Insurance shall have a minimum combined single limit per occurrence of \$1,000,000. ISO form number CA 00 01 (current form approved for use in Louisiana), or equivalent, is to be used in the policy. This insurance shall include third-party bodily injury and property damage liability for owned, hired and non-owned automobiles.

d. Professional Liability (Errors and Omissions)

The contractor shall maintain during the life of the contract such Professional Liability (Error & Omissions) insurance, which covers the professional errors, acts, or omissions of the Contractor, shall have a minimum limit of \$1,000,000. Claims-made coverage is acceptable. The date of the inception of the policy must be no later than the first date of the anticipated work under this contract. It shall provide coverage for the duration of this contract and shall have an expiration date no later than 30 calendar days after the anticipated completion of the contract. The policy shall provide an extended reporting period of not less than 24 months, with full reinstatement of limits, from the expiration date of the policy.

2. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and accepted by the State. The Contractor shall be responsible for all deductibles and self-insured retentions.

3. Other Insurance Provisions

The policies are to contain, or be endorsed to contain, the following provisions: a. General Liability and Automobile Liability Coverage

- i. The Department, its officers, agents, employees and volunteers shall be named as an additional insured as regards negligence by the Contractor. ISO Form CG 20 10 (current form approved for use in Louisiana), or equivalent, is to be used when applicable. The coverage shall contain no special limitations on the scope of protection afforded to the Department.
- ii. The Contractor's insurance shall be primary as respects the Department, its officers, agents, employees and volunteers. Any insurance or self-insurance maintained by the Department shall be excess and non-contributory of the Contractor's insurance. iii. The Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the policy limits.

b. Workers' Compensation and Employers' Liability Coverage

The insurer shall agree to waive all rights of subrogation against the Department, its officers, agents, employees and volunteers for losses arising from work performed by the Contractor for the Department.

c. All Coverage

- i. Coverage shall not be canceled, suspended, or voided by either party (the Contractor or the insurer) or reduced in coverage or in limits except after 30 calendar days written notice has been given to the Department. Ten-day written notice of cancellation is acceptable for non-payment of premium. Notifications shall comply with the standard cancellation provisions in the Contractor's policy.
- ii. Neither the acceptance of the completed work nor the payment thereof shall release the Contractor from the obligations of the insurance requirements or indemnification agreement.
- iii. The insurance companies issuing the policies shall have no recourse against the Department for payment of premiums or for assessments under any form of the policies.
- iv. Any failure of the Contractor to comply with reporting provisions of the policy shall not affect coverage provided to the Department, its officers, agents, employees and volunteers.

4. Acceptability of Insurers

All required insurance shall be provided by a company or companies lawfully authorized to do business in the jurisdiction in which the Project is located. Insurance shall be placed with insurers with an A.M. Best's rating of **A-: VI or higher**. This rating requirement may be waived for workers' compensation coverage only.

If at any time an insurer issuing any such policy does not meet the minimum A.M. Best rating, the Contractor shall obtain a policy with an insurer that meets the A.M. Best rating and shall submit another Certificate of Insurance as required in the contract.

5. Verification of Coverage

Contractor shall furnish the Department with Certificates of insurance reflecting proof of required coverage. The Certificates for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The Certificates are to be received and approved by the Department before work commences and upon any contract renewal thereafter.

In addition to the Certificates, Contractor shall submit the declarations page and the cancellation provision endorsement for each insurance policy. The Department reserves the right to request complete certified copies of all required insurance policies at any time.

Upon failure of the Contractor to furnish, deliver and maintain such insurance as

above provided, this contract, at the election of the Department, may be suspended, discontinued or terminated. Failure of the Contractor to purchase and/or maintain any required insurance shall not relieve the Contractor from any liability or indemnification under the contract.

6. Subcontractors

Contractor shall include all subcontractors as insured's under its policies OR shall be responsible for verifying and maintaining the Certificates provided by each subcontractor. Subcontractors shall be subject to all of the requirements stated herein. The Department reserves the right to request copies of subcontractor's Certificates at any time.

7. Workers' Compensation Indemnity

In the event Contractor is not required to provide or elects not to provide workers' compensation coverage, the parties hereby agree that Contractor, its owners, agents and employees will have no cause of action against, and will not assert a claim against, the State of Louisiana, its departments, agencies, agents and employees as an employer, whether pursuant to the Louisiana Workers' Compensation Act or otherwise, under any circumstance. The parties also hereby agree that the State of Louisiana, its departments, agencies, agents and employees shall in no circumstance be, or considered as, the employer or statutory employer of Contractor, its owners, agents and employees. The parties further agree that Contractor is a wholly independent Contractor and is exclusively responsible for its employees, owners, and agents. Contractor hereby agrees to protect, defend, indemnify and hold the State of Louisiana, its departments, agencies, agents and employees harmless from any such assertion or claim that may arise from the performance of this contract.

8. Indemnification/Hold Harmless Agreement

Neither party shall be liable for any delay or failure in performance beyond its control resulting from acts of God or force majeure. The parties shall use reasonable efforts to eliminate or minimize the effect of such events upon performance of their respective duties under Contract. *Contractor shall be fully liable for the actions of its agents, employees, partners or subcontractors and shall fully indemnify and hold harmless the State and its Authorized Users from suits, actions, damages and costs of every name and description relating to personal injury and damage to real or personal tangible property caused by Contractor, its agents, employees, partners or subcontractors, without limitation; provided, however, that the Contractor shall not indemnify for that portion of any claim, loss or damage arising hereunder due to the negligent act or failure to act of the State.*

If applicable, Contractor will indemnify, defend and hold the State and its Authorized Users harmless, without limitation, from and against any and all damages, expenses (including reasonable attorneys' fees), claims, judgments, liabilities and costs which may be finally assessed against the State in any action for infringement of a United States Letter Patent with respect to the Products furnished, or of any copyright, trademark, trade secret or intellectual property right, provided that the State shall give the Contractor: (i) prompt written notice of any action, claim or threat of infringement suit, or other suit, (ii) the opportunity to take over, settle or defend such action, claim or suit at Contractor's sole expense, and (iii) assistance in the defense of any such action at the expense of Contractor. Where a dispute or claim arises relative to a real or anticipated infringement, the State or its Authorized Users may require Contractor, at its sole expense, to submit such information and documentation, including formal patent attorney opinions, as the Commissioner of Administration shall require.

The Contractor shall not be obligated to indemnify that portion of a claim or dispute based upon: i) Authorized User's unauthorized modification or alteration of a Product, Material or Service; ii) Authorized User's use of the Product in combination with other products not furnished by Contractor; iii) Authorized User's use in other than the specified operating conditions and environment.

In addition to the foregoing, if the use of any item(s) or part(s) thereof shall be enjoined for any reason or if Contractor believes that it may be enjoined, Contractor shall have the right, at its own expense and sole discretion as the Authorized User's exclusive remedy to take action in the following order of precedence: (i) to procure for the State the right to continue using such item(s) or part (s) thereof, as applicable; (ii) to modify the component so that it becomes non-infringing equipment of at least equal quality and performance; or (iii) to

replace said item(s) or part(s) thereof, as applicable, with non-infringing components of at least equal quality and performance, or (iv) if none of the foregoing is commercially reasonable, then provide monetary compensation to the State up to the dollar amount of the Contract.

For all other claims against the Contractor where liability is not otherwise set forth in the Contract as being "without limitation", and regardless of the basis on which the claim is made, Contractor's liability for direct damages, shall be the greater of \$100,000, the dollar amount of the Contract, or two (2) times the charges rendered by the Contractor under the Contract. Unless otherwise specifically enumerated herein or in the work order mutually agreed between the parties, neither party shall be liable to the other for special, indirect or consequential damages, including lost data or records (unless the Contractor is required to back-up the data or records as part of the work plan), even if the party has been advised of the possibility of such damages. Neither party shall be liable for lost profits, lost revenue or lost institutional operating savings.

The State and Authorized User may, in addition to other remedies available to them at law or equity and upon notice to the Contractor, retain such monies from amounts due Contractor, or may proceed against the performance and payment bond, if any, as may be necessary to satisfy any claim for damages, penalties, costs and the like asserted by or against them.

I. Resources Available to Contractor

The State will have an assigned staff member who will be responsible for primary oversight of the contract. This individual will schedule meetings to discuss progress of activities and problems identified. Contractor may recommend additional State staff to be available during the contract.

J. Ownership of Proprietary Data and Work Product

1. Ownership. All non-third party software and source code, records, reports, documents and other material delivered or transmitted to Contractor by State shall remain the property of State, and shall be returned by Contractor to State, at Contractor's expense, at termination or expiration of this contract. All reports, documents, or other documentation prepared by Contractor exclusively for the State for this contract in connection with the performance of the services contracted for herein and specifically identified as a deliverable or included in the RFP as a report in the Section Reporting Requirements ("Work Product") shall become the property of State, and shall be returned by Contractor to State, at Contractor's expense, at termination or expiration of this contract. Other than the rights in the Work Product set forth above, the State shall have no rights, title, or any other interest in other Contractor work product, systems, processes, services or data which (a) are produced or used by Contractor or provided by Contractor to the State as part of or in the course of performing any work or services under this Contract, or (b) are conceived of or made during the term of this Contract; including but not limited to all inventions, improvements, computer programs, algorithms, code, edits, databases, discoveries, ideas, analyses, manuals, processes or process flows, policies, procedures, systems, reports, writings, documentation or materials, or other works made or conceived by Contractor. The State shall not attempt to reverse engineer, de-encrypt, disassemble, copy, or decompile any Contractor Intellectual Property (as defined below) or Work Product.

2. Contractor Intellectual Property.

a. Contractor provides, or in the future may provide, similar consulting services (including but not limited to cost avoidance, commercial insurance recovery services, disallowance, subrogation, health insurance premium payment, audit, and fraud, waste and abuse services) to other clients. Contractor is entitled to use the same information or data and apply the same ideas, inventions, and solutions that is created under this contract to its work for other clients so long as in performing work for Contractor's other clients, Contractor does not use or reveal any Confidential Information of the State (as defined in Section VI.A.1 of the RFP) or any third-party confidential information made available to Contractor by the State that Contractor did not have access to independent of this Contract.

b. For purposes of this Contract, "Contractor Intellectual Property" means proprietary information, templates, processes or process flows, methodologies, algorithms, source code, claim edits, policies, procedures, manuals, scenarios, systems, databases, inventions, patents, know-how and software that either (i) were licensed, created or owned by Contractor prior to the Effective Date of this Contract; or (ii) are subsequently licensed, created or owned by Contractor outside the scope of, and independent from, this Contract. Contractor Intellectual Property includes derivative works based upon improvements to any of the material described in 12.2.(B)(i) or 12.2.(B)(ii) above, provided that the derivative works or improvements shall not contain any Confidential Information of the State or any other information about or relating to the State.

c. As between the State and Contractor, Contractor shall retain sole and exclusive ownership of all right, title, and interest to Contractor Intellectual Property, and the State acknowledges and agrees that it does not now own, neither by virtue of this Contract nor the work or services rendered hereunder shall it acquire, any right, title, and interest in or to the Contractor Intellectual Property, and that all such right, title, and interest is and shall remain owned by Contractor. The State shall not attempt to reverse engineer, de-encrypt, disassemble, or decompile any Work Product or Contractor Intellectual Property.

d. To the extent Contractor Intellectual Property is necessary for the use of the Work Product to be provided under this Contract, Contractor grants to the State for the benefit of the State and its agents, successors and permitted assigns the irrevocable, non-exclusive, worldwide, royalty-free, paid-up right and license to use Contractor's Intellectual Property solely in connection with the State's permitted use of the Work Product for purposes of this Contract.

K. Contract Monitor

All work performed by the Contractor will be monitored by the contract monitor or designee:

Sheila Savoy
Lorna Flowers
Department of Health
Bureau of Health Services Financing/MMIS
Bienville Building
225-342-~~9076~~ 4841
628 North 4th Street, 6th Floor
Baton Rouge, LA 70802
sheila.savoy@la.gov Lorna.Flowers@La.Gov

L. Term of Contract

1. The contract shall commence on or near the date approximated in the Schedule of Events. The term of this contract shall be three (3) years. With all proper approvals and concurrence with the successful Contractor, the Department may also exercise an option to extend for up to twenty-four (24) additional months at the same rates, terms and conditions of the initial contract term. Prior to the extension of the contract beyond the initial thirty-six (36) month term, approval by the Joint Legislative Committee on the Budget (JLCB) or other approval authorized by law shall be obtained. Such written evidence of JLCB approval shall be submitted, along with the contract amendment to the Office of State Procurement (OSP) to extend contract terms beyond the initial three (3) year term.
2. No contract/amendment shall be valid, nor shall the state be bound by the contract/amendment, until it has first been executed by the head of the using agency, or his designee, and the Contractor and has been approved in writing by the OSP director. Total contract term, with extensions, shall not exceed five (5) years. The continuation of this contract is contingent upon the appropriation of funds by the legislature to fulfill the requirements of the contract.

3. No provider recovery projects (i.e., commercial insurance and Medicare) shall begin after January 1, 2020 without written Department approval.
4. Upon contract termination, except in the instance of Termination for Cause or Convenience, Contractor shall have an additional period of three (3) months to continue follow-up activities, as contemplated in Section B(3)g of this document, and collect payment on claims originally billed prior to contract expiration ("Run-Out period").

M. Payment Terms

1. Payment of invoices is subject to State approval. Continuation of payment is dependent upon available funding. The Contractor shall submit deliverables in accordance with established timelines and shall submit itemized invoices monthly or as defined in the contract terms.
2. The State will make every reasonable effort to make payments within thirty (30) business days of the approval of invoices and under a valid contract. Contractor will not be paid more than the maximum amount of the contract. Contractor shall submit a final invoice to the Department within fifteen (15) business days following the end of the run-out period.
3. **Performance Bond**
The successful proposer shall be required to provide a performance (surety) bond in the amount of its total proposal cost to insure the successful performance under the terms and conditions of the contract negotiated between the successful proposer and the Department. Any performance bond furnished shall be written by a surety or insurance company currently on the U.S. Department of the Treasury Financial Management Service list of approved bonding companies which is published annually in the *Federal Register*, or by a Louisiana domiciled insurance company with at least an A-rating in the latest printing of the A.M. Best's Key Rating Guide to write individual bonds up to 10 percent of policyholders' surplus as shown in the A.M. Best's Key Rating Guide or by an insurance company that is either domiciled in Louisiana or owned by Louisiana residents and is licensed to write surety bonds. No surety or insurance company shall write a performance bond which is in excess of the amount indicated as approved by the U.S. Department of the Treasury Financial Management Service list or by a Louisiana domiciled insurance company with an A-rating by A.M. Best up to a limit of 10 percent of policyholders' surplus as shown by A.M. Best; companies authorized by this Paragraph who are not on the treasury list shall not write a performance bond when the penalty exceeds 15 percent of its capital and surplus, such capital and surplus being the amount by which the company's assets exceed its liabilities as reflected by the most recent financial statements filed by the company with the Department of Insurance. In addition, any performance bond furnished shall be written by a surety or insurance company that is currently licensed to do business in the state of Louisiana.
4. Invoices may not be filed for less than one thousand dollars (\$1,000) with the exception of the last invoice which shall be for the final amount. Final invoice(s) shall be received within fifteen (15) business days following the end of the run-out period.
5. Invoices shall be in a hard copy format on Contractor letterhead as well as an electronic version to include specified data elements as determined by the Department.
6. **Recovery**
 - a. Contractor shall receive a contingency fee of 6.5% based on the amount of third party payments collected. Invoices shall be paid after Medicaid claims are successfully collected via adjustment, void, or negative balance transactions.
 - b. Contractor shall be responsible for adding or updating coverage, prior to invoicing the Department, for any recovery made on the behalf of the Department.
7. **Annual Hospital and Non-Hospital Credit Balance Reviews**
 - a. Contractor shall receive a contingency fee of 6.5% based on the amount of provider payments collected. Invoices shall be paid after Medicaid provider overpayments are successfully collected via adjustment, void, or negative balance transaction.

8. File Maintenance and Cost Avoidance

- a.** Contractor shall receive a monthly fee of ~~\$125,000~~ \$120,000 for maintenance of the resource file for all Medicaid enrollees beginning July 1, 2019.



STATE BOARD of ELEMENTARY and SECONDARY EDUCATION

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The Honorable Mack “Bodi” White, Chairman
Joint Legislative Committee on the Budget
P.O. Box 44294, Capitol Station
Baton Rouge, LA 70804

Re: Joint Legislative Committee on the Budget
State Superintendent Salary Confirmation

Dear Chairman White:

The Board of Elementary and Secondary Education (BESE) voted on May 20, 2020, to appoint Dr. Cade Brumley to the position of Louisiana State Superintendent of Education. Pursuant to R.S. 17:21, the BESE respectfully requests that the Joint Legislative Committee on the Budget (JLCB) approve the salary of the State Superintendent of Education.

The BESE established the base salary for the Superintendent at \$285,000, effective June 8, 2020. Superintendent Brumley shall receive a one-time stipend, in the amount of \$5,000, for moving expenses and will be provided the use of a state vehicle, as a personal assignment in the discharge of the duties of the Office of the State Superintendent, which shall include transportation to and from the workplace and home storage. In lieu of the use of a state vehicle, the State Superintendent may elect to receive reimbursement in accordance with the State's annual travel policy. Superintendent Brumley will not receive any additional benefits that deviate from the standard benefits available to all state employees.

Finally, beginning in August 2021 and annually thereafter, upon authorization of the Board President, as well as upon immediate subsequent notification to the Board, Superintendent Brumley is eligible to receive an annual three percent increase in compensation, contingent upon a positive evaluation, pursuant to procedures adopted by BESE.

Thank you in advance for consideration of this request. Please contact the BESE Office should you need any additional information.

Sincerely,

Sandy Holloway, President

c: The Honorable Vice Chairman Zeringue
State Superintendent Cade Brumley
Ms. Beth Scioneaux
Ms. Joan Hunt