

# **BRIDGEWAY WEEKLY MONITOR**

News Briefs from Human Resources

February 26, 2010



## **SURPRISE PARTY!**

A surprise retirement party was held Wednesday, February 24<sup>th</sup> for Nancy Lindsey. Nancy's co-workers surprised her with a party. Nancy has been employed with Bridgeway in Galesburg Residential for over 32 years! Nancy started at Bridgeway May 21, 1977. She will be truly missed by staff and consumers. Best luck on your retirement Nancy!

Pictured are Tom Colclasure and Nancy



## **OPEN HOUSE**

Bridgeway Training Services is proud to announce the "official" opening of our newest vocational center in Bloomington-Normal with the Ribbon Cutting and Open House ceremony to be held on **Tuesday March 2 from 11:00 A.M. – 1:00 P.M.** If you are in the Bloomington –Normal area please stop in and check us out and meet our "normal" staff Steve Dorsey, Anita Kerrick, and Tony Sheler who have been doing a

great job operating the center since August in managing our many janitorial and rest area contracts!

Our center is located at 310 Wylie Drive, Suite 464, Normal (in the former Crossroads Outlet Mall). Food and refreshments will be served. We hope to see you there to celebrate our newest location!

Rebecca Scheelk  
Vice President, Marketing and Sales  
Bridgeway Training Services



# Action Alert!

A recent change in Illinois law created an opportunity for citizens across the State to provide direct input into the FY11 budget. Governor Quinn has developed a [website devoted exclusively to allowing you to electronically submit your recommendations on the FY11 budget.](#)

From now through March 10, 2010, you can [visit this website and provide recommendations to the Governor and his Office of Management and Budget supporting community-based services and supports for persons with developmental-disabilities and/or mental illness.](#)

The Governor and his staff will review the recommendations posted on the website to assist them in determining the values and priorities of Illinois citizens and to provide the Governor further direction in developing the FY11 budget. ***We need our network of advocates for community-based services and supports for persons with developmental disabilities and/or mental illness to [post your recommendations on the website!](#)***

Although it is important for you to individualize your recommendations, we ask that you keep the following priorities of the community-based system in mind as you develop your own input:

The budget should raise the new revenue needed to continue funding community-based services and supports for persons with developmental disabilities and/or mental illness.

The budget must ensure community-based service providers are paid in a timely and consistent manner for the important services they provide.

No cuts to community-based services and supports - preserve funding at FY10 levels. Any cuts will lead to individuals losing services and staff and persons with disabilities losing jobs. In order to ensure we are projecting a positive, focused message, we offer some further recommendations for developing your comments:

Keep your message short and to the point

Reference the priorities we've outlined above

Be sure to include "community-based services and supports for persons with developmental disabilities and/or mental illness" in your comments

Avoid saying things you wouldn't say in normal conversation, such as name calling, personal attacks, etc.

We know that many individuals and organizations are eager to submit their recommendations on the FY11 budget, therefore we must ensure that we have maximum participation in this process and that we are projecting a strong, positive and focused message to the Governor and his staff.

Please take a few minutes today to become a part of the budget process [and submit your recommendations](#) in advance of Governor Quinn's budget address on March 10!

Please contact Josh Evans ([jevans@iarf.org](mailto:jevans@iarf.org)) with any questions.

You have received this message because you have subscribed to a mailing list of Illinois Association of Rehabilitation Facilities. If you do not wish to receive periodic emails from this source, please click below to unsubscribe.

## ONE YEAR SERVICE AWARDS

The following Bridgeway Inc. employees have reached a one-year milestone in February 2010. Each employee received a one-year service award pin and certificate. Congratulations to both employees on their accomplishment.

Katy Loibl, Nurse Kewanee – February 9, 2010

Drew Tingley, Employment Specialist Macomb – February 23, 2010

## CONGRATULATIONS!

Heidi Schulz, Residential Assistant in Pekin, has completed DSP training!



## HEALTHY EATING

To honor Black History Month Michelle Obama (a.k.a. Frances Hawthorne, Family Services) and her Secret Service Agent (a.k.a. Kevir Donnelly, Food Services Coordinator Creative Childhood) made an appearance at the Creative Childhood Center on Friday, Feb. 26<sup>th</sup>. Michelle brought a basket of fresh vegetables and fruits. Michelle read a book to the 3 & 4 year old class and talked to the class about Healthy Eating. The class sang a song to Michelle Obama. A photographer and a reporter from the Galesburg Register Mail were

there to take pictures and interview Mrs. Obama. A special thank you to Frances for all her time and effort that went into this program.

## BTS ACTIVITIES

*From: Tom Colclasure*

- The Data Entry Department will begin data entering Small Business Corporate Replacement Tax Returns and Partnership Replacement Tax Returns for the Illinois Department of Revenue. The quantity of data entry work being performed will be increasing substantially.
- The Spoon River Rest Area is scheduled to reopen on March 8, 2010. Since January, while it has been closed for repairs and renovation, we have been performing deep cleaning projects. Our janitorial crews will put the last “spit and polish” on the rest area during this coming week in preparation for its reopening.
- We are working with the Illinois Department of Human Services to implement an on-line data entry application for Medicare Part D Insurance Claim Remittances. This on-line data entry application will be more accessible to people with disabilities.

- The Galesburg workshop is training this week to perform a new and different electrical parts assembly job and just received notice today of yet another large electrical parts assembly job that will begin next week.
- The Illinois Department of Public Aid is moving to an on-line based data entry system. We are beginning testing for this new application at our Macomb data entry facility.
- A proposal was submitted to the Dixline Corporation to provide it with janitorial services. We are awaiting a response to the proposal.
- The number of IL-1040 mailings being processed continues to increase. The second shift is scheduled to begin on March 8, 2010. *Additional workers are still needed for the contract with the Illinois Department of Revenue to sort IL-1040 forms. Especially needed are workers for the 2<sup>nd</sup> shift. Please share with your family members and friends that we are taking applications at this time to recruit workers for the IL-1040 form mail sorting contract.*
- The Galesburg workshop continues to receive packaging orders to complete for the Dick Blick Company.
- The Kewanee workshop assembled 18,500 casket handle parts for the Dixline Corporation this week.

## **BRIDGEWAY INC. MONTHLY FINANCIAL REPORT** *From: Tim*

*Trinkle*

Attached you will find the following statements and reports for Bridgeway, Inc. for the month ended January 31, 2010:

1. Balance Sheet (Unaudited)
2. Profit and Loss Statement (Unaudited)
3. Accounts Receivable Summary (Within the report)
4. Accounts Payable Summary (Within the report)
5. Cash Flow Statement (Unaudited)

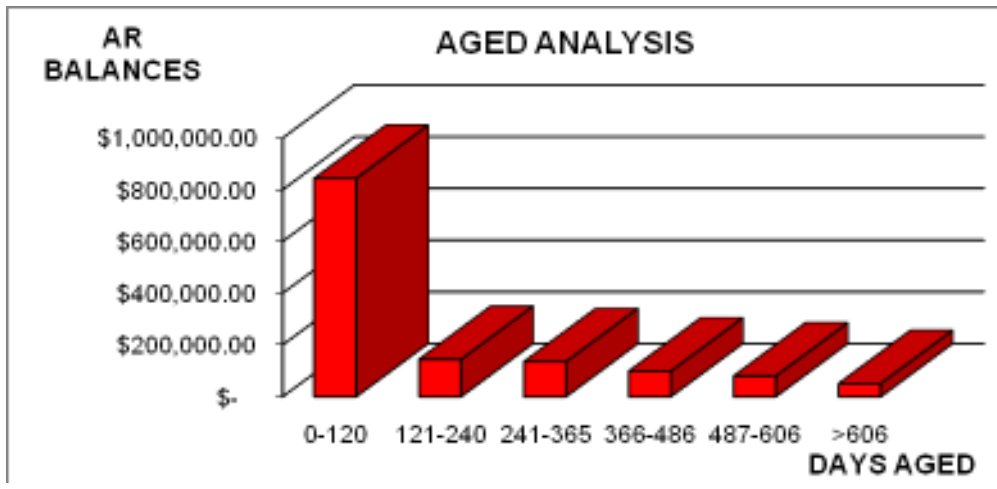
### **Balance Sheet**

#### **Cash Balance**

As of January 31, 2010 the checking account balances totaled \$1,730,354. This amount includes all outstanding checks and deposits in transit as of that date. The cash account balance as of February 25, 2010 totaled \$1,638,068.

#### **Accounts Receivable**

The accounts receivable (A/R) of \$1,834,565 represent funding primarily from the States of Illinois and Iowa. The total due from the State of Illinois at January 31, 2010 was \$1,201,340. Below is a graph that breaks down the A/R by the number of days outstanding and a detailed schedule at the end of this section that lists the A/R by agency. The Allowance for Charitable Write Offs is \$437,587. The balance in the allowance account is enough to cover the accounts receivable balances carried in the greater than 241 days categories.



Accounts Receivable	Account Description	AR Balance
<b>12100</b>	<b>State Funding AR</b>	
005	DCFS	\$ 222,375
010	DMH	\$ 13,038
015	DDD	\$ 268,753
020	DRS	\$ -
025	DASA	\$ 59,206
026	DASA MEDICAID	\$ 21,292
031	MRO	\$ 169,156
032	Non Medicaid	\$ 140,742
040	HFS	\$ 223,339
075	Magellan	\$ 6,333
076	Consultec	\$ 211,870
090	ILDept of Human Services (not MH/DDD)	\$ 5,508
999	None	\$ 1,456
<b>Total State Funding AR</b>		<b>\$ 1,343,069</b>
<b>12110</b>	<b>Client Family Payments</b>	
001	Self Pay	\$ 299,875
<b>Total Client Family Payments</b>		<b>\$ 299,875</b>
<b>12150</b>	<b>Private Insurance</b>	
035	Private Insurance	\$ 37,134
070	Iowa FFS	\$ 1,039
<b>Total Private Insurance</b>		<b>\$ 38,173</b>
<b>12200</b>	<b>Federal Funding AR</b>	
070	Iowa FFS	\$ -
080	Federal Funding	\$ 30,917
<b>Total Federal Funding AR</b>		<b>\$ 30,917</b>
<b>12210</b>	<b>Other Contracts</b>	
005	DCFS	\$ 5,649
010	DMH	\$ -
020	DRS	
058	Henderson County	\$ 4,393
999	None	\$ 14,537
<b>Total Other Contracts</b>		<b>\$ 24,579</b>
<b>12350</b>	<b>Iowa Local Government</b>	
070	Iowa FFS	\$ -
102	Des Moines County	\$ 4,114
103	Lee County	\$ 6,141
999	None	
<b>Total Iowa Local Government</b>		<b>\$ 10,255</b>
<b>12400</b>	<b>Courts</b>	
080	Federal Funding	

999	None	\$ 4,258
<b>Total Courts</b>		<b>\$ 4,258</b>
<b>12500</b>	<b>Grants</b>	
010	DMH	\$ -
015	DDD	\$ -
020	DRS	\$ 59,994
022	CHPS	\$ 23,445
<b>Total Grants</b>		<b>\$ 83,439</b>
<b>Total Accounts Receivable</b>		<b>\$ 1,834,565</b>

## Accounts Payable

For the month of January, we processed 415 invoices with 610 cost center/expense code lines of entry totaling \$1,451,051. The accounts payable balance of \$81,448 as of January 31, 2010 consists of Vendor Payables of \$23,313 (which were all paid by checks written on 02/04/2010 and 02/11/2010), A/P Refunds of \$13,187, A/P Audit accrual of \$44,890, and Other A/P of \$58.

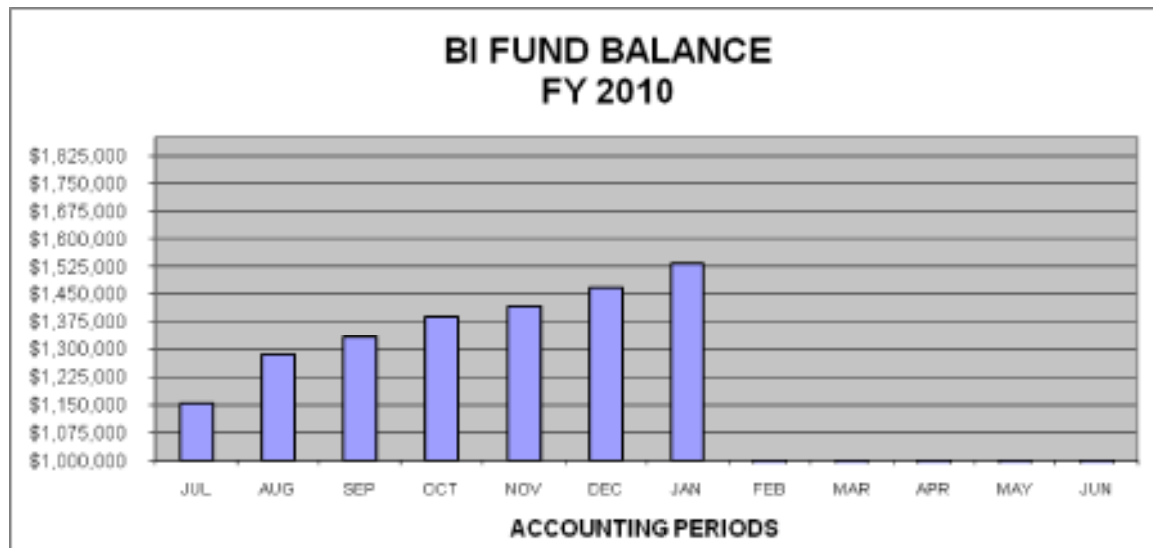
## Unearned Revenue

The balance of the unearned account is comprised of the following:

AGENCY	PROGRAM	21010
010	Comm Cons Support	\$ 1
010	Crisis	\$ 7
010	Supported Residential	\$ 11
010	Supervised Residential	\$ 45,743
010	Supervised Startup	\$ 17,202
010	Addl Supervised Resid	\$ 13,951
010	Psych Services	\$ 132,239
010	Juv Justice	\$ 2
010	Client Transition	\$ 266
010	Evidence Based	\$ 1,000
015	Regular Work	\$ 1
015	DD SEP	\$ 1
015	Client/Fam Support	\$ 1
015	CILA	\$ 101,264
999	None	\$ 13,852
		\$ 325,540

## Fund Balance

The following graph shows the fund balance for FY 10:

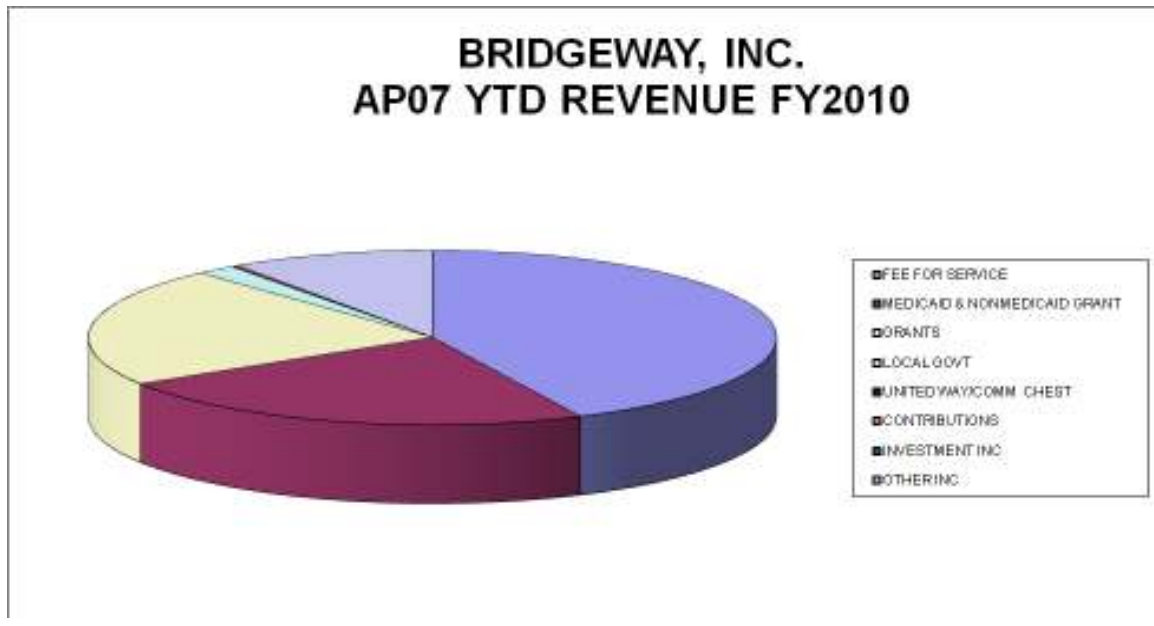


We started FY10 with a fund balance of \$1,240,159. As of January 31, 2010 this amount has increased to \$1,533,909.

**Income Statement**

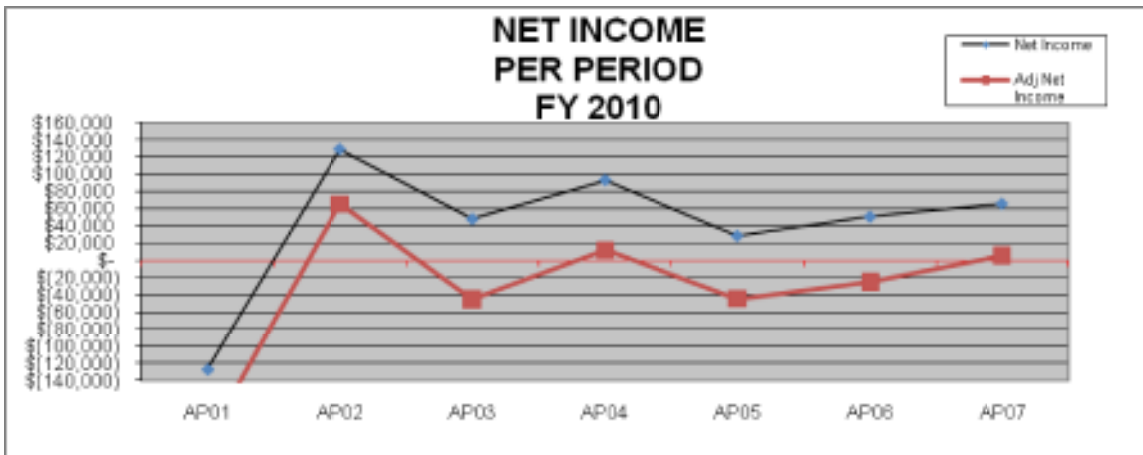
**Revenue**

The year-to-date (YTD) revenue totals \$10,336,517, which is under budget by \$735,785. FFS, Medicaid and Non-Medicaid (MRO/NMR), and grants are the largest contributors of total revenue. YTD, FFS revenue totals \$4,439,352 and is calculated based on the actual services provided. MRO/NMR and grants are each booked monthly at 1/12 of the contract amounts and total \$2,390,320 and \$2,289,985, respectively. As of January 31, 2010, we have recorded 7/12 of our FY10 contract allocation. However, we are \$520,170 under our adjusted contract for MRO/NMR services, and beginning in February our revenue will be booked differently to reflect this shortfall.



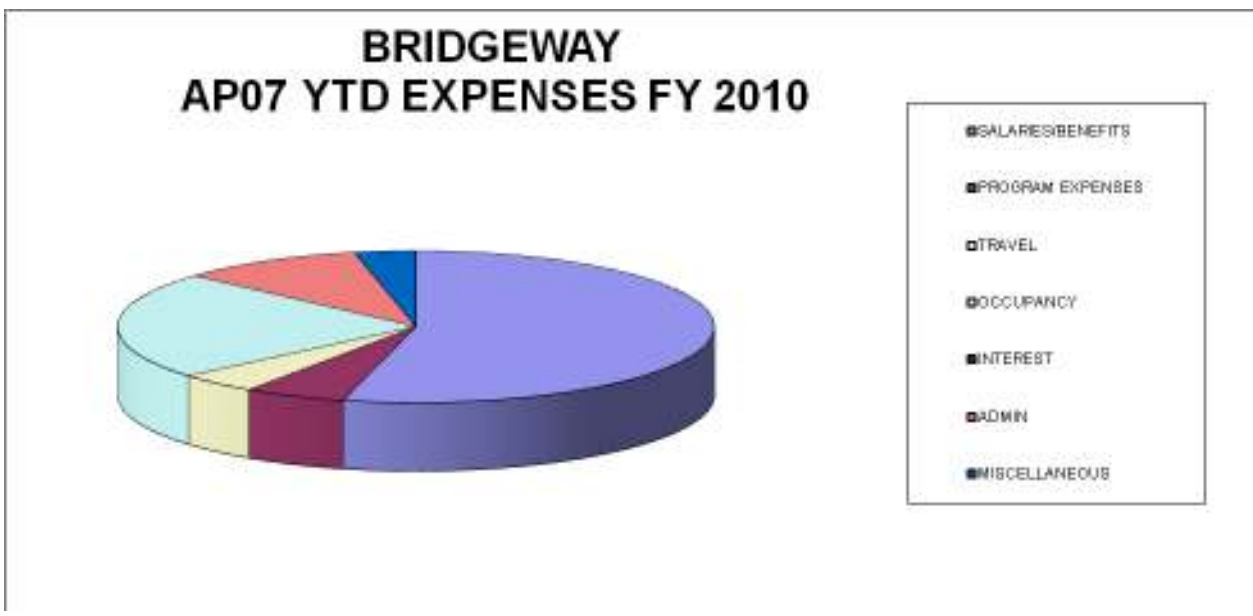
FEE FOR SERVICE	\$	4,439,352	42.9%
MEDICAID & NONMEDICAID GRANT	\$	2,390,320	23.1%
GRANTS	\$	2,289,985	22.2%
LOCAL GOVT	\$	192,584	1.9%
UNITED WAY/COMM CHEST	\$	11,316	0.1%
CONTRIBUTIONS	\$	20,697	0.2%
INVESTMENT INC	\$	14	0.0%
OTHER INC	\$	<u>992,249</u>	<u>9.6%</u>
<b>TOTAL REVENUE</b>	<b>\$</b>	<b>10,336,517</b>	<b>100.0%</b>

The graph below demonstrates the effect that the shortfall of Medicaid (MRO) and NonMedicaid (NMR) services has on monthly revenue.



## Expenses

The graph below shows the expense categories of which our company is comprised.

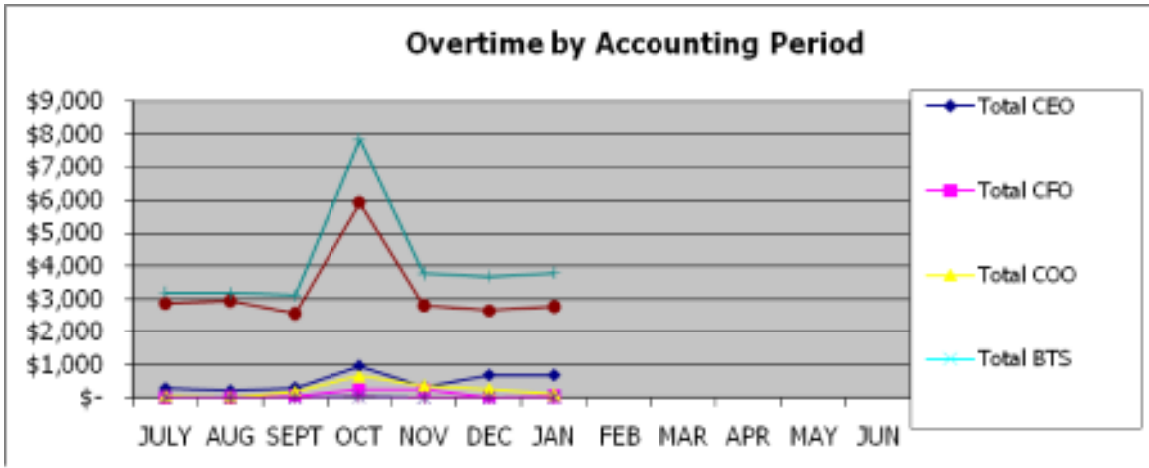


SALARIES/BENEFITS	\$ 5,419,845	53.9%
PROGRAM EXPENSES	\$ 549,867	5.5%
TRAVEL	\$ 436,746	4.3%
OCCUPANCY	\$ 2,302,907	22.9%
INTEREST	\$ 981	0.0%
ADMIN	\$ 1,002,786	10.0%
MISCELLANEOUS	\$ <u>335,087</u>	<u>3.3%</u>
<b>TOTAL DISBURSEMENTS</b>	<b>\$ 10,048,220</b>	<b>100.0%</b>

Expenses for the year total \$10,048,220, which are under budget by \$1,011,145. For the most part, expenses have been kept on track. This year we have budgeted for a 50% reserve on Private Pay. For the

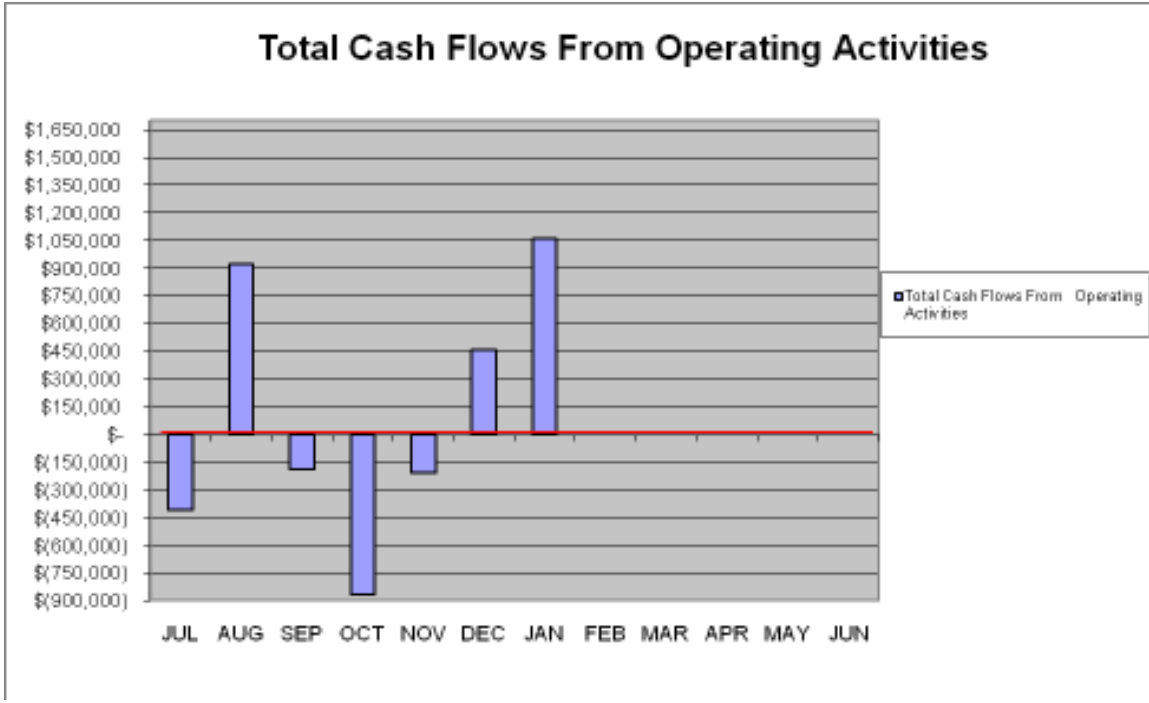
month of January, this expense was calculated to be \$9,347. Charitable Write Off in total was under budget by \$82,031 because Private Pay revenue is dramatically under budget.

Our three largest expense categories are salaries and benefits, occupancy, and administration. Salaries and benefits decreased slightly to 53.9% of total expenses and total \$5,419,845 for the year. Of this amount, \$3,794 is due to overtime, which is broken down by management positions as shown on the graph below. Occupancy, which remains fairly constant during the year, is our second largest expense. This category is 22.9% of total expenses, with a total of \$2,302,907 for the year. Administration is our third largest category and is 10.0% of total expenses, totaling \$1,002,786 for the year.



## Cash Flow

The following illustrates the current cash flow situation:



Cash flow increased in January because the State of Illinois issued \$2,724,130 in warrants to Bridgeway, Inc. over the course of the month.

## **Conclusion**

While we have done a great job of staying under budget on the expense side, Bridgeway has not generated the revenue we projected. Despite this, we ended the month with a year-to-date profit of \$288,297. However, if we consider the MRO and NMR deficit, we have a year-to-date **loss** of \$231,873. It is critical that we meet our MRO and NMR projections as we are facing severe cuts to future funding if we can not perform at the levels required to achieve full funding. Due to the way DHS is handling our payments, starting in February we will begin booking only MRO and NMR revenue that is earned.

## **JOB OPENINGS**

Production Clerk; 1<sup>st</sup> Shift – Macomb Data Entry (BTS)

Substance Abuse Counselor – Macomb/Monmouth/Galesburg

Accountant - Macomb

Residential Nurse/Community Support Specialist - Galesburg

Community Support Specialist – Galesburg

Community Support Specialist – Keokuk

Community Support Specialist - Kewanee

Employment Specialist - Kewanee

Residential Community Support Specialist - Galesburg

Female Janitorial Associate - Bloomington

Day Program Assistant Trainer - Pekin

Driver - Macomb

HCBS Outreach Worker-Keokuk/Burlington

Residential Assistants/MI – Kewanee & Galesburg (Pooled Position)

Residential Assistant/DD – Macomb & Pekin (Pooled Position)



# The “Healthy” Eating Disorder



Those who are obsessed with healthy eating may be suffering from “orthorexia nervosa,” a term which means literally “fixation on righteous eating.” Orthorexia starts out as an innocent attempt to eat more healthfully, but the orthorexic becomes fixated on food quality and purity. They become more and more consumed with what and how much to eat, and how to deal with “slip-ups”. An iron-clad will is needed to maintain this rigid eating style. Every day is a day to eat right, be “good”, rise above others in dietary prowess, and self-punish if temptation wins (usually stricter eating, fasts and exercise). Self-esteem becomes wrapped up in the purity of their diet and they often feel superior to others, especially in regards to food intake.

Eventually food choices become so restrictive, with both variety and calories, that health suffers – an ironic twist for a person so completely dedicated to healthy eating.

## Is Orthorexia An Eating Disorder?

Orthorexia is a term coined by Steven Bratman, MD, to describe his own experience with food and eating. It is not an officially recognized disorder, but is similar to other eating disorders – those with anorexia nervosa or bulimia nervosa obsess about calories and weight while orthorexics obsess about healthy eating (not about being “thin” and losing weight).

## Do I Have Orthorexia?

*Consider the following questions. The more ‘yes’ responses, the more likely you are dealing with orthorexia.*

- Do you wish that occasionally you could just eat and not worry about food quality?
- Do you ever wish you could spend less time on food and more time on living and loving?
- Does it sound beyond your ability to eat a meal prepared with love by someone else – one single meal – and not try to control what is served?
- Are you constantly looking for the ways foods are unhealthy for you?
- Do love, joy, play and creativity take a backseat to having the perfect diet?
- Do you feel guilt or self-loathing when you stray from your diet?
- Have you positioned yourself on a nutritional pedestal and wonder how others can possibly eat the food they eat?

## So What’s The Big Deal?

The diet of the orthorexic can actually be unhealthy, with the nutritional problems dependent on the specific diet the person has imposed upon him or herself. Social problems are more obvious. An orthorexic may be socially isolated, often because they plan their life around food. They may have little room in life for anything other than thinking about and planning food intake. Orthorexics lose the ability to eat intuitively – to know when they are hungry, how much they need, and when they are full. The orthorexic never learns how to eat naturally and is destined to keep “falling off the wagon” and thus feeling shameful, similar to any other diet mentality.

## Are You Telling Me It’s Unhealthy to Follow A Healthy Diet?

Following a healthy diet does not mean you are orthorexic, and nothing is wrong with eating healthfully. Unless, however, 1) it is taking up an inordinate amount of time and attention in your life; 2) deviating from that diet is met with guilt and self-loathing; and/or 3) it is used to avoid life issues.

Source: [www.NationalEatingDisorders.org](http://www.NationalEatingDisorders.org)

## Courtesy of Wellness Proposals