

**OPG Board meeting
Director Report
08.28.2024**

Purpose: The Director Report will provide information about new matters, updates about the previous month's matters, and next steps for the following month. The Director will provide the Director Report to all Commission members. Questions about the Director Report will be addressed at the Commission meetings, if necessary. Commissioners are encouraged to reach out to the Director directly regarding any questions in between meetings.

- Attachment 1: SCAO/Judicial provided a FY 2024 Budget Summary as of 07.31.2024
- Attachment 2: SCAO/Judicial provided a FY 2024 Budget Summary FINAL

I. Budget and Administrative Update.

- a. I previously provided the monthly budget summary report as of 07.31.2024 provided to me by Mike Henthorn, Judicial Budget Analyst II. As June 30th is the end of the budget year, this is the final report, and he also provided the Final FY2024 Budget Report. **See Attachments 1 and 2.**
- b. Chair Fields and I had an initial meeting on 08.14.2024 and set recurring meetings to review and discuss ongoing OPG matters.
- c. OPG Board vacancies – the Board has one Chief Justice vacancy. Criteria: Attorney, not from the 2nd or 7th Congressional Districts; not from the Boulder or Arvada Judicial Districts/Localities; from any Party. As reported at the 07.24.2024 meeting, our team received an invitation to meet the new incoming Chief Justice – Justice Monica Marquez. I intend to discuss working together on filling Board vacancies. Chair Fields will send vacancy information to the Elder Law and Trust and Estates sections before the September meeting (the August meeting was canceled).
- d. I am working on next fiscal year's budget and meeting with Judicial Budget Analyst, JBC Analyst Alfredo Kemm, and Legislative Liaison to monitor the JBC and forecast for our expansion and requests. Additionally, we will need to monitor our financial needs if UGCOPPA is pushed again. I will present the Board with information once I have conducted these meetings.
- e. Human Resources Update

- i. 2nd JD guardian, Myka Stacks, last day was 08.16.2024. She decided to go back to her prior field of education.
- ii. We immediately posted for the 2nd JD guardian position and are in the process of scheduling one interview and requesting additional information from two candidates.
- iii. An offer is pending for the second CMHI guardian position.

- iv. We are completing the Workforce Development Manager job description to have Employer's Council & HR-AG review and post in August.

- f. Legal Administration – SA Murphy continues to assist with day-to-day legal matters, policy review, and mental health motions to intervene, etc.

- g. Attorney General's Office
 - 1. We are waiting on the AG's Office to draft a memorandum regarding the office's duties on protecting a client's ALF's residency when drug use is suspected.
 - 2. I requested the FY2023-2024 AG Usage Report for request for budgeting purposes. I received and reviewed the Report and will address some questions with the AG's Office. AG Finke addressed my questions on 06.18.024 and he will make some corrections to the billing. I'm waiting for confirmation of the corrections and just received additional Usage Reports. It is unclear if I will receive them ongoing and if I will receive review and signing authority prior to payments made to the AG's Office.

- h. Office of Administrative Services for Independent Agencies (ASIA) completed interviews for the Executive Director, an offer was accepted and Melissa Jamieson starts on 09.16.2024. As a Board member, I will be responsible for onboarding and training.

II. **Colorado OPG Pilot Program Commission and Operating Policies Updates.** Please note that Commission and Operating Polices are available on the OPG website: <https://colorado-opg.org/opg-in-depth/>

- a. **Trainings and Projects – Ongoing.** A list can be provided quarterly.

- b. Internal trainings/Policies/Procedures – in review with Josh Murphy.

- c. Ms. Villegas is a Physician Assistant with Longevity Health Plan, a specialized Medicare Advantage health plan serving people living in skilled nursing facilities.
 - 1. Last session on 06.24.2024 – Trauma Informed Care.
 - 2. Upcoming session on 11.13.2024 – Death and Dying.
- ii. Internal trainings/Procedures – In review with DD Cantu and SA Murphy.
- iii. Finalizing Telecommute/Remote Work Policy/Agreement with the assistance of Employer’s Council.

d. Intake Eligibility, Prioritization and Referral Process.

- i. Update on number of registered users, referrals, accepted cases, etc. as of **8.14.2024**
 - 1. 73 Active guardianships
 - 2. 0 referrals pending in court proceedings
 - 3. 0 Complete
 - 4. 2 Partial referrals
 - 5. 5 Registered
 - 6. 28 clients passed away since COPG appointment
 - 7. 1 Terminated – Successor Guardian
 - 8. 33 Hold status (now includes OBH/CHMI-Ft. Logan/Pueblo referrals that are non-OBH/Momentum contract referrals)
 - 9. The OBH/Momentum dedicated caseload for one guardian is full and all 12 guardianships are active
 - 10. 7th Judicial District
 - a. Accepted – 1 Montrose
 - b. Declined Not incapacitated – 1 Delta
 - c. Declined No OPG Capacity – 1 Montrose
 - d. Withdrawn – 2 Montrose
 - 11. Declined referrals – pre-Hold status
 - 1. 139 Denver declined referrals (some declined were prior to establishing the Hold status)
 - a. 9 - Family available to serve
 - b. 60 - Expired/Incomplete information
 - c. 12 – Not appropriate referral

- d. 5 - Not adult
 - e. 2 – Not Indigent
 - f. 4 - Withdrawn by Ft. Logan
 - g. 11 - No OPG Capacity
 - h. 4 - Withdrawn Death
 - i. 11 - Withdrawn, not incapacitated
 - j. 21 - Withdrawn, other Guardian Available
non- Family member
- 2. Texas inquiry - 1
 - 3. Nebraska referral - 1
 - 4. Alaska inquiries – 2
 - 5. Colorado inquiries – 17
12. 119 streamlined referrals (Non-Denver County) – Declined
- 1. Adams County – 8
 - 2. Alamosa County - 1
 - 3. Arapahoe County – 21
 - 4. Baca – 1
 - 5. Boulder County – 8
 - 6. Broomfield County – 1
 - 7. Crowley - 1
 - 8. “Denver County” – 2
 - 9. El Paso County – 25
 - 10. Fremont - 1
 - 11. Garfield County – 1
 - 12. Gunnison County – 1
 - 13. Huerfano County - 3
 - 14. Jefferson County – 11
 - 15. Lake County - 1
 - 16. La Plata County – 2
 - 17. Larimer County - 6
 - 18. Las Animas County - 2
 - 19. Mesa County – 1
 - 20. Montrose County – 3 *
 - 21. Otero County – 3
 - 22. Pueblo County – 9
 - 23. Weld County – 7

*Montrose County: Two referrals were declined prior to April 2023. 1 referral was declined in May 2023 due to the AIP residing in Otero County

- III. **Stakeholder Outreach – Ongoing.** A list can be provided if requested.
- a. On 08.14.2024, DD Cantu and I met with Christina McKinley, Department of Human Services, El Paso County and Sam Stephenson, Guardian ad Litem, El Paso County regarding a referral.
 - b. On 08.16.2024, DD Cantu, SA Murphy and I met with Emily Bowers-Kogut, Client Advocacy Services Assistant Manager, Harford County Office on Aging (Maryland Public Guardian Office) to discuss and compare public guardianship matters/programs.
 - c. I am presenting with Board member Roseanne Collison and Naomi Richardson at the 2024 CBA Elder Law Retreat on Limited Guardianships.
 - d. Asked to speak at the El Paso CBA Bar Section this Fall – TBD.
 - e. Working with Bradley Torch, Program Manager of Colorado Guardianship Alliance, about a training program for First Responders.

Attachment 1. FY24 OPG Budget Summary as of 07.31.2024

OPG PS and Operating - FY 2025 - Through 7/31/2024

| FY 2025 | | | |
|-------------------|--------------------|----------------------|---------------------|
| Budget | Budget | YTD Exp + Projection | Surplus / (Deficit) |
| PS | \$1,481,499 | \$ 1,215,173 | \$266,326 |
| All Oper | \$911,315 | \$ 347,199 | \$564,116 |
| Total Appr | \$2,392,814 | \$1,562,372 | \$830,442 |

| Cash Fund Balance | | | |
|-----------------------|--------------------|--------------------|--------------------|
| | FY23 Final | FY24 Final | FY25 Projected |
| Total Rev | \$1,318,638 | \$1,335,804 | \$1,372,013 |
| Total Exp | \$1,244,279 | \$1,257,718 | \$1,562,372 |
| Net Change | \$74,360 | \$78,086 | (\$190,359) |
| Beg Fund Bal | \$1,645,409 | \$1,719,769 | \$1,797,854 |
| = Fund Balance | \$1,719,769 | \$1,797,854 | \$1,607,496 |

| | | Actual | Projection | Projection | Projection | Projection | Projection | Projection | Projection | Projection | Projection | Projection | Projection | |
|--|--------|----------------------------|------------------|------------------|------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | | Current Full Fill Salaries | July | August | September | October | November | December | January | February | March | April | May | June |
| Salaries | Pos. # | | | | | | | | | | | | | |
| Director | 87001 | \$ 11,106 | \$ 11,106 | \$ 11,106 | \$ 11,106 | \$ 11,106 | \$ 11,106 | \$ 11,106 | \$ 11,106 | \$ 11,106 | \$ 11,106 | \$ 11,106 | \$ 11,106 | \$ 11,106 |
| Staff Assistant | 87002 | \$ 5,153 | \$ 5,153 | \$ 5,153 | \$ 5,153 | \$ 5,153 | \$ 5,153 | \$ 5,153 | \$ 5,153 | \$ 5,153 | \$ 5,153 | \$ 5,153 | \$ 5,153 | \$ 5,153 |
| Public Guardian | 87003 | \$ 5,305 | \$ 5,305 | \$ 5,305 | \$ 5,305 | \$ 5,305 | \$ 5,305 | \$ 5,305 | \$ 5,305 | \$ 5,305 | \$ 5,305 | \$ 5,305 | \$ 5,305 | \$ 5,305 |
| Public Guardian | 87004 | \$ 5,305 | \$ 5,305 | \$ 5,305 | \$ 5,305 | \$ 5,305 | \$ 5,305 | \$ 5,305 | \$ 5,305 | \$ 5,305 | \$ 5,305 | \$ 5,305 | \$ 5,305 | \$ 5,305 |
| Public Guardian | 87005 | \$ 5,150 | \$ - | \$ - | \$ - | \$ - | \$ 5,150 | \$ 5,150 | \$ 5,150 | \$ 5,150 | \$ 5,150 | \$ 5,150 | \$ 5,150 | \$ 5,150 |
| Leave Vacant, Public Guardian | 87006 | \$ 5,150 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Leave Vacant, Public Guardian | 87007 | \$ 5,150 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Deputy Director | 87008 | \$ 9,649 | \$ 9,649 | \$ 9,649 | \$ 9,649 | \$ 9,649 | \$ 9,649 | \$ 9,649 | \$ 9,649 | \$ 9,649 | \$ 9,649 | \$ 9,649 | \$ 9,649 | \$ 9,649 |
| CMHI, Public Guardian | 87009 | \$ 5,150 | \$ - | \$ - | \$ - | \$ - | \$ 5,150 | \$ 5,150 | \$ 5,150 | \$ 5,150 | \$ 5,150 | \$ 5,150 | \$ 5,150 | \$ 5,150 |
| CMHI Vacant, Public Guardian - Pending | 87010 | \$ 5,150 | \$ - | \$ - | \$ - | \$ - | \$ 5,150 | \$ 5,150 | \$ 5,150 | \$ 5,150 | \$ 5,150 | \$ 5,150 | \$ 5,150 | \$ 5,150 |
| Case Management Aide | 87011 | \$ 4,915 | \$ 4,915 | \$ 4,915 | \$ 4,915 | \$ 4,915 | \$ 4,915 | \$ 4,915 | \$ 4,915 | \$ 4,915 | \$ 4,915 | \$ 4,915 | \$ 4,915 | \$ 4,915 |
| Guardian | 87012 | \$ 5,443 | \$ 5,443 | \$ 5,443 | \$ 5,443 | \$ 5,443 | \$ 5,443 | \$ 5,443 | \$ 5,443 | \$ 5,443 | \$ 5,443 | \$ 5,443 | \$ 5,443 | \$ 5,443 |
| Guardian | 87013 | \$ 5,305 | \$ 5,305 | \$ 5,305 | \$ 5,305 | \$ 5,305 | \$ 5,305 | \$ 5,305 | \$ 5,305 | \$ 5,305 | \$ 5,305 | \$ 5,305 | \$ 5,305 | \$ 5,305 |
| Legal Counsel | 87014 | \$ 9,579 | \$ 9,579 | \$ 9,579 | \$ 9,579 | \$ 9,579 | \$ 9,579 | \$ 9,579 | \$ 9,579 | \$ 9,579 | \$ 9,579 | \$ 9,579 | \$ 9,579 | \$ 9,579 |
| Unfilled - Potential Case Management Aid | 87XXX | \$ 4,725 | \$ - | \$ - | \$ - | \$ - | \$ 4,725 | \$ 4,725 | \$ 4,725 | \$ 4,725 | \$ 4,725 | \$ 4,725 | \$ 4,725 | \$ 4,725 |
| Total Salaries | | \$ 92,235 | \$ 61,760 | \$ 61,760 | \$ 61,760 | \$ 81,935 | \$ 81,935 | \$ 81,935 | \$ 81,935 | \$ 81,935 | \$ 81,935 | \$ 81,935 | \$ 81,935 | \$ 81,935 |
| Employee Benefits | | \$ 31,223 | \$ 24,373 | \$ 24,373 | \$ 24,373 | \$ 24,373 | \$ 24,373 | \$ 24,373 | \$ 24,373 | \$ 24,373 | \$ 24,373 | \$ 24,373 | \$ 24,373 | \$ 24,373 |
| Total Personal Services | | \$ 1,481,499 | \$ 86,133 | \$ 86,133 | \$ 86,133 | \$ 106,308 | \$ 106,308 | \$ 106,308 | \$ 106,308 | \$ 106,308 | \$ 106,308 | \$ 106,308 | \$ 106,308 | \$ 106,308 |

| Based on Prior Year Actuals | | | | | | | | | | | | | |
|--|--|-------------------|------------------|------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | | Actuals | Projection | Projection | Projection | Projection | Projection | Projection | Projection | Projection | Projection | Projection | Projection |
| 1920 -Other Professional Services | | - | 436 | 468 | 1,463 | 9,918 | 936 | 3,393 | 432 | 432 | 22,779 | 3,447 | 648 |
| 1935 - Attorneys | | - | 35 | - | 51 | 289 | 43 | 269 | 332 | 9 | 216 | - | - |
| 1960 -Professional IT Services | | 650 | 495 | 495 | - | 495 | 495 | 550 | 1,045 | 550 | 550 | - | 1,666 |
| 2231 -IT Hardware & Software Maintenance & Repair Services | | 327 | - | - | - | - | - | - | - | - | - | 216 | 245 |
| 2255 -Rental of Meeting Rooms & Leased Space | | 4,000 | 4,500 | - | 10,100 | - | 8,450 | - | 12,050 | - | 4,300 | 4,800 | 4,000 |
| 2510 -General Travel (Employee) | | - | 22 | 209 | 1,204 | 1,330 | 77 | 31 | 895 | 137 | 442 | 530 | 2,789 |
| 2511 -Common Carrier Fares | | - | - | - | - | - | - | - | - | - | - | - | 274 |
| 2512 -Meals (Employee) | | - | - | 65 | - | - | 26 | - | - | - | - | 103 | 61 |
| 2513 -Mileage Reimbursement (Employee) | | 355 | 995 | 303 | 518 | 979 | 1,125 | 862 | 338 | 9 | 71 | 2,147 | 1,073 |
| 2530 -General Travel | | - | - | - | - | - | 1,459 | - | - | - | - | - | - |
| 2531 -Common Carrier Fares | | - | - | - | - | 417 | 830 | - | - | - | - | - | - |
| 2532 -Meals | | - | - | - | - | - | 189 | - | - | - | - | - | - |
| 2610 -Advertising Services | | - | 164 | - | 410 | 873 | 127 | 578 | 82 | 514 | 599 | 704 | 1,610 |
| 2631 -Communication Services from Outside Sources | | - | 1,010 | 1,009 | 1,009 | 1,010 | 959 | 959 | 959 | 898 | 898 | 898 | 1,915 |
| 2641 -ADP Services from Outside Sources | | 11,140 | 4,700 | 6,186 | 6,005 | - | - | 27,005 | - | 8,615 | - | 12,505 | 2,815 |
| 2680 -Printing & Reproduction Services - Vendors | | 6 | 8 | 12 | 212 | - | 182 | 36 | 171 | - | 7 | 35 | 158 |
| 2690 -Legal Services | | 57,481 | - | - | - | - | - | - | - | - | - | - | - |
| 3118 -Food & Food Services Supplies | | - | 240 | 17 | 316 | 28 | 23 | 74 | 217 | - | 157 | 863 | 281 |
| 2820 -Monitoring Services | | - | 156 | 156 | 156 | 388 | 156 | 156 | 156 | 156 | 156 | 156 | 312 |
| 3110 -Identification & Safety Supplies | | - | - | - | 47 | 147 | - | - | - | - | 57 | 102 | - |
| 3121 -Case Jackets | | 230 | 458 | - | 110 | 345 | 56 | - | 293 | 252 | - | 414 | - |
| 3123 -Postage | | 2 | 7 | 198 | 8 | - | 76 | 25 | 104 | - | 20 | 70 | 32 |
| 3140 -Noncapitalized IT Software | | - | 871 | 161 | 4,344 | 122 | - | \$ 2,576 | 60 | 60 | 60 | 60 | - |
| 3145 -Noncapitalized IT Purchases | | 504 | 517 | 367 | - | 368 | 3,758 | 14,014 | 826 | 443 | 443 | 4,032 | 1,643 |
| 4140 -Dues & Memberships | | - | - | - | - | - | - | 1,583 | 253 | 1,000 | - | - | 450 |
| 4170 -Miscellaneous Fees & Fines | | - | 10 | 20 | - | - | 10 | 10 | - | 10 | 30 | - | 1,373 |
| 4220 -Registration Fees | | - | 45 | 150 | 620 | 315 | - | - | - | - | - | 93 | - |
| XXXX - Indirect Costs | | - | - | - | 18,527 | - | - | - | - | - | - | - | - |
| 4256 -Other Employee Benefits - Eco Pass | | - | - | 260 | - | - | - | - | - | - | - | - | - |
| Total | | \$ 74,694 | \$ 260 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total - YTD + Projections Program Line | | \$ 160,827 | \$ 86,393 | \$ 86,133 | \$ 106,308 | \$ 106,308 | \$ 106,308 | \$ 106,308 | \$ 106,308 | \$ 106,308 | \$ 106,308 | \$ 106,308 | \$ 106,308 |

Over/(under) Program Line

Attachment 2. FY24 OPG Budget Summary FINAL

OPG PS and Operating - FY 2024 - FINAL

| FY 2024 | | | |
|---------------------------------|------------------------|-------------|---------------------|
| | Budget | YTD Exp | Surplus / (Deficit) |
| YTD PS | \$1,321,126 | \$ 959,533 | \$361,593 |
| Balance remaining for operating | All Oper \$582,162 | \$ 298,186 | \$283,976 |
| Total remaining in program line | Total Appr \$1,903,288 | \$1,257,718 | \$645,570 |

| FY 2025 Full-fill Projections | | | |
|-------------------------------|-------------|-------------|---------------------|
| Budget Type | Budget | Proj. Exp | Surplus / (Deficit) |
| PS | 1,810,804 | \$1,439,810 | \$370,994 |
| Operating | \$506,002 | \$300,000 | \$206,002 |
| Ind. Costs/legal | \$76,008 | \$76,008 | \$0 |
| Total | \$2,392,814 | \$1,815,818 | \$576,996 |

| Cash Fund Bal | | | |
|----------------|-------------|-------------|----------------|
| | FY23 Final | FY24 Final | FY25 Projected |
| Total Rev | \$1,318,638 | \$1,335,804 | \$1,372,013 |
| Total Exp | \$1,244,279 | \$1,257,718 | \$1,815,818 |
| Net Change | \$74,360 | \$78,086 | (\$443,805) |
| Beg Fund Bal | \$1,645,409 | \$1,719,769 | \$1,797,854 |
| = Fund Balance | \$1,719,769 | \$1,797,854 | \$1,354,049 |

| Salaries | Pos. # | Current Salaries | | | | | | | | | | | |
|--|--------|------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| | | Actual | Actual | Actual | Actual | Actual | Actual | Actual | Actual | Actual | Actual | Actual | Actual |
| | | July | August | September | October | November | December | January | February | March | April | May | June |
| Director | 87001 | \$ 10,675 | \$ 10,675 | \$ 10,675 | \$ 10,675 | \$ 10,675 | \$ 10,675 | \$ 10,675 | \$ 10,675 | \$ 10,675 | \$ 10,675 | \$ 10,675 | \$ 10,675 |
| Staff Assistant | 87002 | \$ 4,954 | \$ 4,954 | \$ 4,954 | \$ 4,954 | \$ 4,954 | \$ 4,954 | \$ 4,954 | \$ 4,954 | \$ 4,954 | \$ 4,954 | \$ 4,954 | \$ 4,954 |
| Public Guardian | 87003 | \$ 5,150 | \$ 5,250 | \$ 5,250 | \$ 5,250 | \$ 5,250 | \$ 5,250 | \$ 5,250 | \$ 2,817 | \$ 2,452 | \$ 5,150 | \$ 5,150 | \$ 5,150 |
| Public Guardian | 87004 | \$ 5,150 | \$ 5,384 | \$ 5,384 | \$ 5,384 | \$ 1,713 | \$ - | \$ - | \$ - | \$ 2,452 | \$ 5,150 | \$ 5,150 | \$ 5,150 |
| Public Guardian | 87005 | \$ 5,150 | \$ 11,641 | \$ - | \$ 3,679 | \$ 5,150 | \$ 5,150 | \$ 5,150 | \$ 1,367 | \$ - | \$ - | \$ - | \$ - |
| Leave Vacant, Public Guardian | 87006 | \$ - | \$ 4,039 | \$ - | \$ 2,526 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Leave Vacant, Public Guardian | 87007 | \$ - | \$ 5,408 | \$ 759 | \$ 258 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Deputy Director | 87008 | \$ 9,275 | \$ 9,275 | \$ 9,275 | \$ 9,275 | \$ 9,275 | \$ 9,275 | \$ 9,275 | \$ 9,275 | \$ 9,275 | \$ 9,275 | \$ 9,275 | \$ 9,275 |
| CMHI, Public Guardian | 87009 | \$ 5,150 | \$ 5,232 | \$ 5,232 | \$ 6,541 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| CMHI Vacant, Public Guardian - Pending | 87010 | \$ 5,150 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Case Management Aide | 87011 | \$ 4,725 | \$ 4,725 | \$ 4,725 | \$ 4,725 | \$ 4,725 | \$ 4,725 | \$ 4,725 | \$ 4,725 | \$ 4,725 | \$ 4,725 | \$ 4,725 | \$ 4,725 |
| Guardian | 87012 | \$ 5,232 | \$ 5,232 | \$ 5,232 | \$ 5,232 | \$ 5,232 | \$ 5,232 | \$ 5,232 | \$ 5,232 | \$ 5,232 | \$ 5,232 | \$ 5,232 | \$ 5,232 |
| Guardian | 87013 | \$ 5,150 | \$ - | \$ - | \$ 2,452 | \$ 5,150 | \$ 5,150 | \$ 5,150 | \$ 5,150 | \$ 5,150 | \$ 5,150 | \$ 5,150 | \$ 5,150 |
| Legal Counsel | 87014 | \$ 9,300 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 9,300 | \$ 9,300 | \$ 9,300 | \$ 9,300 | \$ 9,300 |
| Unfilled - Potential Case Management Aid | 87XXX | \$ 4,725 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total Salaries | | \$ 79,786 | \$ 71,815 | \$ 51,486 | \$ 60,951 | \$ 52,124 | \$ 50,411 | \$ 50,411 | \$ 53,495 | \$ 54,216 | \$ 59,611 | \$ 59,611 | \$ 59,611 |
| Employee Benefits | | \$ 28,359 | \$ 26,616 | \$ 22,706 | \$ 25,040 | \$ 35,652 | \$ 23,827 | \$ 21,287 | \$ 20,535 | \$ 21,403 | \$ 23,349 | \$ 23,363 | \$ 23,349 |
| Total Personal Services | | \$ 1,297,740 | \$ 98,430 | \$ 74,192 | \$ 85,991 | \$ 87,776 | \$ 74,238 | \$ 71,698 | \$ 68,666 | \$ 74,030 | \$ 75,618 | \$ 82,960 | \$ 82,974 |

| | Actuals | Actuals | Actuals | Actuals | Actuals | Actuals | Actuals | Actuals | Actuals | Actuals | Actuals | Actuals | Actuals |
|--|----------|-----------|----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| 1920 -Other Professional Services | 416 | 436 | 468 | 1,463 | 9,918 | 936 | 3,393 | 432 | 432 | 22,779 | 3,447 | 648 | 648 |
| 1935 - Attorneys | - | 35 | - | 51 | 289 | 43 | 269 | 332 | 9 | 216 | - | - | - |
| 1960 -Professional IT Services | - | 495 | 495 | - | 495 | 495 | 550 | 1,045 | 550 | 550 | - | 1,666 | 1,666 |
| 2231 -IT Hardware & Software Maintenance & Repair Services | - | - | - | - | - | - | - | - | - | - | 216 | 245 | 245 |
| 2255 -Rental of Meeting Rooms & Leased Space | 1,900 | 4,500 | - | 10,100 | - | 8,450 | - | 12,050 | - | 4,300 | 4,800 | 4,000 | 4,000 |
| 2510 -General Travel (Employee) | 5 | 22 | 209 | 1,204 | 1,330 | 77 | 31 | 895 | 137 | 442 | 530 | 2,789 | 2,789 |
| 2511 -Common Carrier Fares | - | - | - | - | - | - | - | - | - | - | - | 274 | 274 |
| 2512 -Meals (Employee) | 40 | - | 65 | - | - | 26 | - | - | - | - | 103 | 61 | 61 |
| 2513 -Mileage Reimbursement (Employee) | 306 | 995 | 303 | 518 | 979 | 1,125 | 862 | 338 | 9 | 71 | 2,147 | 1,073 | 1,073 |
| 2530 -General Travel | - | - | - | - | - | 1,459 | - | - | - | - | - | - | - |
| 2531 -Common Carrier Fares | - | - | - | - | 417 | 830 | - | - | - | - | - | - | - |
| 2532 -Meals | - | - | - | - | 189 | - | - | - | - | - | - | - | - |
| 2610 -Advertising Services | - | 164 | - | 410 | 873 | 127 | 578 | 82 | 514 | 599 | 704 | 1,610 | 1,610 |
| 2631 -Communication Services from Outside Sources | - | 1,010 | 1,009 | 1,009 | 1,010 | 959 | 959 | 959 | 898 | 898 | 898 | 1,915 | 1,915 |
| 2641 -ADP Services from Outside Sources | 3,613 | 4,700 | 6,186 | 6,005 | - | - | 27,005 | - | 8,615 | - | 12,505 | 2,815 | 2,815 |
| 2680 -Printing & Reproduction Services - Vendors | 37 | 8 | 12 | 212 | - | 182 | 36 | 171 | - | 7 | 35 | 158 | 158 |
| 2690 -Legal Services | - | - | - | - | - | - | 37,530 | - | - | - | - | - | - |
| 3118 -Food & Food Services Supplies | - | 240 | 17 | 316 | 28 | 23 | 74 | 217 | - | 157 | 863 | 281 | 281 |
| 2820 -Monitoring Services | - | 156 | 156 | 156 | 388 | 156 | 156 | 156 | 156 | 156 | 156 | 312 | 312 |
| 3110 -Identification & Safety Supplies | - | - | - | 47 | 147 | - | - | - | - | 57 | 102 | - | - |
| 3121 -Case Jackets | 357 | 458 | - | 110 | 345 | 56 | - | 293 | 252 | - | 414 | - | - |
| 3123 -Postage | 4 | 7 | 198 | 8 | - | 76 | 25 | 104 | - | 20 | 70 | 32 | 32 |
| 3140 -Noncapitalized IT Software | - | 871 | 161 | 4,344 | 122 | - | - | 2,576 | 60 | 60 | 60 | - | - |
| 3145 -Noncapitalized IT Purchases | - | 517 | 367 | - | 368 | 3,758 | 14,014 | 826 | 443 | 443 | 4,032 | 1,643 | 1,643 |
| 4140 -Dues & Memberships | - | - | - | - | - | - | 1,583 | 253 | 1,000 | - | - | 450 | 450 |
| 4170 -Miscellaneous Fees & Fines | - | 10 | 20 | - | - | 10 | 10 | - | 10 | 30 | - | 1,373 | 1,373 |
| 4220 -Registration Fees | - | 45 | 150 | 620 | 315 | - | - | - | - | - | 93 | - | - |
| 4256 -Other Employee Benefits - Eco Pass | - | 260 | - | - | - | - | - | - | - | - | - | - | - |
| Total | \$ 6,678 | \$ 14,928 | \$ 9,816 | \$ 26,572 | \$ 17,023 | \$ 18,977 | \$ 87,075 | \$ 20,728 | \$ 13,085 | \$ 30,784 | \$ 31,176 | \$ 21,345 | \$ 21,345 |

| | | | | | | | | | | | | | |
|---|------------|-----------|-----------|------------|-----------|-----------|------------|-----------|-----------|------------|------------|------------|---------------------------|
| Total - YTD + Projections Program Line | \$ 105,108 | \$ 89,120 | \$ 95,807 | \$ 114,348 | \$ 91,261 | \$ 90,674 | \$ 155,741 | \$ 94,758 | \$ 88,703 | \$ 113,744 | \$ 114,149 | \$ 104,305 | \$ 104,305 |
| | | | | | | | | | | | | | Over/(under) Program Line |