SOUTHERN COLORADO DEVELOPMENTAL DISABILITIES SERVICES, INC. LAS ANIMAS COUNTY REHABILITATION CENTER, INC.

BOARD OF DIRECTORS MEETING Meeting location 1205 Congress Drive December 15, 2020 Time: 4:00PM

Join Zoom Meeting

https://us02web.zoom.us/j/88497794486?pwd=MTUyZ2VCTWgrWDMvLzFxcGVXRUE4UT09

Meeting ID: 884 9779 4486

Passcode: 090559

AGENDA

- I. CALL TO ORDER
- II. OPEN FORUM/PUBLIC COMMENT
- III. ADDITIONS AND DELETIONS TO THE AGENDA
- IV. MINUTES TO THE PREVIOUS MEETING
- V. TREASURER'S REPORT
 - a. Review Financials LACRC/SCDDS
 - b. Audit status
 - C.
- VI. CORRESPONDENCE
- VII. COMMITTEE REPORTS -
- VIII. OLD BUSINESS
 - 1. Board Member Replacement
- IX. NEW BUSINESS
 - 1. El Position
 - 2. Holiday Schedule
 - 3. January Meeting
 - 4. Bonus
- X. OTHER

1.

- XI. PROGRAM REPORTS
 - 1. Directors Report
 - a. Update on Covid 19
- XII. Adjournment

MINUTES OF BOARD OF DIRECTORS MEETING

DATE: October 27, 2020

TIME: 4:00 PM, The meeting was held in Trinidad

PERSONS PRESENT: Board Members: Board President Spencer (via phone), Shier, Pando, Quintero (via phone), Nielsen,

Business Manager, David Moore, Teri Hansford and Executive Director Duane Roy

Absent:

NOT EXCUSED:

TOPIC DISCUSSION

<u>CALL TO ORDER</u> The meeting was called to order at 4:00 PM by Board President Spencer, the meeting was held in Trinidad at

1205 Congress Drive.

ADDITIONS AND DELETIONS

TO THE AGENDA

None

Public Comment None

MINUTES TO THE PREVIOUS

MEETING

The minutes to the September 29, 2020 meeting was reviewed. Following discussion it was M/S/P by Nielsen

and Quintero to approve the meeting minutes.

TREASURER'S REPORT David Moore, Business Manager reviewed the finance statements for September and Y to D for July through

September 2020. Following discussion it was M/S/P Nielsen and Shier to accept the finance statement. David gave an update on the audit. David indicated that he is working with the auditor to get the 2017 audit completed, once completed the 2018 and 2019 audits should be not take as much time. Duane asked David

to give and a more detailed timeline for the audit at the November meeting.

CORRESPONDENCE None

COMMITTEE REPORT None

OLD BUSINESS

1. Board Member Replacement

No action taken.

NEW BUSINESS

1. Annual Wage Increase

Duane requested authorization to increase staff wages not covered by the HB1407 that required the agency to increase all DSP wages that provided home maker and personal care services to \$12.41 per hour. Duane said this increase did not include direct care staff that work in residential, day program or administrative staff. Duane requested authorization to go forward and increase wages for staff working for the residential, day and administrative staff that are not making \$12.41 per hour to the \$12.41 level. For direct care staff with longevity and administrative staff Duane requested authorization to increase these wages by 2%. Duane indicated that these increases would likely put LACRC/SCDDS's P and L's in the red. Funds to pay for this would come from the Cares/HHS grant. Following discussion it was M/S/P by Nielsen and Quintero to increase wages for staff making less than \$12.41 per hour to \$12.41/hr and then for staff with longevity along with management staff to increase their wages by 2%.

2. Change in 401 K Advisors Duane reviewed a proposal from Mutual of America, financial investors to take over and help LACRC/SCDDS along with the employees to manage the 401 K plan and the individual employee investments. Currently the plan is being administered by ADP payroll services. LACRC switched Payroll services fro ADP to Paycom last July. Mutual of America works closely with Paycom. Duane indicated that he wanted to get input form

the employees in the plan before switching. Philip Holmes, representative with Mutual of America will set up meeting with the employees and Duane will bring back recommendations from the employees regarding changing investment advisors. Philip Holmes indicated that mutual of America's fee structures for the agency for the various tax filing and that what employees pay is less than the current plan form ADP.

3. Status of HHS Application

Duane informed the board that LACRC and SCDDS received \$88,393.68 and \$7,758.38 respectively from the Cares Act Application. These funds can be sued as the agency chooses.

4. EI

Duane informed the board that the director of SCDDS's EI (early Childhood program) has tendered her resignation. Duane indicated that the agency has been interviewing prospective candidates for the position and the position has been offered to 2 different people and both later resigned partly because of the wage and the other was the level of paper work involved with the program/position. Duane indicated that the EI group at the state level would like to pilot a new management approach in Trinidad where the program hires someone that is a therapist to both run and provide direct services to the children in the program. The emphasis of the pilot would be to increase quality at the local level in terms of services and paperwork. The EI program is funded on a cost basis and funds budgeted for and not spent are returned to the state. Duane indicated that if we do this the new wage for the EI Director would be in the \$26.44 per hour range verses 18.51/per hour. Duane indicated that this is outside our wage and salary plan. The state is encouraging SCDDS to pilot this program and they will pay the costs. Duane said he will continue to work with the state and get something in writing. The consensus of the board was to go forward and if the state will pay for everything to change the salary scale and hire the new position.

Directors Report

a. Inquiry to purchase the Willis Street house.

Duane indicated that the host home provider that is leasing the Willis street house is interested in buying the Willis street home. The board gave Duane the authority to have an appraisal done and then the board will decide what to do with the request and the home.

b. COVID Update

Duane gave updated the Board on how COVID 19 is continuing to impacting services. Duane said the agency has not experienced any recent cases of Covid in the people that we serve and or staff.

There will not be a meeting in November. The next meeting will be December 15th.

Adjournment by Shie	r at 4:45 pm.
	By Ronald Nielsen, Secretary
Date:	

Adjournment

LACRC SCDDS

Income Statement SubType For the period of 10/1/2020 through 10/31/2020

	For the period	of 10/1/2020 through 10/31/2020	
Revenues		<u>Revenues</u>	
Food Stamps	\$2,244	Management - FSSP Admin	\$268
Administrative Management	\$13,924	SLS MW Direct Service Revenue	\$18,231
Rental Property Income	\$1,425	SLS MW IHAB Revenue	\$10,170
IHAB TRI	\$23,298	CES Direct Service-Medicaid	\$7,465
Transportation - Non Med Day TRI	\$1,606	SLS Revenue - State Fund	\$2,218
IHAB WAL	\$8,397	Early Intervention Program Revenue	\$10,595
Transportation - Non Med Day WAL	\$799	Family Support Program Revenue	\$3,570
Supported Employment TRI	\$8,262	Comprehensive - Day Hab	\$28,794
Supported Employment WAL	\$653	Comprehensive - Residential	\$180,197
Comprehensive Fee for Svc Res TRI	\$134,003	Transportation	\$2,413
Comprehensive Fee for Svc Res WAL	\$45,914	Dental & Vision Care	\$480
SLS MW Direct Srv/PC/Homemaker TRI	\$11,072	Case Management	\$26,857
SLS MW Direct Srv/PC/Homemaker WAL	\$6,915		
CES - Direct Service - Medicaid	\$7,465		
SLS-Direct Service-State TRI	\$2,001		
SLS-Direct Service-State WAL	\$134		
SLS Revenue - Medicaid	\$1,134		
SLS Revenue - State Fund	\$50		
EBD Direct Service-Personal Care	\$127,379		
Comprehensive - Medicaid	\$236		
Non-Emergency Medical Transp	\$1,790		
Comprehensive R & B	\$24,762		
Dental/Vision Care	\$480		
Client production revenue	\$720		
Net Revenues	\$424,663	Net Revenues	\$291,256
Program Expenses ·		Program Expenses	
Homemaker Enhanced Srvs - CES	\$606	CES EXPENSE	\$7,465
CES Program Expenses	\$197	Staff Salaries	\$22,235
Staff Salaries	\$248,900	Payroll Taxes - FICA	\$1,589
Client Wages	\$363	Payroli Taxes - Unemp	\$3
Payroll Taxes - FICA	\$18,572	Payroll Taxes - WC	\$46
Payroll Taxes - Unemp	\$1,016	Payroll Deductions - Health Ins	\$2,358
Payroli Taxes - WC	\$9,507	Payroll Deductions - 401(k)	\$688
Health Ins - Company Portion	\$9,758	Miscellaneous	\$26
Retirement Benefit - Company Portio	\$996	Program Supply	\$16
Residential Provider	\$18,357	Telephone	\$672
Program Supply	\$693	Postage	\$267
Office Supply	\$58	Advertising & PR	\$399
Custodial Supplies	\$1,364	License & Fees	\$19
First Aide & Safety Supplies	\$82	Office Equipment Lease	\$45
Safety Supplies	\$699	Management Service	\$7,199
Telephone	\$1,930	General Insurance	\$491
Postage	\$227	Depreciation	\$36

\$29

\$16

\$1,770

\$1,571

\$5,406

\$5,269

\$4,746

\$624 \$5,614

\$197

\$8,474

\$125

\$256

Utilities

Therapy

Building Maintenance

Family Reimbursement-FSSP

SLS EXPENSE: MEDICAID

SLS EXPENSE: STATE

Comprehensive

\$304 \$67

\$1,840

\$6,585

\$30,139

\$3,958

\$210,058

Dues & Publications

Staff Development

Food

Recreation

License & Fees

General Insurance

Depreciation

Maintenance - Equipment

Maintenance - Computers

Mileage Reimbursement

Payroll Processing Expense

Unemployment Services Expense

Office Equipment Lease

Utilities	\$3,223			
Cable TV & Internet Service	\$461			
Building Maintenance	\$487			
Gas & Oil - Auto	\$2,645			
Vehicle Repair & Maintenance	\$2,290			
Client Transportation	\$507			
Medical Supply	\$378			
Assistive Tech/Home Mod	\$500			
Vision Care	\$480			
Pharmacy	\$631			
Tenant Rent Contributions	\$6,458			
Personal Needs	\$3,223			
Total Program Expenses	\$368,705	Total Program Ex	penses	\$296,506
ieneral & Administrative Expenses		General & Administrative Expe	nses	
Staff Salaries	\$31,807	Telephone		\$110
Payroll Taxes - FICA	\$2,325	Dues & Publications		\$1,724
Payroll Taxes - Unemp	\$38	Advertising & PR		\$113
Unallocated W/C Expense	\$200	License & Fees		\$12
Health Ins - Company Portion	\$2,290	Payroll Processing Expense		\$456
Retirement Bene - Company Portion	\$806	General Insurance		\$399
Program Supply	\$11	Audit & Accounting		\$737
Office Supplies	\$220			¥: = •
Custodial Supplies	\$58			
First Aide & Safety Supplies	\$77			
Telephone	\$256			
Postage	\$95			
Maintenance - Computers	\$659			
Advertising & PR	\$113			
_				
Mileage Reimbursement	\$79			
Travel Aliowance	\$250			
Food	\$137			
License & Fees	\$210			
Legal-Admin	\$300			
Office Equipment Lease	\$62			
Miscellaneous	\$18			
General Insurance	\$839			
Audit & Accounting	\$1,000			
Depreciation	\$1,156			
Utilities	\$572			
Cable TV & Internet Service	\$17			
Building Maintenance	\$31			
Total General & Administrative Expense:	\$43,624	Total General & A	الطاقة	\$3,551
Total Expenses	\$412,330	Total E	xpenses	\$300,058
la como (la con) force Operations	£40.222	lucama	(I and) from Operation	¢/0 004)
Income (Loss) from Operations	\$12,333	income	(Loss) from Operation	\$(8,801)
	COMBINED INCO	ME (LOSS) \$3,532		
ther Income (Expense)		Other Income (Expense)		
Mutual Funds	\$524	Interest Earned		\$8
		Navional Econolis - I lease alies of C	nin or Loce	\$(74)
		Mutual Funds - Unrealized G	alli Of LOSS	Ψ(· ·/

\$3,223

Utilities

LACRC SCDDS

Income Statement SubType For the period of 11/1/2020 through 11/30/2020

Food Stamps	Revenues		Revenues	
Rental Properly Income	Food Stamps	\$2,244	Management - FSSP Admin	\$268
HAB TRI	Administrative Management	\$10,324	SLS MW Direct Service Revenue	\$9,572
Transportation - Non Med Day TRI	Rental Property Income	\$1,425	SLS MW IHAB Revenue	\$9,057
HAB WAL S9,351 Early Intervention Program Revenue \$10,513 Comm Connect WAL \$11,44 Family Support Program Revenue \$3,051 Tansportation - Non Med Day WAL \$1,140 Comprehensive - Day Hab \$77,626 Supported Employment VAL \$825 Comprehensive - Residential \$174,387 Supported Employment WAL \$825 Comprehensive - Residential \$174,387 Supported Employment WAL \$825 Comprehensive - Residential \$174,387 SUB MV Direct SnvPC/Homemaker RVI \$8,276 Dental & Vision Care \$440 SLS MW Direct SnvPC/Homemaker WAL \$178 SLS Revince-State RVI \$1,633 SLS-Direct Service-State RVI \$1,633 SLS-Direct Service-State RVI \$1,633 SLS-Direct Service-State RVI \$1,635 SLS-Direct Service-State RVI \$1,635 SLS-Direct Service-State RVI \$1,635 SLS-Direct Service-Personal Care \$117,784 Comprehensive - Medicaid \$1,957 SLS Revenue - State Fund \$1,957 SLS Revenue - State Fund \$1,957 Sub-marker Enhanced Snv - CES \$805 CES EXPENSE \$8,008 CES Program Expenses \$16,000 Sub-marker Enhanced Snv - CES \$805 CES EXPENSE \$8,008 CES Program Expenses \$227,465 Program Expenses \$273,465 Program Expenses \$274,465 Program Expenses \$275,465 Program Expense \$275,465 Program Expense \$275,465 Program Expense \$275,465 Program Exp	IHAB TRI	\$21,049	CES Direct Service-Medicaid	\$6,808
Comm Connect WAL	Transportation - Non Med Day TRI	\$1,321	SLS Revenue - State Fund	\$5,001
Transportation - Non Med Day WAL S1,140 Comprehensive - Day Hab \$27,626 Supported Employment TRI \$8,227 Comprehensive - Residential \$174,387 Supported Employment WAL \$625 Transportation \$2,269 SLS MW Direct SnvPC-Momemaker TRI \$6,278 Dental & Vision Care \$440 SLS MW Direct SnvPC-Momemaker WAL \$3,237 Case Management \$24,222 CES - Direct Service - Medicaid \$6,808 SLS-Direct Service - Medicaid \$1,833 SLS-Direct Service-State TRI \$1,633 SLS-Direct Service-State TRI \$1,837 SLS-Direct Service-Personal Care \$117,794 Comprehensive - Medicaid \$174,387 SLS Revenue - State Fund \$50 EBD Direct Service-Personal Care \$117,794 Comprehensive - Medicaid \$174,387 Comprehensive - Medicaid \$18,873 Comprehensive - Medicaid \$18,873 Comprehensive - Medicaid \$174,387 Comprehensive - Medicaid \$174,387 Comprehensive - Medicaid \$18,873 Comprehensive - CES \$866 CES EXPENSE \$8,808 CES Program Expenses \$220 Payroll Taxes - FICA \$1,825 Payroll Taxes - FICA \$1,825 Payroll Taxes - FICA \$1,825 Payroll Taxes - VIC \$1,825 Payroll Ta	IHAB WAL	\$9,351	Early Intervention Program Revenue	\$10,513
Supported Employment TRI S8,227 Comprehensive - Residential \$174,387 Supported Employment WAL \$5,278 Dental & Vision Care \$440 SLS MW Direct Snr/PC/Homemaker TRI \$5,278 Dental & Vision Care \$440 SLS MW Direct Snr/PC/Homemaker WAL \$3,237 Case Management \$24,222 CES - Direct Service- Medicaid \$6,808 SLS-Direct Service-State WAL \$178 SLS-Direct Service-State WAL \$178 SLS Revenue - Medicaid \$1,957 SLS Revenue - Medicaid \$174,337 Non-Emergency Medicaid \$117,794 Comprehensive - Medicaid \$1,873 Non-Emergency Medicaid \$1,825 Payroll Taxes - Medicaid \$1,873 Non-Emergency Medicaid \$1,875 SLS Revenue \$273,466 Portarm Expenses \$1,873 SLS Personal Expenses \$2,00,171 SLS Personal Expenses \$2,00 SLS Personal Expenses	Comm Connect WAL	\$14	Family Support Program Revenue	\$3,303
Supported Employment WAL S8.25 Transportation \$2,269	Transportation - Non Med Day WAL	\$1,140	Comprehensive - Day Hab	\$27,626
SLS MW Direct SrvPC/Homemaker TRI Si.2 MW Direct SrvPC/Homemaker WAL Sl.2 MW Direct SrvPC/Homemaker WAL Sl.232	Supported Employment TRI	\$8,227	Comprehensive - Residential	\$174,387
SLS MW Direct Srv/PC/Homemaker WAL \$3,237 Case Management \$24,222	Supported Employment WAL	\$625	Transportation	\$2,269
CES - Direct Service - Medicaid \$8,808 SLS-Direct Service-State TRI \$1,633 SLS-Direct Service-State WAL \$178 SLS-Direct Service-State WAL \$178 SLS Revenue - Medicaid \$1,957 SLS Revenue - Medicaid \$1,957 SLS Revenue - Medicaid \$17,794 SLS Revenue - Medicaid \$174,387 SLS Revenue - Medicaid \$174,387 SLS-Direct Service-Personal Care \$117,794 SLS Revenue - Medicaid \$174,387 SLS Revenue \$440 SLS Revenue \$720 SLS Reve	SLS MW Direct Srv/PC/Homemaker TRI	\$6,278	Dental & Vision Care	\$440
SLS-Direct Service-State TRI S1,833	SLS MW Direct Srv/PC/Homemaker WAL	\$3,237	Case Management	\$24,222
SLS-Direct Service-State WAL \$178 SLS Revenue - Medicaid \$1,957 SLS Revenue- State Fund \$50 EBD Direct Service-Personal Care \$117,794 Comprehensive - Medicaid \$174,387 Non-Emergency Medical Transp \$1,873 Comprehensive R & B \$16,823 Dental/Vision Care \$440 Client production revenue \$720 Net Revenues \$387,898 Net Revenues \$273,466 Program Expenses Program Expenses \$20,617 Homemaker Enhanced Srvs - CES \$606 CES EXPENSE \$6,808 CES Program Expenses \$22,517 \$2 Staff Salaries \$245,782 Payroll Taxes - ICA \$1,625 EBD Salaries & Benefits \$125 Payroll Deductions - 401(k) \$1,625 Client Wages \$333 Payroll Deductions - 401(k) \$700 Payroll Taxes - FICA \$19,182 Payroll Deductions - 401(k) \$700 Payroll Taxes - Unemp \$990 Program Supply \$16 Payroll Taxes - Unemp \$990 Pro	CES - Direct Service - Medicaid	\$6,808		
SLS Revenue - Medicaid S1,957	SLS-Direct Service-State TRI	\$1,633		
SLS Revenue - State Fund	SLS-Direct Service-State WAL	\$178		
EBD Direct Service-Personal Care \$117,794 Comprehensive - Medicaid \$174,387 Non-Emergency Medical Transp \$1,873 Comprehensive R & B \$16,823 Dental/Vision Care \$440 Client production revenue \$720	SLS Revenue - Medicaid	\$1,957		
Comprehensive - Medicaid Non-Emergency Medical Transp \$1,873 Comprehensive R & B \$16,823 Dental/Vision Care \$440 Client production revenue \$720 Net Revenues \$387,998 Net Revenues \$273,466 Program Expenses Program Expenses Program Expenses \$606 CES EXPENSE \$6,808 CES Program Expenses \$522 \$1847 Salaries \$20,617 \$1,825 Staff Salaries \$245,782 Payroll Taxes - FICA \$1,825 EBD Salaries & Benefits \$125 Payroll Deductions - Health Ins \$2,358 Payroll Taxes - FICA \$19,182 Payroll Deductions - Health Ins \$2,358 Payroll Taxes - Unemp \$990 Program Supply \$16 Payroll Taxes - Unemp \$990 Program Supply \$16 Payroll Taxes - Unemp \$990 Program Supply \$16 Recidential Provider \$1,300 Postage \$14 Residential Provider \$1,300 Postage \$14 Recidential Provider \$1,300 Postage	SLS Revenue - State Fund	\$50		
Non-Emergency Medical Transp \$1,873 Comprehensive R & B \$16,823 Dental/Vision Care \$440 Client production revenue \$720 Net Revenues \$387,898 Net Revenues \$273,466 Program Expenses Program Expenses Homemaker Enhanced Srvs - CES \$606 CES EXPENSE \$6,808 CES Program Expenses \$222 Staff Salaries \$20,817 Staff Salaries \$245,782 Payroll Taxes - FICA \$1,825 EBD Salaries & Benefits \$125 Payroll Deductions - Health Ins \$2,358 Payroll Taxes - FICA \$19,182 Payroll Deductions - 401(k) \$700 Payroll Taxes - FICA \$19,182 Payroll Deductions - 401(k) \$700 Payroll Taxes - VIC \$9,990 Program Supply \$16 Payroll Taxes - VIC \$9,999 Office Supply \$264 Retirement Benefit - Company Portion \$1,300 Postage \$14 Residential Provider \$17,852 Maintenance - Computers \$220 Residential Provider \$	EBD Direct Service-Personal Care	\$117,794		
Comprehensive R & B \$16,823 Dental/Vision Care \$4440 Client production revenue \$720 Net Revenues \$387,898 Net Revenues \$273,466 Program Expenses Program Expenses Program Expenses \$5606 CES EXPENSE \$6,808 CES Program Expenses \$522 Staff Salaries \$20,617 Staff Salaries \$245,782 Payroll Taxes - FICA \$1,825 EBD Salaries & Benefits \$125 Payroll Deductions - Health Ins \$2,358 Client Wages \$336 Payroll Deductions - Health Ins \$2,358 Payroll Taxes - FICA \$19,182 Payroll Deductions - Health Ins \$2,358 Payroll Taxes - Underp \$990 Program Supply \$16 Payroll Taxes - VC \$9,999 Program Supply \$26 Health Ins - Company Portion \$1,300 Postage \$14 Health Ins - Company Portion \$1,300 Postage \$14 Residential Provider \$17,852 Maintenance - Computers \$220 Residential Provid	Comprehensive - Medicaid	\$174,387		
Dental/Vision Care \$440 Client production revenue \$720	Non-Emergency Medical Transp	\$1,873		
Client production revenue \$720 Net Revenues \$387,898 Net Revenues \$273,466 Program Expenses Program Expenses Program Expenses \$6,808 CES Program Expenses \$522 Staff Salaries \$20,817 Staff Salaries \$245,782 Payroll Taxes - FICA \$1,825 EBD Salaries & Benefits \$125 Payroll Taxes - WC \$46 Client Wages \$336 Payroll Deductions - Health Ins \$2,358 Payroll Taxes - FICA \$19,182 Payroll Deductions - Health Ins \$2,358 Payroll Taxes - Unemp \$999 Program Supply \$16 Payroll Taxes - WC \$9,989 Office Supply \$264 Health Ins - Company Portion \$1,300 Postage \$14 Residential Provider \$1,300 Postage \$14 Residential Provider \$17,652 Maintenance - Computers \$220 Program Supply \$880 Advertising & PR \$399 Office Supplis \$1,714 Management Service \$3,600 Telephone	Comprehensive R & B	\$16,823		
Net Revenues \$387,898 Net Revenues \$273,466 Program Expenses Program Expenses \$606 CES EXPENSE \$6,808 CES Program Expenses \$522 Staff Salaries \$20,617 \$1,825 Staff Salaries \$245,782 Payroll Taxes - FICA \$1,825 EBD Salaries & Benefits \$125 Payroll Taxes - FICA \$1,825 Client Wages \$336 Payroll Deductions - Health Ins \$2,358 Payroll Taxes - Unemp \$990 Program Supply \$16 Payroll Taxes - WC \$9,989 Office Supply \$264 Health Ins - Company Portion \$8,186 Telephone \$666 Retirement Benefit - Company Portion \$8,186 Telephone \$666 Retirement Benefit - Company Portion \$1,300 Postage \$14 Residential Provider \$17,582 Maintenance - Computers \$220 Program Supply \$880 Advertising & PR \$399 Office Equipment Lease \$63 Custodial Supplies \$1,714 Management Service \$	Dental/Vision Care	\$440		
Program Expenses Program Expenses Homemaker Enhanced Srvs - CES \$606 CES EXPENSE \$6.808 CES Program Expenses \$522 Staff Salaries \$20,617 Staff Salaries \$245,782 Payroll Taxes - FICA \$1,825 EBD Salaries & Benefits \$125 Payroll Taxes - WC \$46 Client Wages \$336 Payroll Deductions - Health Ins \$2,358 Payroll Taxes - FICA \$19,182 Payroll Deductions - Health Ins \$2,358 Payroll Taxes - Unemp \$990 Program Supply \$16 Payroll Taxes - Unemp \$990 Program Supply \$16 Payroll Taxes - Unemp \$990 Program Supply \$264 Health Ins - Company Portion \$8,186 Telephone \$666 Retirement Benefit - Company Portio \$1,300 Postage \$14 Residential Provider \$17,852 Maintenance - Computers \$220 Office Supply \$880 Advertising & PR \$399 Office Supply \$692 Office Equipment Lease \$363	Client production revenue	\$720		
Program Expenses Program Expenses Homemaker Enhanced Srvs - CES \$606 CES EXPENSE \$6.808 CES Program Expenses \$522 Staff Salaries \$20,617 Staff Salaries \$245,782 Payroll Taxes - FICA \$1,825 EBD Salaries & Benefits \$125 Payroll Taxes - WC \$46 Client Wages \$336 Payroll Deductions - Health Ins \$2,358 Payroll Taxes - FICA \$19,182 Payroll Deductions - Health Ins \$2,358 Payroll Taxes - Unemp \$990 Program Supply \$16 Payroll Taxes - Unemp \$990 Program Supply \$16 Payroll Taxes - Unemp \$990 Program Supply \$264 Health Ins - Company Portion \$8,186 Telephone \$666 Retirement Benefit - Company Portio \$1,300 Postage \$14 Residential Provider \$17,852 Maintenance - Computers \$220 Office Supply \$880 Advertising & PR \$399 Office Supply \$692 Office Equipment Lease \$363				
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CES Program Expenses \$522 Staff Salaries \$20,617 Staff Salaries & Benefits \$245,782 Payroll Taxes - FICA \$1,825 EBD Salaries & Benefits \$125 Payroll Deductions - Health Ins \$245 Client Wages \$336 Payroll Deductions - Health Ins \$2,358 Payroll Taxes - FICA \$19,182 Payroll Deductions - 401(k) \$700 Payroll Taxes - Unemp \$990 Program Supply \$16 Payroll Taxes - WC \$9,989 Office Supply \$264 Health Ins - Company Portion \$1,300 Postage \$14 Retirement Benefit - Company Portio \$1,300 Postage \$14 Residential Provider \$17,852 Maintenance - Computers \$220 Program Supply \$880 Advertising & PR \$399 Office Supplies \$1,714 Management Service \$3,600 Custodial Supplies \$1,714 Management Service \$3,600 Telephone \$1,915 General Insurance \$491 Dues & Publications \$29 Depreciation <td>•</td> <td>#C0C</td> <td></td> <td>¢£ 909</td>	•	#C0C		¢£ 909
Staff Salaries \$245,782 Payroll Taxes - FICA \$1,825 EBD Salaries & Benefits \$125 Payroll Taxes - WC \$46 Client Wages \$336 Payroll Deductions - Health Ins \$2,358 Payroll Taxes - FICA \$19,182 Payroll Deductions - 401(k) \$700 Payroll Taxes - Unemp \$990 Program Supply \$16 Payroll Taxes - WC \$9,989 Office Supply \$264 Health Ins - Company Portion \$8,186 Telephone \$666 Retirement Benefit - Company Portio \$1,300 Postage \$14 Residential Provider \$17,852 Maintenance - Computers \$220 Program Supply \$880 Advertising & PR \$399 Office Supply \$682 Office Equipment Lease \$63 Custodial Supplies \$1,714 Management Service \$3,600 Telephone \$1,915 General Insurance \$491 Dues & Publications \$29 Depreciation \$36 Maintenance - Computers \$1,792 Bullding Maintenance \$34		•		
EBD Salaries & Benefits \$125 Payroll Taxes - WC \$46 Client Wages \$336 Payroll Deductions - Health Ins \$2,358 Payroll Taxes - FICA \$19,182 Payroll Deductions - 401(k) \$700 Payroll Taxes - Unemp \$990 Program Supply \$16 Payroll Taxes - WC \$9,989 Office Supply \$264 Health Ins - Company Portion \$8,186 Telephone \$666 Retirement Benefit - Company Portio \$1,300 Postage \$14 Residential Provider \$17,852 Maintenance - Computers \$220 Program Supply \$880 Advertising & PR \$399 Office Supply \$682 Office Equipment Lease \$3,600 Custodial Supplies \$1,714 Management Service \$3,600 Telephone \$1,915 General Insurance \$491 Dues & Publications \$29 Depreciation \$36 Maintenance - Equipment \$64 Utilities \$276 Maintenance - Computers \$1,792 Building Maintenance \$20	•	• .		
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Payroll Processing Expense \$3,405 Office Equipment Lease \$658 General Insurance \$5,614 Unemployment Services Expense \$197 Depreciation \$8,474 Utilities \$3,849			Comprehensive	\$202,890
Office Equipment Lease \$658 General Insurance \$5,614 Unemployment Services Expense \$197 Depreciation \$8,474 Utilities \$3,849	Payroll Processing Expense	\$3,405		
General Insurance \$5,614 Unemployment Services Expense \$197 Depreciation \$8,474 Utilities \$3,849	-			
Unemployment Services Expense \$197 Depreciation \$8,474 Utilities \$3,849	• •			
Depreciation \$8,474 Utilities \$3,849				
Utilities \$3,849		\$8,474		
Cable TV & Internet Service \$461	·			
	Cable TV & Internet Service	\$461		

Gas & Oil - Auto	\$1,160		
Vehicle Repair & Maintenance	\$1,335		
Client Transportation	\$356		
Medical Supply	\$469		
Assistive Tech/Home Mod	\$743		
Vision Care	\$690		
Pharmacy	\$809		
Tenant Rent Contributions	\$6,458		
Personal Needs	\$3,223		
Total Program Expenses	\$363,089	Total Program Expenses	\$274,592
General & Administrative Expenses		General & Administrative Expenses	
Staff Salaries	\$31,621	Program Supply	\$163
Payroll Taxes - FICA	\$2,780	Telephone	\$110
Payroli Taxes - Unemp	\$6	Advertising & PR	\$113
Unallocated W/C Expense	\$200	License & Fees	\$12
Health Ins - Company Portion	\$(984)	Payroll Processing Expense	\$400
Retirement Bene - Company Portion	\$841	General Insurance	\$399
Office Supplies	\$60	Audit & Accounting	\$737
Custodial Supplies	\$17		
Telephone	\$308		
Maintenance - Equipment	\$134		
Maintenance - Computers	\$1,222		
Advertising & PR	\$113		
Per Diem Reimbursements	\$12		
Mileage Reimbursement	\$71		
Travel Allowance	\$250		
Food	\$26		
License & Fees	\$422		
Legal-Admin	\$300		
Office Equipment Lease	\$62		
General Insurance	\$839		
Audit & Accounting	\$1,000		
Depreciation	\$1,156		
Utilities	\$744		
Cable TV & Internet Service	\$17		
Building Maintenance	\$60		
Vehicle Repair & Maintenance	\$82		
·			
Total General & Administrative Expens	\$41,360	Total General & Administrative Exp	\$1,933
Total Expenses	\$404,449	Total Expenses	\$276,525
Income (Loca) from Operations	¢(16 EEN)	Income (Loss) from Operations	\$(3,058)
Income (Loss) from Operations	\$(16,550)	meome (Loss) nom operations	\$ (0,000)
COMBINED IN	COME (LOSS)	\$(19,609)	
Other Income (Expense)		Other Income (Expense)	
Mutual Funds	\$31,111	Interest Earned	\$7
	• • • • • •	Mutual Funds - Unrealized Gain or Loss	\$9,180
Total Other Income (Expense)	\$31,111	Total Other Income (Expense)	\$9,187
. Cast Cast Machine (Emperior)	431,	, , , , , , , , , , , , , , , , , ,	•

\$715

\$1,180

Building Maintenance

Gas & Oil - Auto