



## GRAND TRAVERSE COUNTY

### COMMISSION ON AGING

520 W. FRONT STREET, SUITE B  
TRAVERSE CITY, MI 49684-2237  
(231) 922-4688 • (231) 929-1645  
E-MAIL ADDRESS: [gtcoa@grandtraverse.org](mailto:gtcoa@grandtraverse.org)  
HOMEPAGE: [www.gtcoa.org](http://www.gtcoa.org)

## COMMITTEE OF THE WHOLE

### AGENDA

**Tuesday, April 19, 2016 at 9:00 a.m.**

**520 West Front Street**

**Traverse City, MI 49684**

Chair: Rodetta Harrand/Executive, Chair: Bill Rokos/Finance

Chair: Sandra Busch/Program

Conference Call: 922-4859

*Mission Statement: The mission of the Grand Traverse County Commission on Aging is to offer home and community based services to maintain and improve the quality of life for resident senior citizens.*

1. Approval of Agenda
2. Approval of Minutes (2-5)
3. Introduction of new employees - Laura Green, Deputy Director
  - A. Tyson Roush, Home Chore
  - B. Alicia Rikli, Universal Aide
4. Employee Anniversary, Dorothy StremLOW, 20 years, Home Health Care/Respite - Laura Green, Deputy Director
5. Discussion on Board meeting location change
6. Traverse Bay United Methodist Church Heating Donation (6)

### EXECUTIVE/FINANCE

6. 2015 Year End Finance Reports
  - A. IHS (7-12)
  - B. SCN (13-16)
7. March Finance Reports (22-35)

### PROGRAM/COMMUNITY RELATIONS

8. February Program Report (13-26)
9. Medication Management
10. Home Chore Voucher Program
11. Old Business
12. New Business
13. Public comment

Minutes available by contacting the Grand Traverse County Commission on Aging office by phone at (231) 922-4688 or by mail at the following address: 520 West Front Street Suite B, Traverse City MI. 49684. If you need auxiliary assistance under ADA, contact the Administrator at (231) 922-4780 or TDD (231) 922-4412.



**Committee of the Whole**  
**Committee Meeting**  
**~ Minutes ~**

**GRAND TRAVERSE COUNTY**  
**COMMISSION ON AGING**

520 W. FRONT STREET, SUITE B  
TRAVERSE CITY, MI 49684-2237  
(231) 922-4688 • FAX (231) 929-1645  
E-MAIL ADDRESS: gtcoa@grandtraverse.org  
HOMEPAGE: www.grandtraverse.org

Tuesday, March 1, 2016

9:00 AM

GTCOA Meeting Room

**DRAFT:** 3/1/16

**APPROVED:**

**Call to Order**

Chair Harrand called the meeting to order at the Commission on Aging Meeting Room, 520 West Front Street, Traverse City, MI.

Attendee Name	Title	Status	Arrived
Rodetta Harrand	Chair	Present	
Sandra Busch	Vice Chair	Present	
Bill Rokos	Treasurer	Excused	
Shirley Zerafa	Secretary	Present	
Christine Maxbauer	County Commissioner	Phone conference	
Kory Hansen	Member	Excused	
Carl Kucera	Member	Present	
Michelle Mercer	Member	Present	
Carol Sullivan	Member	Present	
David Taylor	Member	Present	

**Staff Present:** Laura Green, Deputy Director  
Cyndie F., Office Specialist

**Guests Present:** None

**Pledge of Allegiance**

Members recited the Pledge of Allegiance

**Mission Statement**

Taylor read the Commission on Aging's Mission Statement.

**Approval of Agenda**

The Deputy Director's compensation was requested under new business.

**Motion to approve the agenda as amended.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVED:</b>	Taylor
<b>SECONDED:</b>	Kucera
<b>AYES:</b>	Busch, Harrand, Kucera, Mercer, Sullivan, Taylor, Zerafa
<b>NAYS:</b>	None



### **Approval of Minutes**

Cyndie F. noted that Durga was not in attendance at the last meeting and that the minutes would be revised to reflect that change.

### **Motion to approve the minutes as amended.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVED:</b>	Sullivan
<b>SECONDED:</b>	Busch
<b>AYES:</b>	Busch, Harrand, Kucera, Mercer, Sullivan, Taylor, Zerafa
<b>NAYS:</b>	None

### **EXECUTIVE/FINANCE**

#### ***Endowment Summary***

Green reviewed the summary provided, and relayed that \$6,824 will be forwarded to GTCOA sometime in March. Green explained the Endowment Fund, what it is, and how it started through the GTRCF (Grand Traverse Regional Community Foundation). Green relayed that she and Harrand recently met with their Executive Director, Phil Ellis, and provided members with information on that meeting.

#### ***Client Appeal***

Green informed members that the Client has requested that the appeal be postponed until the next meeting.

### **PROGRAM/COMMUNITY RELATIONS**

#### ***January Program Report***

Green reviewed the report for members, providing information on wait lists, HMA (Homemaker Aide) openings, and UA (Universal Aides). Discussion on HMA vs. UA employees for the housecleaning program, as well as annual training. Discussion on further review of the Program Report at the full Board meeting. Green reviewed each of the graphs contained in the report.

### **Acceptance of the January Program Report as presented.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVED:</b>	Zerafa
<b>SECONDED:</b>	Kucera
<b>AYES:</b>	Busch, Harrand, Kucera, Mercer, Sullivan, Taylor, Zerafa
<b>NAYS:</b>	None

## **2016 Public Relations Plan**

Green relayed that Smith is currently redoing the PSA (Public Service Announcement) and GTCOA brochure, short discussion. Green asked to change back to the old GTCOA log and asked for member's opinions. Members concurred. Green relayed that she would prefer to refer to GTCOA Services as Community Living Programs vs. In Home Services, explaining her reasoning. Commissioner Maxbauer noted confusion concerns with the change prior to the election in reference to the ballot language. Green to clarify the language and return. Chair Harrand asked to table further discussion until the Board meeting, and members concurred. Discussion on colors and the "hands" photos; members were asked if they would like to see something different to provide ideas.

## **Thank you letter, Long Lake Township**

Chair Harrand asked if Long Lake knows that the GTCOA would not be not be providing a grant for them next year. Green relayed she would cover that with Wells.

## **Medication Management Proposal**

Green provided a summary with historical information. Green relayed her thoughts on the number of units and GTCOA costs, and noted that staff would have to do an RFQ (Request for Quote). Question on staffing costs were answered by Green that she is waiting for information from HR (Human Resources). Discussion on unit security and power outages/unplugging the unit. Green relayed that Guardian is coming in next week and she would inquire about security. Discussion on grants and sustainability of a new program. Green asked if members were comfortable with GTCOA moving forward with preparation of an RFQ. Members concurred at ten units.

## **2015 Home Chore Voucher/Service Survey Results**

Green asked for thoughts on the survey results. Members noted it was a good tool and both (vouchers and staff) are doing a good job. Green reviewed with members how much money and vouchers were received by each vendor. Busch relayed that she thought the whole purpose of this was to compare costs. Members were informed that 2015 books have not yet closed. Green relayed that she would go back and review what information Program Committee had requested.

## **Old Business**

Chair Harrand stated that the County OMA (Open Meetings Act) Training is coming up and is good information for all.



### **New Business**

Green relayed information on a trial run of GPS system units being tried by staff. She stated that she believes it will be a cost savings and a good tool for proper mileage accounting and paperwork savings. She relayed the costs for the units, and told members she will let them know how those are working.

### **Deputy Director's compensation**

Taylor relayed concerns that Wells and Erickson's salaries are higher than Green's. Commissioner Maxbauer relayed that there is nothing the Board can do about the situation and offered several instances of County employees taking on multiple jobs for their same pay. Maxbauer also informed members that Wells is a City employee, and the County contributes the same amount of money to cover her salary as Green's. Commissioner Maxbauer relayed information regarding a process that Green is working on with Sagala to provide a recommendation to Administration; noting that until that is done, no exception will be made. Discussion on the millage, job descriptions and County employees.

### **Public comment**

None

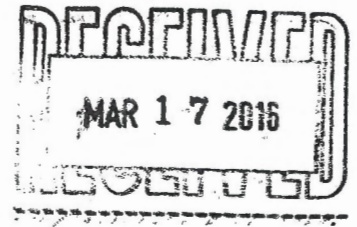
### **Adjournment**

Meeting adjourned at 10:14 am

Minutes available by contacting the Grand Traverse County Commission on Aging office by phone at (231) 922-4688 or by mail at the following address: 520 West Front Street, Suite B, Traverse City, MI. 49684.

K:\COMIMAGE\BOARD\Committees\Minutes\Executive\2016\03 March.doc  
CF/cf  
Rev

March 12, 2016



Commission on Aging  
Attn: Georgia Durga  
520 W. Front Street, Suite B  
Traverse City, Michigan 49684

Dear Georgia,

Enclosed please find our check to be used for the Commission on Aging for the "Home Heating Fund".

Our congregation feels the importance of helping those who need assistance during the winter months with their heating bills.

We thank you for your work in this area and for assisting those who need help. We send our greetings and best wishes from Traverse Bay United Methodist Church.

Sincerely,

Connie Linnerson, Chairperson, Christian Outreach  
4821 Church Road  
Traverse City, Michigan 49684  
231-946-9376

Copy of rct given to  
marsha. money  
placed in  
contributions - heat  
\$4345.00

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**FINANCE REPORT SUMMARY****Department Total - 2015**

**Revenue-** \$2,517,587. – 86.34%  
**Expenses:** \$2,412,283. – 82.73%

**Department Total - 2014**

**Revenue-** \$2,500,085. – 94.14%  
**Expenses:** \$2,463,242. – 92.76%

**GTCOA, December 31, 2015 Status Summary****2015 Accumulative Performance**

<u>Dept. Category</u>	<u>Revenue Status Report</u>	<u>Expenditure Status Report</u>
716 Administration	115%	104%
717 Info & Referral	56%	65%
718 Homemaker	89%	88%
719 Home Health Aid	97%	96%
720 Home Chore	76%	70%
721 Respite	93%	83%
722 Foot Care	74%	86%
724 PERS	85%	78%
727 Senior Assistance	64%	42%
<b>FY 2015</b>	<b><u>86.34%</u></b>	<b><u>82.73%</u></b>

Run Date 04/01/2016

GRAND TRAVERSE COUNTY  
TRIAL BALANCEPeriod End Date 12/31/2015  
ACR099

PAGE 1

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CREDIT

DEBIT

CREDIT

## FUND 297 G. T. COUNTY COMMISSION ON AGING

ASSETS	001.00	CASH	1,989,692.08	.00		
	018.00	IMPREST CASH	100.00	.00		
	026.00	TAXES RECEIVABLE	2,040,529.47	.00		
LIABILITIES	201.00	VOUCHERS PAYABLE	.00	7,558.00		
	202.00	ACCOUNTS PAYABLE	.00	23,986.62		
	212.00	ADVANCED FUNDS	.00	54,768.80		
	257.00	ACCRUED WAGES PAYABLE	.00	75,915.13		
	339.00	DEFERRED REVENUE	.00	2,344,538.49		
	389.11	F.BAL.RES. - CAPITAL OUTLAY	.00	147,000.00		
	390.00	FUND BALANCE	.00	1,271,250.03		
REVENUES	400.00	REVENUE CONTROL	.00	2,517,587.63		
EXPENDITURES	700.00	EXPENDITURE CONTROL	2,412,283.15	.00	6,442,604.70	6,442,604.70
					6,442,604.70	6,442,604.70



RUN DATE: 4/01/16

GRAND TRAVERSE COUNTY  
L I N E I T E M S A S O F 12/31/2015

PAGE 1

SELECTION: FUND RANGE 297 TO 297  
LINE ITEM RANGE 701.00 TO 999.00  
DEPARTMENTS

	INITIAL BUDGET	BUDGET ADJUSTMENTS	ADJUSTED BUDGET	THIS MONTH	THIS YEAR	CURRENT ENCUMBRANCES	BUDGET BALANCE	% EXPENDED / REALIZED
701.00 DEPARTMENT HEAD	57836.00	.00	57836.00	14120.52	67106.58	.00	9270.58-	116.03
701.01 PER DIEM	5000.00	4608.00	9608.00	1329.54	7848.95	.00	1759.05	81.69
702.00 FULL TIME & REGULAR PART TIM	1163896.00	24002.00-	1139894.00	127436.77	1074089.68	.00	65804.32	94.23
702.01 LONGEVITY	6708.00	.00	6708.00	5707.95	6007.97	.00	700.03	89.56
702.10 POST-STORM 8/2/2015	.00	.00	.00	.00	2201.28	.00	2201.28-	N/A
703.00 PART TIME TEMPORARY	27000.00	5000.00-	22000.00	166.79	4801.21	.00	17198.79	21.82
704.00 OVERTIME	.00	165.00	165.00	1322.44	2631.76	.00	2466.76-	1595.01
705.00 PERSONAL LEAVE	23513.00	.00	23513.00	13774.69	13774.69	.00	9738.31	58.58
715.00 FICA	98376.00	1000.00	99376.00	12535.55	88231.99	.00	11144.01	88.79
716.00 HEALTH, OPTICAL & DENTAL	399242.00	.00	399242.00	25364.20	346455.58	.00	52786.42	86.78
716.02 SHORT & L-T DISABILITY	9499.00	.00	9499.00	792.83	9934.08	.00	435.08-	104.58
716.03 PAYMENT IN LIEU OF INSURANCE	2000.00	.00	2000.00	2500.00	2500.00	.00	500.00-	125.00
717.00 LIFE INSURANCE	2542.00	1560.00	4102.00	297.32	3693.10	.00	408.90	90.03
718.00 RETIREMENT	19870.00	314.00	20184.00	2932.48	19669.62	.00	514.38	97.45
718.01 RETIREMENT DC	94635.00	.00	94635.00	11461.76	85646.86	.00	8988.14	90.50
718.05 RETIREMENT - DB UAL	116533.00	.00	116533.00	16430.22	113402.68	.00	3130.32	97.31
719.00 WORKER'S COMP INS	26520.00	117.00	26637.00	2847.79	23254.43	.00	3382.57	87.30
720.00 UNEMPLOYMENT COMPENSATION	.00	.00	.00	7558.00	7558.00	.00	7558.00-	N/A
727.00 OFFICE SUPPLIES	7000.00	1327.00	8327.00	652.26	7892.89	.00	434.11	94.79
729.00 PRINTING AND BINDING	4100.00	720.00	4820.00	.00	2158.33	.00	2661.67	44.78
729.02 COPY MACHINE USE	1300.00	15.00	1315.00	333.18	1256.65	.00	58.35	95.56
729.08 RISOGRAPH COPIES	.00	.00	.00	.00	.00	.00	.00	N/A
730.00 POSTAGE	15000.00	.00	15000.00	2860.00	11254.55	.00	3745.45	75.03
743.00 OTHER SUPPLIES	100.00	159.00	259.00	.00	35.17	.00	223.83	13.58
743.29 BASKETS OF BOUNTY	5000.00	2586.00	7586.00	2167.71	2388.81	.00	5197.19	31.49
743.35 PROPERTY DAMAGE	2300.00	2300.00	4600.00	11.00	2451.95	.00	2148.05	53.30
745.00 UNIFORMS & ACCESSORIES	5680.00	500.00	6180.00	478.98	4542.74	.00	1637.26	73.51
747.00 SMALL TOOLS & SUPPLIES	17000.00	5367.00	22367.00	1775.36	13688.25	4440.00	4238.75	61.20
747.11 EQUIPMENT	11320.00	5305.00	16625.00	498.00	8684.35	.00	7940.65	52.24
748.00 GAS, OIL & GREASE	25000.00	.00	25000.00	1842.33	14540.98	.00	10459.02	58.16
807.00 AUDITING	.00	.00	.00	.00	.00	.00	.00	N/A
810.00 SUBSCRIPTIONS	225.00	.00	225.00	.00	175.00	.00	50.00	77.78
810.01 DUES	243.00	355.00	598.00	.00	249.48	.00	348.52	41.72
811.00 SERVICE CONTRACTS	30042.00	30000.00-	42.00	.00	.00	.00	42.00	.00

**December  
EXPENSES – IN HOME  
SRVCS.  
GOAL 100%**

RUN DATE: 4/01/16

GRAND TRAVERSE COUNTY  
LINE ITEMS AS OF 12/31/2015

PAGE 2

SELECTION: FUND RANGE 297 TO 297  
LINE ITEM RANGE 701.00 TO 999.00  
DEPARTMENTS

	INITIAL BUDGET	BUDGET ADJUSTMENTS	ADJUSTED BUDGET	THIS MONTH	THIS YEAR	CURRENT ENCUMBRANCES	BUDGET BALANCE	% EXPENDED / REALIZED
812.00 MIS CHARGES	20000.00	3660.00	23660.00	5836.72	23092.83	.00	567.17	97.60
812.11 COMPUTER EQUIPMENT	.00	455.00	455.00	.00	.00	.00	455.00	.00
818.00 CONTRACT SERVICES	153286.00	13009.00	166295.00	21722.55	109815.67	.00	56479.33	66.04
818.07 SECRETARIAL	.00	.00	.00	.00	.00	.00	.00	N/A
818.89 HARDSHIP FUND	6000.00	7630.00	13630.00	.00	.00	.00	13630.00	.00
818.92 SENIOR HEATING	10000.00	11037.00	21037.00	.00	6019.26	.00	15017.74	28.61
818.93 SENIOR SUPPORT	16000.00	6693.00	22693.00	1773.20	18737.93	.00	3955.07	82.57
818.94 TRANSPORTATION	34000.00	13000.00-	21000.00	3000.00	12000.00	.00	9000.00	57.14
818.99 VOUCHERS	.00	211774.00	211774.00	14705.00	40535.00	.00	171239.00	19.14
819.32 EVENTS	600.00	489.00	1089.00	.00	488.38	.00	600.62	44.85
850.00 TELEPHONE	5600.00	.00	5600.00	455.96	5129.90	.00	470.10	91.61
850.01 TELEPHONE LOCAL & L.D.	700.00	.00	700.00	1.48	22.98	.00	677.02	3.28
850.04 TELE-CELLULAR NETWORK	8084.00	2710.00	10794.00	967.41	7930.03	.00	2863.97	73.47
860.00 TRAVEL	76400.00	4099.00-	72301.00	7998.71	67064.41	.00	5236.59	92.76
860.01 CONVENTIONS & CONFERENCES	2530.00	1078.00-	1452.00	.00	659.27	.00	792.73	45.40
860.15 EVENTS TRAVEL	.00	.00	.00	.00	.00	.00	.00	N/A
862.00 VEHICLE RENTAL	.00	.00	.00	.00	.00	.00	.00	N/A
909.00 ADVERTISING	5850.00	200.00	6050.00	99.40	4207.54	.00	1842.46	69.55
910.00 INSURANCE & BONDS	2500.00	.00	2500.00	.00	606.00	.00	1894.00	24.24
920.50 UTILITIES - HEAT	2000.00	.00	2000.00	427.49	1721.57	.00	278.43	86.08
921.00 UTILITIES - ELECTRIC	800.00	.00	800.00	46.86	619.05	.00	180.95	77.38
930.00 BLDG REPAIR & MAINT	3000.00	.00	3000.00	.00	2193.48	.00	806.52	73.12
932.00 EQUIP REPAIR & MAINT	15000.00	.00	15000.00	425.30	12175.48	.00	2824.52	81.17
933.00 OFFICE EQUIP REPAIR & MAINT	.00	.00	.00	.00	.00	.00	.00	N/A
934.00 VEHICLE REPAIR & MAINT	15000.00	.00	15000.00	1696.60	9861.87	.00	5138.13	65.75
940.00 BUILDING RENT	49351.00	81.00-	49270.00	.00	45964.42	.00	3305.58	93.29
941.02 SYSTEM SOFTWARE	.00	.00	.00	.00	.00	.00	.00	N/A
942.00 INDIRECT COSTS	109853.00	66839.00-	43014.00	.00	43007.00	.00	7.00	99.98
955.00 EMPLOYEE TUITION REIM.	.00	.00	.00	.00	.00	.00	.00	N/A
956.00 EMPLOYEE TRAINING & DEVELOP.	4950.00	263.00	5213.00	.00	2034.47	.00	3178.53	39.03
963.00 APPROPRIATION	35467.00	700.00-	34767.00	.00	34170.00	.00	597.00	98.28
975.00 BUILDINGS	.00	.00	.00	.00	.00	.00	.00	N/A
977.00 MACHINERY AND EQUIPMENT	11800.00	.00	11800.00	.00	8998.00	.00	2802.00	76.25
978.00 VEHICLE	.00	.00	.00	.00	.00	.00	.00	N/A

RUN DATE: 4/01/16

GRAND TRAVERSE COUNTY  
L I N E I T E M S A S O F 12/31/2015

PAGE 3

SELECTION: FUND RANGE 297 TO 297  
LINE ITEM RANGE 701.00 TO 999.00  
DEPARTMENTS

	INITIAL BUDGET	BUDGET ADJUSTMENTS	ADJUSTED BUDGET	THIS MONTH	THIS YEAR	CURRENT ENCUMBRANCES	BUDGET BALANCE	% EXPENDED / REALIZED
980.00 OFFICE EQUIP & FURNITURE	7500.00	143.00	7643.00	.00	7101.00	.00	542.00	92.91
992.00 CONTINGENCY	12010.00	9438.00-	2572.00	.00	.00	.00	2572.00	.00
992.05 FUNDS FOR SUBSEQUENT YEARS	.00	.00	.00	.00	.00	.00	.00	N/A
GRAND TOTALS	2785761.00	130224.00	2915985.00	316354.35	2412283.15	4440.00	499261.85	82.73



RUN DATE: 4/01/16

GRAND TRAVERSE COUNTY  
LINE ITEMS AS OF 12/31/2015

PAGE 1

SELECTION: FUND RANGE 297 TO 297  
LINE ITEM RANGE 401.00 TO 699.00  
DEPARTMENTS

	INITIAL BUDGET	BUDGET ADJUSTMENTS	ADJUSTED BUDGET	THIS MONTH	THIS YEAR	CURRENT ENCUMBRANCES	BUDGET BALANCE	% EXPENDED / REALIZED
401.00 FUND BALANCE FORWARD	248516.00	132748.00	381264.00	.00	.00	.00	381264.00	.00
403.00 CURRENT TAX	2227645.00	60512.00-	2167133.00	1203.23-	2165502.83	.00	1630.17	99.92
417.00 UNPAID PERSONAL PROP TAX	1000.00	4914.00	5914.00	18.69-	6434.75	.00	520.75-	108.81
427.00 IN LIEU OF TAXES	2100.00	1982.00	4082.00	.00	4082.95	.00	.95-	100.02
543.00 STATE GRANT	.00	.00	.00	.00	.00	.00	.00	N/A
582.00 LOCAL GRANTS	16000.00	6702.00	22702.00	3098.80-	22326.14	.00	375.86	98.34
607.00 CHARGES FOR SERVICES - FEES	258700.00	.00	258700.00	17054.00	232950.06	.00	25749.94	90.05
607.06 CHARGES FOR FOOT CARE VOUCHER	.00	.00	.00	.00	.00	.00	.00	N/A
607.08 CHARGES FOR BATA PASS SALES	1200.00	.00	1200.00	62.26	1008.89	.00	191.11	84.07
607.09 CHARGES FOR TRANSPORT COUPON	2000.00	.00	2000.00	168.69	2956.88	.00	956.88-	147.84
607.60 CHARGES FOR SERV -HC VOUCHER	.00	2711.00	2711.00	300.94	4182.69	.00	1471.69-	154.29
608.05 SPONSORSHIPS	.00	.00	.00	.00	.00	.00	.00	N/A
615.05 SALES COMMISSIONS	.00	.00	.00	.00	370.00	.00	370.00-	N/A
642.00 CHARGES FOR SERVICES	8700.00	7681.00	16381.00	234.90	20251.30	.00	3870.30-	123.63
665.00 INTEREST EARNED	8000.00	.00	8000.00	7331.19	7331.19	.00	668.81	91.64
673.00 SALES OF FIXED ASSETS	.00	.00	.00	.00	.00	.00	.00	N/A
675.00 CONTRIBUTIONS, PRIVATE SOURCE	10300.00	8148.00	18448.00	2031.19	20610.32	.00	2162.32-	111.72
675.01 BASKETS OF BOUNTY	1000.00	.00	1000.00	1110.00-	2388.81	.00	1388.81-	238.88
675.02 CONTRIBUTIONS, MEMORIALS	600.00	25850.00	26450.00	340.00	26955.00	.00	505.00-	101.91
675.03 FUNDRAISING	.00	.00	.00	.00	.00	.00	.00	N/A
675.06 CONTRIBUTIONS-HEATING GRANT	.00	.00	.00	.00	.00	.00	.00	N/A
686.00 REIMBURSEMENTS	.00	.00	.00	235.82	235.82	.00	235.82-	N/A
695.00 CASH - OVER OR SHORT	.00	.00	.00	.00	.00	.00	.00	N/A
GRAND TOTALS	2785761.00	130224.00	2915985.00	22328.27	2517587.63	.00	398397.37	86.34

**December  
REVENUE – IN HOME  
SRVCS.  
GOAL 100%**

Run Date 04/01/2016

GRAND TRAVERSE COUNTY  
TRIAL BALANCEPeriod End Date 12/31/2015  
ACR099

PAGE 1

			DEBIT	CREDIT	DEBIT	CREDIT
FUND 298 SENIOR CENTER						
ASSETS	001.00	CASH	669,954.22	.00		
	018.00	IMPREST CASH	100.00	.00		
	026.00	TAXES RECEIVABLE	407,982.64	.00		
	045.00	ACCT. RECEIVABLE - INVOICE	60.00	.00		
	123.00	PREPAID EXPENSES	735.00	.00		
LIABILITIES	201.00	VOUCHERS PAYABLE	.00	4,825.50		
	202.00	ACCOUNTS PAYABLE	.00	52,387.70		
	257.00	ACCRUED WAGES PAYABLE	.00	8,341.87		
	285.00	CUSTOMER DEPOSITS	.00	6,340.85		
	339.00	DEFERRED REVENUE	.00	461,338.79		
	389.01	FUND BAL.-RES.- RENOVATION	.00	250,000.00		
	390.00	FUND BALANCE	.00	293,093.76		
REVENUES	400.00	REVENUE CONTROL	.00	507,663.20		
EXPENDITURES	700.00	EXPENDITURE CONTROL	505,259.81	.00	1,584,091.67	1,584,091.67
					1,584,091.67	1,584,091.67

RUN DATE: 4/01/16

GRAND TRAVERSE COUNTY  
L I N E I T E M S A S O F 12/31/2015

PAGE 1

SELECTION: FUND RANGE 298 TO 298  
LINE ITEM RANGE 701.00 TO 999.00  
DEPARTMENTS

	INITIAL BUDGET	BUDGET ADJUSTMENTS	ADJUSTED BUDGET	THIS MONTH	THIS YEAR	CURRENT ENCUMBRANCES	BUDGET BALANCE	% EXPENDED / REALIZED
701.00 DEPARTMENT HEAD	11595.00	.00	11595.00	1321.30	12024.29	.00	429.29-	103.70
701.01 PER DIEM	1000.00	950.00	1950.00	245.46	1496.05	.00	453.95	76.72
702.00 FULL TIME & REGULAR PART TIM	107882.00	2700.00-	105182.00	12718.67	108208.82	.00	3026.82-	102.88
702.01 LONGEVITY	192.00	.00	192.00	192.05	192.05	.00	.05-	100.03
702.10 POST-STORM 8/2/2015	.00	.00	.00	.00	126.40	.00	126.40-	N/A
703.00 PART TIME TEMPORARY	18000.00	.00	18000.00	2170.13	11978.35	.00	6021.65	66.55
705.00 PERSONAL LEAVE	2337.00	.00	2337.00	1954.40	1954.40	.00	382.60	83.63
715.00 FICA	10787.00	.00	10787.00	1518.51	10423.27	.00	363.73	96.63
716.00 HEALTH, OPTICAL & DENTAL	31713.00	.00	31713.00	1963.46	29744.47	.00	1968.53	93.79
716.02 SHORT & L-T DISABILITY	942.00	.00	942.00	79.48	862.80	.00	79.20	91.59
716.03 PAYMENT IN LIEU OF INSURANCE	.00	.00	.00	1166.67	1166.67	.00	1166.67-	N/A
717.00 LIFE INSURANCE	248.00	150.00	398.00	28.67	318.86	.00	79.14	80.12
718.00 RETIREMENT	1320.00	.00	1320.00	184.00	1360.82	.00	40.82-	103.09
718.01 RETIREMENT DC	9900.00	.00	9900.00	1042.63	8815.96	.00	1084.04	89.05
718.05 RETIREMENT - DB UAL	9109.00	.00	9109.00	1383.82	9357.31	.00	248.31-	102.73
719.00 WORKER'S COMP INS	222.00	.00	222.00	25.98	210.24	.00	11.76	94.70
727.00 OFFICE SUPPLIES	5000.00	1000.00-	4000.00	405.63	3496.42	.00	503.58	87.41
729.00 PRINTING AND BINDING	3000.00	.00	3000.00	17.50	653.29	.00	2346.71	21.78
729.02 COPY MACHINE USE	1500.00	.00	1500.00	187.87	1359.55	.00	140.45	90.64
730.00 POSTAGE	8000.00	.00	8000.00	121.00	5821.84	.00	2178.16	72.77
743.00 OTHER SUPPLIES	30000.00	4768.00-	25232.00	2735.55	24420.17	.00	811.83	96.78
745.00 UNIFORMS & ACCESSORIES	500.00	.00	500.00	.00	.00	.00	500.00	.00
747.00 SMALL TOOLS & SUPPLIES	1500.00	400.00	1900.00	.00	1610.57	.00	289.43	84.77
747.11 EQUIPMENT	3000.00	8400.00	11400.00	.00	1280.59	.00	10119.41	11.23
810.00 SUBSCRIPTIONS	246.00	30.00	276.00	.00	266.00	.00	10.00	96.38
810.01 DUES	243.00	625.00	868.00	.00	783.52	.00	84.48	90.27
811.00 SERVICE CONTRACTS	75000.00	6600.00	81600.00	40592.95	81185.90	.00	414.10	99.49
812.00 MIS CHARGES	5400.00	8028.00	13428.00	3777.59	13513.02	.00	85.02-	100.63
812.11 COMPUTER EQUIPMENT	4700.00	1800.00-	2900.00	.00	2856.71	.00	43.29	98.51
818.00 CONTRACT SERVICES	25000.00	31237.00	56237.00	6638.20	52869.72	.00	3367.28	94.01
818.07 SECRETARIAL	.00	2700.00	2700.00	1080.00	3775.50	.00	1075.50-	139.83
819.32 EVENTS	2550.00	728.00-	1822.00	25.00	520.44	.00	1301.56	28.56
850.00 TELEPHONE	1200.00	.00	1200.00	197.91	1135.46	.00	64.54	94.62
850.01 TELEPHONE LOCAL & L.D.	1700.00	.00	1700.00	255.38	1583.61	.00	116.39	93.15

**December  
EXPENSES – SCN  
GOAL 100%**



RUN DATE: 4/01/16

GRAND TRAVERSE COUNTY  
L I N E I T E M S A S O F 12/31/2015

PAGE 2

SELECTION: FUND RANGE 298 TO 298  
LINE ITEM RANGE 701.00 TO 999.00  
DEPARTMENTS

	INITIAL BUDGET	BUDGET ADJUSTMENTS	ADJUSTED BUDGET	THIS MONTH	THIS YEAR	CURRENT ENCUMBRANCES	BUDGET BALANCE	% EXPENDED / REALIZED
850.04 TELE-CELLULAR NETWORK	2600.00	.00	2600.00	249.04	1590.08	.00	1009.92	61.16
860.00 TRAVEL	5200.00	.00	5200.00	740.47	3850.31	.00	1349.69	74.04
860.01 CONVENTIONS & CONFERENCES	650.00	2800.00	3450.00	.00	3149.47	.00	300.53	91.29
860.15 EVENTS TRAVEL	.00	1200.00	1200.00	.00	1200.00	.00	.00	100.00
862.00 VEHICLE RENTAL	.00	.00	.00	.00	.00	.00	.00	N/A
909.00 ADVERTISING	27980.00	13037.00-	14943.00	1381.00	7511.08	.00	7431.92	50.26
910.00 INSURANCE & BONDS	2000.00	.00	2000.00	.00	.00	.00	2000.00	.00
920.50 UTILITIES - HEAT	3000.00	.00	3000.00	402.63	2988.51	.00	11.49	99.62
921.00 UTILITIES - ELECTRIC	7000.00	.00	7000.00	1003.42	6362.61	.00	637.39	90.89
932.00 EQUIP REPAIR & MAINT	2000.00	.00	2000.00	.00	1510.28	.00	489.72	75.51
940.00 BUILDING RENT	46000.00	.00	46000.00	22960.00	45920.00	.00	80.00	99.83
941.02 SYSTEM SOFTWARE	.00	10800.00	10800.00	.00	10800.00	.00	.00	100.00
942.00 INDIRECT COSTS	15000.00	6473.00-	8527.00	.00	8527.00	.00	.00	100.00
956.00 EMPLOYEE TRAINING & DEVELOP.	1000.00	250.00	1250.00	.00	71.66	.00	1178.34	5.73
963.00 APPROPRIATION	4533.00	.00	4533.00	.00	4533.00	.00	.00	100.00
977.00 MACHINERY AND EQUIPMENT	.00	6000.00	6000.00	5717.74	5717.74	.00	282.26	95.30
980.00 OFFICE EQUIP & FURNITURE	10000.00	1000.00-	9000.00	.00	6155.00	.00	2845.00	68.39
992.00 CONTINGENCY	3000.00	2692.00-	308.00	.00	.00	.00	308.00	.00
992.05 FUNDS FOR SUBSEQUENT YEARS	.00	.00	.00	.00	.00	.00	.00	N/A
GRAND TOTALS	503749.00	45972.00	549721.00	114484.11	505259.81	.00	44461.19	91.91

RUN DATE: 4/01/16

GRAND TRAVERSE COUNTY  
L I N E I T E M S A S O F 12/31/2015

PAGE 1

SELECTION: FUND RANGE 298 TO 298  
LINE ITEM RANGE 401.00 TO 699.00  
DEPARTMENTS

	INITIAL BUDGET	BUDGET ADJUSTMENTS	ADJUSTED BUDGET	THIS MONTH	THIS YEAR	CURRENT ENCUMBRANCES	BUDGET BALANCE	% EXPENDED / REALIZED
401.00 FUND BALANCE FORWARD	3610.00	39792.00	43402.00	.00	.00	.00	43402.00	.00
403.00 CURRENT TAX	445539.00	12298.00-	433241.00	240.58-	432919.67	.00	321.33	99.93
417.00 UNPAID PERSONAL PROP TAX	200.00	978.00	1178.00	3.81-	1282.17	.00	104.17-	108.84
427.00 IN LIEU OF TAXES	400.00	416.00	816.00	.00	816.61	.00	.61-	100.07
582.00 LOCAL GRANTS	1500.00	.00	1500.00	.00	.00	.00	1500.00	.00
607.00 CHARGES FOR SERVICES - FEES	40000.00	5584.00	45584.00	2955.25	50102.65	.00	4518.65-	109.91
608.05 SPONSORSHIPS	3000.00	.00	3000.00	1636.25	1786.25	.00	1213.75	59.54
615.00 SALES	500.00	290.00	790.00	59.29	1080.72	.00	290.72-	136.80
615.05 SALES COMMISSIONS	5000.00	10360.00	15360.00	461.00	15821.24	.00	461.24-	103.00
665.00 INTEREST EARNED	3000.00	.00	3000.00	2313.52	2313.52	.00	686.48	77.12
675.00 CONTRIBUTIONS,PRIVATE SOURCE	500.00	335.00	835.00	.00	885.37	.00	50.37-	106.03
675.02 CONTRIBUTIONS, MEMORIALS	500.00	.00	500.00	.00	140.00	.00	360.00	28.00
686.00 REIMBURSEMENTS	.00	515.00	515.00	.00	515.00	.00	.00	100.00
GRAND TOTALS	503749.00	45972.00	549721.00	7180.92	507663.20	.00	42057.80	92.35

**December  
REVENUE – SCN  
GOAL 100%**

Run Date 04/11/2016

GRAND TRAVERSE COUNTY  
TRIAL BALANCEPeriod End Date 03/31/2016 PAGE 1  
ACR099

DEBIT

CREDIT

DEBIT

CREDIT

## FUND 297 G. T. COUNTY COMMISSION ON AGING

ASSETS	001.00	CASH	3,369,567.61				
	018.00	IMPREST CASH	100.00				
	026.00	TAXES RECEIVABLE	2,040,529.47				
LIABILITIES	202.00	ACCOUNTS PAYABLE			250.00		
	212.00	ADVANCED FUNDS			54,768.80		
	339.00	DEFERRED REVENUE			2,344,538.49		
	389.11	F. BAL. RES. - CAPITAL OUTLAY			147,000.00		
	390.00	FUND BALANCE			1,376,554.51		
REVENUES	400.00	REVENUE CONTROL			1,962,151.86		
EXPENDITURES	700.00	EXPENDITURE CONTROL	475,066.58				
						5,885,263.66	5,885,263.66
						5,885,263.66	5,885,263.66



RUN DATE: 4/11/16

GRAND TRAVERSE COUNTY  
L I N E I T E M S A S O F 03/31/2016

PAGE 1

SELECTION: FUND RANGE 297 TO 297  
LINE ITEM RANGE 701.00 TO 999.00  
DEPARTMENTS

	INITIAL BUDGET	BUDGET ADJUSTMENTS	ADJUSTED BUDGET	THIS MONTH	THIS YEAR	CURRENT ENCUMBRANCES	BUDGET BALANCE	% EXPENDED / REALIZED
701.00 DEPARTMENT HEAD	57818.00	.00	57818.00	.00	.00	.00	57818.00	.00
701.01 PER DIEM	8333.00	.00	8333.00	595.00	700.00	.00	7633.00	8.40
702.00 FULL TIME & REGULAR PART TIM	1140376.00	.00	1140376.00	71425.25	214304.92	.00	926071.08	18.79
702.01 LONGEVITY	6753.00	.00	6753.00	.00	.00	.00	6753.00	.00
702.10 POST-STORM 8/2/2015	.00	.00	.00	.00	.00	.00	.00	N/A
703.00 PART TIME TEMPORARY	27000.00	.00	27000.00	.00	.00	.00	27000.00	.00
704.00 OVERTIME	100.00	.00	100.00	343.49	2605.79	.00	2505.79-	2605.79
705.00 PERSONAL LEAVE	23156.00	.00	23156.00	.00	.00	.00	23156.00	.00
715.00 FICA	96814.00	.00	96814.00	5311.10	15994.49	.00	80819.51	16.52
716.00 HEALTH, OPTICAL & DENTAL	380409.00	.00	380409.00	23171.61	72993.54	.00	307415.46	19.19
716.02 SHORT & L-T DISABILITY	11495.00	.00	11495.00	718.18	2280.61	.00	9214.39	19.84
716.03 PAYMENT IN LIEU OF INSURANCE	2000.00	.00	2000.00	.00	166.67	.00	1833.33	8.33
717.00 LIFE INSURANCE	3053.00	.00	3053.00	193.87	596.66	.00	2456.34	19.54
718.00 RETIREMENT	19010.00	.00	19010.00	957.98	3106.97	.00	15903.03	16.34
718.01 RETIREMENT DC	91142.00	.00	91142.00	5421.38	16279.23	.00	74862.77	17.86
718.05 RETIREMENT - DB UAL	132937.00	.00	132937.00	7707.89	24579.83	.00	108357.17	18.49
719.00 WORKER'S COMP INS	25749.00	.00	25749.00	1525.02	4570.89	.00	21178.11	17.75
720.00 UNEMPLOYMENT COMPENSATION	.00	.00	.00	.00	.00	.00	.00	N/A
727.00 OFFICE SUPPLIES	8000.00	1.00-	7999.00	273.24	792.55	92.43	7114.02	9.91
729.00 PRINTING AND BINDING	4800.00	.00	4800.00	574.22	574.22	.00	4225.78	11.96
729.02 COPY MACHINE USE	1000.00	.00	1000.00	317.47	380.06	93.29	526.65	38.01
729.08 RISOGRAPH COPIES	.00	.00	.00	.00	.00	.00	.00	N/A
730.00 POSTAGE	18772.00	.00	18772.00	432.00	3422.00	.00	15350.00	18.23
743.00 OTHER SUPPLIES	200.00	.00	200.00	.00	.00	.00	200.00	.00
743.29 BASKETS OF BOUNTY	2500.00	.00	2500.00	2.78	325.95	.00	2174.05	13.04
743.35 PROPERTY DAMAGE	5000.00	.00	5000.00	.00	.00	.00	5000.00	.00
745.00 UNIFORMS & ACCESSORIES	5110.00	.00	5110.00	.00	.00	.00	5110.00	.00
747.00 SMALL TOOLS & SUPPLIES	28000.00	.00	28000.00	878.32	2177.08	2532.45	23290.47	7.78
747.11 EQUIPMENT	14600.00	.00	14600.00	.00	1794.00	.00	12806.00	12.29
748.00 GAS, OIL & GREASE	25000.00	.00	25000.00	731.59	1944.29	.00	23055.71	7.78
807.00 AUDITING	.00	.00	.00	.00	.00	.00	.00	N/A
810.00 SUBSCRIPTIONS	325.00	.00	325.00	178.37-	3.37-	.00	328.37	1.04-
810.01 DUES	702.00	50.00	752.00	.00	50.00	.00	702.00	6.65
811.00 SERVICE CONTRACTS	50.00	.00	50.00	.00	.00	.00	50.00	.00

March  
EXPENSES  
GOAL 25%

RUN DATE: 4/11/16

GRAND TRAVERSE COUNTY  
L I N E I T E M S A S O F 03/31/2016

PAGE 2

SELECTION: FUND RANGE 297 TO 297  
LINE ITEM RANGE 701.00 TO 999.00  
DEPARTMENTS

	INITIAL BUDGET	BUDGET ADJUSTMENTS	ADJUSTED BUDGET	THIS MONTH	THIS YEAR	CURRENT ENCUMBRANCES	BUDGET BALANCE	% EXPENDED / REALIZED
812.00 MIS CHARGES	25000.00	.00	25000.00	2214.81	3985.92	.00	21014.08	15.94
812.11 COMPUTER EQUIPMENT	.00	.00	.00	.00	.00	.00	.00	N/A
818.00 CONTRACT SERVICES	148540.00	159.00	148699.00	10220.14	22391.93	1460.00	124847.07	15.06
818.07 SECRETARIAL	.00	.00	.00	.00	.00	.00	.00	N/A
818.89 HARSHIP FUND	3000.00	.00	3000.00	.00	.00	.00	3000.00	.00
818.92 SENIOR HEATING	10000.00	.00	10000.00	651.20	2169.67	.00	7830.33	21.70
818.93 SENIOR SUPPORT	20000.00	.00	20000.00	752.00	1455.00	.00	18545.00	7.28
818.94 TRANSPORTATION	12000.00	.00	12000.00	9000.00	9000.00	.00	3000.00	75.00
818.99 VOUCHERS	77200.00	.00	77200.00	11340.00	14445.00	1080.00	61675.00	18.71
819.32 EVENTS	600.00	.00	600.00	.00	.00	.00	600.00	.00
850.00 TELEPHONE	5500.00	.00	5500.00	.00	769.80	331.60	4398.60	14.00
850.01 TELEPHONE LOCAL & L.D.	300.00	.00	300.00	.00	2.00	1.47	296.53	.67
850.04 TELE-CELLULAR NETWORK	10300.00	.00	10300.00	1248.07	1827.40	.00	8472.60	17.74
860.00 TRAVEL	84100.00	.00	84100.00	4220.16	11200.92	3191.83	69707.25	13.32
860.01 CONVENTIONS & CONFERENCES	3030.00	.00	3030.00	235.00	585.00	.00	2445.00	19.31
860.15 EVENTS TRAVEL	200.00	.00	200.00	.00	.00	.00	200.00	.00
862.00 VEHICLE RENTAL	165.00	.00	165.00	.00	.00	.00	165.00	.00
909.00 ADVERTISING	6130.00	.00	6130.00	679.55	999.55	.00	5130.45	16.31
910.00 INSURANCE & BONDS	1500.00	.00	1500.00	.00	.00	.00	1500.00	.00
920.50 UTILITIES - HEAT	2300.00	.00	2300.00	.00	790.10	.00	1509.90	34.35
921.00 UTILITIES - ELECTRIC	900.00	.00	900.00	56.90	164.78	.00	735.22	18.31
930.00 BLDG REPAIR & MAINT	3000.00	.00	3000.00	.00	.00	.00	3000.00	.00
932.00 EQUIP REPAIR & MAINT	14800.00	.00	14800.00	331.12	1182.36	537.91	13079.73	7.99
933.00 OFFICE EQUIP REPAIR & MAINT	.00	.00	.00	.00	.00	.00	.00	N/A
934.00 VEHICLE REPAIR & MAINT	15000.00	.00	15000.00	34.55	165.77	1950.05	12884.18	1.11
940.00 BUILDING RENT	46800.00	.00	46800.00	.00	.00	46699.85	100.15	.00
941.02 SYSTEM SOFTWARE	.00	.00	.00	.00	.00	.00	.00	N/A
942.00 INDIRECT COSTS	45200.00	.00	45200.00	.00	.00	.00	45200.00	.00
955.00 EMPLOYEE TUITION REIM.	.00	.00	.00	.00	.00	.00	.00	N/A
956.00 EMPLOYEE TRAINING & DEVELOP.	4752.00	.00	4752.00	.00	125.00	.00	4627.00	2.63
963.00 APPROPRIATION	35460.00	.00	35460.00	.00	34170.00	.00	1290.00	96.36
975.00 BUILDINGS	.00	.00	.00	.00	.00	.00	.00	N/A
977.00 MACHINERY AND EQUIPMENT	19000.00	.00	19000.00	.00	.00	10191.00	8809.00	.00
978.00 VEHICLE	26000.00	.00	26000.00	.00	.00	.00	26000.00	.00

RUN DATE: 4/11/16

GRAND TRAVERSE COUNTY  
L I N E I T E M S A S O F 03/31/2016

PAGE 3

SELECTION: FUND RANGE 297 TO 297  
LINE ITEM RANGE 701.00 TO 999.00  
DEPARTMENTS

	INITIAL BUDGET	BUDGET ADJUSTMENTS	ADJUSTED BUDGET	THIS MONTH	THIS YEAR	CURRENT ENCUMBRANCES	BUDGET BALANCE	% EXPENDED / REALIZED
980.00 OFFICE EQUIP & FURNITURE	.00	.00	.00	.00	.00	.00	.00	N/A
992.00 CONTINGENCY	9050.00	208.00-	8842.00	.00	.00	.00	8842.00	.00
992.05 FUNDS FOR SUBSEQUENT YEARS	.00	.00	.00	.00	.00	.00	.00	N/A
GRAND TOTALS	2770031.00	.00	2770031.00	161385.52	475066.58	68161.88	2226802.54	17.15



RUN DATE: 4/11/16

GRAND TRAVERSE COUNTY  
L I N E I T E M S A S O F 03/31/2016

PAGE 1

SELECTION: FUND RANGE 297 TO 297  
LINE ITEM RANGE 401.00 TO 699.00  
DEPARTMENTS

	INITIAL BUDGET	BUDGET ADJUSTMENTS	ADJUSTED BUDGET	THIS MONTH	THIS YEAR	CURRENT ENCUMBRANCES	BUDGET BALANCE	% EXPENDED / REALIZED
401.00 FUND BALANCE FORWARD	237669.00	.00	237669.00	.00	.00	.00	237669.00	.00
403.00 CURRENT TAX	2189992.00	.00	2189992.00	247738.84	1881704.89	.00	308287.11	85.92
417.00 UNPAID PERSONAL PROP TAX	1000.00	.00	1000.00	5685.50	5994.13	.00	4994.13-	599.41
427.00 IN LIEU OF TAXES	2100.00	.00	2100.00	.00	.00	.00	2100.00	.00
543.00 STATE GRANT	.00	.00	.00	.00	.00	.00	.00	N/A
582.00 LOCAL GRANTS	22700.00	.00	22700.00	.00	.00	.00	22700.00	.00
607.00 CHARGES FOR SERVICES - FEES	255000.00	.00	255000.00	15681.80	51376.47	.00	203623.53	20.15
607.06 CHARGES FOR FOOT CARE VOUCHER	.00	.00	.00	.00	.00	.00	.00	N/A
607.08 CHARGES FOR BATA PASS SALES	1800.00	.00	1800.00	135.93	361.73	.00	1438.27	20.10
607.09 CHARGES FOR TRANSPORT COUPON	4000.00	.00	4000.00	373.28	1439.23	.00	2560.77	35.98
607.60 CHARGES FOR SERV -HC VOUCHER	.00	.00	.00	512.01	1895.78	.00	1895.78-	N/A
608.05 SPONSORSHIPS	.00	.00	.00	.00	.00	.00	.00	N/A
615.05 SALES COMMISSIONS	.00	.00	.00	.00	.00	.00	.00	N/A
642.00 CHARGES FOR SERVICES	18500.00	.00	18500.00	3980.30	11680.65	.00	6819.35	63.14
665.00 INTEREST EARNED	3900.00	.00	3900.00	.00	.00	.00	3900.00	.00
673.00 SALES OF FIXED ASSETS	.00	.00	.00	.00	16.20	.00	16.20-	N/A
675.00 CONTRIBUTIONS,PRIVATE SOURCE	11920.00	.00	11920.00	5205.08	7382.78	.00	4537.22	61.94
675.01 BASKETS OF BOUNTY	2000.00	.00	2000.00	.00	205.00	.00	1795.00	10.25
675.02 CONTRIBUTIONS, MEMORIALS	19450.00	.00	19450.00	.00	95.00	.00	19355.00	.49
675.03 FUNDRAISING	.00	.00	.00	.00	.00	.00	.00	N/A
675.06 CONTRIBUTIONS-HEATING GRANT	.00	.00	.00	.00	.00	.00	.00	N/A
686.00 REIMBURSEMENTS	.00	.00	.00	.00	.00	.00	.00	N/A
695.00 CASH - OVER OR SHORT	.00	.00	.00	.00	.00	.00	.00	N/A
GRAND TOTALS	2770031.00	.00	2770031.00	279312.74	1962151.86	.00	807879.14	70.84

**March  
REVENUE  
GOAL 25%**

Grand Traverse County  
In-Home Services  
Program Report  
2016

**CLIENTS - UNDUPLICATED**  
YEAR TO DATE CLIENTS SERVED

	Home- maker	Home Health	Respite	Home Chore	PERS	Foot Care	HC Vouch	Heat Assist.	Loan Closet	BATA	Transp.
JAN	584	73	45	400	564	133	54	2	12	49	106
FEB	22	7	2	16	7	88	7	5	8	22	28
MAR											
APR											
MAY											
JUN											
JUL											
AUG											
SEPT											
OCT											
NOV											
DEC											
<b>TOTAL:</b>	<b>606</b>	<b>80</b>	<b>47</b>	<b>416</b>	<b>571</b>	<b>221</b>	<b>61</b>	<b>7</b>	<b>20</b>	<b>71</b>	<b>134</b>

**TOTAL UNDUPLICATED CLIENT COUNT = 1,262**

Average Client Pre-Screen Score: 19.73

▪ Unduplicated = Unique, individual clients

**Average Client Income:**

Two Person: \$2,446

One Person: \$1,593

Grand Traverse County  
In-Home Services  
Program Report  
2016  
**WAIT LISTS**

	HOME CHORE							
	Homemaker	Home Health	Lawn	Windows	Snow	Respite	Foot Care	PERS
JAN	57	5	0	0	0	9	0	0
FEB	63	2	0	0	0	14	0	0
MAR								
APR								
MAY								
JUN								
JUL								
AUG								
SEPT								
OCT								
NOV								
DEC								

▪ Month end totals - NOT cumulative

**Footnotes:**

Jan	HMA/HHC/Respite: Awaiting hiring of employees
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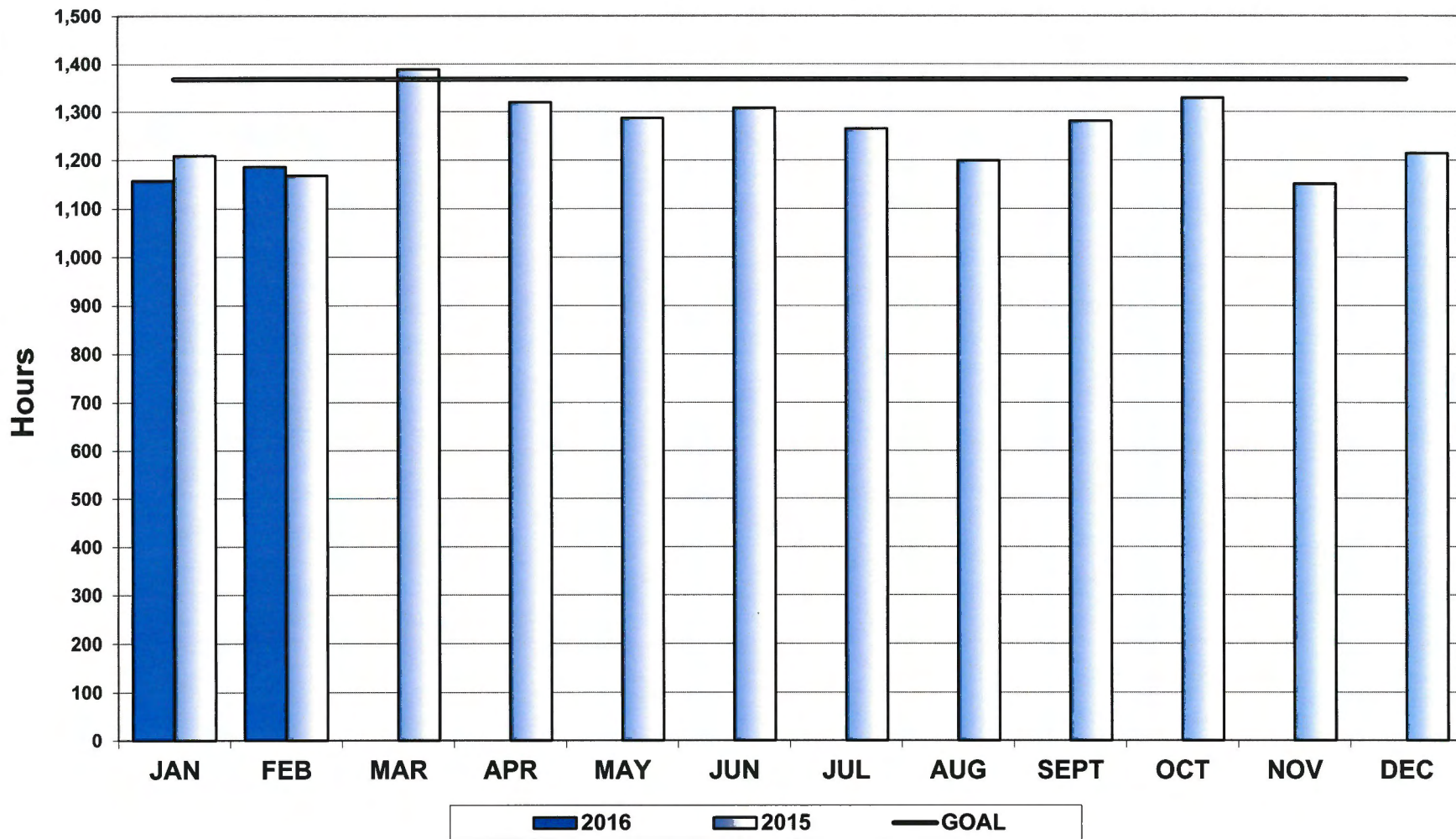


Grand Traverse County  
In-Home Services  
**CLIENTS BY TOWNSHIP**  
**2016**

TOWNSHIP	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
ACME	34	37										
BLAIR	67	69										
CITY OF T.C.	284	304										
EAST BAY	102	104										
FIFE LAKE	26	24										
GARFIELD	443	458										
GRANT	21	21										
GREEN LAKE	57	60										
LONG LAKE	52	54										
MAYFIELD	14	14										
PARADISE	38	41										
PENINSULA	58	59										
UNION	2	2										
WHITEWATER	15	15										
<b>Total:</b>	<b>1213</b>	<b>1262</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

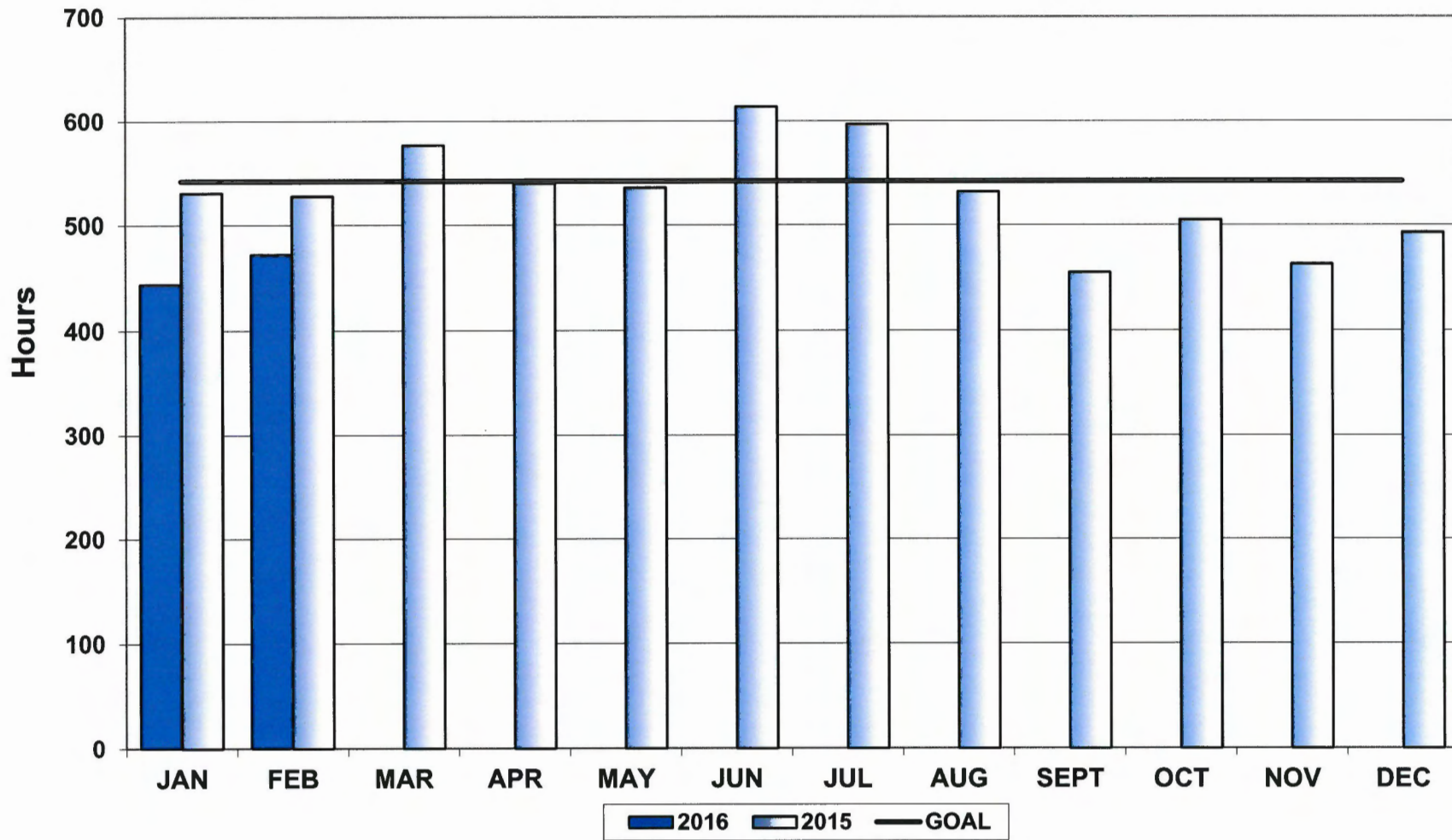
**\*Total = Total unduplicated clients YTD. Each month is also equal to the year total.**

**In-Home Services  
Homemaker**



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2016	1,157	1,186										
2015	1,209	1,168	1,389	1,320	1,287	1,308	1,265	1,199	1,281	1,329	1,151	1,214

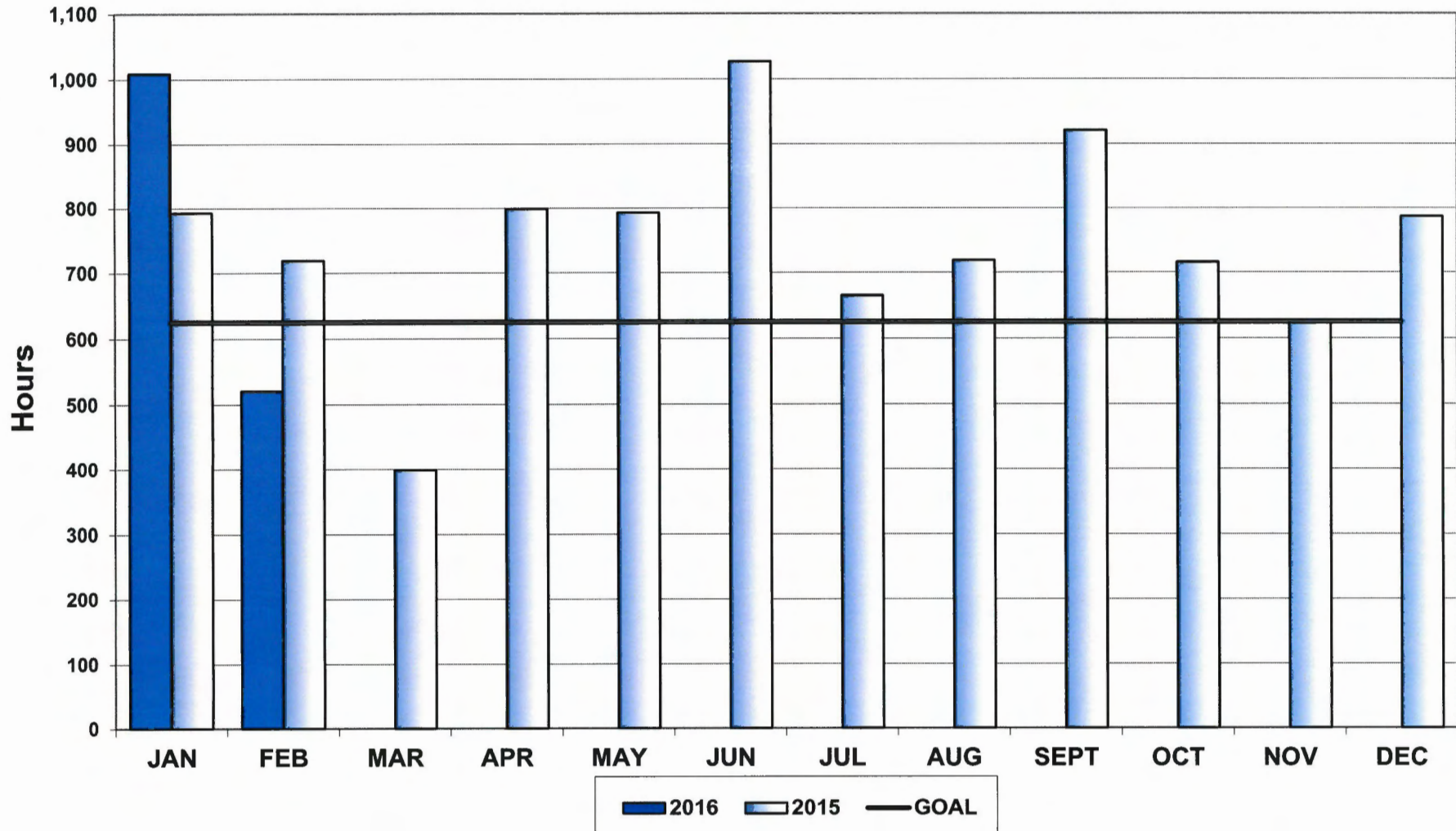
***In-Home Services***  
**Home Health**



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2016	444	472										
2015	531	528	577	540	536	614	597	532	455	505	463	493



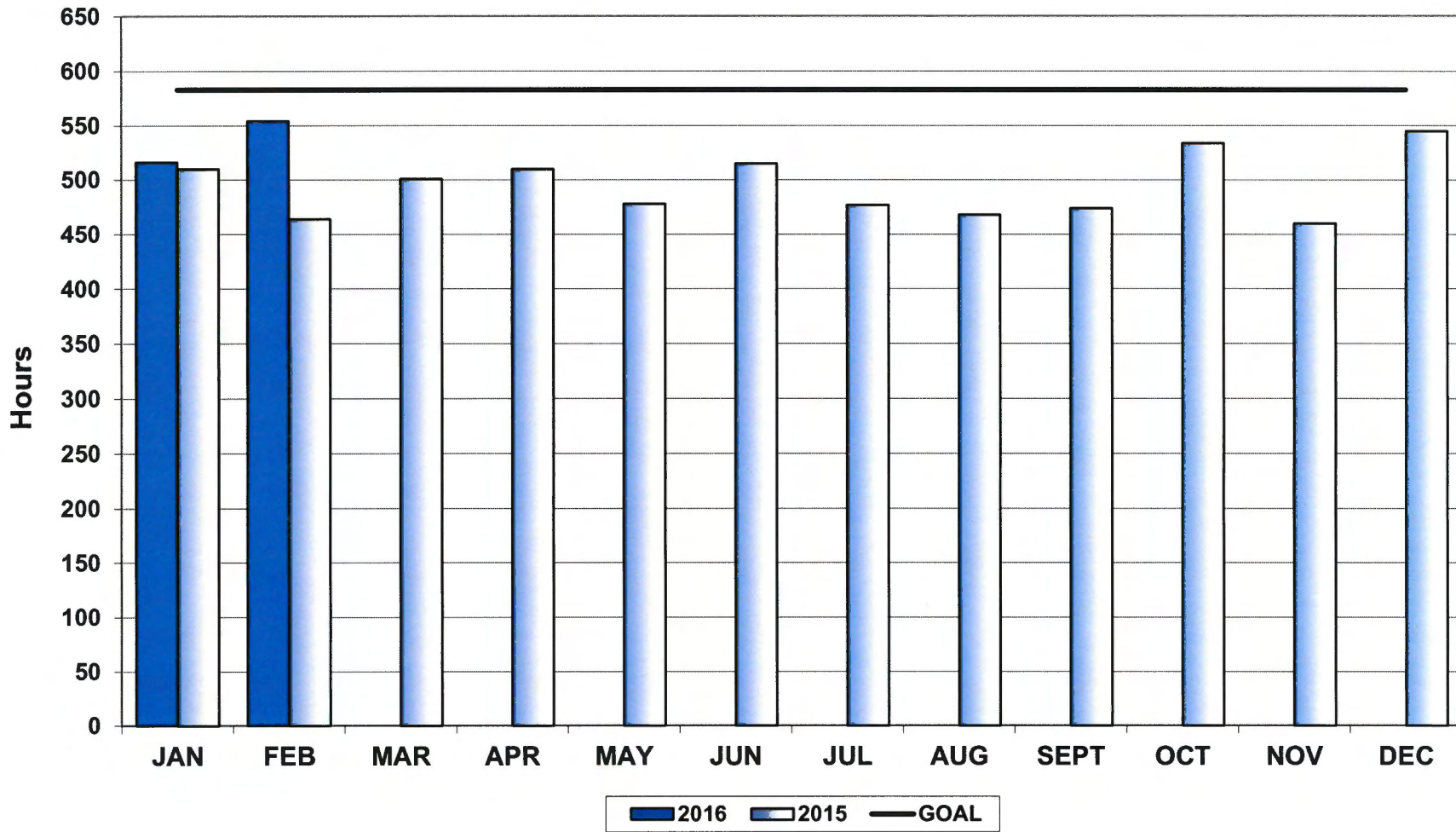
***In-Home Services***  
**Home Chore**



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2016	1,009	520										
2015	793	719	399	799	793	1,027	665	719	921	716	627	787

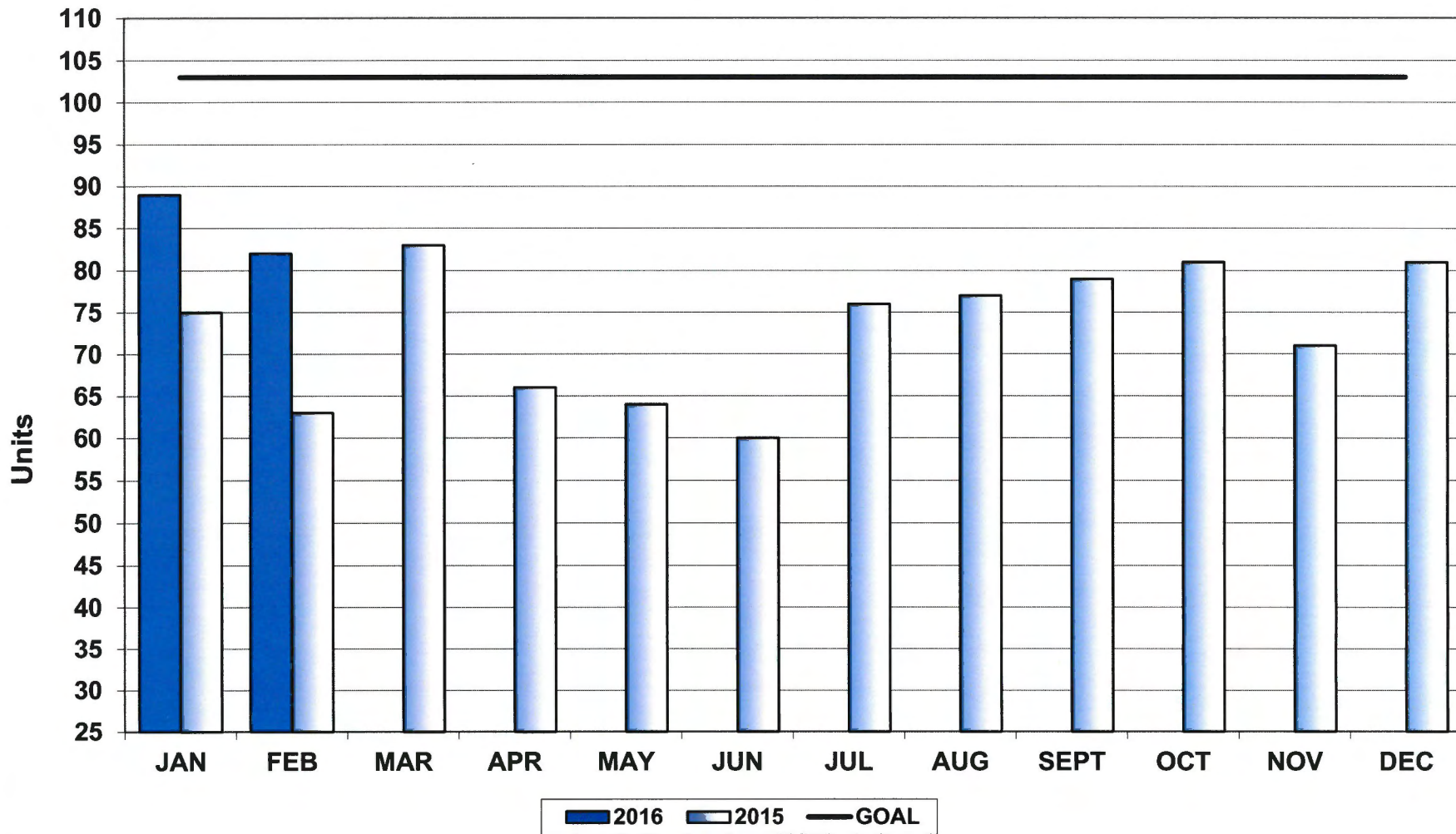


**In-Home Services  
Respite**



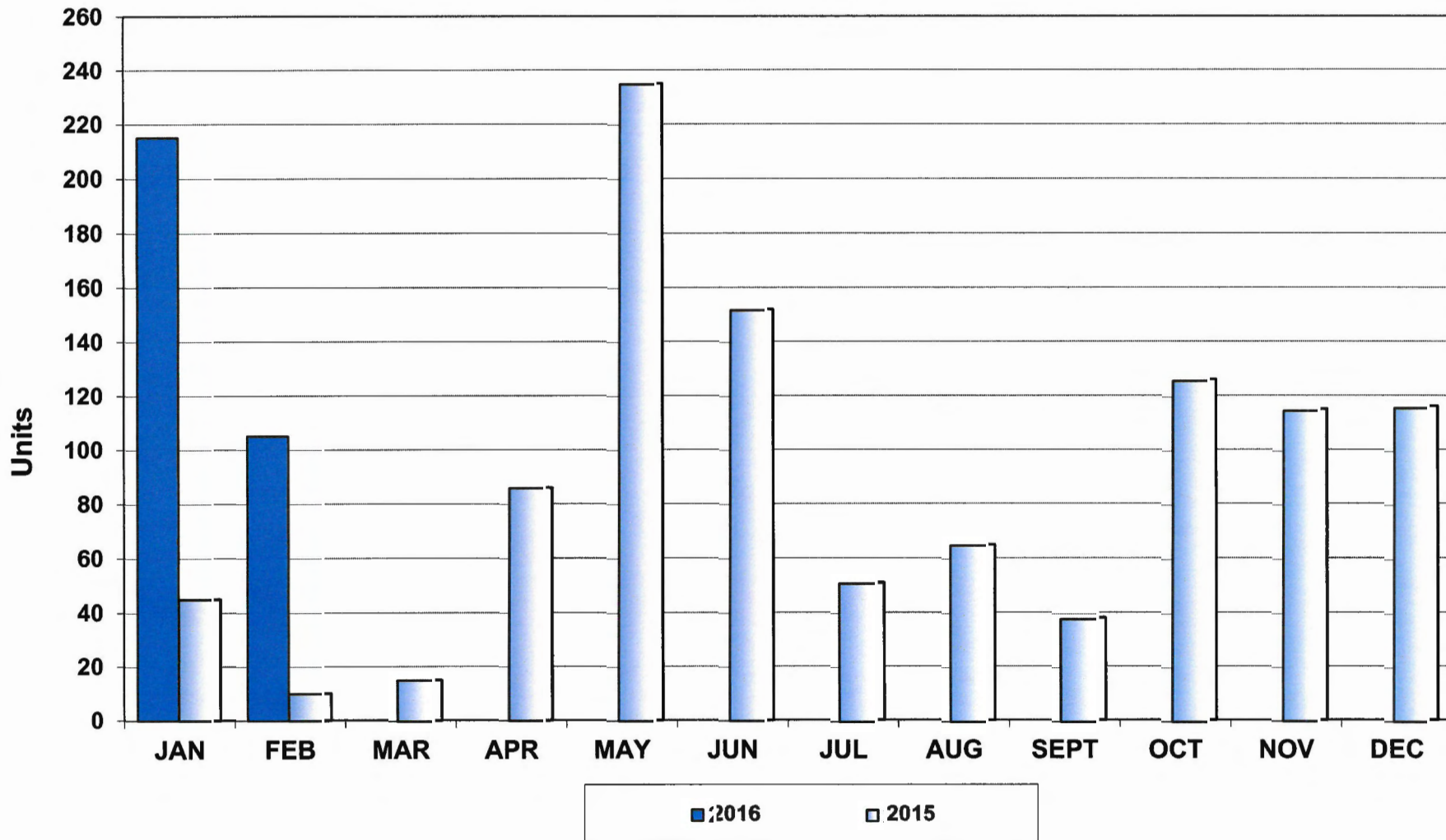
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2016	516	554										
2015	510	464	501	510	478	515	477	468	474	534	460	545
FEB	HHC/Respite Short Staff: 1 FTE. HHC staff seeing HMA clients. No Wait List. Short month and 1 Holiday.											

*In-Home Services*  
**Foot Care**



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2016	89	82										
2015	75	63	83	66	64	60	76	77	79	81	71	81

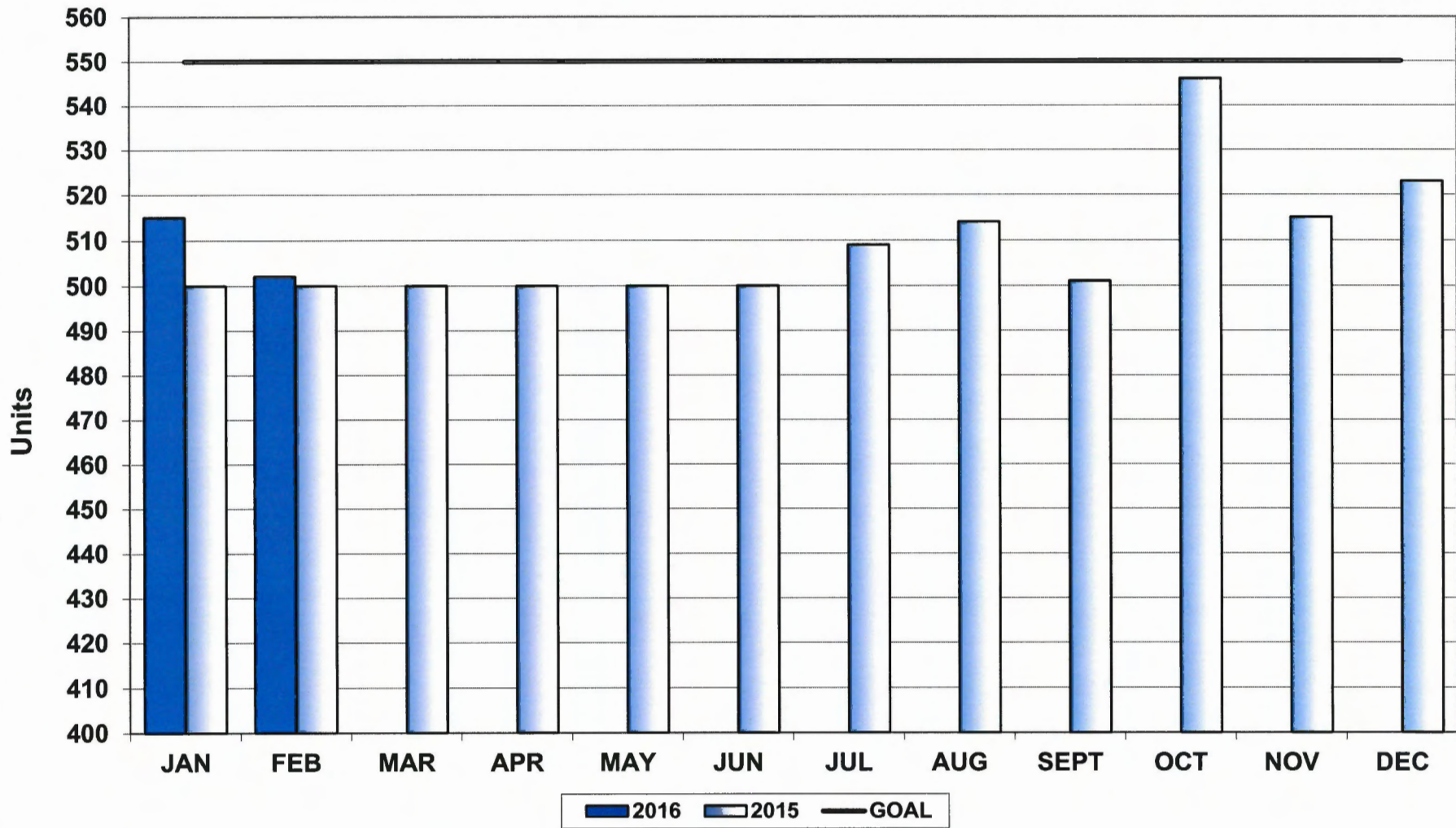
***In-Home Services***  
**Home Chore Vouchers**



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2016	215	105										
2015	45	10	15	86	235	152	51	65	38	126	115	116
JAN	Based on Demand											



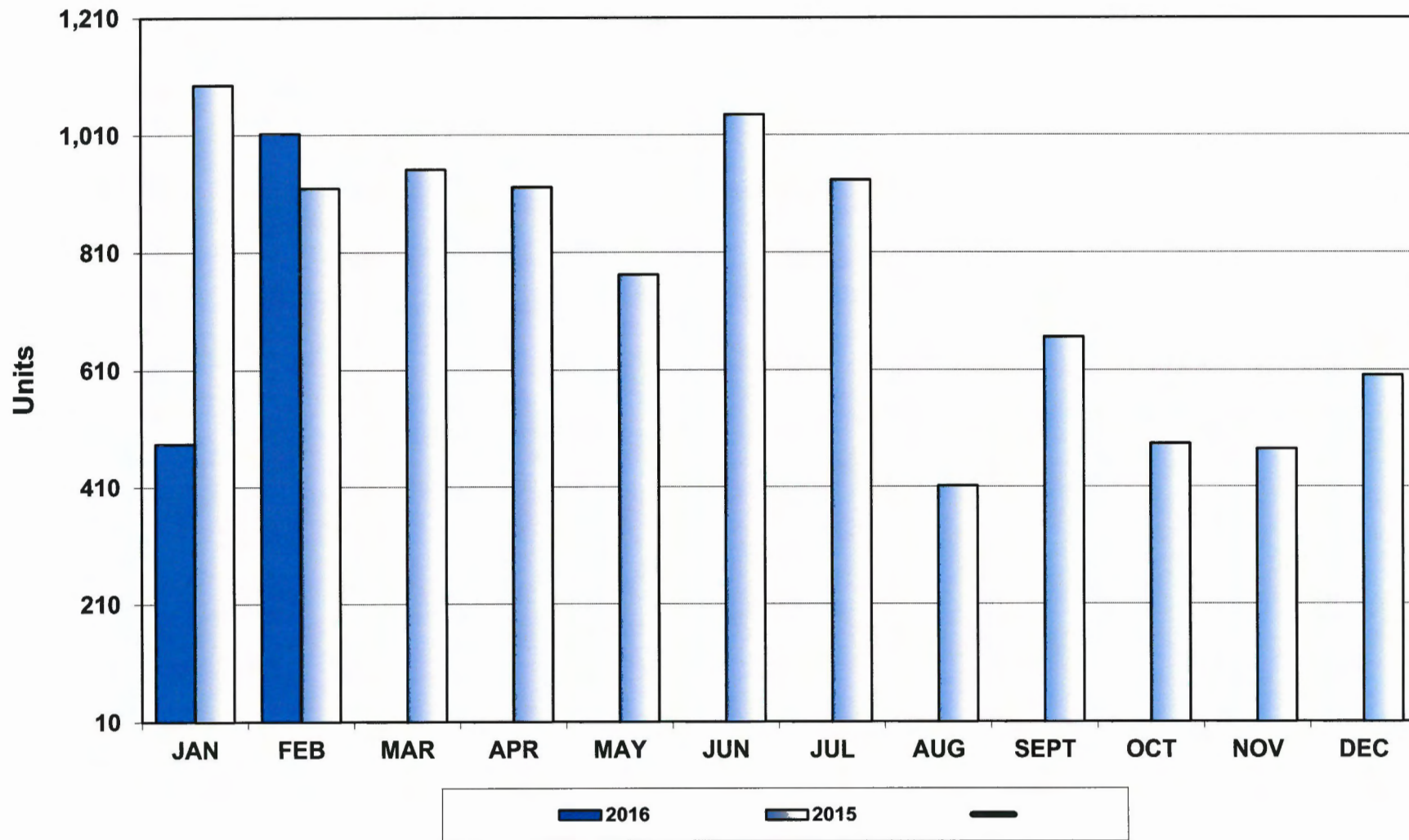
*In-Home Services*  
**Personal Emergency Response System Units**



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2016	515	502										
2015	500	500	500	500	500	500	509	514	501	546	515	523
JAN	No Wait List-Met Demand. GSM Units in use.											

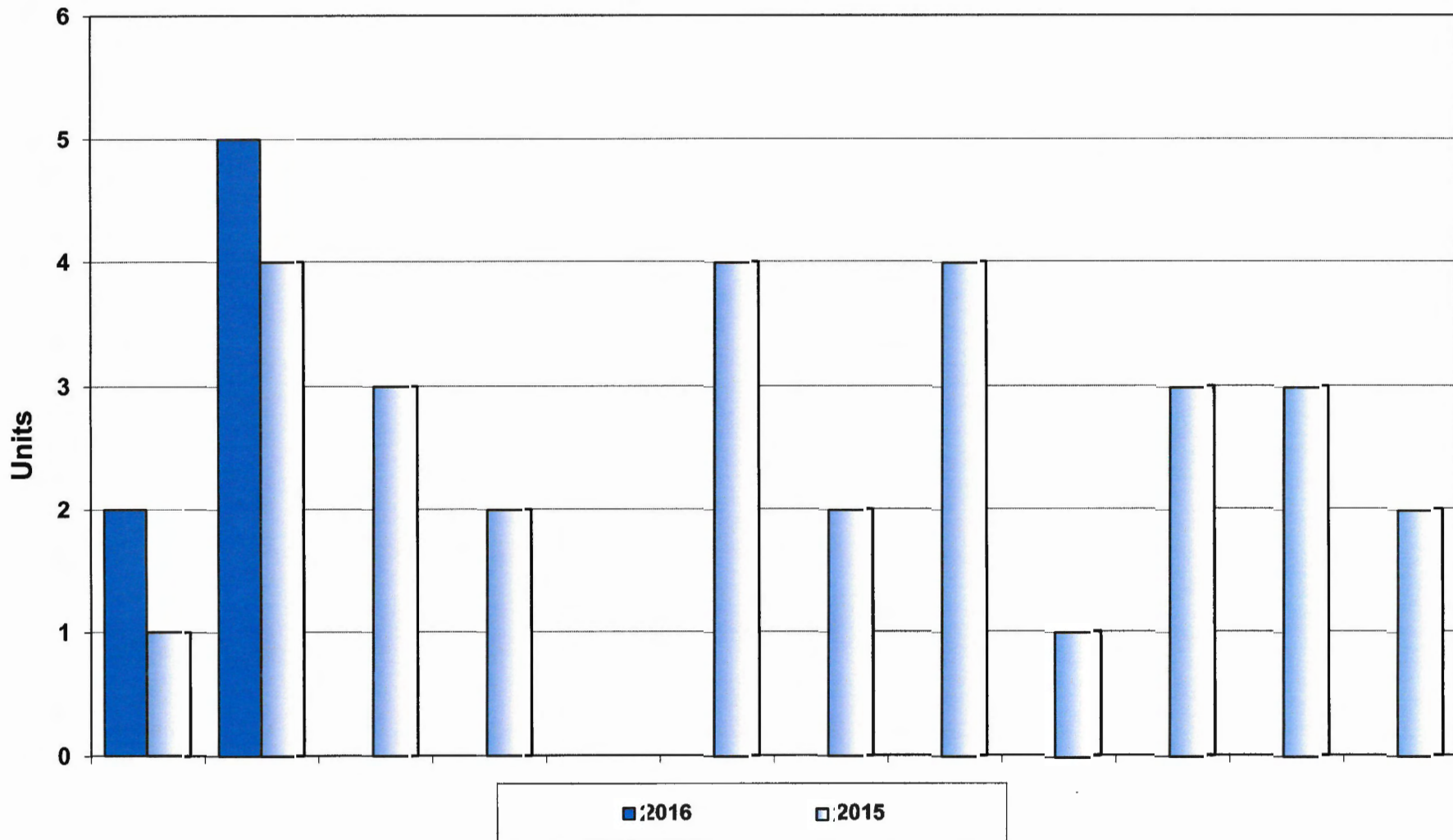


***In-Home Services***  
**Information and Assistance**



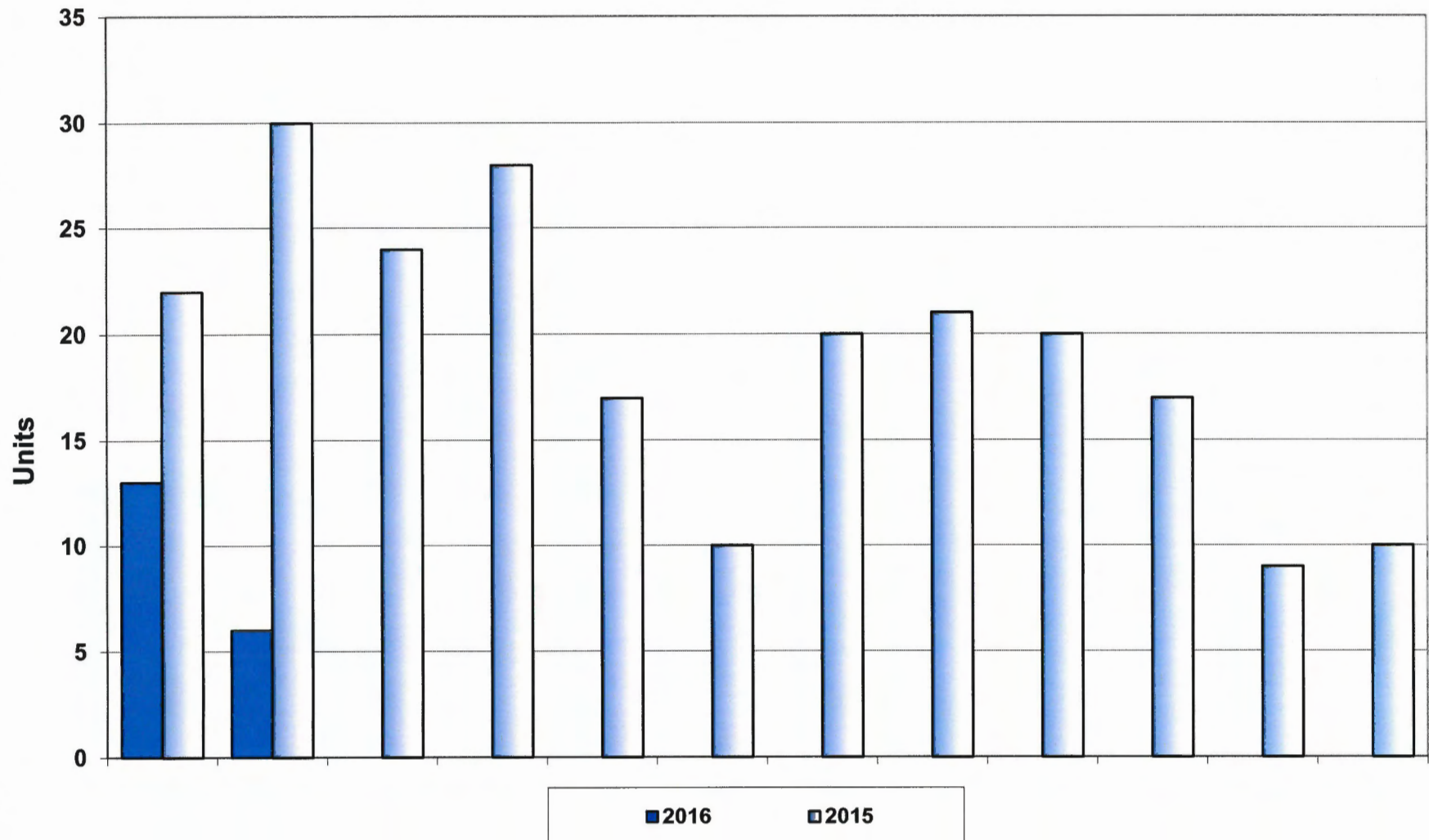
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>2016</b>	484	1,012										
<b>2015</b>	1,095	919	951	921	772	1,045	933	412	666	484	475	601
<b>JAN</b>	Based on Demand											

**In-Home Services  
Heat Assistance**



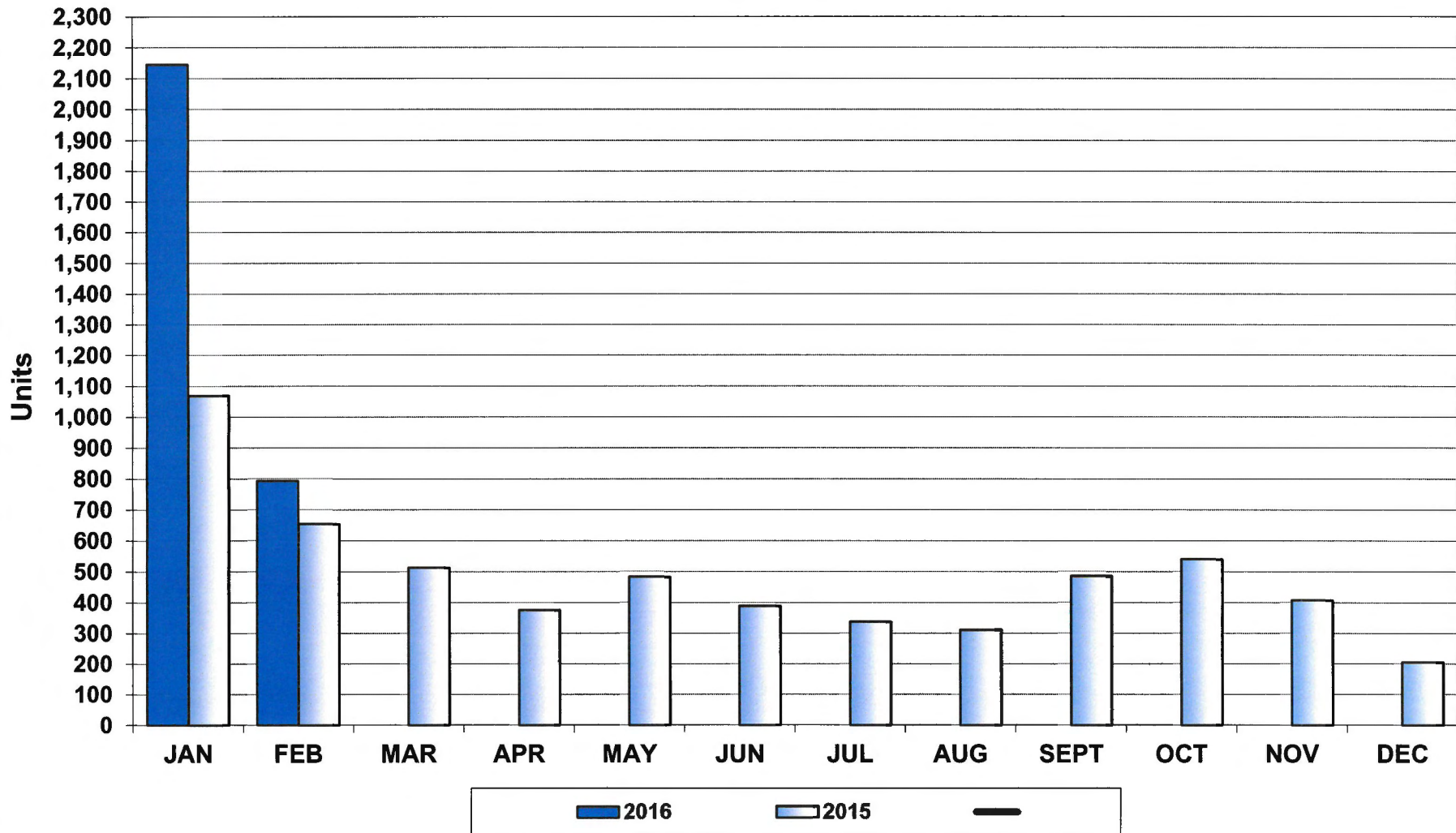
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2016	2	5										
2015	1	4	3	2	0	4	2	4	1	3	3	2
JAN	Based on Demand											

***In-Home Services***  
**Loan Closet**



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2016	13	6										
2015	22	30	24	28	17	10	20	21	20	17	9	10
JAN	Based on Demand											

### In-Home Services Transportation



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2016	2,145	792										
2015	1,069	653	513	376	483	389	337	311	485	540	407	205
JAN	Based on Demand											