



## COMMITTEE OF THE WHOLE

### AGENDA

**Tuesday, August 2, 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. Pledge of Allegiance
2. Commission on Aging Mission Statement
3. Approval of Agenda
4. Approval of Minutes
  - a. June **(2-6)**
  - b. July Cancellation **(7)**
5. Introduction of new employees, Joan Markham, Homemaker Aide, and Lisa McNair, Homemaker Aide - Laura Green, Deputy Director
6. Staffing update

### **PROGRAM/COMMUNITY RELATIONS**

7. June Program Report **(8-15)**

### **EXECUTIVE/FINANCE**

8. June Finance Report **(16-20)**
9. Old Business
10. New Business
11. 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](mailto:gtcoa@grandtraverse.org)  
HOMEPAGE: [www.gtcoa.org](http://www.gtcoa.org)

Tuesday, June 7, 2016

9:00 AM

GTCOA Meeting Room

DRAFT: 6/07/16

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	Present	
Shirley Zerafa	Secretary	Present	
Christine Maxbauer	County Commissioner	Present	
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  
Jill C., Program Supervisor  
Emily R. Nursing Supervisor  
Bonnie S., Universal Aide

**Guests Present:** Alison Hill, Guardian Medical Monitoring

### Pledge of Allegiance

Kucera lead members in the Pledge of Allegiance.

### Mission Statement

Mercer read the Commission on Aging's Mission Statement.

### Approval of Agenda

Zerafa requested the addition of Home Visits to the Agenda.

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

RESULT:	APPROVED [UNANIMOUS]
MOVED:	Busch
SECONDED:	Taylor

<b>AYES:</b>	Busch, Harrand, Kucera, Maxbauer, Mercer, Rokos, Sullivan, Taylor, Zerafa
<b>NAYS:</b>	None

### **Approval of Minutes**

Busch asked about the Board meeting minutes, Staff relayed that they would be sent to the next board meeting.

### **Introduction of new employees**

Green welcomed and introduced Bonnie S., Universal Aide, and provided background information on Bonnie.

### **Staffing update**

Green updated members on staffing for UA (Universal Aide) and HMA (Homemaker Aide) and explained why HMA positions would continue. Harrand questioned what types of instances occur with recruits not passing their background check. Staff explained circumstances and that they are looking for honest answers to the questions from potential candidates.

### **BASA update**

Green relayed that it was a very successful event with over 1500 attendees. She relayed that GTCOA would use that Tiger theme again at the Northwest Michigan Fair. She relayed thanks to Gourdie Fraser for printing the backdrop.

### **Home Visits – addition to the Agenda**

Zerafa discussed how Board members had previously been asked to travel with staff on a visit to client homes to get a better idea of what GTCOA does, and asked for discussion on a requirement or suggestion for members to attend field staff visits. Assessments were discussed, and members were updated on the assessment process. Green relayed that the issue of home visits came up recently and that, upon advice from Administration, it was relayed that the Board should not attend home visits, due to liability issues. Rice suggested that perhaps with new technology it might be revisited.

## **PROGRAM/COMMUNITY RELATIONS**

### **Staff Recommendation/Medicine Dispenser demonstration**

Green updated members on the pilot done with one client, and pointed out the Staff Recommendation contained in the packet. Alison Hill of Guardian Medical Monitoring provided a comprehensive presentation on the workings of the unit under consideration. Jill C. and Emily R. relayed the process taken to arrive at that particular unit, and noted that the other company that bid did not meet the criteria. Alison, Jill and Emily fielded questions regarding security, ease of use, reports, types of medications, and clients away from home for extended periods.

The Supervisors reviewed details of the RFQ for units and management of prescriptions. Jill relayed if approved at 10, the program would likely be full. Members discussed more units available to more clients. Green stated that staff has discussed an up-to a certain number change for the next PERS (Personal Emergency Response System) Contract. Suggestion to start with 50 units and then increase as needed. Rokos asked about the cost, Jill relayed the cost would be approximately \$25,000, per year, for 50 units, and staff would change the Recommendation for presentation to the BOC.

**Motion to approve (Staff recommendation dated May 13, 2016, for Medication Management Minder (MedMinder units from Guardian Medical Monitoring, with the following change): for 50 units, with increases as needed, based on client demand.**

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

Rokos asked how the fees were determined, and if the members should also approve the fees to be charged for the service. Jill relayed that costs were based on the Foot Care fee schedule, and that staff also worked on fees for staff to provide the management of the medicines, if it were decided to provide that service at a later date.

**Motion to approve the Fee for Services schedule, as presented, to add the Medication Management Minder (MedMinder) units.**

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

### **April Program Report**

Green reviewed the April Program report. She noted that the number of clients in transportation has almost doubled. Discussion on the GTCOA front desk clerk position, IT, and contracting the position. Green highlighted HC (Home Chore) clients, HMA (Homemaker Aide) and HHC/Respite (Home Health Care/Respite) wait lists and efforts to alleviate them. Zerafa discussed relaying information to townships about clients served; staff will work on providing the information.

### New Brochure

Green provided the new brochure to members, noting it was paid for by a generous donor. Discussion on the larger sized brochure, font, holders and envelopes. Zerafa asked where the brochures would be going. Green stated at the office and the Senior Center, she also said they could be sent out to the townships, and staff could order holders, if need be.

### EXECUTIVE/FINANCE

#### Uniform Policy

Harrand relayed that GTCOA has had uniforms for over 20 years. The County would like the Policy to go to the Board for approval. Explanation provided why GTCOA provides uniforms; safety, professional image and consistency, and MIOSHA requirements. Harrand suggested contacting a company for a discount.

#### Motion to approve the dress code policy as presented.

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

#### April Finance Reports

Rokos relayed that he and Green reviewed the budget. He noted that \$237,000 was budgeted from fund balance and, most likely, none will be required. Rokos relayed that tax revenue came in \$80,000 more than budgeted, and remarked on other expense items and adjustments that will need to be made. Discussion on Defined Benefit/Contribution line items, Longevity, Paid Time Off, and the BOCs search for a new Finance director.

#### Approval of the April Finance Report as presented.

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

#### January-May Budget Adjustments

Green reviewed the budget adjustments from January through May, noting they were basically administrative changes; some made by Finance without her involvement. Items noted were Overtime, copy machine, legal ads, and a

Manpower clerk. No motion required.

**Old Business**

None

**New Business**

None

**Public comment**

Commissioner Maxbauer discussed the County's discussions on Pension concerns and debt at length.

**Adjournment**

Meeting adjourned at 10:28 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.

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CF/cf

Rev



## Committee of the Whole Committee Meeting ~ Minutes ~

### GRAND TRAVERSE COUNTY COMMISSION ON AGING

520 W. FRONT STREET, SUITE B  
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Tuesday, July 5, 2016

9:00 AM

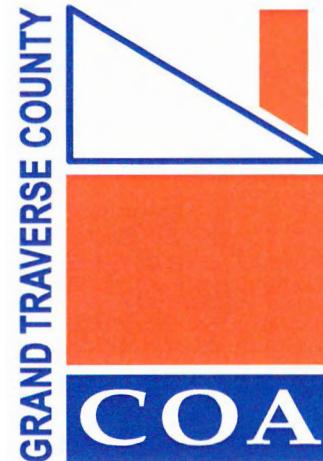
GTCOA Meeting Room

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## MEETING WAS CANCELLED

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.

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CF/cf  
Rev



# **PROGRAM REPORT**

## **In-Home Services**

### **2016**

### **June**

Dated: 7/22/2016

Rev: \_\_\_\_\_

**Prepared by: CF**

Grand Traverse County  
In-Home Services  
Program Report  
2016

**DIRECT HOURS / UNITS OF SERVICE**

	HOURS					UNITS						
	Home-maker	Home Health	Home Chore	Respite	Foot Care	HC Vouch Sold	PERS	I&A	Sr. Asst.	Loan Closet	Transportation	Assessments
<b>JAN</b>	1,157	444	1,009	516	89	215	515	484	2	13	2,145	226
<b>FEB</b>	1,186	472	520	554	82	105	502	1,012	5	6	792	189
<b>MAR</b>	1,292	506	530	532	81	49	518	1,160	7	12	716	233
<b>APR</b>	1,231	490	725	573	90	437	533	1,179	8	28	856	228
<b>MAY</b>	1,170	389	809	667	98	416	527	1,156	12	22	898	149
<b>JUN</b>	1,213	398	875	725	71	124	540	1,219	9	4	796	261
<b>JUL</b>												
<b>AUG</b>												
<b>SEPT</b>												
<b>OCT</b>												
<b>NOV</b>												
<b>DEC</b>												
<b>TOTALS</b>	<b>7,249</b>	<b>2,699</b>	<b>4,468</b>	<b>3,567</b>	<b>511</b>	<b>1,346</b>	<b>3,135</b>	<b>6,210</b>	<b>43</b>	<b>85</b>	<b>6,203</b>	<b>1,286</b>

• I&A Information and Assistance (includes Web Page inquiries & File of Life) • Transportation = # of Coupons & BATA passes sold • Loan closet = # of items loaned. Sr. Asst. includes BASA Assistance as of January 1st.

Footnotes:

June HMA Short Staff: 2 Employees 1FTE & 1@.67 FTE. HHC/Respite Short Staff: 1 FTE. FC Vacation

*Grand Traverse County*  
*In-Home Services*  
**Program Report**  
**2016**  
**CLIENTS SERVED**

	Home-maker	Home Health	Home Chore	Respite	Foot Care	HC Voucher	Sr. Assist.	Loan Closet	Trans- portation	I&A
<b>JAN</b>	584	73	400	72	133	55	2	12	155	484
<b>FEB</b>	563	75	383	72	110	21	5	8	81	1,012
<b>MAR</b>	569	78	318	68	121	15	7	12	43	1,160
<b>APR</b>	570	80	515	70	123	49	8	22	78	1,179
<b>MAY</b>	566	69	469	62	141	56	12	16	82	1,156
<b>JUN</b>	565	63	478	64	94	28	9	4	63	1,219
<b>JUL</b>										
<b>AUG</b>										
<b>SEPT</b>										
<b>OCT</b>										
<b>NOV</b>										
<b>DEC</b>										

**Footnotes:**

June HMA Short Staff: 2 Employees, 1FTE & 1@.67 FTE. HHC/Respite Short Staff: 1 FTE. FC: Vacation

Grand Traverse County  
 In-Home Services  
 Program Report  
 2016

**CLIENTS SERVED - OTHER PROGRAMS**

					AARP	
	NMC BBQ	Baskets of Bounty	Area Agency Waiver	Northern Healthcare Waiver	Taxes	Safe Driving
<b>JAN</b>	0	0	22	2	0	0
<b>FEB</b>	0	0	23	3	107	0
<b>MAR</b>	0	0	23	2	123	0
<b>APR</b>	0	0	23	2	62	0
<b>MAY</b>	310	0	19	2	0	0
<b>JUN</b>	0	0	17	1	0	11
<b>JUL</b>						
<b>AUG</b>						
<b>SEPT</b>						
<b>OCT</b>						
<b>NOV</b>						
<b>DEC</b>						
<b>TOTALS</b>	310	0	127	12	292	11

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	Sr. Asst.	Loan Closet	BATA	Transp.
<b>JAN</b>	584	73	45	400	564	133	54	2	12	49	106
<b>FEB</b>	22	7	2	16	7	88	7	4	8	22	28
<b>MAR</b>	7	4	0	26	28	27	7	7	9	11	16
<b>APR</b>	18	6	5	256	30	11	46	7	22	11	18
<b>MAY</b>	10	4	12	64	10	12	55	11	14	7	11
<b>JUN</b>	15	2	8	11	29	6	21	8	4	7	9
<b>JUL</b>											
<b>AUG</b>											
<b>SEPT</b>											
<b>OCT</b>											
<b>NOV</b>											
<b>DEC</b>											
<b>TOTAL:</b>	<b>656</b>	<b>96</b>	<b>72</b>	<b>773</b>	<b>668</b>	<b>277</b>	<b>190</b>	<b>39</b>	<b>69</b>	<b>107</b>	<b>188</b>

**TOTAL UNDUPLICATED CLIENT COUNT = 1,535**

Average Client Pre-Screen Score: 19.79

- Unduplicated = Unique, individual clients

**Average Client Income:**

Two Person: \$2,509

One Person: \$1,106

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

	HOME CHORE							
	Homemaker	Home Health	Lawn	Windows	Snow	Respite	Foot Care	PERS
<b>JAN</b>	57	5	0	0	0	9	0	0
<b>FEB</b>	63	2	0	0	0	14	0	0
<b>MAR</b>	74	7	67	0	10	13	0	0
<b>APR</b>	48	10	0	0	0	14	0	0
<b>MAY</b>	57	6	0	0	0	18	6	0
<b>JUN</b>	61	1	0	0	0	12	0	0
<b>JUL</b>								
<b>AUG</b>								
<b>SEPT</b>								
<b>OCT</b>								
<b>NOV</b>								
<b>DEC</b>								

▪ Month end totals - NOT cumulative

**Footnotes:**

May

Grand Traverse County  
In-Home Services  
Program Report  
2016

**WAIT LISTS FOR  
CLIENTS DECLINING VOUCHERS**

<b>HOME CHORE</b>		
	<b>Lawn</b>	<b>Snow</b>
<b>JAN</b>	24	2
<b>FEB</b>	25	3
<b>MAR</b>	25	3
<b>APR</b>	0	0
<b>MAY</b>	No longer applicable	
<b>JUN</b>		
<b>JUL</b>		
<b>AUG</b>		
<b>SEPT</b>		
<b>OCT</b>		
<b>NOV</b>		
<b>DEC</b>		

▪ Month end totals - NOT cumulative

To be removed after August meeting.  
Cyndie

*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	38	41	43	43						
BLAIR	67	69	75	83	85	90						
CITY OF T.C.	284	304	315	334	347	361						
EAST BAY	102	104	111	124	131	135						
FIFE LAKE	26	24	24	27	27	27						
GARFIELD	443	458	473	507	531	539						
GRANT	21	21	21	21	21	22						
GREEN LAKE	57	60	61	77	78	78						
LONG LAKE	52	54	56	67	74	77						
MAYFIELD	14	14	14	15	16	17						
PARADISE	38	41	41	43	44	46						
PENINSULA	58	59	63	71	76	76						
UNION	2	2	2	2	2	2						
WHITEWATER	15	15	15	18	22	22						
<b>Total:</b>	<b>1213</b>	<b>1262</b>	<b>1309</b>	<b>1430</b>	<b>1497</b>	<b>1535</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.

Run Date 07/11/2016

GRAND TRAVERSE COUNTY  
TRIAL BALANCEPeriod End Date 06/30/2016 PAGE 1  
ACR099

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

			DEBIT	CREDIT	DEBIT	CREDIT
ASSETS	001.00	CASH	2,998,790.09	.00		
	018.00	IMPREST CASH	100.00	.00		
LIABILITIES	201.00	VOUCHERS PAYABLE		5,626.00		
	339.00	DEFERRED REVENUE	18,500.00	.00		
	389.11	F. BAL. RES. - CAPITAL OUTLAY	.00	147,000.00		
	390.00	FUND BALANCE	.00	1,376,554.51		
	391.00	F. BALANCE-RES/REST. CONTR.	.00	91,768.80		
REVENUES	400.00	REVENUE CONTROL	.00	2,418,761.71		
EXPENDITURES	700.00	EXPENDITURE CONTROL	1,022,320.93	.00	4,039,711.02	4,039,711.02
					4,039,711.02	4,039,711.02

RUN DATE: 7/11/16

GRAND TRAVERSE COUNTY  
L I N E   I T E M S   A S   O F   06/30/2016

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	455.00	1960.00	.00	6373.00	23.52
702.00 FULL TIME & REGULAR PART TIME	1140376.00	23613.00-	1116763.00	78836.23	445792.76	.00	670970.24	39.92
702.01 LONGEVITY	6753.00	.00	6753.00	.00	160.40	.00	6592.60	2.38
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	4000.00	4100.00	541.51	4240.82	.00	140.82-	103.43
705.00 PERSONAL LEAVE	23156.00	.00	23156.00	.00	.00	.00	23156.00	.00
715.00 FICA	96814.00	.00	96814.00	5907.75	33274.07	.00	63539.93	34.37
716.00 HEALTH, OPTICAL & DENTAL	380409.00	.00	380409.00	25353.19	146875.45	.00	233533.55	38.61
716.02 SHORT & L-T DISABILITY	11495.00	.00	11495.00	718.04	4444.63	.00	7050.37	38.67
716.03 PAYMENT IN LIEU OF INSURANCE	2000.00	.00	2000.00	833.35	1000.02	.00	999.98	50.00
717.00 LIFE INSURANCE	3053.00	.00	3053.00	191.49	1170.01	.00	1882.99	38.32
718.00 RETIREMENT	19010.00	.00	19010.00	966.18	6011.95	.00	12998.05	31.63
718.01 RETIREMENT DC	91142.00	.00	91142.00	5804.94	33508.32	.00	57633.68	36.76
718.05 RETIREMENT - DB UAL	132937.00	.00	132937.00	8348.56	49139.49	.00	83797.51	36.96
719.00 WORKER'S COMP INS	25749.00	.00	25749.00	1688.74	9552.91	.00	16196.09	37.10
720.00 UNEMPLOYMENT COMPENSATION	.00	.00	.00	.00	5626.00	.00	5626.00-	N/A
727.00 OFFICE SUPPLIES	8000.00	1.00-	7999.00	236.71	1928.13	834.54	5236.33	24.10
729.00 PRINTING AND BINDING	4800.00	2881.00	7681.00	3430.00	4004.22	.00	3676.78	52.13
729.02 COPY MACHINE USE	1000.00	1275.00	2275.00	192.03	759.46	167.67	1347.87	33.38
729.08 RISOGRAPH COPIES	.00	.00	.00	.00	.00	.00	.00	N/A
730.00 POSTAGE	18772.00	.00	18772.00	.00	7266.58	.00	11505.42	38.71
743.00 OTHER SUPPLIES	200.00	.00	200.00	7.58	7.58	.00	192.42	3.79
743.29 BASKETS OF BOUNTY	2500.00	.00	2500.00	.00	325.95	.00	2174.05	13.04
743.35 PROPERTY DAMAGE	5000.00	.00	5000.00	.00	225.00	.00	4775.00	4.50
745.00 UNIFORMS & ACCESSORIES	5110.00	.00	5110.00	.00	150.00	.00	4960.00	2.94
747.00 SMALL TOOLS & SUPPLIES	28000.00	.00	28000.00	168.95	6942.42	698.91	20358.67	24.79
747.11 EQUIPMENT	14600.00	.00	14600.00	.00	3542.84	.00	11057.16	24.27
748.00 GAS, OIL & GREASE	25000.00	.00	25000.00	1537.36	5033.23	.00	19966.77	20.13
807.00 AUDITING	.00	.00	.00	.00	.00	.00	.00	N/A
810.00 SUBSCRIPTIONS	325.00	.00	325.00	.00	3.37-	.00	328.37	1.04-
810.01 DUES	702.00	50.00	752.00	50.00	100.00	.00	652.00	13.30
811.00 SERVICE CONTRACTS	50.00	.00	50.00	.00	.00	.00	50.00	.00

**June**  
**EXPENSES – IN HOME**  
**SRVCS.**  
**GOAL 50%**

RUN DATE: 7/11/16

GRAND TRAVERSE COUNTY  
L I N E I T E M S A S O F 06/30/2016

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	3217.26	9129.59	.00	15870.41	36.52
812.11 COMPUTER EQUIPMENT	.00	.00	.00	.00	.00	.00	.00	N/A
818.00 CONTRACT SERVICES	148540.00	2125.00	150665.00	10688.48	53139.75	60.00	97465.25	35.27
818.07 SECRETARIAL	.00	19613.00	19613.00	.00	.00	817.20	18795.80	.00
818.89 HARDSHIP FUND	3000.00	.00	3000.00	.00	.00	.00	3000.00	.00
818.92 SENIOR HEATING	10000.00	.00	10000.00	668.94	4057.27	.00	5942.73	40.57
818.93 SENIOR SUPPORT	20000.00	.00	20000.00	2347.54	6932.48	.00	13067.52	34.66
818.94 TRANSPORTATION	12000.00	.00	12000.00	.00	9000.00	.00	3000.00	75.00
818.99 VOUCHERS	77200.00	.00	77200.00	6175.69	30025.69	1920.00	45254.31	38.89
819.32 EVENTS	600.00	.00	600.00	.00	187.00	.00	413.00	31.17
850.00 TELEPHONE	5500.00	.00	5500.00	757.99	2282.50	.00	3217.50	41.50
850.01 TELEPHONE LOCAL & L.D.	300.00	.00	300.00	.95	9.58	.00	290.42	3.19
850.04 TELE-CELLULAR NETWORK	10300.00	.00	10300.00	648.77	3074.51	.00	7225.49	29.85
860.00 TRAVEL	84100.00	.00	84100.00	5896.14	27375.97	1620.80	55103.23	32.55
860.01 CONVENTIONS & CONFERENCES	3030.00	.00	3030.00	.00	603.00	.00	2427.00	19.90
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	700.00	6830.00	170.00	2584.45	405.00	3840.55	37.84
910.00 INSURANCE & BONDS	1500.00	.00	1500.00	166.00	166.00	.00	1334.00	11.07
920.50 UTILITIES - HEAT	2300.00	.00	2300.00	797.27	1587.37	.00	712.63	69.02
921.00 UTILITIES - ELECTRIC	900.00	.00	900.00	54.03	328.23	.00	571.77	36.47
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	793.55	4514.98	231.04	10053.98	30.51
933.00 OFFICE EQUIP REPAIR & MAINT	.00	.00	.00	.00	.00	.00	.00	N/A
934.00 VEHICLE REPAIR & MAINT	15000.00	782.00-	14218.00	623.02	2898.84	266.33	11052.83	20.39
940.00 BUILDING RENT	46800.00	.00	46800.00	.00	46699.85	.00	100.15	99.79
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	199.00	324.00	.00	4428.00	6.82
963.00 APPROPRIATION	35460.00	35460.00-	.00	.00	.00	.00	.00	N/A
963.76 OUTSIDE AGENCY MILLAGE DISB	.00	35460.00	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	10191.00	.00	8809.00	53.64

RUN DATE: 7/11/16

GRAND TRAVERSE COUNTY  
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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
978.00 VEHICLE	26000.00	.00	26000.00	.00	.00	.00	26000.00	.00
980.00 OFFICE EQUIP & FURNITURE	.00	.00	.00	.00	.00	.00	.00	N/A
992.00 CONTINGENCY	9050.00	3367.00-	5683.00	.00	.00	.00	5683.00	.00
992.05 FUNDS FOR SUBSEQUENT YEARS	.00	.00	.00	.00	.00	.00	.00	N/A
GRAND TOTALS	2770031.00	2881.00	2772912.00	168472.24	1022320.93	7021.49	1743569.58	36.87

RUN DATE: 7/11/16

GRAND TRAVERSE COUNTY  
L I N E I T E M S A S O F 06/30/2016

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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	2881.00	240550.00	.00	.00	.00	240550.00	.00
403.00 CURRENT TAX	2189992.00	.00	2189992.00	37000.00-	2236680.14	.00	46688.14-	102.13
417.00 UNPAID PERSONAL PROP TAX	1000.00	.00	1000.00	292.74	7624.13	.00	6624.13-	762.41
427.00 IN LIEU OF TAXES	2100.00	.00	2100.00	2336.58	2481.27	.00	381.27-	118.16
543.00 STATE GRANT	.00	.00	.00	.00	.00	.00	.00	N/A
582.00 LOCAL GRANTS	22700.00	.00	22700.00	.00	6824.00	.00	15876.00	30.06
607.00 CHARGES FOR SERVICES - FEES	255000.00	.00	255000.00	17556.38	102150.51	.00	152849.49	40.06
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	95.53	760.22	.00	1039.78	42.23
607.09 CHARGES FOR TRANSPORT COUPON	4000.00	.00	4000.00	425.64	2969.12	.00	1030.88	74.23
607.60 CHARGES FOR SERV -HC VOUCHER	.00	.00	.00	1571.20	5907.94	.00	5907.94-	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	18500.00-	.00	3520.10	3520.10	.00	3520.10-	N/A
642.01 OUTSIDE AGENCY CONTRACT FEES	.00	18500.00	18500.00	.00	19543.75	.00	1043.75-	105.64
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	904.76	11234.33	.00	685.67	94.25
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	18500.00	18595.00	.00	855.00	95.60
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	250.00	250.00	.00	250.00-	N/A
695.00 CASH - OVER OR SHORT	.00	.00	.00	.00	.00	.00	.00	N/A
GRAND TOTALS	2770031.00	2881.00	2772912.00	8452.93	2418761.71	.00	354150.29	87.23

**June**  
**REVENUE – IN HOME**  
**SRVCS.**  
**GOAL 50%**