

**O3A COUNCIL OF GOVERNMENTS AGENDA**

**Meeting Date:** Thursday, January 5, 2023

**Location/Time:** Via ZOOM = 10:00 a.m. – 11:00 a.m.

**Call Information:** Zoom Video link will be provided to COG, AC & O3A staff only

**Telephone number for the public to join the meeting:**

1-253-215-8782 Meeting ID: 823-6702-3842 Pass Code: 746839

Randy Johnson, Chair  
Clallam County

- Call to Order
- Approval of Agenda
- Public comment for agenda items  
(Please limit comments to 5 minutes)

**Motion to Approve**

**Public Comment**

All matters listed within the consent Agenda have been distributed to members of the Council of Governments (COG) for review and are considered routine. Consent Agenda items will be approved by one motion of the COG with no separate discussion. If separate discussion is desired on any item, that item may be removed from the Consent Agenda at the request of a COG member for action later in the agenda.

Laura Cepoi,  
Executive Director

- Consent Agenda Items:
  - December 1, 2022 Minutes
  - September & October 2022 Disbursements

**Motion to Approve**  
**Enclosure 1 Pages 1-2**  
**Enclosure 2 Pages 3-4**

- Executive Director's Report
  - Contract Approvals:
    - 2023 Older Americans Act
    - 2023 MAC TSOA

**Enclosure 3 Pages 5-6**  
**Enclosure 4 Page 7**  
**Enclosure 5 Page 8**

Corena Stern,  
CFO

- Revenue & Expense Report
- Accountability Audit Review

**Enclosure 6 Pages 9-23**  
**Enclosure 7 Pages 24-30**

Marsha Melnick  
Clallam

- Advisory Council Activity Report

**Report**

Randy Johnson, Chair  
Clallam County

- COG Member Announcements
- Public Comment  
(Please limit comments to 5 minutes)
- \*Option to update meeting schedule
- Adjourn meeting

**Announcement**  
**Public Comment**

**Motion if needed**  
**Adjourn**

**MEETING REMINDERS:** \*The COG may decide to update the approved meeting schedule to designate additional meeting(s) as in-person during the course of the year by motion.

The next Council of Governments meeting is Thursday, February 2, 2023, scheduled to take place via conference call/Zoom at 10:00 a.m.



---

# Olympic Area Agency on Aging

2200 W. Sims Way, Unit #100

Port Townsend, WA 98368

[www.o3a.org](http://www.o3a.org)

Phone: 360-379-5064 or 1-866-720-4863 Fax: 360-379-5074

---

# Draft

## Minutes

Olympic Area Agency on Aging  
COUNCIL OF GOVERNMENTS (COG)

December 1, 2022

Via Conference call/Zoom

**COMMISSIONERS ATTENDING:** Randy Johnson, Chair (Clallam); Greg Brotherton, Vice-Chair (Jefferson); and Lisa Olsen (Pacific).

**COMMISSIONERS ABSENT:** Grays Harbor County was unrepresented.

**O3A STAFF ATTENDING:** Laura Cepoi, Executive Director; Corena Stern, CFO; and Carol Ann Laase, Administrative Director.

**ADVISORY COUNCIL MEMBERS:** Ginny Adams (Jefferson) and Marsha Melnick (Clallam)

**GUESTS/PUBLIC:** None.

**CALL TO ORDER:** Randy Johnson, Chair, called the meeting to order at 10:002

**AGENDA APPROVAL:** **Motion:** A motion to approve the agenda as presented was made by Lisa Olsen, with a 2<sup>nd</sup> by Greg Brotherton. **Motion Passed.**

**PUBLIC COMMENT:** None.

**APPROVAL OF CONSENT AGENDA ITEMS:** Greg Brotherton mentioned that a typographical error on page 2 of the November 3, 2022 minutes should be corrected to read "OLDER AMERICANS ACT SUBCONTRACTS" (correcting spelling from "SUBCONTRACTCS") should be reflected. There was a brief discussion in which the board asked Carol Ann Laase to confirm that the approved 2023 meeting schedule meets current Open Public Meeting Act revised guidelines. **Motion** to approve the Consent Agenda items as corrected was made by Greg Brotherton, with a 2<sup>nd</sup> by Lisa Olsen. **Motion Passed.**

**EXECUTIVE DIRECTOR'S REPORT:** *Laura Cepoi*

- Laura reported that Coastal Community Action Programs (CCAP) is again under a suspension of referrals to their in-home care program due to their non-compliance with staff background checks requirements.
- Laura reported that agency expects to start 2023 with all vacancies filled based on progress of current recruitments. Recent hires included welcoming back a former Case Manager, and the hiring of a Human Resources Specialist who will start work in January.
- Laura reported that the agency was informed at the end of October that the current staff benefits Flexible Spending Account (FSA) provider would no longer continue to provide this service to O3A in 2023. The

agency obtained some quotes and selected Ameriflex as the new FSA vendor as of January 1<sup>st</sup> and will also pay a small fee for them to handle the 2022 FSA expense runout. About 20% of staff utilize an FSA.

- Laura noted that as a result of the excellent SHIBA program performance and a grant submitted by the SHIBA Coordinator Eva Bennett and Marki Lockhart, Community Programs Manager, the agency will receive an additional grant of \$20,000 from the Office of Insurance Commissioner to fund volunteer mentoring.
- Laura provided a brief update on the Mobile Assistance Van (MAV) project, noting that more than \$300 people were served in the first month!
- Laura reported her fellowship orientation is nearing completion. She is now submitting placement requests for fellowship service.
- Laura reported the execution of Makah Social Isolation contract, the OIC SHIBA Mentor Project proposal, the Grays Harbor Foundation Community Grant, and a CRSAA no cost extension.
- Laura reviewed the 3<sup>rd</sup> Quarter 2022 Service Summary, noting that while most programs are trending as expected, improved Information & Assistance (I&A) program outreach has resulted in some program service growth (I&A, Senior Emergency, etc.)
- **Contract Approval: Older Americans Act (OAA) 2022-2023 Amendment No. 1.** Laura briefly reviewed the proposed amendment, which provides the full OAA contract funding for the performance period, adding \$330,635 in additional funding. **Motion:** The Olympic Area Agency on Aging Council of Governments approves Amendment No. 1 to the 2022-2023 Older Americans Act contract, DSHS contract #2269-38384. Laura Cepoi is authorized to execute the contract on behalf of the agency. Motion by Greg Brotherton, with a 2<sup>nd</sup> by Lisa Olsen. **Motion passed.**

#### **FISCAL REPORT:** *Corena Stern, CFO*

- Corena provided an updated review of the 2022 Operating Budget. She noted the agency expects to end 2022 within the approved budget so no formal update is required.
- Corena next reviewed the proposed 2023 operating budget. She reviewed factors contributing to anticipated increased revenues, including increased Case Management funding. She reviewed anticipated expenditure updates including for personnel, a staff COLA of 8%, and increases in benefit costs. After a discussion, the following motion was made: **Motion:** the Olympic Area Agency on Aging Council of Governments approved the January 1 to December 31, 2023 Operating Budget as presented. Motion by Lisa Olsen, with a 2<sup>nd</sup> by Greg Brotherton. **Motion Passed.**

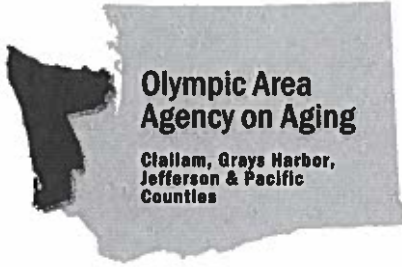
#### **ADVISORY COUNCIL (AC) REPORT:** *Ginny Adams and Marsha Melnick*

Ginny noted that the November meeting is the last for 2022. Next year Pam Tuttle will serve as Chair and Margaret Taylor as Vice-Chair. Joe Sharkey was recommended to serve another three year term. The AC will need to find a new SCOA representative as Charla Wright has resigned and is moving out of the area. Next year the AC will work with O3A staff on the Area Plan. Marsha expressed appreciation for attending and concurred with Ginny's report.

**COG MEMBER ANNOUNCEMENTS:** None.

**PUBLIC COMMENT:** None.

**ADJOURNMENT:** The meeting was adjourned by consensus at 10:58 a.m.



# Olympic Area Agency on Aging

2200 W Sims Way Unit 100  
Port Townsend WA 98368

[www.o3a.org](http://www.o3a.org)

Phone: 360-379-5064 or 1-866-720-4863 Fax: 360-379-5074

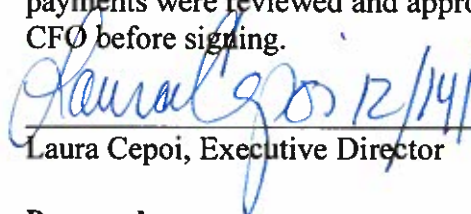
November 30, 2022

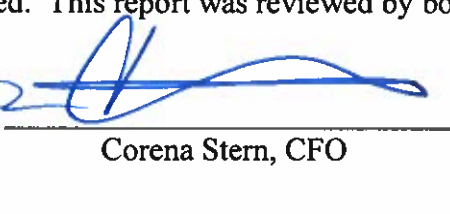
The following warrants/checks/electronic payments (EFT's) for the period September 1, 2022, through September 30, 2022, are presented to the COG for approval. Supporting Check and Payroll Registers are available for review.

			Total
<u>Warrants:</u>	Numbers: 78003840	Through: 7804018	\$398,921.68 (1)
<u>Payroll:</u>			
EFTs	Numbers: 41073	Through: 41185	\$275,448.17 (2)
IRS			\$89,944.02
Savings			\$4,530.00
<u>Electronic Payments:</u>	Dates: 09/01/2022	Through: 09/30/2022	\$294.35
Total			\$769,138.22

- (1) Net of payroll transfer
- (2) Net of IRS payment

All claims were reviewed and authorized by the CFO prior to payment. All warrants and checks were signed by one or two authorized signers (respectively). All warrant/check registers and electronic payments were reviewed and approved. This report was reviewed by both the Executive Director and the CFO before signing.

 12/14/22  
 Laura Cepoi, Executive Director

  
 Corena Stern, CFO

12/13/2022  
 Date

**Proposal:**

I recommend that the O3A COG approve payments for the month of September 2022.

**PROPOSED MOTION:**

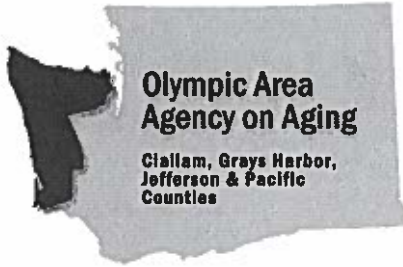
Motion: The Olympic Area Agency on Aging Council of Governments approves the Olympic Area Agency on Aging's payments for the month of September 2022.

Approval by COG

\_\_\_\_\_  
Randy Johnson, COG Chair

\_\_\_\_\_  
Date:

*Advocates for Independence, Individual Choice and Quality Community Services Serving Older Adults and Persons with Disabilities*



# Olympic Area Agency on Aging

2200 W Sims Way Unit 100  
 Port Townsend WA 98368

[www.o3a.org](http://www.o3a.org)

Phone: 360-379-5064 or 1-866-720-4863 Fax: 360-379-5074

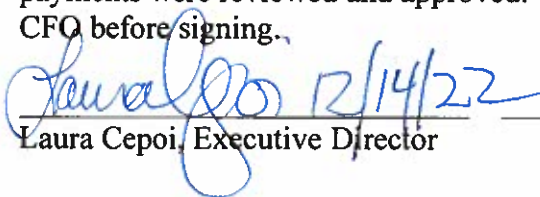
November 30, 2022

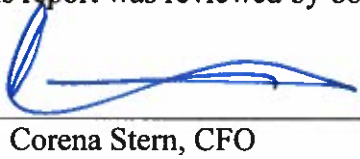
The following warrants/checks/electronic payments (EFT's) for the period October 1, 2022, through October 31, 2022, are presented to the COG for approval. Supporting Check and Payroll Registers are available for review.

			Total
<u>Warrants:</u>	Numbers: 7804019	Through: 7804197	\$411,554.14 (1)
<u>Payroll:</u>			
EFTs	Numbers: 41186	Through: 41293	\$265,597.09 (2)
IRS			\$87,621.70
Savings			\$4,530.00
<u>Electronic Payments:</u>	Dates: 10/01/2022	Through: 10/31/2022	\$414.43
Total			\$769,717.36

(1) Net of payroll transfer  
 (2) Net of IRS payment

All claims were reviewed and authorized by the CFO prior to payment. All warrants and checks were signed by one or two authorized signers (respectively). All warrant/check registers and electronic payments were reviewed and approved. This report was reviewed by both the Executive Director and the CFO before signing.

  
 Laura Cepoi, Executive Director

  
 Corena Stern, CFO

  
 Date

**Proposal:**

I recommend that the O3A COG approve payments for the month of October 2022.

**PROPOSED MOTION:**

Motion: The Olympic Area Agency on Aging Council of Governments approves the Olympic Area Agency on Aging's payments for the month of October 2022.

Approval by COG

\_\_\_\_\_  
 Randy Johnson, COG Chair

\_\_\_\_\_  
 Date:



# Olympic Area Agency on Aging

2200 W. Sims Way, Unit #100

Port Townsend, WA 98368

www.o3a.org

Phone: 360-379-5064 or 1-866-720-4863 Fax: 360-379-5074

## DIRECTOR'S REPORT TO O3A COUNCIL OF GOVERNMENTS (COG) – December 30, 2022

### Staffing Updates

Theron Dixon has been promoted to the position of Case Management Supervisor in Pacific County, providing oversight for both Long Beach and Raymond offices. Theron brings previous supervising experience to this role, and we are looking forward to expertise and talents that he will bring. At this time all client services positions have been filled and O3A will be fully staffed for the start of the New Year. 2022 had many changes- and a record 20 new hires. We had several former staff return and added additional positions to reduce caseloads, we saw some long-time staff retire and are redefining our collaborations with new energy and commitment.

### Program Updates:

The Mobile Assistance Van, MAV, a partnership between O3A, North Beach Senior Center and the Arc of Grays Harbor increased its impact and success during its second month of operation. This program is funded by the Rural Equity Grant and has been a successful demonstration on how to increase access to services to those most in need.

	November	December	Total
Number of People Served	313	405	718
Food Boxes (dry goods)	122	255	377
Masks	297	449	746
Test kits	250	240	490
Hand Sanitizer	192	238	430
Alcohol Wipes	215	242	457
I&A Handouts	142	70	212
Spanish Handouts	0	2	2
In-person bilingual assistance	3	0	3
Follow-ups Needed/Completed	26/25	3/0	29/25
Hygiene Kits	192	86	278

### SHIBA/MIPPA:

Open Enrollment concluded on 12/7 and during the two-month window a total of 1600 people were assisted by staff and volunteers in all four counties. Staff and volunteers work extremely hard to ensure that older adults are signed up with the best options available to them. This year we will be expanding our volunteer capacity in the south counties by hiring a SHIBA volunteer coordinator who can train and mentor volunteers within the community who have expressed interest in participating as volunteers with the program.

### CONTRACTS

#### Health Home D-SNP (revenue):

1. Amerigroup
2. Community Health Plan of Washington

3. Coordinated Care/Wellcare of Washington
4. Humana
5. Molina Healthcare of Washington
6. United Health Care

**Health Home CCO contracts:**

1. LMTAAA (Lewis, Mason, Thurston)
2. Lower Elwha Klallam Tribe (Clallam)
3. Makah Tribe (Clallam)
4. Sea-Mar Community Health Center (Grays Harbor, Lewis, Mason, Pacific, Thurston)

**Not Renewed Health Home CCO contracts:**

1. Peninsula Behavioral Health (Clallam)
  2. Peninsula Community Health Services (Kitsap)
- Both providers not renewed for not serving any clients and non-responsiveness*

**Homecare Contracts:**

1. AllWays Caring
2. Caregivers Home Health, Inc.
3. Catholic Community Services
4. Coastal Community Action Program (still under suspension of referrals)
5. Concerned Citizens
6. Korean Women's Association

**Administrative Contracts:**

Signed Payroll service contract with ADP for \$12,760 to upgrade payroll system by July 2023.  
Signed HCA change of work scope amendment- no funding attached.

**Audits/Monitoring**

Community Coastal Action Program (CCAP) continues to be under a new placement hold pending verification of continued background check compliance.

**Request for Proposal (RFP)**

1. Rural Equity RFP Clallam County: an RFP will be released in January to provide urgent and needed services related to COVID response and emergency preparation.
2. Evidence-Based Health Promotion Programs Workshops for Exercise & Strengthening, Caregiver Training/Support, Mental Health Wellness, Chronic Disease Self-Management for Older Adult- closes January 30, 2023

**Health and Aging Policy Fellowship Update:**

I have completed my Health Policy Orientation and Congressional Fellowship orientation and have the Chair of the Aging Committee; Senator Bob Casey is forwarding legislation to establish a nutrition taskforce to address strengthening the multiple programs. The reauthorization of the Farm Bill will also be heard in this legislative session, and this will have an impact on SNAP, SNAP-ED and the senior market programs.

Happy New Year!

Laura Cepoi, Executive Director





---

# Olympic Area Agency on Aging

2200 W. Sims Way, Unit #100

Port Townsend, WA 98368

[www.o3a.org](http://www.o3a.org)

Phone: 360-379-5064 or 1-866-720-4863 Fax: 360-379-5074

---

**DATE:** December 30, 2022

**TO:** Olympic Area Agency on Aging COG Members

**FROM:** Laura Cepoi, Executive Director

**SUBJECT:** Approval of 2023-2024 Older Americans Act contract  
DSHS Contract #2369-46210

## Background

The Olympic Area Agency on Aging receives annual funding under the federal Older Americans Act (OAA). OAA funds are used to provide the following services over our four county service area: Congregate Nutrition, Home Delivered Meal Program, Legal Services, Transportation and Information & Assistance. The contract also provides Disease Prevention dollars we use to support activities such as Fall Prevention and our Evidence Based programs. Due to contracting changes at the Federal level, OAA contracts are issued for the extended period of January 1, 2023 – September 30, 2024. This process of extending the length of time in which to expense funding replaced the historical funding carryover provisions.

The contract presented for approval provides initial funding of \$1,333,303 and represents approximately 80% of our final OAA funding allocation. Once the State of Washington is notified of its final funding levels under the Federal Older Americans Act, an amendment will be issued to provide our agency with the balance of our OAA allocation later this year.

## Recommendation

I recommend that the COG approve the 2023-2024 Older Americans Act contract.

## PROPOSED MOTION

**Motion:** The Olympic Area Agency on Aging Council of Governments approves the 2023-2024 Older Americans Act contract, DSHS contract #2369-46210. Laura Cepoi is authorized to execute the contract on behalf of the agency.





---

# Olympic Area Agency on Aging

2200 W. Sims Way, Unit #100

Port Townsend, WA 98368

[www.o3a.org](http://www.o3a.org)

Phone: 360-379-5064 or 1-866-720-4863 Fax: 360-379-5074

---

**DATE:** December 30, 2022  
**TO:** O3A Council of Governments  
**FROM:** Laura Cepoi, Executive Director  
**SUBJECT:** Approval of 2023 MAC/TSOA Implementation contract  
DSHS Contract #2369-46156

## Background

The Olympic Area Agency on Aging (O3A) has received an implementation contract for a potential full seventh year of the new Medicaid Transformation Demonstration project, which started in 2017. The 2023 contract is issued for a 1 year period but is funded at present for approximately half of the anticipated allocation for a full year, pending final CMS approval of the extension of the 1115 waiver project. The contract provides a maximum consideration of \$446,463 (vs. \$916,985 in 2022 for a full year). The performance period is January 1 to December 31, 2023;

The Medicaid Alternative Care (MAC) and Tailored Supports for Older Adults (TSOA) service models are offered to families through our family caregiver support program. These two support models are intended to help individuals who need care to maintain their quality of life while remaining in their home for as long as possible, and to delay Medicaid enrollment (and the family impoverishment necessary to qualify for regular Medicaid benefits). O3A will be compensated through this contract for the administration of the program including planning, contracting, outreach, client eligibility, needs assessment, service authorizations and so forth. We are excited to offer these expanded services to families throughout our region who may not have otherwise accessed necessary support.

## Recommendation

I recommend that the COG approve the January 1, 2023 to December 31, 2023 MAC/TSOA Implementation contract.

## PROPOSED MOTION

The Olympic Area Agency on Aging COG approves the MAC/TSOA Implementation contract (DSHS contract number 2369-46156) for the period of January 1, 2023 through December 31, 2023. O3A's Executive Director, Laura Cepoi, is authorized to execute the contract on behalf of the agency.



# Olympic Area Agency on Aging

2200 Sims Way, Suite 100  
 Port Townsend, WA 98368  
[www.o3a.org](http://www.o3a.org)

Phone: 360-379-5064 or 1-866-720-4863 Fax: 360-379-5074

**DATE:** December 30, 2022  
**TO:** O3A Council of Governments  
**FROM:** Corena Stern, CFO  
**SUBJECT:** O3A August and September 2022 Operating Results

Following this memo is O3A's Revenue and Expense Summary through September 2022. The Agency had an overall YTD operating surplus of \$505,290 for Title XIX funds and a YTD surplus of \$149,564 for MTD MACTSOA restricted funds.

Local fund balance increased by \$71,656 in August and the total amount is \$211,676 at the end of September. The increase was due to a payment from The Olympic Communities of Health.

General and Case Management fund balance stands at \$3,373,655 as of 09/30/22.

The MTD MAC/TSOA program has a fund balance of \$603,593.

	CSCM & CM Title XIX	MTD MacTsoa	Local Funds/Other	DSHS Advance	Total
Fund Balance 12/31/21	2,868,365	454,029	114,899	1,355,345	4,792,638
Surplus (Deficit) through July 2022	661,811	149,564	96,777	-	908,151
Used for underfunded programs	(156,521)	-	-	-	(156,521)
Fund Balance 9/30/2022	3,373,655	603,593	211,676	1,355,345	5,544,268

Case Management gains mitigated other program losses - in the Health Homes CCO and Health Home Lead program area, as well as in Administration.

The figures below are exclusive of MTD MACTSOA program:

	YTD
<b>Core Svs Contract Mgmt (CSCM)</b>	<b>120,661</b>
<b>Core Case Management (CM)</b>	<b>632,587</b>
<b>Other / Admin</b>	<b>(35,578)</b>
<b>Fund Use</b>	<b>5,648</b>
<b>Home Care Referral Registry (HCRR)</b>	<b>1,365</b>
<b>Health Homes CCO</b>	<b>(61,838)</b>
<b>Health Homes Lead</b>	<b>(59,105)</b>
<b>Total</b>	<b>603,740</b>

## Narrative Overview -

Overall, the agency fell short of budget revenue projections through September- \$7,734,729 out of a YTD budget of \$7,838,349. – a difference of \$103,621. Case management revenues starting increasing in July with the new contract and are now slightly over YTD budget figures. MTD Mac/TSAO revenues are under but may even out with the next quarterly milestone billing. Current caseload are at 260 and we starte the year with 253.

Health Homes CCO and Lead revenues are under budget. Subcontracted pandemic spending is lagging from budget projections, but the gap is closing.

The expenditure budget came in under by \$560,181. Over half (318K) of this variance to budget is related to payroll and benefits coming in less than budgeted in several programs, including Planning and Contract Management, Case Management, MTD-MacTsoa and Family Caregivers Support Services and Health Homes Lead. Some vacancies accounted for the reduction in planned expenditures. Other expenditures coming in less than budgeted include Caregiver Training and COVID related expenditures.

Overall, the agency has exceeded fund balance surplus projections by \$456,560 through September 2022 and has increased fund balance by \$752,065k YTD.

**Case Management** surplus was 632k at the end of September 2022, YTD Budget was 382k. Payroll was slightly under budget. Revenues are up from budget projections due to the new case unit rate contract that began in July. The agency received additional funding for inflationary adjustments as well as reduced caseload ratios.

**Admin-** YTD costs for payroll and benefits are slightly over target due to termination payouts and some new hires. State Auditor bills for the Annual Audit continue to come in. In addition, advertising costs are over budget due to the costs associated with new hire advertising.

**IT –** YTD Under Budget in Payroll, Technology purchases and travel.

**PCM –** Payroll under budget due to staff vacancies and reorganization.

**I&A –** Actual expenses are slightly over in Payroll and supplies and Admin allocation.

**MTD-MacTSOA –**Revenues are under projections will catch up later as long as caseload hit budgeted targets. Current caseload is 260, budgeted for September was 287. Expenses were significantly down from the budget in Payroll and Benefits, but another care coordinator has been hired, so monthly payroll is now on target.

**FCSP/KCSP –** Operating expenses are lower than budgeted in payroll, benefits, and YTD admin allocation. Pandemic funding is being used for some short-term respite and some services to grandparents. Additional funding has been used for more respite services.

**HCRR – Olympic and Pacific HCRR program has ended as of June 30<sup>th</sup>, 2022.** A private sector company has contracted with the State to perform this function.

**Ombuds –** Revenues are keeping pace with expenses. Expenses are up with the hiring of assistant staff.

**Health Homes CCO** ended YTD September with a deficit due to payroll and benefit expenses increasing as staff were hired – however Revenues are not meeting targets..

**Health Homes Lead** deficits were less than budgeted by 54k, due to reduced staffing costs. YTD losses are 59k.

## Other items of note –

- The 2019- 2021 SAO **Accountability Audit** year was completed in November and was clean. The area under review for the Accountability Audit was payroll. Attached is a copy of the audit. SAO has split the timecard investigation off from the accountability audit and will issue a separate report.
- Our cognizant agency, ALTSA, conducted a programmatic and **Fiscal monitoring** September 27-29<sup>th</sup>. The Fiscal monitoring went well and there are only a few corrective actions.. Fiscal staff is working on responses to ALTSA and implementation of recommendations, which mostly centered around financial statement presentation of fund balance and subcontractor monitoring.
- A comparative analysis of payroll subscription services was finalized in December and due to pricing, customer service, staff product review and reference checks, ADP was selected as the vendor. This is a monthly subscription and not a contract (can be canceled at any time) with a 5 year price lock. Costs are estimated to be in the \$12,000 range annually – other vendors were in the 20k range- and will replace current outdated timekeeping, payroll processing and HR software. Implementation will begin in March 2023 and is expected to last through July.
- American Rescue Plan funding contracts are in the billing /usage phase.  
This contract includes regular Older American's Act funding matching requirements as standard, which is very challenging given the size of the funding – over 1.5 million. The agency will have 3 years to spend the funds. For SFY 23, the state has provided matching funds from the general fund that must be spent June 30, 2023.

For ARP funding there is no line-item budget and money is transferable between titles and originally could be used for any emergent need as long as the Emergency Declaration lasts. As the MDD and PHE are nearing the end, ALTSA has recently stated that since the funding was committed during the MDD/PHE that the flexibility between titles will continue until the end of the contract.

At the end of September 2022, there was still over a million dollars in FED ARP to spend and all of the 102k SFY 23 State ARP to spend. A little over 400k has been spent on nutrition for the grant period..

Description	Aug - Actual	Aug - Budget	Aug - Variance	Sep - Actual	Sep - Budget	Sep - Variance	YTD Actual	YTD Approved Budget	Variance	2022 Budget
<b>FUNDING</b>										
Older Americans Act	96,500	131,657	(35,156)	108,658	131,657	(22,999)	1,051,317	1,215,974	(164,657)	1,610,944
State/Federal	594,171	467,613	126,558	597,896	468,503	129,393	4,487,666	4,241,946	245,720	5,669,104
MTD Mac/Tsoa	39,895	58,750	(18,855)	130,646	113,309	17,337	630,953	691,427	(60,474)	925,238
Other ALTA	4,875	7,878	(3,003)	5,417	7,878	(2,461)	71,916	70,898	1,018	94,530
HCRR	-	-	-	-	-	-	82,087	70,668	11,419	70,668
Multi Service Center	-	12,827	(12,827)	17,330	12,827	4,503	83,170	64,134	19,037	89,787
Health Homes	57,964	60,500	(2,536)	57,921	61,500	(3,579)	474,926	531,805	(56,879)	721,305
Other (COVID,SHIBA, SFM, CGT, Sr E	171,527	105,722	65,805	91,813	105,722	(13,909)	852,694	951,499	(98,805)	1,268,665
<b>Total Funding</b>	<b>964,933</b>	<b>844,946</b>	<b>119,987</b>	<b>1,009,680</b>	<b>901,395</b>	<b>108,285</b>	<b>7,734,729</b>	<b>7,838,349</b>	<b>(103,621)</b>	<b>10,450,241</b>
<b>OPERATING EXPENDITURES</b>										
Salaries & Wages	379,991	397,802	17,811	369,205	402,581	33,376	3,351,502	3,557,216	205,714	4,736,333
Benefits	126,617	136,314	9,697	131,129	136,281	5,153	1,128,691	1,240,678	111,987	1,649,967
Training	35	206	171	543	521	(22)	3,869	4,018	149	6,135
Office & Program Supplies	7,395	7,382	(13)	11,218	7,382	(3,836)	67,137	67,734	597	89,880
Technology Equip & Supplies	1,469	5,917	4,448	7,395	5,917	(1,479)	46,904	53,250	6,346	71,000
Admin Allocation	77,631	76,603	(1,029)	92,849	86,262	(6,587)	730,028	703,228	(26,799)	932,840
IT Allocation	33,090	30,813	(2,277)	29,142	30,817	1,967	266,173	283,307	17,133	376,361
Professional Services	8,035	11,465	3,430	11,067	16,465	5,479	75,609	99,938	24,329	130,332
Communications-Phone & Postage	9,724	8,587	(1,137)	7,089	8,587	1,206	71,994	78,237	6,242	103,997
Travel	11,830	11,883	54	14,296	11,883	(1,527)	86,018	107,210	21,192	142,860
Advertising	2,406	675	(1,731)	4,160	1,175	(2,827)	27,203	14,325	(12,878)	18,600
Rentals	22,588	22,274	(313)	21,687	22,274	(353)	201,928	203,255	1,327	273,079
Insurance	3,939	3,964	25	3,556	3,964	292	37,687	36,070	(1,617)	47,962
Utilities	1,366	1,887	521	1,700	1,887	160	17,040	17,236	196	23,197
Maintenance & Repair	1,939	1,733	(206)	2,323	1,733	(633)	19,211	18,149	(1,062)	23,347
Miscellaneous	-	833	833	92	833	796	(268)	7,500	7,768	10,000
<b>Total Operating Expenditures</b>	<b>688,055</b>	<b>718,338</b>	<b>30,283</b>	<b>707,451</b>	<b>738,562</b>	<b>31,166</b>	<b>6,130,727</b>	<b>6,491,350</b>	<b>360,624</b>	<b>8,635,889</b>
<b>SUBCONTRACTOR EXPENDITURES</b>										
Legal Assistance	3,119	6,426	3,307	5,976	6,426	450	44,388	57,838	13,450	77,117
Transportation	5,067	6,167	1,100	5,782	6,167	385	52,082	55,500	3,418	74,000
Congregate Meals (C1)	22,933	27,943	5,010	20,043	27,943	7,900	277,730	251,483	(26,247)	335,311
Nutrition Education	-	-	-	250	-	(250)	750	-	(750)	-
Home Delivered Meals (C2)	6,891	33,632	26,740	43,394	33,632	(9,762)	240,645	302,684	62,039	403,579
Home Delivered Meals (State Expansion)	-	2,743	2,743	-	2,743	2,743	27,318	24,689	(2,630)	32,918
Senior Farmer's Market	13,735	14,900	1,165	13,140	-	(13,140)	54,308	44,699	(9,609)	44,699
Professional Consulting Services	1,301	5,678	4,377	6,884	5,678	(1,206)	23,633	51,104	27,470	68,138
Home Repair & Sr. Emergency Fund	2,181	1,667	(514)	1,773	1,667	(106)	30,247	15,003	(15,244)	20,000
Senior Drug Education	-	-	-	-	-	-	11,665	-	(11,665)	-
Kinship Care Service Delivery	2,066	-	(2,066)	1,641	-	(1,641)	7,825	-	(7,825)	-
Kinship Good & Services	7,330	2,900	(4,430)	1,205	2,900	1,695	35,194	26,097	(9,097)	34,796
Respite Services	34,048	31,250	(2,798)	33,330	31,250	(2,080)	293,660	281,250	(12,410)	375,000
Supplemental Services	972	1,512	540	2,967	1,512	(1,455)	15,966	13,610	(2,356)	18,146
Services to Grandparents	9,643	3,946	(5,698)	7,915	3,946	(3,969)	26,773	35,510	8,737	47,347
Other Payments	91,018	99,458	8,440	84,535	100,373	15,838	707,070	888,635	181,564	1,191,460
<b>Total Subcontractor Expenditures</b>	<b>200,303</b>	<b>238,221</b>	<b>37,917</b>	<b>228,835</b>	<b>224,236</b>	<b>(4,599)</b>	<b>1,849,257</b>	<b>2,048,100</b>	<b>198,843</b>	<b>2,722,510</b>
<b>ADMIN &amp; IT ALLOCATION ADD BACK</b>	<b>(110,722)</b>	<b>(108,692)</b>	<b>2,030</b>	<b>(121,699)</b>	<b>(119,222)</b>	<b>2,476</b>	<b>(997,320)</b>	<b>(996,606)</b>	<b>714</b>	<b>(1,325,436)</b>
<b>Total Expenditures</b>	<b>777,636</b>	<b>847,866</b>	<b>70,230</b>	<b>814,587</b>	<b>843,576</b>	<b>29,044</b>	<b>6,982,663</b>	<b>7,542,844</b>	<b>560,181</b>	<b>10,032,963</b>
<b>GENERAL FUND SURPLUS (DEFICIT)</b>	<b>187,297</b>	<b>(2,920)</b>	<b>190,217</b>	<b>195,093</b>	<b>57,820</b>	<b>137,329</b>	<b>752,065</b>	<b>295,505</b>	<b>1,456,560</b>	<b>417,278</b>

Description	Aug - Actual	Aug - Budget	Aug - Variance	Sep - Actual	Sep - Budget	Sep - Variance	YTD Actual	YTD Approved Budget	Variance	Explanations	Approved 2022 Budget
<b>FUNDING</b>											
Older Americans Act											
State/Federal											
MTD Mac/Tsoa											
Other ALTSA											
HCRR											
Multi Service Center											
Health Homes											
Other (SHIBA, SFM, CGT, Sr Emerg, Misc)											
<b>Total Funding</b>	-	-	-	-	-	-	-	-	-	-	-
<b>OPERATING EXPENDITURES</b>											
Salaries & Wages	46,577	47,073	496	53,200	52,531	(668)	460,904	430,715	(30,189)		575,442
Benefits	14,404	13,730	(674)	18,125	13,803	(4,323)	138,745	129,128	(9,617)		170,575
Training	-	-	-	-	-	-	285	1,600	1,315		3,100
Office & Program Supplies	275	1,000	725	1,964	1,000	(964)	7,518	9,000	1,482		12,000
Technology Equip & Supplies	-	-	-	-	-	-	-	-	-		-
Admin Allocation	-	-	-	-	-	-	-	-	-		-
IT Allocation	3,024	2,934	(90)	2,637	2,934	297	24,431	26,664	2,233		35,524
Professional Services	7,477	7,000	(477)	9,500	12,000	2,500	69,727	57,200	(12,527)		74,200
Communications-Phone & Postage	358	583	225	464	583	119	4,608	5,250	642		7,000
Travel	857	800	(57)	763	800	37	8,676	7,200	(1,476)		9,600
Advertising	1,022	-	(1,022)	2,946	-	(2,946)	20,605	4,500	(16,105)		5,000
Rentals	2,611	2,626	15	2,611	2,626	15	23,369	23,636	266		31,514
Insurance	356	356	(0)	327	356	29	3,277	3,201	(76)		4,268
Utilities	218	300	82	273	300	27	2,918	2,700	(218)		3,900
Maintenance & Repair	233	200	(33)	299	200	(99)	2,668	4,200	1,532		4,800
Miscellaneous	-	-	-	55	-	-	(2,125)	-	2,125		-
<b>Total Operating Expenditures</b>	<b>77,412</b>	<b>76,603</b>	<b>(809)</b>	<b>93,163</b>	<b>87,133</b>	<b>(5,975)</b>	<b>765,606</b>	<b>704,993</b>	<b>(60,613)</b>		<b>936,924</b>
<b>SUBCONTRACTOR EXPENDITURES</b>											
Legal Assistance											
Transportation											
Congregate Meals (C1)											
Nutrition Education											
Home Delivered Meals (C2)											
Home Delivered Meals (State Expansion)											
Senior Farmer's Market											
Professional Consulting Services											
Home Repair & Sr. Emergency Fund											
Senior Drug Education											
Kinship Care Service Delivery											
Kinship Good & Services											
Respite Services											
Supplemental Services											
Services to Grandparents											
Other Payments											
<b>Total Subcontractor Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>
<b>ADMIN ALLOCATION ADD BACK</b>	<b>(77,631)</b>	<b>(76,603)</b>	<b>1,029</b>	<b>(92,849)</b>	<b>(87,133)</b>	<b>5,716</b>	<b>(730,028)</b>	<b>(704,993)</b>	<b>25,035</b>		<b>(936,924)</b>
<b>Total Expenditures</b>	<b>(219)</b>	<b>-</b>	<b>219</b>	<b>314</b>	<b>-</b>	<b>(259)</b>	<b>35,578</b>	<b>-</b>	<b>(35,578)</b>		<b>-</b>
<b>Revenues Over (Under) Expended</b>	<b>219</b>	<b>-</b>	<b>(219)</b>	<b>(314)</b>	<b>-</b>	<b>259</b>	<b>(35,578)</b>	<b>-</b>	<b>35,578</b>		<b>-</b>



Description	Aug - Actual	Aug - Budget	Aug - Variance	Sep - Actual	Sep - Budget	Sep - Variance	YTD Actual	YTD Approved Budget	Variance	Explanations	Approved 2022 Budget
<b>OPERATING EXPENDITURES</b>											
Salaries & Wages	22,318	18,169	(4,149)	14,738	18,169	3,431	163,930	165,560	1,631		220,602
Benefits	7,168	6,470	(698)	4,579	6,470	1,891	50,762	58,056	7,294		77,562
Training	-	-	-	-	-	-	-	-	-		-
Office & Program Supplies	968	500	(468)	1,107	500	(607)	6,051	4,500	(1,551)		6,000
Technology Equip & Supplies	651	3,917	3,266	6,858	3,917	(2,941)	29,507	35,250	5,743		47,000
Admin Allocation	-	-	-	-	-	-	-	-	-		-
IT Allocation	-	-	-	-	-	-	-	-	-		-
Professional Services	-	500	500	-	500	500	1,105	4,500	3,395		6,000
Communications-Phone & Postage	502	500	(2)	292	500	208	3,083	4,500	1,417		6,000
Travel	256	833	577	81	833	752	1,927	7,500	5,573		10,000
Advertising	-	-	-	-	-	-	-	1,000	1,000		1,000
Rentals	1,004	974	(30)	967	974	7	8,718	8,767	49		11,689
Insurance	172	172	0	158	172	14	1,605	1,551	(54)		2,068
Utilities	20	15	(5)	27	15	(12)	309	73	(236)		117
Maintenance & Repair	31	40	9	42	40	(3)	297	356	60		475
Miscellaneous	-	-	-	-	-	-	-	-	-		-
<b>Total Operating Expenditures</b>	<b>33,090</b>	<b>32,089</b>	<b>(1,001)</b>	<b>28,850</b>	<b>32,089</b>	<b>3,239</b>	<b>267,292</b>	<b>291,613</b>	<b>24,321</b>		<b>388,512</b>
<b>SUBCONTRACTOR EXPENDITURES</b>											
Legal Assistance							-	-	-		-
Transportation							-	-	-		-
Congregate Meals (C1)							-	-	-		-
Nutrition Education							-	-	-		-
Home Delivered Meals (C2)							-	-	-		-
Home Delivered Meals (State Expansion)							-	-	-		-
Senior Farmer's Market							-	-	-		-
Professional Consulting Services							-	-	-		-
Home Repair & Sr. Emergency Fund							-	-	-		-
Senior Drug Education							-	-	-		-
Kinship Care Service Delivery							-	-	-		-
Kinship Good & Services							-	-	-		-
Respite Services							-	-	-		-
Supplemental Services							-	-	-		-
Services to Grandparents							-	-	-		-
Other Payments							-	-	-		-
<b>Total Subcontractor Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>
<b>IT ALLOCATION ADD BACK</b>	<b>(33,090)</b>	<b>(32,089)</b>	<b>1,001</b>	<b>(28,850)</b>	<b>(32,089)</b>	<b>(3,239)</b>	<b>(267,292)</b>	<b>(291,613)</b>	<b>(24,321)</b>		<b>(388,512)</b>
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>15 of 30</b>
<b>Revenues Over/(Under) Expend.</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>

Description	Aug - Actual	Aug - Budget	Aug - Variance	Sep - Actual	Sep - Budget	Sep - Variance	YTD Actual	YTD Approved Budget	Variance	Explanations	Approved 2022 Budget
<b>FUNDING</b>											
Older Americans Act	44,144	87,333	(43,189)	96,940	87,333	9,607	667,757	785,996	(118,239)		1,047,995
State/Federal	37,218	42,540	(5,322)	36,408	42,540	(6,132)	384,113	382,863	1,250		510,484
MTD Mac/Tsoa		-			-		-	-	-		0
Other AL TSA	-	3,794	(3,794)	-	3,794	(3,794)	38,983	34,148	4,836		45,530
HCRR		-			-		-	-	-		0
Multi Service Center		-			-		-	-	-		0
Health Homes		-			-		-	-	-		0
Market/OCH	150,696	68,625	82,071	61,925	68,625	(6,700)	632,029	617,626	14,404		823,501
<b>Total Funding</b>	<b>232,059</b>	<b>202,293</b>	<b>29,766</b>	<b>195,273</b>	<b>202,293</b>	<b>(7,019)</b>	<b>1,722,883</b>	<b>1,820,633</b>	<b>(97,749)</b>		<b>2,427,510</b>
<b>OPERATING EXPENDITURES</b>											
Salaries & Wages	20,341	36,960	16,619	20,202	36,960	16,758	166,077	288,448	122,371		381,773
Benefits	6,337	10,774	4,437	7,258	10,774	3,516	55,996	96,575	40,579		128,978
Training	-	150	150	75	150	75	35	1,350	1,315		1,800
Office & Program Supplies	243	510	267	2,679	510	(2,169)	6,285	4,590	(1,695)		6,120
Technology Equip & Supplies		-			-		-	-	-		0
Admin Allocation	13,812	19,917	6,104	22,975	21,783	(1,192)	161,965	174,760	12,795		230,423
IT Allocation	2,475	2,401	(74)	2,158	2,401	243	19,993	21,819	1,826		29,070
Professional Services	-	140	140	-	140	140	-	1,257	1,257		1,676
Communications-Phone & Postage	422	443	21	304	443	139	4,021	3,983	(38)		5,311
Travel	285	1,250	965	1,177	1,250	73	7,327	11,250	3,923		15,000
Advertising	185	250	65	56	250	194	2,348	2,250	(98)		3,000
Rentals	2,266	1,876	(390)	2,252	1,876	(376)	20,131	16,883	(3,249)		25,510
Insurance	167	291	124	211	291	80	2,267	2,620	352		3,493
Utilities	291	208	(83)	267	208	(59)	2,681	1,875	(806)		2,500
Maintenance & Repair	183	125	(58)	236	125	(111)	1,514	1,125	(389)		1,500
Miscellaneous	-	-			-		-	-	-		0
<b>Total Operating Expenditures</b>	<b>47,006</b>	<b>75,294</b>	<b>28,288</b>	<b>59,849</b>	<b>77,161</b>	<b>17,312</b>	<b>450,642</b>	<b>628,784</b>	<b>178,143</b>		<b>836,153</b>
<b>SUBCONTRACTOR EXPENDITURES</b>											
Legal Assistance	3,119	6,426	3,307	5,976	6,426	450	44,388	57,838	13,450		77,117
Transportation	5,067	6,167	1,100	5,782	6,167	385	52,082	55,500	3,418		74,000
Congregate Meals (C1)	22,933	27,943	5,010	20,043	27,943	7,900	277,730	251,483	(26,247)		335,311
Nutrition Education	-	-	-	250	-	(250)	750	-	(750)		0
Home Delivered Meals (C2)	6,891	33,632	26,740	43,394	33,632	(9,762)	240,645	302,684	62,039		403,579
Home Delivered Meals (State Expansion)	-	2,743	2,743	-	2,743	2,743	27,318	24,689	(2,630)		32,918
Senior Farmer's Market	13,735	14,900	1,165	13,140	-	(13,140)	54,308	44,699	(9,609)		44,699
Prof Consulting Services (Disease Prev)	1,301	2,345	1,044	6,884	2,345	(4,539)	23,633	21,107	(2,527)		28,142
Home Repair & Sr. Emergency Fund	-	-	-	-	-	-	-	-	-		0
Senior Drug Education	-	-	-	-	-	-	11,665	-	(11,665)		0
Kinship Care Service Delivery	-	-	-	-	-	-	-	-	-		0
Kinship Good & Services	-	-	-	-	-	-	-	-	-		0
Respite Services	-	-	-	-	-	-	-	-	-		0
Supplemental Services	-	-	-	-	-	-	-	-	-		0
Services to Grandparents	-	-	-	-	-	-	-	-	-		0
COVID	57,207	55,831	(1,375)	39,981	55,831	15,850	419,060	502,483	83,422		669,977
<b>Total Subcontractor Expenditures</b>	<b>110,252</b>	<b>149,987</b>	<b>39,734</b>	<b>135,450</b>	<b>135,087</b>	<b>(363)</b>	<b>1,151,581</b>	<b>1,260,481</b>	<b>108,901</b>		<b>1,665,742</b>
<b>IT ALLOCATION ADD BACK</b>											
<b>Total Expenditures</b>	<b>157,259</b>	<b>225,281</b>	<b>68,022</b>	<b>195,299</b>	<b>212,248</b>	<b>16,949</b>	<b>1,602,222</b>	<b>1,889,266</b>	<b>287,044</b>		<b>2,501,895</b>
<b>Revenues Over/(Under) Expend.</b>	<b>74,800</b>	<b>(22,988)</b>	<b>97,788</b>	<b>(25)</b>	<b>(9,955)</b>	<b>9,930</b>	<b>120,661</b>	<b>(68,633)</b>	<b>189,294</b>		<b>(74,385)</b>

	Aug - Actual	Aug - Budget	Aug - Variance	Sep - Actual	Sep - Budget	Sep - Variance	YTD Actual	YTD Approved Budget	Variance	Explanations	Approved 2022 Budget
<b>FUNDING</b>											
Older Americans Act			-			-			-		
State/Federal	403,175	324,256	78,919	391,558	325,146	66,412	3,054,362	2,938,764	115,598		3,921,319
MTD Mac/Soa											
Other ALTSA			-			-					
HCRR											
Multi Service Center											
Health Homes											
Other (CGT - Caregiver Training)	9,245	17,083	(7,838)	17,937	17,083	854	100,101	153,750	(53,649)		205,000
<b>Total Funding</b>	<b>412,420</b>	<b>341,339</b>	<b>71,080</b>	<b>409,495</b>	<b>342,229</b>	<b>67,266</b>	<b>3,154,463</b>	<b>3,092,514</b>	<b>61,949</b>		<b>4,126,319</b>
<b>OPERATING EXPENDITURES</b>											
Salaries & Wages	152,206	163,679	11,473	141,592	163,400	21,808	1,392,550	1,462,540	69,990		1,953,485
Benefits	51,261	56,766	5,505	50,179	56,715	6,536	476,658	508,940	32,281		679,220
Training	-	-	-	-	315	315	-	315	315		315
Office & Program Supplies	681	2,250	1,569	2,207	2,250	43	12,389	20,250	7,861		27,000
Technology Equip & Supplies	-	-	-	-	-	-	-	-	-		-
Admin Allocation	26,717	26,811	94	30,126	31,368	1,242	270,871	253,834	(17,036)		337,329
IT Allocation	14,424	13,584	(840)	12,576	13,584	1,008	115,097	123,442	8,345		164,461
Professional Services	271	2,500	2,229	1,286	2,500	1,214	2,226	22,500	20,274		30,000
Communications-Phone & Postage	4,137	2,917	(1,220)	3,050	2,917	(133)	27,534	26,250	(1,284)		35,000
Travel	2,549	3,333	784	4,124	3,333	(791)	21,599	30,000	8,401		40,000
Advertising	-	167	167	-	167	167	-	1,500	1,500		2,000
Rentals	8,609	8,353	(255)	8,622	8,353	(269)	75,769	75,181	(588)		100,241
Insurance	1,695	1,647	(49)	1,556	1,647	91	15,844	14,820	(1,024)		19,760
Utilities	395	583	189	527	583	56	4,764	5,250	486		7,000
Maintenance & Repair	692	583	(109)	853	583	(269)	6,474	5,250	(1,224)		7,000
Miscellaneous	-	833	833	-	833	833	-	7,500	7,500		10,000
<b>Total Operating Expenditures</b>	<b>263,637</b>	<b>284,006</b>	<b>20,370</b>	<b>256,696</b>	<b>288,548</b>	<b>31,852</b>	<b>2,421,776</b>	<b>2,557,573</b>	<b>135,797</b>		<b>3,412,811</b>
<b>SUBCONTRACTOR EXPENDITURES</b>											
Legal Assistance											
Transportation											
Congregate Meals (C1)											
Nutrition Education											
Home Delivered Meals (C2)											
Home Delivered Meals (State Expansion)											
Senior Farmer's Market											
Professional Consulting Services											
Home Repair & Sr. Emergency Fund											
Senior Drug Education											
Kinship Care Service Delivery											
Kinship Good & Services											
Respite Services											
Supplemental Services											
Services to Grandparents											
Caregiver Training	9,245	17,083	7,838	17,937	17,083	(854)	100,101	153,750	53,649		205,000
<b>Total Subcontractor Expenditures</b>	<b>9,245</b>	<b>17,083</b>	<b>7,838</b>	<b>17,937</b>	<b>17,083</b>	<b>(854)</b>	<b>100,101</b>	<b>153,750</b>	<b>53,649</b>		<b>205,000</b>
<b>IT ALLOCATION ADD BACK</b>											
<b>Total Expenditures</b>	<b>272,882</b>	<b>301,090</b>	<b>28,208</b>	<b>274,633</b>	<b>305,632</b>	<b>30,999</b>	<b>2,521,877</b>	<b>2,711,323</b>	<b>189,446</b>		<b>3,617,811</b>
<b>Revenues Over/(Under) Expend.</b>	<b>139,538</b>	<b>40,250</b>	<b>99,288</b>	<b>134,863</b>	<b>36,598</b>	<b>98,265</b>	<b>632,587</b>	<b>381,191</b>	<b>251,395</b>		<b>508,508</b>

Description	Aug - Actual	Aug - Budget	Aug - Variance	Sep - Actual	Sep - Budget	Sep - Variance	YTD Actual	YTD Approved Budget	Variance	Explanations	Approved 2022 Budget
<b>FUNDING</b>											
Older Americans Act	38,319	27,786	10,533	560	27,786	(27,227)	272,989	250,078	22,911		333,437
State/Federal	64,100	44,834	19,265	97,815	44,834	52,981	445,037	403,509	41,528		538,012
MTD Mac/Tsoa		-	-		-	-	-	-	-		-
Other ALTA (MIPPA)	4,875	4,083	792	5,417	4,083	1,333	32,932	36,750	(3,818)		49,000
HCRR		-	-		-	-	-	-	-		-
Multi Service Center		-	-		-	-	-	-	-		-
Health Homes		-	-		-	-	-	-	-		-
Other (SHIBA, SFM, CGT, Sr Emerg, I	6,531	8,555	(2,025)	7,011	8,555	(1,544)	78,801	76,998	1,803		102,664
<b>Total Funding</b>	<b>113,825</b>	<b>85,259</b>	<b>28,565</b>	<b>110,802</b>	<b>85,259</b>	<b>25,543</b>	<b>829,760</b>	<b>767,335</b>	<b>62,425</b>		<b>1,023,113</b>
<b>OPERATING EXPENDITURES</b>											
Salaries & Wages	58,515	42,091	(16,424)	58,025	41,451	(16,574)	418,579	375,286	(43,293)		500,135
Benefits	20,489	15,950	(4,539)	21,004	15,838	(5,166)	143,666	142,914	(753)		190,516
Training	-	-	-	468	-	(468)	1,142	-	(1,142)		-
Office & Program Supplies	4,437	1,652	(2,785)	2,026	1,652	(374)	23,333	14,869	(8,465)		19,825
Technology Equip & Supplies		-	-		-	-	-	-	-		-
Admin Allocation	14,098	7,660	(6,437)	12,968	8,713	(4,254)	91,583	70,499	(21,083)		93,692
IT Allocation	4,838	4,285	(552)	4,218	4,285	68	37,651	38,944	1,293		51,894
Professional Services	292	292			292		292	-	2,625		3,500
Communications-Phone & Postage	2,110	2,083	(26)	1,451	2,083	632	16,098	18,750	2,652		25,000
Travel	1,677	1,083	(594)	1,911	1,083	(828)	10,181	9,750	(431)		13,000
Advertising	1,200	-	(1,200)	999	500	(499)	3,715	1,500	(2,215)		2,500
Rentals	3,748	4,014	266	3,909	4,014	105	33,496	36,123	2,626		48,164
Insurance	569	520	(49)	522	520	(2)	4,936	4,676	(261)		6,234
Utilities	269	398	129	388	398	10	3,476	3,584	107		4,778
Maintenance & Repair	425	323	(102)	489	323	(166)	4,054	2,907	(1,147)		3,876
Miscellaneous		-	-		-	-	-	-	-		-
<b>Total Operating Expenditures</b>	<b>112,373</b>	<b>80,351</b>	<b>(32,022)</b>	<b>108,379</b>	<b>81,152</b>	<b>(27,227)</b>	<b>791,912</b>	<b>722,426</b>	<b>(69,486)</b>		<b>963,114</b>
<b>SUBCONTRACTOR EXPENDITURES</b>											
Legal Assistance											-
Transportation											-
Congregate Meals (C1)											-
Nutrition Education											-
Home Delivered Meals (C2)											-
Home Delivered Meals (State Expansion)											-
Senior Farmer's Market											-
Professional Consulting Services	-	3,333	3,333	-	3,333	3,333	-	29,997	-		39,996
Home Repair & Sr. Emergency Fund	2,181	1,667	(514)	1,773	1,667	(106)	30,247	15,003	(15,244)		20,000
Senior Drug Education											-
Kinship Care Service Delivery											-
Kinship Good & Services											-
Respite Services											-
Supplemental Services											-
Services to Grandparents											-
Other Payments											-
<b>Total Subcontractor Expenditures</b>	<b>2,181</b>	<b>5,000</b>	<b>2,819</b>	<b>1,773</b>	<b>5,000</b>	<b>3,227</b>	<b>30,247</b>	<b>45,000</b>	<b>(15,244)</b>		<b>59,996</b>
<b>IT ALLOCATION ADD BACK</b>											-
<b>Total Expenditures</b>	<b>114,554</b>	<b>85,351</b>	<b>(29,203)</b>	<b>110,152</b>	<b>86,152</b>	<b>(24,000)</b>	<b>822,159</b>	<b>767,426</b>	<b>(84,731)</b>		<b>1,023,110</b>
<b>Revenues Over/(Under) Expend.</b>	<b>(729)</b>	<b>(92)</b>	<b>(637)</b>	<b>651</b>	<b>(892)</b>	<b>1,543</b>	<b>7,601</b>	<b>(91)</b>	<b>(22,306)</b>		<b>3</b>

Description	Aug - Actual	Aug - Budget	Aug - Variance	Sep - Actual	Sep - Budget	Sep - Variance	YTD Actual	YTD Approved Budget	Variance	Explanations	Approved 2022 Budget
<b>FUNDING</b>											
Older Americans Act		-	-		-	-		-	-		-
State/Federal			-		-	-		-	-		-
MTD MacTsoa	39,895	58,750	(18,855)	130,646	113,309	17,337	630,953	691,427	(60,474)		925,238
Other ALTSA		-	-		-	-		-	-		-
HCRR		-	-		-	-		-	-		-
Multi Service Center		-	-		-	-		-	-		-
Health Homes		-	-		-	-		-	-		-
Other (SHIBA, SFM, CGT, Sr Emerg, Misc)		-	-		-	-		-	-		-
<b>Total Funding</b>	<b>39,895</b>	<b>58,750</b>	<b>(18,855)</b>	<b>130,646</b>	<b>113,309</b>	<b>17,337</b>	<b>630,953</b>	<b>691,427</b>	<b>(60,474)</b>		<b>925,238</b>
<b>OPERATING EXPENDITURES</b>											
Salaries & Wages	32,159	33,878	1,719	33,162	33,878	717	277,777	303,792	26,015		405,427
Benefits	11,553	12,492	939	12,145	12,492	347	99,413	112,224	12,811		149,700
Training	-	-	-	-	-	-	-	-	-		-
Office & Program Supplies	122	292	170	222	292	70	1,627	2,625	998		3,500
Technology Equip & Supplies	-	-	-	-	-	-	-	-	-		-
Admin Allocation	5,602	5,362	(240)	6,797	6,099	(698)	54,004	49,350	(4,654)		65,585
IT Allocation	3,031	2,938	(93)	2,643	2,938	296	24,484	26,701	2,217		35,579
Professional Services	-	-	-	-	-	-	55	-	(55)		-
Communications-Phone & Postage	668	583	(85)	515	583	68	4,400	5,250	850		7,000
Travel	905	1,250	345	1,242	1,250	8	8,271	11,250	2,979		15,000
Advertising	-	-	-	-	-	-	-	750	750		1,500
Rentals	796	758	(37)	769	758	(10)	7,181	6,825	(356)		9,100
Insurance	356	356	(0)	327	356	29	3,311	3,206	(105)		4,274
Utilities	13	83	70	12	83	71	145	750	605		1,000
Maintenance & Repair	74	142	68	87	142	54	701	1,275	574		1,700
Outreach	-	-	-	-	-	-	21	-	(21)		-
<b>Total Operating Expenditures</b>	<b>55,279</b>	<b>58,135</b>	<b>2,856</b>	<b>57,920</b>	<b>58,872</b>	<b>952</b>	<b>481,389</b>	<b>523,999</b>	<b>42,609</b>		<b>699,365</b>
<b>SUBCONTRACTOR EXPENDITURES</b>											
Legal Assistance											-
Transportation											-
Congregate Meals (C1)											-
Nutrition Education											-
Home Delivered Meals (C2)											-
Home Delivered Meals (State Expansion)											-
Senior Farmer's Market											-
Professional Consulting Services											-
Home Repair & Sr. Emergency Fund											-
Senior Drug Education											-
Kinship Care Service Delivery											-
Kinship Good & Services											-
Respite Services											-
Supplemental Services											-
Services to Grandparents											-
Other Payments											-
<b>Total Subcontractor Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>
<b>IT ALLOCATION ADD BACK</b>	<b>-</b>										<b>-</b>
<b>Total Expenditures</b>	<b>55,279</b>	<b>58,135</b>	<b>2,856</b>	<b>57,920</b>	<b>58,872</b>	<b>952</b>	<b>481,389</b>	<b>523,999</b>	<b>42,609</b>		<b>699,365</b>
<b>Revenues Over/(Under) Expend.</b>	<b>(15,384)</b>	<b>615</b>	<b>(15,999)</b>	<b>72,726</b>	<b>54,437</b>	<b>18,289</b>	<b>149,564</b>	<b>167,428</b>	<b>(17,865)</b>		<b>225,873</b>

Description	Aug - Actual	Aug - Budget	Aug - Variance	Sep - Actual	Sep - Budget	Sep - Variance	YTD Actual	YTD Approved Budget	Variance	Explanations	Approved 2022 Budget
<b>FUNDING</b>											
Older Americans Act	10,715	16,537	(5,822)	9,253	16,537	(7,285)	86,669	148,837	(62,168)		198,449
State/Federal	74,654	55,982	18,671	72,001	55,982	16,019	556,425	503,842	52,583		671,789
MTD Mac/Tsoa		-	-		-	-	-	-	-		-
Other ALTSA		-	-		-	-	-	-	-		-
HCRR		-	-		-	-	-	-	-		-
Multi Service Center		-	-		-	-	-	-	-		-
Health Homes		-	-		-	-	-	-	-		-
Other (AWHI & CGT Non-Core)	5,055	11,458	(6,403)	4,940	11,458	(6,518)	41,762	103,125	(61,363)		137,500
<b>Total Funding</b>	<b>90,424</b>	<b>83,978</b>	<b>6,446</b>	<b>86,194</b>	<b>83,978</b>	<b>2,216</b>	<b>684,856</b>	<b>755,804</b>	<b>(70,948)</b>		<b>1,007,738</b>
<b>OPERATING EXPENDITURES</b>											
Salaries & Wages	13,502	19,000	5,498	13,865	19,000	5,134	116,323	169,922	53,599		226,937
Benefits	3,969	6,416	2,447	4,897	6,416	1,519	35,367	57,550	22,183		76,801
Training	-	56	56	-	56	56	-	503	503		670
Office & Program Supplies	469	745	276	694	745	51	5,234	6,704	1,470		8,939
Technology Equip & Supplies	-	-	-		-	-	1,511	-	(1,511)		-
Admin Allocation	8,537	7,660	(877)	9,536	8,713	(823)	65,847	70,499	4,652		93,692
IT Allocation	1,731	1,678	(53)	1,509	1,678	169	12,860	15,247	2,387		20,314
Professional Services	-	417	417	-	417	417	576	3,750	3,174		5,000
Communications-Phone & Postage	579	611	32	564	611	46	4,327	5,498	1,171		7,331
Travel	399	583	184	944	583	(361)	4,531	5,250	719		7,000
Advertising	-	208	208	-	208	208	536	1,875	1,339		2,500
Rentals	1,641	1,754	113	1,606	1,754	148	12,921	15,788	2,867		21,051
Insurance	204	203	(0)	187	203	17	1,922	1,831	(91)		2,441
Utilities	88	191	103	139	191	52	1,234	1,718	484		2,290
Maintenance & Repair	192	207	15	216	207	(10)	2,184	1,860	(324)		2,480
Miscellaneous	-	-	-	37	-	(37)	1,836	-	(1,836)		-
<b>Total Operating Expenditures</b>	<b>31,310</b>	<b>39,729</b>	<b>8,419</b>	<b>34,196</b>	<b>40,782</b>	<b>6,586</b>	<b>267,209</b>	<b>357,995</b>	<b>90,786</b>		<b>477,446</b>
<b>SUBCONTRACTOR EXPENDITURES</b>											
Legal Assistance		-	-		-	-	-	-	-		-
Transportation		-	-		-	-	-	-	-		-
Congregate Meals (C1)		-	-		-	-	-	-	-		-
Nutrition Education		-	-		-	-	-	-	-		-
Home Delivered Meals (C2)		-	-		-	-	-	-	-		-
Home Delivered Meals (State Expansion)		-	-		-	-	-	-	-		-
Senior Farmer's Aprket		-	-		-	-	-	-	-		-
Professional Consulting Services		-	-		-	-	-	-	-		-
Home Repair & Sr. Emergency Fund		-	-		-	-	-	-	-		-
Senior Drug Education		-	-		-	-	-	-	-		-
Kinship Care Service Delivery	2,066	-	(2,066)	1,641	-	(1,641)	7,825	-	(7,825)		-
Kinship Good & Services	7,330	2,900	(4,430)	1,205	2,900	1,695	35,194	26,097	(9,097)		34,796
Respite Services	34,048	31,250	(2,798)	33,330	31,250	(2,080)	293,660	281,250	(12,410)		375,000
Supplemental Services	972	1,512	540	2,967	1,512	(1,455)	15,966	13,610	(2,356)		18,146
Services to Grandparents	9,643	3,946	(5,698)	7,915	3,946	(3,969)	26,773	35,510	8,737		47,347
AWHI & CGT Non-Core	5,055	4,583	(472)	4,940	4,583	(357)	41,762	39,337	(2,425)		52,963
<b>Total Subcontractor Expenditures</b>	<b>59,114</b>	<b>44,191</b>	<b>(14,923)</b>	<b>51,999</b>	<b>44,191</b>	<b>(7,808)</b>	<b>421,181</b>	<b>395,804</b>	<b>(25,378)</b>		<b>528,252</b>
<b>IT ALLOCATION ADD BACK</b>											
<b>Total Expenditures</b>	<b>90,424</b>	<b>83,920</b>	<b>(6,504)</b>	<b>86,194</b>	<b>84,973</b>	<b>(1,222)</b>	<b>688,390</b>	<b>753,798</b>	<b>65,408</b>		<b>1,005,698</b>
<b>Revenues Over/(Under) Expend.</b>	<b>-</b>	<b>59</b>	<b>(59)</b>	<b>-</b>	<b>(995)</b>	<b>995</b>	<b>(3,534)</b>	<b>2,005</b>	<b>(5,540)</b>		<b>2,040</b>

Description	Aug - Actual	Aug - Budget	Aug - Variance	Sep - Actual	Sep - Budget	Sep - Variance	YTD Actual	YTD Approved Budget	Variance	Approved 2022 Budget
<b>FUNDING</b>										
Older Americans Act	3,322	-	3,322	1,905	-	1,905	23,902	31,063	(7,161)	31,063
State/Federal	15,025	-	15,025	113	-	113	47,728	12,968	34,760	27,500
MTD Mac/Tsoa	-	-	-	-	-	-	-	-	-	-
Other ALTSA	-	-	-	-	-	-	-	-	-	-
HCRR	-	-	-	-	-	-	-	-	-	-
Multi Service Center	-	12,827	(12,827)	17,330	12,827	4,503	83,170	64,134	19,037	89,787
Health Homes	-	-	-	-	-	-	-	-	-	-
Other (SHIBA, SFM, CGT, Sr Emerg, Misc)	-	-	-	-	-	-	-	-	-	-
<b>Total Funding</b>	<b>18,346</b>	<b>12,827</b>	<b>5,520</b>	<b>19,348</b>	<b>12,827</b>	<b>6,521</b>	<b>154,800</b>	<b>108,165</b>	<b>46,636</b>	<b>148,350</b>
<b>OPERATING EXPENDITURES</b>										
Salaries & Wages	9,804	9,830	26	9,792	9,830	38	85,403	87,573	2,170	117,063
Benefits	2,753	3,471	719	4,234	3,486	(748)	29,785	31,095	1,310	41,552
Training	35	-	(35)	-	-	-	2,407	250	(2,157)	250
Office & Program Supplies	-	83	83	-	83	83	1,416	750	(666)	1,000
Technology Equip & Supplies	-	-	-	-	-	-	-	-	-	-
Admin Allocation	1,862	1,532	(330)	2,147	1,743	(404)	11,033	14,100	3,067	18,738
IT Allocation	870	843	(27)	759	843	84	7,030	7,661	631	10,207
Professional Services	-	-	-	-	-	-	-	-	-	-
Communications-Phone & Postage	224	167	(57)	179	167	(13)	1,845	1,500	(345)	2,000
Travel	2,421	1,500	(921)	1,836	1,500	(336)	12,447	13,500	1,053	18,000
Advertising	-	-	-	-	-	-	-	-	-	-
Rentals	276	362	86	308	362	54	2,508	3,257	749	4,342
Insurance	102	102	(0)	94	102	8	927	920	(7)	1,226
Utilities	-	-	-	-	-	-	-	-	-	-
Maintenance & Repair	-	-	-	-	-	-	-	-	-	-
Miscellaneous (rounding included)	-	-	-	-	-	-	-	-	-	-
<b>Total Operating Expenditures</b>	<b>18,346</b>	<b>17,890</b>	<b>(456)</b>	<b>19,348</b>	<b>18,115</b>	<b>(1,232)</b>	<b>154,800</b>	<b>160,606</b>	<b>5,805</b>	<b>214,379</b>
<b>SUBCONTRACTOR EXPENDITURES</b>										
Legal Assistance	-	-	-	-	-	-	-	-	-	-
Transportation	-	-	-	-	-	-	-	-	-	-
Congregate Meals (C1)	-	-	-	-	-	-	-	-	-	-
Nutrition Education	-	-	-	-	-	-	-	-	-	-
Home Delivered Meals (C2)	-	-	-	-	-	-	-	-	-	-
Home Delivered Meals (State Expansion)	-	-	-	-	-	-	-	-	-	-
Senior Farmer's Market	-	-	-	-	-	-	-	-	-	-
Professional Consulting Services	-	-	-	-	-	-	-	-	-	-
Home Repair & Sr. Emergency Fund	-	-	-	-	-	-	-	-	-	-
Senior Drug Education	-	-	-	-	-	-	-	-	-	-
Kinship Care Service Delivery	-	-	-	-	-	-	-	-	-	-
Kinship Good & Services	-	-	-	-	-	-	-	-	-	-
Respite Services	-	-	-	-	-	-	-	-	-	-
Supplemental Services	-	-	-	-	-	-	-	-	-	-
Services to Grandparents	-	-	-	-	-	-	-	-	-	-
Other Payments	-	-	-	-	-	-	-	-	-	-
<b>Total Subcontractor Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>IT ALLOCATION ADD BACK</b>										
<b>Total Expenditures</b>	<b>18,346</b>	<b>17,890</b>	<b>(456)</b>	<b>19,348</b>	<b>18,115</b>	<b>(1,232)</b>	<b>154,800</b>	<b>160,606</b>	<b>5,805</b>	<b>214,379</b>
<b>Revenues Over/(Under) Expend.</b>	<b>-</b>	<b>(5,064)</b>	<b>5,064</b>	<b>-</b>	<b>(5,289)</b>	<b>5,289</b>	<b>-</b>	<b>(52,441)</b>	<b>52,441</b>	<b>(66,029)</b>



Description	Aug - Actual	Aug - Budget	Aug - Variance	Sep - Actual	Sep - Budget	Sep - Variance	YTD Actual	YTD Approved Budget	Variance	Explanations	Approved 2022 Budget
<b>FUNDING</b>											
Older Americans Act		-	-		-	-		-			-
State/Federal		-	-		-	-		-			-
MTD Mac/Tsoa		-	-		-	-		-			-
Other ALTSA		-	-		-	-		-			-
HCRR		-	-		-	-		-			-
Multi Service Center		-	-		-	-		-			-
Health Homes	36,641	36,500	141	31,378	36,500	(5,122)	289,712	320,805	(31,093)		433,305
Other		-	-		-	-		-			-
<b>Total Funding</b>	<b>36,641</b>	<b>36,500</b>	<b>141</b>	<b>31,378</b>	<b>36,500</b>	<b>(5,122)</b>	<b>289,712</b>	<b>320,805</b>	<b>(31,093)</b>		<b>433,305</b>
<b>OPERATING EXPENDITURES</b>											
Salaries & Wages	21,483	21,103	(381)	20,560	21,343	784	190,206	189,573	(633)		253,603
Benefits	7,784	7,879	95	7,515	7,923	408	68,964	70,849	1,885		94,617
Training		-	-		-	-		-			-
Office & Program Supplies	201	250	49	319	250	(69)	2,417	2,250	(167)		3,000
Technology Equip & Supplies		-	-		-	-		-			-
Admin Allocation	4,039	3,830	(209)	4,493	4,357	(136)	39,460	35,250	(4,210)		48,416
IT Allocation	2,416	1,875	(541)	2,106	1,879	(228)	19,512	17,039	(2,473)		22,699
Professional Services		417	417		417	417		3,750	3,750		5,000
Communications-Phone & Postage	658	600	(58)	491	600	109	4,555	5,400	845		7,200
Travel	1,169	1,000	(169)	720	1,000	280	7,718	9,000	1,282		12,000
Advertising		50	50		50	50		450	450		600
Rentals	1,637	1,557	(80)	1,583	1,557	(26)	13,976	14,012	37		18,683
Insurance	284	284	(0)	261	284	23	2,649	2,556	(92)		3,409
Utilities	74	83	10	94	83	(11)	1,037	750	(287)		1,000
Maintenance & Repair	108	83	(25)	143	83	(60)	1,058	750	(308)		1,000
Miscellaneous		-	-		-	-		-			-
<b>Total Operating Expenditures</b>	<b>39,852</b>	<b>39,011</b>	<b>(842)</b>	<b>38,284</b>	<b>39,825</b>	<b>1,541</b>	<b>351,550</b>	<b>351,629</b>	<b>79</b>		<b>471,226</b>
<b>SUBCONTRACTOR EXPENDITURES</b>											
Legal Assistance		-	-		-	-		-			-
Transportation		-	-		-	-		-			-
Congregate Meals (C1)		-	-		-	-		-			-
Nutrition Education		-	-		-	-		-			-
Home Delivered Meals (C2)		-	-		-	-		-			-
Home Delivered Meals (State Expansion)		-	-		-	-		-			-
Senior Farmer's Market		-	-		-	-		-			-
Professional Consulting Services		-	-		-	-		-			-
Home Repair & Sr. Emergency Fund		-	-		-	-		-			-
Senior Drug Education		-	-		-	-		-			-
Kinship Care Service Delivery		-	-		-	-		-			-
Kinship Good & Services		-	-		-	-		-			-
Respite Services		-	-		-	-		-			-
Supplemental Services		-	-		-	-		-			-
Services to Grandparents		-	-		-	-		-			-
Other Payments		-	-		-	-		-			-
<b>Total Subcontractor Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>
<b>IT ALLOCATION ADD BACK</b>											
<b>Total Expenditures</b>	<b>39,852</b>	<b>39,011</b>	<b>(842)</b>	<b>38,284</b>	<b>39,825</b>	<b>1,541</b>	<b>351,550</b>	<b>351,629</b>	<b>79</b>		<b>471,226</b>
<b>Revenues Over/(Under) Expend.</b>	<b>(3,211)</b>	<b>(2,511)</b>	<b>(701)</b>	<b>(6,906)</b>	<b>(3,325)</b>	<b>(3,581)</b>	<b>(61,838)</b>	<b>(30,824)</b>	<b>(31,014)</b>		<b>(37,921)</b>

Description	Aug - Actual	Aug - Budget	Aug - Variance	Sep - Actual	Sep - Budget	Sep - Variance	YTD Actual	YTD Approved Budget	Variance	Explanations	2022 Budget
<b>FUNDING</b>											
Older Americans Act		-	-		-	-	-	-	-		-
State/Federal		-	-		-	-	-	-	-		-
MTD Mac/Tsoa		-	-		-	-	-	-	-		-
Other ALTSA		-	-		-	-	-	-	-		-
HCRR		-	-		-	-	-	-	-		-
Multi Service Center		-	-		-	-	-	-	-		-
Health Homes	21,323	24,000	(2,677)	26,542	25,000	1,542	185,214	211,000	(25,786)		288,000
Other (SHIBA,SFM,CGT,Sr Emerg,Misc)		-	-		-	-	-	-	-		-
<b>Total Funding</b>	<b>21,323</b>	<b>24,000</b>	<b>(2,677)</b>	<b>26,542</b>	<b>25,000</b>	<b>1,542</b>	<b>185,214</b>	<b>211,000</b>	<b>(25,786)</b>		<b>288,000</b>
<b>OPERATING EXPENDITURES</b>											
Salaries & Wages	3,085	6,020	2,935	4,071	6,020	1,949	35,944	53,707	17,764		71,766
Benefits	900	2,366	1,466	1,193	2,366	1,173	10,744	21,166	10,422		28,264
Training	-	-	-	-	-	-	-	-	-		-
Office & Program Supplies	-	100	100	-	100	100	-	900	900		1,200
Technology Equip & Supplies	818	2,000	1,182	538	2,000	1,462	15,886	18,000	2,114		24,000
Admin Allocation	2,965	3,830	865	3,807	3,485	(322)	27,229	28,989	1,760		39,016
IT Allocation	281	275	(6)	245	275	30	2,272	2,477	205		3,303
Professional Services	288	200	(88)	200	200	-	1,888	1,800	(88)		2,400
Communications-Phone & Postage	66	100	34	66	100	34	598	600	2		900
Travel	1,312	250	(1,062)	612	250	(362)	3,306	2,250	(1,056)		3,000
Advertising	-	-	-	-	-	-	-	500	500		500
Rentals	-	-	-	-	-	-	-	-	-		-
Insurance	33	33	0	30	33	3	306	298	(8)		397
Utilities	-	25	25	-	25	25	-	225	225		300
Maintenance & Repair	-	30	30	-	30	30	-	270	270		360
Miscellaneous	-	-	-	-	-	-	-	-	-		-
<b>Total Operating Expenditures</b>	<b>9,748</b>	<b>15,229</b>	<b>5,481</b>	<b>10,763</b>	<b>14,884</b>	<b>4,122</b>	<b>98,172</b>	<b>131,182</b>	<b>33,010</b>		<b>175,406</b>
<b>SUBCONTRACTOR EXPENDITURES</b>											
Legal Assistance							-	-	-		-
Transportation							-	-	-		-
Congregate Meals (C1)							-	-	-		-
Nutrition Education							-	-	-		-
Home Delivered Meals (C2)							-	-	-		-
Home Delivered Meals (State Expansion)							-	-	-		-
Senior Farmer's Market							-	-	-		-
Professional Consulting Services							-	-	-		-
Home Repair & Sr. Emergency Fund							-	-	-		-
Senior Drug Education							-	-	-		-
Kinship Care Service Delivery							-	-	-		-
Kinship Good & Services							-	-	-		-
Respite Services							-	-	-		-
Supplemental Services							-	-	-		-
Services to Grandparents							-	-	-		-
Payments to CCO Health Homes	19,511	21,960	2,449	21,676	22,875	1,199	146,147	193,065	46,918		263,520
<b>Total Subcontractor Expenditures</b>	<b>19,511</b>	<b>21,960</b>	<b>2,449</b>	<b>21,676</b>	<b>22,875</b>	<b>1,199</b>	<b>146,147</b>	<b>193,065</b>	<b>46,918</b>		<b>263,520</b>
<b>IT ALLOCATION ADD BACK</b>											
<b>Total Expenditures</b>	<b>29,259</b>	<b>37,189</b>	<b>7,930</b>	<b>32,439</b>	<b>37,759</b>	<b>5,321</b>	<b>244,319</b>	<b>324,247</b>	<b>79,928</b>		<b>438,926</b>
<b>Revenues Over/(Under) Expend.</b>	<b>(7,936)</b>	<b>(13,189)</b>	<b>5,254</b>	<b>(5,896)</b>	<b>(12,759)</b>	<b>6,863</b>	<b>(59,105)</b>	<b>(113,247)</b>	<b>54,142</b>		<b>(150,926)</b>



Office of the Washington State Auditor  
Pat McCarthy

## Accountability Audit Report

# Olympic Area Agency on Aging

For the period January 1, 2019 through December 31, 2021

*Published November 14, 2022*

Report No. 1031425



Find out what's new at SAO  
by scanning this code with  
your smartphone's camera



**Office of the Washington State Auditor  
Pat McCarthy**

November 14, 2022

Council of Governments  
Olympic Area Agency on Aging  
Port Townsend, Washington

**Report on Accountability**

Thank you for the opportunity to work with you to promote accountability, integrity and openness in government. The Office of the Washington State Auditor takes seriously our role of providing state and local governments with assurance and accountability as the independent auditor of public accounts. In this way, we strive to help government work better, cost less, deliver higher value and earn greater public trust.

Independent audits provide essential accountability and transparency for Agency operations. This information is valuable to management, the governing body and public stakeholders when assessing the government's stewardship of public resources.

Attached is our independent audit report on the Agency's compliance with applicable requirements and safeguarding of public resources for the areas we examined. We appreciate the opportunity to work with your staff and value your cooperation during the audit.

Sincerely,

Pat McCarthy, State Auditor  
Olympia, WA

***Americans with Disabilities***

*In accordance with the Americans with Disabilities Act, we will make this document available in alternative formats. For more information, please contact our Office at (564) 999-0950, TDD Relay at (800) 833-6388, or email our webmaster at [webmaster@sao.wa.gov](mailto:webmaster@sao.wa.gov).*

## TABLE OF CONTENTS

Audit Results.....	4
Related Reports.....	5
Information about the Agency .....	6
About the State Auditor's Office.....	7

## AUDIT RESULTS

### Results in brief

This report describes the overall results and conclusions for the areas we examined. In those selected areas, Agency operations complied, in all material respects, with applicable state laws, regulations, and its own policies, and provided adequate controls over the safeguarding of public resources.

However, during the audit certain matters came to our attention that are currently under investigation.

In keeping with general auditing practices, we do not examine every transaction, activity, policy, internal control, or area. As a result, no information is provided on the areas that were not examined.

### About the audit

This report contains the results of our independent accountability audit of the Olympic Area Agency on Aging from January 1, 2019 through December 31, 2021.

Management is responsible for ensuring compliance and adequate safeguarding of public resources from fraud, loss or abuse. This includes the design, implementation and maintenance of internal controls relevant to these objectives.

This audit was conducted under the authority of RCW 43.09.260, which requires the Office of the Washington State Auditor to examine the financial affairs of all local governments. Our audit involved obtaining evidence about the Agency's use of public resources, compliance with state laws and regulations and its own policies and procedures, and internal controls over such matters. The procedures performed were based on our assessment of risks in the areas we examined.

Based on our risk assessment for the years ended December 31, 2021, 2020 and 2019, the areas examined were those representing the highest risk of fraud, loss, abuse, or noncompliance. We examined the following areas during this audit period:

- Payroll – gross wages, leave cash outs and bonus and incentive payments
- Accounts payable – general disbursements, credit cards, electronic funds transfers and employee reimbursements
- Self-insurance for unemployment
- Open public meetings – compliance with minutes, meetings and executive session requirements
- Financial condition – reviewing for indications of financial distress

## RELATED REPORTS

### **Financial**

Our opinion on the Agency's financial statements and compliance with federal grant program requirements is provided in a separate report, which includes the Agency's financial statements. That report is available on our website, <http://portal.sao.wa.gov/ReportSearch>.

### **Federal grant programs**

We evaluated internal controls and tested compliance with the federal program requirements, as applicable, for the Agency's major federal program, which is listed in the Schedule of Findings and Questioned Costs section of the separate financial statement and single audit report. That report is available on our website, <http://portal.sao.wa.gov/ReportSearch>.



## INFORMATION ABOUT THE AGENCY

The Olympic Area Agency on Aging is organized to develop and coordinate a system for senior citizens and disabled people living in Clallam, Jefferson, Grays Harbor and Pacific counties. The Agency coordinates the services available through private, nonprofit and governmental agencies to provide a seamless system that works for senior and disabled citizens.

The Agency produces an Olympic Area Agency on Aging Area Plan every four years. To accomplish these services, the Agency works on the implementation of the annual plan and funding cycle. This begins with an analysis of clients' needs for transportation, housing, social services, health care and other services. Through a process of public hearings, surveys and research, and with the assistance of an advisory committee, these needs are ranked in order of importance and matched with available resources.

The Agency is under the Federal Administration of Aging and the Washington State Department of Social and Health Services, Aging and Adult Services Administration. Locally, the Agency is governed by the Council of Governments, which is composed of two County Commissioners from each of the four counties. During the audit period, the Agency operated on an annual budget of \$7.7 million with approximately 70 employees.

### Contact information related to this report

Address:	Olympic Area Agency on Aging 2200 W. Sims Way Unit 100 Port Townsend, WA 98368
Contact:	Corena Stern, Chief Financial Officer
Telephone:	(360) 379-5063
Website:	<a href="http://www.o3a.org">www.o3a.org</a>

*Information current as of report publish date.*

### Audit history

You can find current and past audit reports for the Olympic Area Agency on Aging at <http://portal.sao.wa.gov/ReportSearch>.

## ABOUT THE STATE AUDITOR'S OFFICE

The State Auditor's Office is established in the Washington State Constitution and is part of the executive branch of state government. The State Auditor is elected by the people of Washington and serves four-year terms.

We work with state agencies, local governments and the public to achieve our vision of increasing trust in government by helping governments work better and deliver higher value.

In fulfilling our mission to provide citizens with independent and transparent examinations of how state and local governments use public funds, we hold ourselves to those same standards by continually improving our audit quality and operational efficiency, and by developing highly engaged and committed employees.

As an agency, the State Auditor's Office has the independence necessary to objectively perform audits, attestation engagements and investigations. Our work is designed to comply with professional standards as well as to satisfy the requirements of federal, state and local laws. The Office also has an extensive quality control program and undergoes regular external peer review to ensure our work meets the highest possible standards of accuracy, objectivity and clarity.

Our audits look at financial information and compliance with federal, state and local laws for all local governments, including schools, and all state agencies, including institutions of higher education. In addition, we conduct performance audits and cybersecurity audits of state agencies and local governments, as well as state whistleblower, fraud and citizen hotline investigations.

The results of our work are available to everyone through the more than 2,000 reports we publish each year on our website, [www.sao.wa.gov](http://www.sao.wa.gov). Additionally, we share regular news and other information via an email subscription service and social media channels.

We take our role as partners in accountability seriously. The Office provides training and technical assistance to governments both directly and through partnerships with other governmental support organizations.

### Stay connected at [sao.wa.gov](http://sao.wa.gov)

- [Find your audit team](#)
- [Request public records](#)
- Search BARS manuals ([GAAP](#) and [cash](#)), and find [reporting templates](#)
- Learn about our [training workshops](#) and [on-demand videos](#)
- Discover [which governments serve you](#) — enter an address on our map
- Explore public financial data with the [Financial Intelligence Tool](#)

### Other ways to stay in touch

- Main telephone:  
(564) 999-0950
- Toll-free Citizen Hotline:  
(866) 902-3900
- Email:  
[webmaster@sao.wa.gov](mailto:webmaster@sao.wa.gov)