

Assistive Technology Advisory Council Quarter 3 Meeting

Agenda

June 22, 2023 9:30 a.m.-3:00 p.m. ET

In-Person and Teleconference

• FAAST Headquarters, 2145 Delta Blvd, Suite 200, Tallahassee, FL 32303 Zoom Meeting Information:

Join Zoom Meeting https://us06web.zoom.us/j/89061351494?pwd=STh0bjVSTk1lWitCTWJERDNJU1RxQT</u> 09 Meeting ID: 890 6135 1494 Passcode: 371730 One tap mobile +13052241968,,89061351494#,,,,*371730# US +13092053325,,89061351494#,,,,*371730# US

- 1. Opening
 - a. Verbal Authorization to Begin Recording
 - b. Call to Order
 - c. Roll Call
 - d. Establishment of Quorum
- 2. Approval of Agenda
 - a. Public Comment on Agenda
 - b. Action Needed Approve Agenda
- 3. Approval of Minutes
 - a. Attachment
 - i. March 2023 ATAC Minutes
 - b. Action Needed Approve Minutes



- 4. ATAC Manual Changes | Eric Reed
 - a. Attachments
 - i. Discussion
 - b. Action Needed- Approve Manual Changes
- 5. Executive Director's Report | Eric Reed
 - a. Attachments
 - i. Executive Director's Report 20230316
 - ii. RDC Deliverable Report
- 6. Treasurer's Report | Brian Nerland / Eric Reed
 - a. Attachments
 - i. April 2023 Financial Statements
 - ii. 2022 Audit
 - b. Action Needed approve Financial Statements
 - c. Action Needed approve audit
- 7. ATAC Member Reappointments | Eric Reed
 - a. Attachments
 - i. ATAC Demographics and Skills
 - ii. ATAC Member Roster
 - iii. Reappointment packages
 - b. Action Needed Approve ATAC applicants to be sent to VR for re/appointment.
- 8. Committee Reports
 - a. Public Policy and Advocacy | Enrique Escallon
 - b. Interagency | Eric Reed
 - c. Financial Loan Program | Brandon Palermo
 - d. Technology Awareness | Brian Nerland
 - e. Service Delivery | Lesa Kretschmer
 - f. Executive Director Search Committee | Brian Nerland
- 9. State Agency Representatives Report
 - a. Center for Independent Living | Kristi Warren



- b. Vocational Rehabilitation | Horace Brown
- c. Division of Blind Services | Eric Reed
- d. Department of Education | Eric Reed
- e. CareerSource Florida | Dan McGrew
- 10. Strategic Planning Discussion | Eric Reed
 - a. Attachments
 - i. Strategic Plan 2022 Report
- 11. Legislator of the Year
 - a. Action Needed
 - i. Approve Legislator of the Year
- 12. Closing
 - a. Next Meeting
 - i. QTR 4 ??, 9:30 a.m.-12:00 p.m. (Teleconference)
 - ii. QTR 1 ??, 9:30 a.m.-5:00 p.m. in Tallahassee
 - b. Call for Public Comment
 - c. Adjourn

Accessible Meeting Statement

Materials in alternative formats, real-time captioning, and other accommodations will be made available upon request. Please make your request for an alternative format or other accommodations, to:

Megan Atkinson, 1-844-FL-FAAST (353-2278), Ext. 105, TTY: 850-922-5951, Text Message: 850-572-5764, Email: <u>matkinson@faast.org</u>

Providing at least 72 hours' notice prior to the meeting will help to ensure availability.

Balance Sheet

As of June 2, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 Cash - Unrestricted	
1012 First Fed 4192 - FAAST Operating	369,531.11
1025 Capital City - Board Designated Operating Reserve	31,936.00
Total 1000 Cash - Unrestricted	401,467.11
1001 Cash - Restricted	
1047 First Fed 7286 - NHLP Operating	17,350.26
1048 First Fed 7294 - TW-DL	56,606.43
1049 First Fed 7302 - AFP-DL	145,701.40
1053 First Fed 7310 - Reserve Acct	132,006.14
1055 First Fed 4184 - CBA	2,005.00
Total 1001 Cash - Restricted	353,669.23
Suspense	11,400.74
Total Bank Accounts	\$766,537.08
Accounts Receivable	
1100 Accounts Receivable - Unrestr.	10,501.05
Total Accounts Receivable	\$10,501.05
Other Current Assets	
1120 Interfund	0.00
1200 Prepaid expense - Unrestric.	10,165.00
12000 Undeposited Funds	3,145.79
7055 AFP Direct Loans	509,163.74
7056 TW Direct Loans	138,868.62
7056.5 Credit Builders Alliance Loan	0.00
7061 Credit Builder Loan	0.00
Allowance for Doubtful Accounts	-12,898.77
Fraud	16,578.12
Total Other Current Assets	\$665,022.50
Total Current Assets	\$1,442,060.63
Fixed Assets	
1500 Furniture & Fixtures	176,427.36
1550 Accumulated Depreciation	-116,017.00
1555 Accumulated Amortization	-48,600.00

Balance Sheet

As of June 2, 2023

	TOTAL
Other Assets	
1600 TD Ameritrade	
1610 TD Ameritrade AFP	1,326,773.42
1611 AFP Market Value Adjustment	496,882.47
Total 1605 AFP	1,823,655.89
1615 Unrestricted	
1620 TD Ameritrade Board Operating Reserve	101,253.13
1621 Unrestricted Market Value Adj	49,343.92
Total 1615 Unrestricted	150,597.05
1625 Telework	
1630 TD Ameritrade TW	247,242.15
1631 TW Market Value Adjustment	181,209.17
Total 1625 Telework	428,451.32
Total 1600 TD Ameritrade	2,402,704.26
1650 Deposits	4,500.00
Total Other Assets	\$2,407,204.26
TOTAL ASSETS	\$3,861,075.25
LIABILITIES AND EQUITY	
Liabilities	
Liabilities	
Liabilities Current Liabilities	-9.92
Liabilities Current Liabilities Accounts Payable	-9.92 \$ -9.92
Liabilities Current Liabilities Accounts Payable 2010 Accounts Payable	
Liabilities Current Liabilities Accounts Payable 2010 Accounts Payable Total Accounts Payable	
Liabilities Current Liabilities Accounts Payable 2010 Accounts Payable Total Accounts Payable Credit Cards	\$ -9.92
Liabilities Current Liabilities Accounts Payable 2010 Accounts Payable Total Accounts Payable Credit Cards 2006 First Federal Company Credit Cards	\$ -9.92 -29,447.21
Liabilities Current Liabilities Accounts Payable 2010 Accounts Payable Total Accounts Payable Credit Cards 2006 First Federal Company Credit Cards 2007 First Fed CC - Whitney	\$ -9.92 -29,447.21 12,504.70
Liabilities Current Liabilities Accounts Payable 2010 Accounts Payable Total Accounts Payable Credit Cards 2006 First Federal Company Credit Cards 2007 First Fed CC - Whitney 2008 First Fed CC - Eric	\$ -9.92 -29,447.21 12,504.70 11,968.59
Liabilities Current Liabilities Accounts Payable 2010 Accounts Payable Total Accounts Payable Credit Cards 2006 First Federal Company Credit Cards 2007 First Fed CC - Whitney 2008 First Fed CC - Eric 2012 First Fed CC - Hannah	\$ -9.92 -29,447.21 12,504.70 11,968.59 5,385.06
Liabilities Current Liabilities Accounts Payable 2010 Accounts Payable Total Accounts Payable Credit Cards 2006 First Federal Company Credit Cards 2007 First Fed CC - Whitney 2008 First Fed CC - Whitney 2008 First Fed CC - Eric 2012 First Fed CC - Hannah 2013 First Fed CC - Tim	\$ -9.92 -29,447.21 12,504.70 11,968.59 5,385.06 3,288.96
Liabilities Current Liabilities Accounts Payable 2010 Accounts Payable Total Accounts Payable Credit Cards 2006 First Federal Company Credit Cards 2007 First Fed CC - Whitney 2008 First Fed CC - Whitney 2008 First Fed CC - Eric 2012 First Fed CC - Hannah 2013 First Fed CC - Tim 2014 First Fed CC - Marquesas	\$ -9.92 -29,447.21 12,504.70 11,968.59 5,385.06 3,288.96 2,604.01
Liabilities Current Liabilities Accounts Payable 2010 Accounts Payable Total Accounts Payable Credit Cards 2006 First Federal Company Credit Cards 2007 First Fed CC - Whitney 2008 First Fed CC - Eric 2012 First Fed CC - Eric 2012 First Fed CC - Hannah 2013 First Fed CC - Tim 2014 First Fed CC - Marquesas Total 2006 First Federal Company Credit Cards	\$ -9.92 -29,447.21 12,504.70 11,968.59 5,385.06 3,288.96 2,604.01 6,304.11
Liabilities Current Liabilities Accounts Payable 2010 Accounts Payable Total Accounts Payable Credit Cards 2006 First Federal Company Credit Cards 2007 First Fed CC - Whitney 2008 First Fed CC - Eric 2012 First Fed CC - Eric 2012 First Fed CC - Hannah 2013 First Fed CC - Tim 2014 First Fed CC - Marquesas Total 2006 First Federal Company Credit Cards Total Credit Cards	\$ -9.92 -29,447.21 12,504.70 11,968.59 5,385.06 3,288.96 2,604.01 6,304.11
Liabilities Current Liabilities Accounts Payable 2010 Accounts Payable Total Accounts Payable Credit Cards 2006 First Federal Company Credit Cards 2007 First Fed CC - Whitney 2008 First Fed CC - Eric 2012 First Fed CC - Eric 2012 First Fed CC - Hannah 2013 First Fed CC - Tim 2014 First Fed CC - Marquesas Total 2006 First Federal Company Credit Cards Other Current Liabilities	\$-9.92 -29,447.21 12,504.70 11,968.59 5,385.06 3,288.96 2,604.01 6,304.11 \$6,304.11 3,003.68
Liabilities Current Liabilities Accounts Payable 2010 Accounts Payable Total Accounts Payable Credit Cards 2006 First Federal Company Credit Cards 2007 First Fed CC - Whitney 2008 First Fed CC - Whitney 2008 First Fed CC - Eric 2012 First Fed CC - Hannah 2013 First Fed CC - Hannah 2013 First Fed CC - Tim 2014 First Fed CC - Marquesas Total 2006 First Federal Company Credit Cards Other Current Liabilities 2020 SS, Med and Fed W/H Tax Payable	\$ -9.92 -29,447.21 12,504.70 11,968.59 5,385.06 3,288.96 2,604.01 6,304.11 \$6,304.11 3,003.68
Liabilities Current Liabilities Accounts Payable 2010 Accounts Payable Total Accounts Payable Credit Cards 2006 First Federal Company Credit Cards 2007 First Fed CC - Whitney 2008 First Fed CC - Eric 2012 First Fed CC - Hannah 2013 First Fed CC - Hannah 2013 First Fed CC - Tim 2014 First Fed CC - Marquesas Total 2006 First Federal Company Credit Cards Total Credit Cards Other Current Liabilities 2020 SS, Med and Fed W/H Tax Payable 2030 Employee Deductions Payable	\$-9.92 -29,447.21 12,504.70 11,968.59 5,385.06 3,288.96 2,604.01 6,304.11 \$6,304.11 3,003.68 121.29
Liabilities Current Liabilities Accounts Payable 2010 Accounts Payable Total Accounts Payable Credit Cards 2006 First Federal Company Credit Cards 2007 First Fed CC - Whitney 2008 First Fed CC - Eric 2012 First Fed CC - Hannah 2013 First Fed CC - Im 2014 First Fed CC - Marquesas Total 2006 First Federal Company Credit Cards Cother Current Liabilities 2020 SS, Med and Fed W/H Tax Payable 2030 Employee Deductions Payable 2040 403-b Employee Ded. Payable	\$-9.92 -29,447.21 12,504.70 11,968.59 5,385.06 3,288.96 2,604.01 6,304.11 \$6,304.11 3,003.68 121.29 9.00

Balance Sheet As of June 2, 2023

	TOTAL
Total Other Current Liabilities	\$24,679.17
Total Current Liabilities	\$30,973.36
Total Liabilities	\$30,973.36
Equity	
3010 Unrestricted Net Assets	152,880.15
3020 Restricted Net Assets	3,086,826.02
Net Income	590,395.72
Total Equity	\$3,830,101.89
TOTAL LIABILITIES AND EQUITY	\$3,861,075.25

Budget vs. Actuals: 2022-2023 Fiscal Budget - FY23 P&L Classes

	C	DCT - DEC, 2022			JAN - MAR, 2023	3		APR - JUN, 2023		JUL - SEP, 202	3		TOTAL	
	ACTUAL	BUDGET	% OF BUDGET	ACTUAL	BUDGET	% OF BUDGET	ACTUAL	BUDGET	% OF ACTU BUDGET	JAL BUDGET	% OF / BUDGET	ACTUAL	BUDGET	% O BUDGE
ncome														
4001 HHS Grant-Voc Rehab	209,442.75	209,572.74	99.94 %	208,685.00	209,572.74	99.58 %		209,572.74		209,572.78	\$418	,127.75	\$838,291.00	49.88 9
4002 Florida General Revenue	187,500.00	187,500.00	100.00 %	111,103.75	187,500.00	59.26 %		187,500.00		187,500.00	\$298	,603.75	\$750,000.00	39.81 9
4006 Revenue from Step Up Grant	30,198.48	16,443.60	183.65 %	16,432.18	16,443.60	99.93 %		16,443.60		16,443.59	\$46	630.66	\$65,774.39	70.89 9
4007 Donations												\$0.00	\$0.00	0.009
4007.2 Unrestricted Donations												\$0.00	\$0.00	0.009
4007.12 Board - Monthly Donations		125.01			125.01			125.01		124.97		\$0.00	\$500.00	0.009
4007.3 Amazon Smile Donations	14.08	6.24	225.64 %	18.99	6.24	304.33 %		6.24		6.28		\$33.07	\$25.00	132.28 9
4007.5 Staff - Monthly Donations		125.01			125.01			125.01		124.97		\$0.00	\$500.00	0.00
4007.7 Miscellaneous Donation		1,250.01			1,250.01			1,250.01		1,249.97		\$0.00	\$5,000.00	0.00
Total 4007.2 Unrestricted Donations	14.08	1,506.27	0.93 %	18.99	1,506.27	1.26 %		1,506.27		1,506.19		\$33.07	\$6,025.00	0.55 %
Total 4007 Donations	14.08	1,506.27	0.93 %	18.99	1,506.27	1.26 %		1,506.27		1,506.19		\$33.07	\$6,025.00	0.55 %
4019 Investments												\$0.00	\$0.00	0.009
4020 Unrealized Gains/Losses	104,293.23			106,256.57			19,386.27				\$229	,936.07	\$0.00	
4022 Interest Income	89.70		422.32 %	116.08	21.24	546.52 %	101.21	21.24	476.51 %	21.28		\$306.99	\$85.00	
4023 Interest Income on Direct Loans	6,314.82		99.17 %	7,010.12	6,367.44	110.09 %	1,769.68	6,367.44	27.79 %	6,367.39		,094.62	\$25,469.71	
4026 Dividend Income from Investments	32,865.75			5,992.13	,		9.02	,		,		,866.90	\$0.00	
Total 4019 Investments	143,563.50	6,388.68	2,247.15 %	119,374.90	6,388.68	1,868.54 %	21,266.18	6,388.68	332.87 %	6,388.67		,204.58	\$25,554.71	
4027 Miscellaneous Income	06 100 05	20,000,01	100 00 %	00 618 00	00 000 01	102.00.9/		20,000,01		10 000 07	¢.4.6	000.04	¢90,000,00	50 E0 9
4027 Miscellaneous income 4037 Grant Income	26,183.85	,	130.92 %	20,618.99	20,000.01	103.09 %		20,000.01		19,999.97		6,802.84	\$80,000.00	
	676,343.00		400.00 %	\$470 000 01	169,085.76	70.01.0/	#01 000 10	169,085.76	0.40.0/ 00	169,085.72		343.00		
	\$1,273,245.66			\$476,233.81	\$610,497.06	78.01 %		\$610,497.06		0.00 \$610,496.92		-	\$2,441,988.10	
GROSS PROFIT	\$1,273,245.66	\$610,497.06	208.56 %	\$476,233.81	\$610,497.06	78.01 %	\$21,266.18	\$610,497.06	3.48 % \$0	0.00 \$610,496.92	0.00 % \$1,770	,745.65	\$2,441,988.10	72.51 9
Expenses														
5075 State Level Activites												\$0.00	\$0.00	
5100 Device Loan												\$0.00	\$0.00	
5019 Assistive Technology	2,159.38	,	4.88 %	2,262.12	44,205.36	5.12 %	10,140.75	44,205.36	22.94 %	44,205.38		,562.25	\$176,821.46	
5020 Shipping for AT Loan Equipment	873.76		58.25 %	344.11	1,500.00	22.94 %		1,500.00		1,500.00		,217.87	\$6,000.00	
7027 Device Loan Activities	70,973.81	75,891.21	93.52 %	61,645.06	75,891.21	81.23 %	46,562.13	75,891.21	61.35 %	75,891.25		,181.00	\$303,564.88	
Total 5100 Device Loan	74,006.95	121,596.57	60.86 %	64,251.29	121,596.57	52.84 %	56,702.88	121,596.57	46.63 %	121,596.63	\$194	,961.12	\$486,386.34	40.08 %
5150 Device Demonstration												\$0.00	\$0.00	0.00%
5151 Device Demo Activities	35,486.83	37,945.62	93.52 %	30,822.48	37,945.62	81.23 %	23,281.03	37,945.62	61.35 %	37,945.58	\$89	,590.34	\$151,782.44	59.03 %
Total 5150 Device Demonstration	35,486.83	37,945.62	93.52 %	30,822.48	37,945.62	81.23 %	23,281.03	37,945.62	61.35 %	37,945.58	\$89	,590.34	\$151,782.44	59.03 %
5700 ReUse												\$0.00	\$0.00	0.009
5076 Device Exchange Activities	16,000.00	5,000.01	320.00 %		5,000.01		2,000.00	5,000.01	40.00 %	4,999.97	\$18	,000.00	\$20,000.00	90.00 9
5077 Device Refurbish Activities	64,793.77	21,249.99	304.91 %	147.03	21,249.99	0.69 %	9,160.60	21,249.99	43.11 %	21,250.03		,101.40	\$85,000.00	
Total 5700 ReUse	80,793.77	26,250.00	307.79 %	147.03	26,250.00	0.56 %	11,160.60	26,250.00	42.52 %	26,250.00	\$92	2,101.40	\$105,000.00	87.72 9
6000 State Financing												\$0.00	\$0.00	0.009
5008.02 Contract Services NHLP	1,895.00	2,379.15	79.65 %	7,921.00	2,379.15	332.93 %	340.00	2,379.15	14.29 %	2,379.07	\$10	,156.00	\$9,516.52	106.72 9
5011 Credit Reports	425.51	208.53	204.05 %	247.74	208.53	118.80 %	431.71	208.53	207.03 %	208.52		,104.96		
5026.1 NHLP Shipping	43.35		30.34 %	230.06	142.89	161.00 %		142.89		142.83		, \$273.41	\$571.50	
5061 Investment Services	3,413.74			4,305.71			4,166.64					,886.09	\$0.00	
5071 NHLP Travel	90.00	1,608.63	5.59 %		1,608.63		-	1,608.63		1,608.61		\$90.00	\$6,434.50	
7052 AFP Bank Charges	10.00				,		10.00	,		,		\$20.00	\$0.00	
7058 NHLP Legal Fees		2,000.01			2,000.01		575.00	2,000.01	28.75 %	1,999.97	:	\$575.00	\$8,000.00	
7080 NHLP Doc Stamps	200.96			276.13	,		29.23	,		,		\$506.32	\$0.00	
Total 6000 State Financing	6,078.56	6,339.21	95.89 %	12,980.64	6,339.21	204.77 %	5,552.58	6,339.21	87.59 %	6,339.00	\$24	,611.78	\$25,356.63	97.06 9

Budget vs. Actuals: 2022-2023 Fiscal Budget - FY23 P&L Classes

	0	CT - DEC, 2022		J	JAN - MAR, 2023		ŀ	APR - JUN, 2023		JUL - SEP, 2023	3		TOTAL	
	ACTUAL	BUDGET	% OF BUDGET	ACTUAL	BUDGET	% OF BUDGET	ACTUAL	BUDGET	% OF ACTUAL BUDGET	BUDGET	% OF BUDGET	ACTUAL	BUDGET	% OF BUDGET
6010 Salary	28,044.66	37,415.28	74.96 %	27,459.09	37,415.28	73.39 %	10,164.21	37,415.28	27.17 %	37,415.32		\$65,667.96	\$149,661.16	43.88 %
6011 SEP Retirement	1,963.12	2,619.06	74.96 %	1,557.95	2,619.06	59.49 %	463.38	2,619.06	17.69 %	2,619.10		\$3,984.45	\$10,476.28	38.03 %
6012 Payroll Tax	2,159.26	2,993.25	72.14 %	3,447.89	2,993.25	115.19 %	773.63	2,993.25	25.85 %	2,993.14		\$6,380.78	\$11,972.89	53.29 %
6013 Employee Insurance	3,062.43	3,927.36	77.98 %	3,186.84	3,927.36	81.14 %	727.51	3,927.36	18.52 %	3,927.31		\$6,976.78	\$15,709.39	44.41 %
6014 Workers Comp	373.27	553.44	67.45 %	364.98	553.44	65.95 %	135.27	553.44	24.44 %	553.46		\$873.52	\$2,213.78	39.46 %
Total 6050 State Level Activities Personnel	35,602.74	47,508.39	74.94 %	36,016.75	47,508.39	75.81 %	12,264.00	47,508.39	25.81 %	47,508.33	5	\$83,883.49	\$190,033.50	44.14 %
Total 5075 State Level Activites	231,968.85	239,639.79	96.80 %	144,218.19	239,639.79	60.18 %	108,961.09	239,639.79	45.47 %	239,639.54	\$4	485,148.13	\$958,558.91	50.61 %
5175 State Leadership Activities												\$0.00	\$0.00	0.00%
5180 Trainings												\$0.00	\$0.00	0.00%
5008.01 GRANT Multimedia Consulting Fee	12,500.00	12,656.25	98.77 %	12,500.00	12,656.25	98.77 %	22,854.80	12,656.25	180.58 %	12,656.25	ç	\$47,854.80	\$50,625.00	94.53 %
5181 Training Activities	57,311.38	69,966.60	81.91 %	59,428.74	69,966.60	84.94 %	47,249.29	69,966.60	67.53 %	69,966.62		163,989.41	\$279,866.42	
5182 Transition Training Activities	3,016.41	4,191.45	71.97 %	2,619.92	4,191.45	62.51 %	1,978.90	4,191.45	47.21 %	4,191.47		\$7,615.23	\$16,765.82	
Total 5180 Trainings	72,827.79	86,814.30	83.89 %	74,548.66	86,814.30	85.87 %	72,082.99	86,814.30	83.03 %	86,814.34	\$2	219,459.44	\$347,257.24	63.20 %
5185 Information and Assistance	,	11,383.68		,	11,383.68		·	11,383.68		11,383.69		\$0.00	\$45,534.73	0.00%
5185.1 Information and Assistance Activities	10,646.02	9,650.52	110.32 %	9,246.74	9,650.52	95.82 %	6,984.32	9,650.52	72.37 %	9,650.53	ç	\$26,877.08	\$38,602.09	69.63 %
Total 5185 Information and Assistance	10,646.02	21,034.20	50.61 %	9,246.74	21,034.20	43.96 %	6,984.32	21,034.20	33.20 %	21,034.22		\$26,877.08	\$84,136.82	
5190 Public Awareness	10,010101	_,,		9,650.29	1,00 1120		9,650.29	_ ,,		_ ,,00		\$19,300.58	\$0.00	0.00%
5036 Public Awareness Materials		1,525.02		9,000.29	1,525.02		9,030.29	1,525.02		1,524.94	,	\$0.00	\$0.00 \$6,100.00	0.00%
5036.1 Registration and Exhibit Fees	9,210.00	1,063.80	865.76 %	750.00	1,063.80	70.50 %	1,190.00	1,063.80	111.86 %	1,063.80		\$0.00 \$11,150.00	\$6,100.00	
5056.1 Negistration and Exhibit Fees	9,210.00	269.70	003.70 %	750.00	269.70	70.50 %	1,190.00	269.70	111.00 %	269.75	,	\$0.00	\$4,255.20 \$1,078.85	0.00%
5056 Public Awareness Travel	3,747.46	2,060.49	181.87 %	1,285.83	269.70 2,060.49	62.40 %	323.12	2,060.49	15.68 %	2,060.53		\$0.00 \$5,356.41	\$8,242.00	64.99 %
5060 RDC Travel	4,991.02	2,000.49 9,429.00	52.93 %	7,466.46	2,000.49 9,429.00	79.19 %	196.00	2,000.49 9,429.00	2.08 %	2,000.55 9,429.00	(\$12,653.48	\$37,716.00	33.55 %
7003 FAAST Van	648.60	249.99	259.45 %	7,400.40	249.99	79.19 /8	58.10	249.99	23.24 %	250.03	,	\$706.70	\$1,000.00	70.67 %
Total 5190 Public Awareness	18,597.08	14,598.00	127.39 %	19,152.58	14,598.00	131.20 %	11,417.51	14,598.00	78.21 %	14,598.05		\$49,167.17	\$58,392.05	84.20 %
	10,007.00	14,000.00	127.00 /8	13,132.30	14,000.00	101.20 /8		14,000.00	/0.21 /0	14,000.00	· · · · ·			
5191 Public Awareness - The Annual Family Cafe		400 50			100 50		158.89	100 50		100 50		\$158.89	\$0.00	0.00%
5194 Public Awareness Travel	4 000 00	499.50			499.50			499.50		499.50		\$0.00	\$1,998.00 \$2,000.00	0.00%
5196 Contracted Services	4,900.00	975.00	502.56 %		975.00		600 44	975.00		975.00		\$4,900.00	\$3,900.00	125.64 %
5197 BOD Travel Total 5191 Public Awareness - The Annual Family	4,900.00	1,474.50	332.32 %		1,474.50		698.44 857.33	1,474.50	58.14 %	1,474.50		\$698.44 \$5,757.33	\$0.00 \$5,898.00	0.00% 97.61 %
Cafe	4,900.00	1,474.50	332.32 %		1,474.50		857.55	1,474.50	30.14 %	1,474.50				
5198 Technical Assistance		105.01		010.05	105.01	100 50 0/		105.01		104.07		\$0.00	\$0.00	0.00%
5003 Contract Activities		125.01		613.25	125.01	490.56 %		125.01		124.97		\$613.25	\$500.00	
5026.2 BOD - Shipping	040 50	8.70			8.70			8.70		8.65		\$0.00	\$34.75	0.00%
5028 Insurance - Dir and Officers 5037 BOD Travel	642.58	177.51	362.00 %	0.061.05	177.51	60.11.0/	1 714 50	177.51	DC E4 9/	177.47		\$642.58	\$710.00	90.50 %
	1,416.71	4,692.00	30.19 %	2,961.25	4,692.00	63.11 %	1,714.50	4,692.00	36.54 %	4,692.00		\$6,092.46	\$18,768.00	32.46 %
5040 BOD - Professional Development	414.00	1 0 4 0 7 4	00 70 %	-54.48	1 0 4 0 7 4		E70 00	1 0 4 0 7 4	40 71 0/	1 0 4 0 7 0		\$ -54.48	\$0.00	0.00%
5065 Contract Monitoring 5070 Executive Director Travel	414.36	1,348.74	30.72 %	1,329.19 1,751.18	1,348.74	98.55 %	576.00	1,348.74 1,095.51	42.71 % 32.13 %	1,348.78		\$2,319.55	\$5,395.00	42.99 % 57.42 %
Total 5198 Technical Assistance	413.00 2,886.65	1,095.51 7,447.47	37.70 % 38.76 %	6,600.39	1,095.51 7,447.47	159.85 % 88.63 %	352.00 2,642.50	7,447.47	32.13 % 35.48 %	1,095.47 7,447.34		\$2,516.18 \$12,129.54	\$4,382.00 \$29,789.75	
	2,000.00	/,***/.**/	50.70 %	0,000.39	,	00.00 %	2,042.00	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	UU-7U /0	/,++/.04	č			
6060 State Leadership Activities Personnel	04 004 00	06.070.01	100 70 0/	04 440 00	06.070.04	100.00.0/	10.014.04	06.070.01	40.01.0/	00.070.04		\$0.00	\$0.00	0.00%
6015 Salary	34,861.83	26,270.31	132.70 %	34,146.09	26,270.31	129.98 %	12,611.91	26,270.31	48.01 %	26,270.31	Ś	\$81,619.83	\$105,081.24	
6016 SEP Retirement	2,440.29	1,838.91	132.70 %	1,937.74	1,838.91	105.37 %	578.96	1,838.91	31.48 %	1,838.96		\$4,956.99	\$7,355.69	
6017 Payroll Tax	2,657.27	2,101.65	126.44 %	2,767.74	2,101.65	131.69 %	959.99	2,101.65	45.68 %	2,101.55		\$6,385.00	\$8,406.50	75.95 %
6018 Employee Insurance	3,745.04	2,757.48	135.81 %	3,899.27	2,757.48	141.41 %	891.33	2,757.48	32.32 %	2,757.55		\$8,535.64	\$11,029.99 \$2,204,51	77.39 %
6019 Workers Comp Total 6060 State Leadership Activities Personnel	463.92 44,168.35	551.13 33,519.48	84.18 % 131.77 %	453.87 43,204.71	551.13 33,519.48	82.35 % 128.89 %	167.83 15,210.02	551.13 33,519.48	30.45 % 45.38 %	551.12 33,519.49		\$1,085.62	\$2,204.51 \$134,077.93	49.25 % 76.51 %
•								· ·				102,583.08		
Total 5175 State Leadership Activities	154,025.89	164,887.95	93.41 %	152,753.08	164,887.95	92.64 %	109,194.67	164,887.95	66.22 %	164,887.94	\$4	415,973.64	\$659,551.79	
5250 Operational Expense												\$0.00	\$0.00	0.00%

Budget vs. Actuals: 2022-2023 Fiscal Budget - FY23 P&L Classes

	C	OCT - DEC, 2022			JAN - MAR, 202	3	1	APR - JUN, 2023		JUL - SEP, 202	3		TOTAL	
	ACTUAL	BUDGET	% OF BUDGET	ACTUAL	BUDGET	% OF BUDGET	ACTUAL	BUDGET	% OF ACTU BUDGET	JAL BUDGET	% OF BUDGET	ACTUAL	BUDGET	· % OF BUDGET
5000 Contractual Expense												\$0.00	\$0.00	0.00%
5008 Contracted Services	55,838.50	43,670.91	127.86 %	48,097.96	43,670.91	110.14 %	21,412.66	43,670.91	49.03 %	43,670.70		\$125,349.12	\$174,683.43	71.76 %
Total 5000 Contractual Expense	55,838.50	43,670.91	127.86 %	48,097.96	43,670.91	110.14 %	21,412.66	43,670.91	49.03 %	43,670.70		\$125,349.12	\$174,683.43	71.76 %
5005 Equipment Expense												\$0.00	\$0.00	0.00%
5014 Equipment - Under \$500	2,083.44	124.92	1,667.82 %	554.98	124.92	444.27 %	29.99	124.92	24.01 %	124.93		\$2,668.41	\$499.69	534.01 %
5015 Equipment - Over \$500	8,357.08	624.60	1,337.99 %	653.04	624.60	104.55 %	244.36	624.60	39.12 %	624.64		\$9,254.48	\$2,498.44	370.41 %
Total 5005 Equipment Expense	10,440.52	749.52	1,392.96 %	1,208.02	749.52	161.17 %	274.35	749.52	36.60 %	749.57		\$11,922.89	\$2,998.13	397.68 %
5021 Office Supplies	252.54	1,049.73	24.06 %	1,676.21	1,049.73	159.68 %	2.34	1,049.73	0.22 %	1,049.70		\$1,931.09	\$4,198.89	45.99 %
5022 Rent	18,000.00	13,491.57	133.42 %	13,500.00	13,491.57	100.06 %	9,000.00	13,491.57	66.71 %	13,491.54		\$40,500.00	\$53,966.25	75.05 %
5026 Postage/Shipping	82.82	179.88	46.04 %	1,338.09	179.88	743.88 %		179.88		179.91		\$1,420.91	\$719.55	5 197.47 %
5029 Insurance - General/Office Liab	8,060.13	2,209.65	364.77 %		2,209.65			2,209.65		2,209.64		\$8,060.13	\$8,838.59	91.19 %
5030 Legal		886.92		128.00	886.92	14.43 %	160.00	886.92	18.04 %	887.02		\$288.00	\$3,547.78	8.12 %
5031 Membership Fees		5,115.36		150.00	5,115.36	2.93 %		5,115.36		5,115.37		\$150.00	\$20,461.45	0.73 %
5032 Banking Fees - Operations	81.00	4.98	1,626.51 %	271.26	4.98	5,446.99 %	12.14	4.98	243.78 %	5.05		\$364.40	\$19.99	1,822.91 %
5033 Corporate Fees		36.24		80.25	36.24	221.44 %		36.24		36.19		\$80.25	\$144.91	
5041 Local Travel	151.61	49.98	303.34 %	57.62	49.98	115.29 %		49.98		49.95		\$209.23	\$199.89	104.67 %
5053 Utilities	2,776.25	2,538.15	109.38 %	2,373.03	2,538.15	93.49 %	1,032.85	2,538.15	40.69 %	2,538.04		\$6,182.13	\$10,152.49	60.89 %
5252 Professional Development	959.30	298.53	321.34 %	564.67	298.53	189.15 %	74.83	298.53	25.07 %	298.66		\$1,598.80	\$1,194.25	i 133.87 %
5253 Professional Development - Travel		884.46			884.46			884.46		884.41		\$0.00	\$3,537.79	0.00%
5254 Payroll Service Fees	438.00	350.64	124.91 %	478.00	350.64	136.32 %	197.25	350.64	56.25 %	350.68		\$1,113.25	\$1,402.60	79.37 %
5300 Operations Personnel												\$0.00	\$0.00	0.00%
6001 Salary	27,627.72	36,257.25	76.20 %	27,966.39	36,257.25	77.13 %	12,475.69	36,257.25	34.41 %	36,257.15		\$68,069.80	\$145,028.90	46.94 %
6002 SEP Retirement	1,862.74	2,013.03	92.53 %	1,539.86	2,013.03	76.49 %	545.58	2,013.03	27.10 %	2,012.94		\$3,948.18	\$8,052.03	
6003 Payroll Tax expense	2,113.49	2,857.35	73.97 %	2,262.41	2,857.35	79.18 %	969.71	2,857.35	33.94 %	2,857.38		\$5,345.61	\$11,429.43	
6004 Employee Insurance	789.27	848.07	93.07 %	900.11	848.07	106.14 %	99.27	848.07	11.71 %	848.09		\$1,788.65	\$3,392.30	
6006 Insurance - Workers Comp	367.64	408.48	90.00 %	372.08	408.48	91.09 %	166.00	408.48	40.64 %	408.41		\$905.72	\$1,633.85	
Total 5300 Operations Personnel	32,760.86	42,384.18	77.30 %	33,040.85	42,384.18	77.96 %	14,256.25	42,384.18	33.64 %	42,383.97		\$80,057.96	\$169,536.51	47.22 %
Total 5250 Operational Expense		113,900.70	114.00 %	102,963.96	113,900.70	90.40 %	46,422.67	113,900.70	40.76 %	113,900.40		\$279,228.16	\$455,602.50	61.29 %
Total Expenses	\$515,836.27	\$518,428.44	99.50 %	\$399,935.23	\$518,428.44	77.14 %	\$264,578.43	\$518,428.44	51.03 % \$0	0.00 \$518,427.88	0.00%	\$1,180,349.93	\$2,073,713.20	56.92 %
NET OPERATING INCOME	\$757,409.39	\$92,068.62	822.66 %	\$76,298.58	\$92,068.62	82.87 %	+ - 243,312.25	\$92,068.62	-264.27 % \$0	0.00 \$92,069.04	0.00 %	\$590,395.72	\$368,274.90	160.31 %
NET INCOME	\$757,409.39	\$92,068.62	822.66 %	\$76,298.58	\$92,068.62	82.87 %	- \$ 243,312.25	\$92,068.62	-264.27 % \$0	0.00 \$92,069.04	0.00 %	\$590,395.72	\$368,274.90	160.31 %

Budget vs. Actuals: 2022-2023 Fiscal Budget - FY23 P&L Classes 66% of budget target

Unaudited through 6/2/2023.

		TOTAL		
	ACTUAL	BUDGET	% OF BUDGET	
Income				
4001 HHS Grant-Voc Rehab	418,127.75	838,291.00	49.88 %	
4002 Florida General Revenue	298,603.75	750,000.00	39.81 %	
4006 Revenue from Step Up Grant	46,630.66	65,774.39	70.89 %	
4007 Donations				
4007.2 Unrestricted Donations				
4007.12 Board - Monthly Donations		500.00		
4007.3 Amazon Smile Donations	33.07	25.00	132.28 %	
4007.5 Staff - Monthly Donations		500.00		
4007.7 Miscellaneous Donation		5,000.00		
Total 4007.2 Unrestricted Donations	33.07	6,025.00	0.55 %	
Total 4007 Donations	33.07	6,025.00	0.55 %	
4019 Investments				
4020 Unrealized Gains/Losses	229,936.07			
4022 Interest Income	306.99	85.00	361.16 %	
4023 Interest Income on Direct Loans	15,094.62	25,469.71	59.26 %	
4026 Dividend Income from Investments	38,866.90			
Total 4019 Investments	284,204.58	25,554.71	1,112.14 %	
4027 Miscellaneous Income	46,802.84	80,000.00	58.50 %	
4037 Grant Income	676,343.00	676,343.00	100.00 %	
Total Income	\$1,770,745.65	\$2,441,988.10	72.51 %	
GROSS PROFIT	\$1,770,745.65	\$2,441,988.10	72.51 %	
Expenses				
5075 State Level Activites				
5100 Device Loan				
5019 Assistive Technology	14,562.25	176,821.46	8.24 %	
5020 Shipping for AT Loan Equipment	1,217.87	6,000.00	20.30 %	
7027 Device Loan Activities	179,181.00	303,564.88	59.03 %	
Total 5100 Device Loan	194,961.12	486,386.34	40.08 %	
5150 Device Demonstration				
5151 Device Demo Activities	89,590.34	151,782.44	59.03 %	
Total 5150 Device Demonstration	89,590.34	151,782.44	59.03 %	
5700 ReUse				
5076 Device Exchange Activities	18,000.00	20,000.00	90.00 %	
5077 Device Refurbish Activities	74,101.40	85,000.00	87.18 %	
Total 5700 ReUse	92,101.40	105,000.00	87.72 %	
6000 State Financing				
5008.02 Contract Services NHLP	10,156.00	9,516.52	106.72 %	
5011 Credit Reports	1,104.96	834.11	132.47 %	
5026.1 NHLP Shipping	273.41	571.50	47.84 %	
5061 Investment Services	11,886.09			

Budget vs. Actuals: 2022-2023 Fiscal Budget - FY23 P&L Classes 66% of budget target

Unaudited through 6/2/2023.

		TOTAL	
	ACTUAL	BUDGET	% OF BUDGET
5071 NHLP Travel	90.00	6,434.50	1.40 %
7052 AFP Bank Charges	20.00		
7058 NHLP Legal Fees	575.00	8,000.00	7.19 %
7080 NHLP Doc Stamps	506.32		
Total 6000 State Financing	24,611.78	25,356.63	97.06 %
6050 State Level Activities Personnel			
6010 Salary	65,667.96	149,661.16	43.88 %
6011 SEP Retirement	3,984.45	10,476.28	38.03 %
6012 Payroll Tax	6,380.78	11,972.89	53.29 %
6013 Employee Insurance	6,976.78	15,709.39	44.41 %
6014 Workers Comp	873.52	2,213.78	39.46 %
Total 6050 State Level Activities Personnel	83,883.49	190,033.50	44.14 %
Total 5075 State Level Activites	485,148.13	958,558.91	50.61 %
5175 State Leadership Activities			
5180 Trainings			
5008.01 GRANT Multimedia Consulting Fee	47,854.80	50,625.00	94.53 %
5181 Training Activities	163,989.41	279,866.42	58.60 %
5182 Transition Training Activities	7,615.23	16,765.82	45.42 %
Total 5180 Trainings	219,459.44	347,257.24	63.20 %
5185 Information and Assistance		45,534.73	
5185.1 Information and Assistance Activities	26,877.08	38,602.09	69.63 %
Total 5185 Information and Assistance	26,877.08	84,136.82	31.94 %
5190 Public Awareness	19,300.58		
5036 Public Awareness Materials		6,100.00	
5036.1 Registration and Exhibit Fees	11,150.00	4,255.20	262.03 %
5051 Website Modifications		1,078.85	
5056 Public Awareness Travel	5,356.41	8,242.00	64.99 %
5060 RDC Travel	12,653.48	37,716.00	33.55 %
7003 FAAST Van	706.70	1,000.00	70.67 %
Total 5190 Public Awareness	49,167.17	58,392.05	84.20 %
5191 Public Awareness - The Annual Family Cafe	158.89		
5194 Public Awareness Travel		1,998.00	
5196 Contracted Services	4,900.00	3,900.00	125.64 %
5197 BOD Travel	698.44		
Total 5191 Public Awareness - The Annual Family Cafe	5,757.33	5,898.00	97.61 %
5198 Technical Assistance			
5003 Contract Activities	613.25	500.00	122.65 %
5026.2 BOD - Shipping		34.75	
5028 Insurance - Dir and Officers	642.58	710.00	90.50 %
5037 BOD Travel	6,092.46	18,768.00	32.46 %
5040 BOD - Professional Development	-54.48		020

Budget vs. Actuals: 2022-2023 Fiscal Budget - FY23 P&L Classes 66% of budget target

Unaudited through 6/2/2023.

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5065 Contract Monitoring 2,319,55 5,395,00 42.99 5070 Executive Director Travel 2,516,18 4,382,00 57,742 5070 Executive Director Travel 12,129,54 28,798,75 40,729 6060 State Leadership Activities Personnel 6015 Stalary 81,619,83 105,081,24 77,679 6016 SEP Reitrement 49,656,99 7,3355,69 67,339 67,339 6017 Payroll Tax 6,385,00 8,406,50 75,959 67,339 6019 Workers Comp 1,005,62 2,204,51 49,255 7,439,97 7,339 76,519 Total 5076 State Leadership Activities 415,973,64 659,551,79 63,079 5250 0perational Expense 125,349,12 174,683,43 71,769 5000 Contractual Expense 125,349,12 174,683,43 71,769 53,041 5014 50349,62 139,768 53,041 5014,503,703 53,041 5014,503,703 53,441 399,623 59,768,93 502,71,769 53,041 53,544,83 397,689 502,71,769 50,71,769 502,71,769 50,729		TOTAL					
5070 Executive Director Travel 2,516.18 4,382.00 574.2 9 Total 5198 Technical Assistance 1202.54 282.799.75 407.2 9 6060 State Leadership Activities Personnel 515.548 105.081.24 77.67 9 6016 StEP Retirement 4,956.99 7.355.69 87.639 9 6017 Payroll Tax 6,355.64 11,029.99 77.39 9 6018 Employee Insurance 6,555.64 11,029.99 77.39 9 6019 Workers Comp 1,025.62 2,204.51 49.255 9 Total 6060 State Leadership Activities 653.561.79 663.07 9 63.07 9 5250 Operational Expense 125.349.12 174.683.43 71.76 9 5008 Contractual Expense 125.349.12 174.683.43 71.76 9 5008 Contractual Expense 125.349.12 174.683.43 71.76 9 5008 Contractual Expense 125.349.12 174.683.43 71.76 9 5014 Equipment Expense 125.349.12 174.683.43 71.76 9 5028 Dentatical Services 13.931.09 4.348.44 370.41 9 5028 Equipment Expense <t< th=""><th></th><th>ACTUAL</th><th>BUDGET</th><th>% OF BUDGET</th></t<>		ACTUAL	BUDGET	% OF BUDGET			
Total 5198 Technical Assistance 12,129,54 29,789,75 40,72 9 6060 State Leadership Activities Personnel	5065 Contract Monitoring	2,319.55	5,395.00	42.99 %			
Code State Leadership Activities Personnel Enriction Enriction Enriction 6015 Salary 81,619.83 105,081.24 77,679 6016 SEP Retirement 4,956.99 7,355.69 67,399 6017 Payroll Tax 6,885.00 8,406.50 75,959 6018 Employee Insurance 8,535.64 11,029.99 77,399 6019 State Leadership Activities Personnel 102,883.08 134,077,93 76,519 Total 5005 State Leadership Activities 415,973.64 659,551.79 63.07 5250 Operational Expense 2500 Contractual Expense 2000 Contractual Expense 2000 Contractual Expense 174,683.43 71.76 9 5005 Equipment Expense 125,349.12 174,683.43 71.76 9 5014 Equipment - Under 5500 2,668.41 499.69 534.01 9 5014 Equipment - Under 5500 2,668.41 499.69 534.01 9 5021 Office Supplies 1,931.09 41,98.89 45.99 5022 Fourit 40,501.00 53,966.25 75.68 5022 Fourit 40,501.00 53,966.25 75.68	5070 Executive Director Travel	2,516.18	4,382.00	57.42 %			
6015 Salary 81,619.83 105,081.24 77,67 9 6016 SEP Retirement 4,956.99 7,355.69 67,39 9 6017 Payroll Tax 6,853.64 11,029.99 77,39 9 6019 Birployee Insurance 8,535.64 11,029.99 77,39 9 6019 Workers Comp 1,085.62 2,204.51 442.65 70tal 6060 State Leadership Activities Personnel 102,583.08 134,077.93 76.51 9 70tal 570 State Leadership Activities 415,973.64 669,561.79 630.7 9 5000 Contractual Expense 125,349.12 174,683.43 71.76 9 5000 Contractual Expense 125,349.12 174,683.43 71.76 9 5005 Equipment Expense 125,349.12 174,683.43 71.76 9 5015 Equipment Expense 126,349.12 174,683.43 71.76 9 5015 Equipment Expense 11,92.59 127.78 8 307.48 9 5015 Equipment Expense 11,92.59 174.683.43 71.76 9 5015 Equipment Expense 11,92.99 2,998.13 307.48 9 5015 Equipment Expense 1,99.99	Total 5198 Technical Assistance	12,129.54	29,789.75	40.72 %			
6016 SEP Retirement 4,956.99 7,355.69 67.39 × 6017 Payroll Tax 6,385.00 8,406.50 75.89 × 6018 Employee Insurance 8,355.64 11,02.99 77.39 × 6019 Workers Comp 1,085.62 2,204.51 49.25 × 7total 6060 State Leadership Activities Personnel 102,883.08 134,077.93 65.15 × 7tota 5175 State Leadership Activities Personnel 125,349.12 174,683.43 71.76 × 5000 Contractual Expense 125,349.12 174,683.43 71.76 × 5005 Equipment Expense 125,349.12 174,683.43 71.76 × 5005 Equipment - Under \$500 2,668.41 499.69 553.401 × 5014 Equipment - Under \$500 2,668.41 499.69 502.67 × 5021 Office Supplies 1,931.09 4,198.89 503.66 × 75.65 × 5022 Postage/Shipping 1,420.91 71.97 × 197.47 × 502 × 5022 Postage/Shipping 1,420.91 71.89 × 198.99 × 502.67 × 75.65 × 5023 Logianca - General/Office Liab 8,060.13 8,383.59	6060 State Leadership Activities Personnel						
6017 Payroll Tax 6,385.00 8,406.50 77.95 9 6018 Employee Insurance 8,355.64 11,029.99 77.39 9 6019 Workers Comp 1,085.62 2,204.51 49.25 9 Total 6005 State Leadership Activities Personnel 102,583.08 134,077.93 66.19 Total 5175 State Leadership Activities 415,973.64 659,551.79 63.07 9 5200 Contractual Expense 125,349.12 174,683.43 71.76 9 5008 Contractual Expense 125,349.12 174,683.43 71.76 9 5014 Equipment Expense 2,668.41 499.69 534.01 9 5015 Equipment Expense 11,922.89 2,998.13 307.68 9 5021 Office Supplies 1,331.09 4,198.89 45.99 9 5022 Rent 40,500.00 53.466.25 75.05 9 5034 Membership Fees 150.00 20.461.45 0.73 9 5032 Banking Fees - Operations 364.40 19.99 1.822.91 9 5033 Membership Fees 150.00 20.461.45 0.73 9 5034 Membership Fees 17.98 8.00 1.49.24 9	6015 Salary	81,619.83	105,081.24	77.67 %			
6018 Employee Insurance 8,535.64 11,029.99 77.39 9 6019 Workers Comp 1,085.62 2,204.51 442.65 Total 6060 State Leadership Activities 102,583.08 134,077.93 76.51 9 Total 575 State Leadership Activities 415,973.04 6699,551.79 63.07 9 5250 Operational Expense 125,349.12 174,683.43 71.76 9 5008 Contractual Expense 125,349.12 174,683.43 71.76 9 5005 Equipment Expense 125,349.12 174,683.43 71.76 9 5014 Equipment Expense 19,924.48 2,498.44 370.41 9 5015 Equipment Expense 11,922.89 2,998.13 397.68 9 5021 Office Supplies 1,31.09 4,198.89 45.99 9 5022 Rent 40,500.00 53,966.25 75.05 9 5026 Dostage/Shipping 1,420.91 711.95 9 137.47 9 5032 Logic 8,060.13 8,838.59 91.19 9 5032 Logic 503.64 19.99 1,822.91 9 5032 Logic 1,58.80 3,47.78 8.12 9	6016 SEP Retirement	4,956.99	7,355.69	67.39 %			
6019 Workers Comp 1,085.62 2,204.51 49.25 9 Total G060 State Leadership Activities Personnel 102,583.08 134,077.93 665.179 Total 5175 State Leadership Activities 415,973.64 659,551.79 663.079 5250 Operational Expense 5008 Contractual Expense 174,683.43 71.76 9 5005 Contractual Expense 125,349.12 174,683.43 71.76 9 5015 Equipment Expense 2,668.41 499.69 534.01 9 5015 Equipment - Over \$500 2,668.41 499.69 534.01 9 5021 Office Suppment Expense 11,922.69 2,998.13 370.68 9 5022 Rent 10,500.00 55,966.25 75.05 9 5022 Rent 40,500.00 55,966.25 75.05 9 5022 Rent 40,500.00 50,966.25 75.05 9 5022 Rent 1,931.00 2,948.13 8,838.9 9 5022 Rentsensinping 1,420.91 71.95 197.47 9 8,129 5030 Legal 8,060.13 8,838.9 9 1,199 5032 Expentsesonal Development 8,062	6017 Payroll Tax	6,385.00	8,406.50	75.95 %			
Total 6060 State Leadership Activities Personnel 102,583.08 134,077,93 76.51 9 Total 5175 State Leadership Activities 415,973.64 659,551.79 63.07 9 5250 Operational Expense 5000 Contractual Expense 174,683.43 71.76 9 5008 Contractual Expense 125,349.12 174,683.43 71.76 9 5005 Equipment Expense 125,349.12 174,683.43 71.76 9 5015 Equipment Expense 2,688.41 499.69 534.01 9 5015 Equipment - Over \$500 9,264.48 2,498.44 370.41 9 5021 Office Supplies 1,931.09 4,198.89 45.99 9 5022 Pont 40,500.00 53,966.25 75.05 9 5026 Postage/Shipping 1,420.91 71.95 197.47 9 5030 Legal 288.00 3,547.78 8.12 9 5031 Membership Fees 150.00 20.41.45 0.73 9 5032 Banking Fees - Operations 364.40 19.99 1.822.91 9 5033 Corporate Fees 10.00 20.41.45 0.38 9 5034 Iucpal Travel 209.23 1.99.89 104.	6018 Employee Insurance	8,535.64	11,029.99	77.39 %			
Total 5175 State Leadership Activities 415,973.64 669,551.79 63.07 9 5250 Operational Expense 5000 Contractual Expense 125,349.12 174,683.43 71.76 9 5008 Contractual Expense 125,349.12 174,683.43 71.76 9 5014 Equipment Expense 2,668.41 499.69 534.01 9 5015 Equipment - Over \$500 9,254.48 2,498.44 370.41 9 5021 Office Supplies 1,931.09 4,198.89 45.99 9 5022 Rent 40,500.00 53,966.25 75.05 9 5026 Postage/Shipping 1,420.91 719.55 197.47 9 5030 Legal 8,060.13 8,383.59 91.19 9 5031 Membership Fees 150.00 20,461.45 0.73 9 5031 Local Travel 209.23 199.89 104.67 9 5032 Dente Fees 150.00 20,461.45 0.73 9 5031 Membership Fees 160.00 20,461.45 0.73 9 5031 Membership Fees 160.00 20,461.45 0.73 9 5031 Membership Fees 10,152.49 60.08 9 5	6019 Workers Comp	1,085.62	2,204.51	49.25 %			
S250 Operational Expense 125,349.12 174,683.43 71.76 9 Total S000 Contractual Expense 125,349.12 174,683.43 71.76 9 Total S000 Contractual Expense 125,349.12 174,683.43 71.76 9 5005 Equipment Expense 25,688.41 499.69 534.01 9 5015 Equipment - Under \$500 9.254.48 2,498.44 370.41 9 5015 Equipment Expense 1,922.89 2,998.13 397.68 9 5021 Colfice Supplies 1,931.09 4,198.89 45.99 9 5022 Pont 40,500.00 53.966.25 75.05 5 5026 Postage/Shipping 1,420.91 719.55 197.47 9 5031 Legal 8,060.13 8,38.59 91.19 9 5032 Denti 8,060.13 8,38.59 91.19 9 5031 Legal 2,684.40 19.99 1,822.91 9 5031 Legal 3,647.78 81.29 5031 Legal 3,647.78 81.29 5032 Unitities 6,182.13 10,152.49 60.89 9 5034 Legal 2,99.23 199.89 104.67 9	Total 6060 State Leadership Activities Personnel	102,583.08	134,077.93	76.51 %			
5000 Contracted Services 125,349.12 174,683.43 71.76 % Total 5000 Contractual Expense 125,349.12 174,683.43 71.76 % 5005 Equipment Expense 125,349.12 174,683.43 71.76 % 5014 Equipment Expense 2,668.41 499.69 534.01 % 5015 Equipment - Over \$500 9,254.48 2,498.44 370.41 % Total 5005 Equipment Expense 11,922.89 2,998.13 397.68 % 5021 Office Supplies 1,931.09 4,198.89 45.99 % 5022 Rent 40,500.00 53,966.25 75.05 % 5026 Postage/Shipping 1,420.91 719.55 197.47 % 5029 Insurance - General/Office Liab 8,060.13 8,838.59 91.19 % 5030 Legal 288.00 3,547.78 8.12 % 5031 Membership Fees 150.00 20,461.45 0.73 % 5032 Derations 364.40 19.99 1,822.91 % 5033 Corporate Fees 36.02 1 1,0152.49 60.89 % 5034 Utilities 6,182.13 10,152.49 60.89 %	Total 5175 State Leadership Activities	415,973.64	659,551.79	63.07 %			
5008 Contracted Services 125,349.12 174,683.43 71.76 9 Total 5000 Contractual Expense 125,349.12 174,683.43 71.76 9 5005 Equipment Expense 5015 Equipment 1.01der \$500 2,668.41 499.69 534.01 9 5015 Equipment Expense 2,988.43 2,498.44 370.41 9 Total 5005 Equipment Expense 11,922.89 2,998.13 397.68 9 5021 Office Supplies 1,931.09 4,198.89 45.99 9 5022 Rent 40,500.00 53,966.25 75.05 9 5026 Postage/Shipping 1,420.91 71.95 197.47 9 5030 Legal 288.00 3,547.78 812 9 5031 Membership Fees 150.00 20,461.45 0.73 9 5032 Equipment Travel 209.23 198.99 11.822.91 9 5033 Corporate Fees 80.62 144.91 55.88 9 5041 Local Travel 209.23 198.99 104.67 9 5053 Utilities 6,182.13 10,152.49 60.89 9 5252 Professional Development - Travel 3,537.79 3537.79	5250 Operational Expense						
Total 5000 Contractual Expense 125,349.12 174,683.43 71.76 9 5005 Equipment Expense 2,668.41 499.69 534.01 9 5015 Equipment - Over \$500 9,264.48 2,498.44 370.41 9 Total 5005 Equipment Expense 11,922.89 2,998.13 397.68 9 5021 Office Supplies 1,931.09 4,198.89 45.99 9 5022 Rent 40,500.00 53,966 25 75.55 9 5026 Postage/Shipping 1,420.91 71.9.55 197.47 9 5031 legal 8,060.13 8,838.59 91.19 9 5032 lensurance - General/Office Liab 8,060.13 8,383.59 91.19 9 5031 legal 288.00 3,547.78 8.12 9 5032 Banking Fees - Operations 364.40 19.99 1,822.91 9 5033 Corporate Fees 80.25 144.91 55.38 9 5041 Local Travel 209.23 199.89 104.67 9 5053 Utilities 6,182.13 10,152.49 60.89 8 5252 Professional Development - Travel 209.23 199.89 104.67 9	5000 Contractual Expense						
5005 Equipment Expense 5014 Equipment - Under \$500 2,668.41 499.69 534.01 9 5015 Equipment - Over \$500 9,254.48 2,498.44 370.41 9 Total 5005 Equipment Expense 11,922.89 2,998.13 397.68 9 5021 Office Supplies 1,931.09 4,198.89 45.99 9 5022 Rent 40,500.00 53,966.25 75.05 9 5026 Postage/Shipping 1,420.91 719.55 197.47 9 5029 Insurance - General/Office Liab 8,060.13 8,838.59 91.19 9 5030 Legal 288.00 3,547.78 8.12 9 5031 Membership Fees 150.00 20,461.45 0.73 9 5032 Banking Fees - Operations 364.40 19.99 1,822.91 9 5033 Utilities 6182.13 10,152.49 60.89 9 5041 Local Travel 29.23 199.89 104.67 9 5252 Professional Development - Travel 3,537.79 2554 Payroll Service Fees 1,113.25 1,402.60 79.37 9 5252 Professional Development - Travel 3,948.18 8,052.03 49.03 9 60.03 9 60.03 9 60.03 9 60.03 9 60.04 9 <td>5008 Contracted Services</td> <td>125,349.12</td> <td>174,683.43</td> <td>71.76 %</td>	5008 Contracted Services	125,349.12	174,683.43	71.76 %			
5014 Equipment - Under \$500 2,668.41 499.69 534.01 % 5015 Equipment - Over \$500 9,254.48 2,498.44 370.41 % Total 5005 Equipment Expense 11,922.89 2,998.13 397.68 % 5021 Office Supplies 1,931.09 4,198.89 45.99 % 5022 Rent 40,500.00 53,966.25 75.05 % 5026 Postage/Shipping 1,420.91 719.55 197.47 % 5029 Insurance - General/Office Liab 8,060.13 8,383.59 91.18 % 5030 Legal 288.00 3,547.78 8.12 % 5031 Membership Fees 150.00 20,461.45 0.73 % 5032 Banking Fees - Operations 364.40 19.99 1,822.91 % 5033 Orporate Fees 360.25 144.91 55.38 % 5041 Local Travel 209.23 199.89 104.67 % 5053 Vitilities 6,182.13 1,0152.49 60.89 % 5252 Professional Development - Travel 3,537.79 53.00 79.37 % 5252 Professional Development - Travel 3,537.79 53.00 % 14.92.89 46.94 % 6002 SEPR Retirement 3,948.18 8,	Total 5000 Contractual Expense	125,349.12	174,683.43	71.76 %			
5015 Equipment - Over \$500 9,254.48 2,498.44 370.41 9 Total 5005 Equipment Expense 11,922.89 2,998.13 397.68 9 5021 Office Supplies 1,931.09 4,198.89 45.99 9 5022 Rent 40,500.00 53,966.25 75.05 9 5026 Postage/Shipping 1,420.91 719.55 197.47 9 5029 Insurance - General/Office Liab 8,060.13 8,838.59 91.19 9 5031 Membership Fees 150.00 20,461.45 0.73 9 5032 Banking Fees - Operations 364.40 19.99 1,822.91 9 5033 Corporate Fees 80.25 144.91 55.38 9 5041 Local Travel 209.23 199.89 104.67 9 5053 Utilities 6,182.13 10,152.49 60.89 9 5252 Professional Development - Travel 3,537.79 555 75.98 9 5300 Operations Personnel 3,948.18 8,052.03 49.94 9 6001 Salary 6,069.80 145,028.90 46.94 9 6003 Payroll Tax expense 5,345.61 11,429.43 46.77 9 <	5005 Equipment Expense						
Total 5005 Equipment Expense 11,922.89 2,998.13 397.68 9 5021 Office Supplies 1,931.09 4,198.89 45.99 9 5022 Rent 40,500.00 53,966.25 75.05 9 5026 Postage/Shipping 1,420.91 719.55 197.47 9 5029 Insurance - General/Office Liab 8,060.13 8,838.59 91.19 9 5030 Legal 288.00 3,547.78 8.12 9 5031 Membership Fees 150.00 20,461.45 0.73 9 5032 Banking Fees - Operations 364.40 19.99 1,822.91 9 5033 Corporate Fees 80.25 144.91 55.38 9 5041 Local Travel 209.23 199.89 104.67 9 5053 Utilities 6,182.13 10,152.49 60.89 9 5252 Professional Development - Travel 3,537.79 3537.79 5254 Professional Development - Travel 3,537.79 3530 0perations Personnel 90.46.94 6002 SEP Retirement 3,948.18 8,052.03 49.03 9 6003 Payroll Tax expense 5,345.61 11,429.43 46.77 9	5014 Equipment - Under \$500	2,668.41	499.69	534.01 %			
5021 Office Supplies 1,931.09 4,198.89 45.99 5022 Rent 40,500.00 53,966.25 75.05 5026 Postage/Shipping 1,420.91 719.55 197.47 5029 Insurance - General/Office Liab 8,060.13 8,838.59 91.19 5030 Legal 288.00 3,547.78 8.12 5031 Membership Fees 150.00 20,461.45 0.73 5032 Banking Fees - Operations 364.40 19.99 1,822.91 5033 Corporate Fees 80.25 144.91 55.38 5041 Local Travel 209.23 199.89 104.67 5053 Utilities 6,182.13 10,152.49 60.89 5252 Professional Development - Travel 3,537.79 253 75.35 5254 Payroll Service Fees 1,113.25 1,402.60 79.37 5300 Operations Personnel 3,948.18 8,052.03 49.03 6001 Salary 68,069.80 145,028.90 46.94 6002 SEP Retirement 3,948.18 8,052.03 49.03 6004 Employee Insurance 1,7	5015 Equipment - Over \$500	9,254.48	2,498.44	370.41 %			
5022 Rent40,500.0053,966.2575.05 %5026 Postage/Shipping1,420.91719.55197.47 %5029 Insurance - General/Office Liab8,060.138,838.5991.19 %5030 Legal288.003,547.788.12 %5031 Membership Fees150.0020,461.450.73 %5032 Banking Fees - Operations364.4019.991,822.91 %5033 Corporate Fees80.25144.9155.38 %5041 Local Travel209.23199.89104.67 %5053 Utilities6,182.1310,152.4960.89 %5252 Professional Development - Travel3,537.793537.795254 Payroll Service Fees1,113.251,402.6079.37 %5030 Operations Personnel3,948.188,052.0349.03 %6001 Salary68,069.80145,028.9046.94 %6002 SEP Retirement3,948.188,052.0349.03 %6004 Employee Insurance1,788.653,392.3052.73 %6006 Insurance - Workers Comp905.721,633.8555.43 %7 total 5300 Operations Personnel80,057.96169,536.5147.22 %7 total 5300 Operations Personnel1,788.653,392.3052.73 %6006 Insurance - Workers Comp905.721,633.8555.43 %7 total 5300 Operations Personnel80,057.96169,536.5147.22 %7 total 5300 Operations Personnel80,057.96169,536.5147.22 %7 total 5300 Operations Personnel80,057.96169,536.5147.22 %7 total 5300	Total 5005 Equipment Expense	11,922.89	2,998.13	397.68 %			
5026 Postage/Shipping1,420.91719.55197.475029 Insurance - General/Office Liab8,060.138,838.5991.195030 Legal288.003,547.788.125031 Membership Fees150.0020,461.450.735032 Banking Fees - Operations364.4019.991,822.915033 Corporate Fees80.25144.9155.385041 Local Travel209.23199.89104.675053 Utilities6,182.1310,152.4960.895252 Professional Development1,598.801,194.25133.875253 Professional Development - Travel3,537.7975254 Payroll Service Fees1,113.251,402.6079.375300 Operations Personnel15,345.6111,429.436001 Salary68,069.80145,028.9046.946002 SEP Retirement3,948.188,052.0349.036003 Payroll Tax expense5,345.6111,429.4346.776004 Employee Insurance1,788.653,392.3052.736006 Insurance - Workers Comp905.721,633.8555.437total 5250 Operations Personnel279,228.16455,602.5061.297total 5250 Operational Expense279,228.16455,602.5061.29	5021 Office Supplies	1,931.09	4,198.89	45.99 %			
5029 Insurance - General/Office Liab8,060.138,838.5991.195030 Legal288.003,547.788.125031 Membership Fees150.0020,461.450.735032 Banking Fees - Operations364.4019.991,822.915033 Corporate Fees80.25144.9155.385041 Local Travel209.23199.89104.675053 Utilities6,182.1310,152.4960.895252 Professional Development1,598.801,194.25133.875253 Professional Development - Travel3,537.793537.795254 Payroll Service Fees1,113.251,402.6079.375300 Operations Personnel80.052.0346.9496001 Salary68,069.80145,028.9046.946002 SEP Retirement3,948.188,052.0349.036003 Payroll Tax expense5,345.6111,429.4346.776004 Employee Insurance1,788.653,392.3052.736006 Insurance - Workers Comp905.721,633.8555.437 Total 5250 Operations Personnel279,228.16455,602.5061.297 Total 5250 Operational Expense279,228.16455,602.5061.29	5022 Rent	40,500.00	53,966.25	75.05 %			
5030 Legal288.003,547.788.12 95031 Membership Fees150.0020,461.450.73 95032 Banking Fees - Operations364.4019.991,822.91 95033 Corporate Fees80.25144.9155.38 95041 Local Travel209.23199.89104.67 95053 Utilities6,182.1310,152.4960.89 95252 Professional Development1,598.801,194.25133.87 95253 Professional Development - Travel3,537.793537.795254 Payroll Service Fees1,113.251,402.6079.37 95300 Operations Personnel3,948.188,052.0346.94 96001 Salary68,069.80145,028.9046.94 96002 SEP Retirement3,948.188,052.0349.03 96004 Employee Insurance1,788.653,392.3052.73 96004 Employee Insurance905.721,633.8555.43 9Total 5300 Operations Personnel905.79169,536.5147.22 9Total 5250 Operations Personnel279,228.16455,602.5061.29 9	5026 Postage/Shipping	1,420.91	719.55	197.47 %			
5031 Membership Fees150.0020,461.450.73 %5032 Banking Fees - Operations364.4019.991,822.91 %5033 Corporate Fees80.25144.9155.38 %5041 Local Travel209.23199.89104.67 %5053 Utilities6,182.1310,152.4960.89 %5053 Utilities6,182.1310,152.4960.89 %5252 Professional Development - Travel3,537.7933.87 %5253 Professional Development - Travel3,537.7935.37 %5254 Payroll Service Fees1,113.251,402.6079.37 %500 Operations Personnel68,069.80145,028.9046.94 %6002 SEP Retirement3,948.188,052.0349.03 %6003 Payroll Tax expense5,345.6111,429.4346.77 %6004 Employee Insurance1,788.653,392.3052.73 %6006 Insurance - Workers Comp905.721,633.8555.43 %Total 5300 Operations Personnel80,057.96169,536.5147.22 %715350 Operational Expense279,228.16455,602.5061.29 %	5029 Insurance - General/Office Liab	8,060.13	8,838.59	91.19 %			
5032 Banking Fees - Operations364.4019.991,822.91 95033 Corporate Fees80.25144.9155.38 95041 Local Travel209.23199.89104.67 95053 Utilities6,182.1310,152.4960.89 95252 Professional Development1,598.801,194.25133.87 95253 Professional Development - Travel3,537.7935255254 Payroll Service Fees1,113.251,402.6079.37 95254 Payroll Service Fees1,113.251,402.6079.37 95300 Operations Personnel86,069.80145,028.9046.94 96001 Salary68,069.80145,028.9046.94 96002 SEP Retirement3,948.188,052.0349.03 96003 Payroll Tax expense5,345.6111,429.4346.77 96004 Employee Insurance1,788.653,392.3052.73 96006 Insurance - Workers Comp905.721,633.8555.43 9Total 5300 Operations Personnel80,057.96169,536.5147.22 9Total 5250 Operational Expense279,228.16455,602.5061.29 9	5030 Legal	288.00	3,547.78	8.12 %			
5033 Corporate Fees80.25144.9155.38 %5041 Local Travel209.23199.89104.67 %5053 Utilities6,182.1310,152.4960.89 %5252 Professional Development1,598.801,194.25133.87 %5253 Professional Development - Travel3,537.79315254 Payroll Service Fees1,113.251,402.6079.37 %5300 Operations Personnel5145,028.9046.94 %6001 Salary68,069.80145,028.9046.94 %6002 SEP Retirement3,948.188,052.0349.03 %6003 Payroll Tax expense5,345.6111,429.4346.77 %6004 Employee Insurance1,788.653,392.3052.73 %6006 Insurance - Workers Comp905.721,633.8555.43 %Total 5300 Operations Personnel80,057.96169,536.5147.22 %Total 5250 Operational Expense279,228.16455,602.5061.29 %	5031 Membership Fees	150.00	20,461.45	0.73 %			
5041 Local Travel209.23199.89104.67 95053 Utilities6,182.1310,152.4960.89 95252 Professional Development1,598.801,194.25133.87 95253 Professional Development - Travel3,537.7975254 Payroll Service Fees1,113.251,402.6079.37 95300 Operations Personnel6001 Salary688,069.80145,028.9046.94 96001 Salary680,069.80145,028.9046.94 96002 SEP Retirement3,948.188,052.0349.03 96003 Payroll Tax expense5,345.6111,429.4346.77 96004 Employee Insurance1,788.653,392.3052.73 96006 Insurance - Workers Comp905.721,633.8555.43 9Total 5300 Operations Personnel80,057.96169,536.5147.22 9Total 5250 Operational Expense279,228.16455,602.5061.29 9	5032 Banking Fees - Operations	364.40	19.99	1,822.91 %			
5053 Utilities6,182.1310,152.4960.89 %5252 Professional Development1,598.801,194.25133.87 %5253 Professional Development - Travel3,537.7935254 Payroll Service Fees1,113.251,402.6079.37 %5300 Operations Personnel6001 Salary68,069.80145,028.9046.94 %6002 SEP Retirement3,948.188,052.0349.03 %6003 Payroll Tax expense5,345.6111,429.4346.77 %6004 Employee Insurance1,788.653,392.3052.73 %6006 Insurance - Workers Comp905.721,633.8555.43 %Total 5250 Operational Expense279,228.16455,602.5061.29 %	5033 Corporate Fees	80.25	144.91	55.38 %			
5252 Professional Development 1,598.80 1,194.25 133.87 % 5253 Professional Development - Travel 3,537.79 3 5254 Payroll Service Fees 1,113.25 1,402.60 79.37 % 5300 Operations Personnel 68,069.80 145,028.90 46.94 % 6001 Salary 68,059.80 145,028.90 46.94 % 6002 SEP Retirement 3,948.18 8,052.03 49.03 % 6003 Payroll Tax expense 5,345.61 11,429.43 46.77 % 6004 Employee Insurance 1,788.65 3,392.30 52.73 % 6006 Insurance - Workers Comp 905.72 1,633.85 55.43 % Total 5300 Operations Personnel 80,057.96 169,536.51 47.22 %	5041 Local Travel	209.23	199.89	104.67 %			
5253 Professional Development - Travel 3,537.79 5254 Payroll Service Fees 1,113.25 1,402.60 79.37 % 5300 Operations Personnel 68,069.80 145,028.90 46.94 % 6001 Salary 68,052.03 49.03 % 46.77 % 6003 Payroll Tax expense 5,345.61 11,429.43 46.77 % 6004 Employee Insurance 1,788.65 3,392.30 52.73 % 6006 Insurance - Workers Comp 905.72 1,633.85 55.43 % Total 5300 Operations Personnel 80,057.96 169,536.51 47.22 %	5053 Utilities	6,182.13	10,152.49	60.89 %			
5254 Payroll Service Fees1,113.251,402.6079.37 %5300 Operations Personnel680.069.80145,028.9046.94 %6001 Salary68,069.80145,028.9046.94 %6002 SEP Retirement3,948.188,052.0349.03 %6003 Payroll Tax expense5,345.6111,429.4346.77 %6004 Employee Insurance1,788.653,392.3052.73 %6006 Insurance - Workers Comp905.721,633.8555.43 %Total 5300 Operations Personnel80,057.96169,536.5147.22 %Total 5250 Operational Expense279,228.16455,602.5061.29 %	5252 Professional Development	1,598.80	1,194.25	133.87 %			
5300 Operations Personnel 5300 Operations Personnel 6001 Salary 68,069.80 145,028.90 46.94 % 6002 SEP Retirement 3,948.18 8,052.03 49.03 % 6003 Payroll Tax expense 5,345.61 11,429.43 46.77 % 6004 Employee Insurance 1,788.65 3,392.30 52.73 % 6006 Insurance - Workers Comp 905.72 1,633.85 55.43 % Total 5300 Operations Personnel 80,057.96 169,536.51 47.22 %	5253 Professional Development - Travel		3,537.79				
6001 Salary68,069.80145,028.9046.94 %6002 SEP Retirement3,948.188,052.0349.03 %6003 Payroll Tax expense5,345.6111,429.4346.77 %6004 Employee Insurance1,788.653,392.3052.73 %6006 Insurance - Workers Comp905.721,633.8555.43 %Total 5300 Operations Personnel80,057.96169,536.5147.22 %Total 5250 Operational Expense279,228.16455,602.5061.29 %	5254 Payroll Service Fees	1,113.25	1,402.60	79.37 %			
6002 SEP Retirement3,948.188,052.0349.03 %6003 Payroll Tax expense5,345.6111,429.4346.77 %6004 Employee Insurance1,788.653,392.3052.73 %6006 Insurance - Workers Comp905.721,633.8555.43 %Total 5300 Operations Personnel80,057.96169,536.5147.22 %Total 5250 Operational Expense279,228.16455,602.5061.29 %	5300 Operations Personnel						
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Total 5250 Operational Expense 279,228.16 455,602.50 61.29 9	6006 Insurance - Workers Comp	905.72	1,633.85	55.43 %			
	Total 5300 Operations Personnel	80,057.96	169,536.51	47.22 %			
otal Expenses \$1,180,349.93 \$2,073,713.20 56.92 %	Total 5250 Operational Expense	279,228.16	455,602.50	61.29 %			
	otal Expenses	\$1,180,349.93	\$2,073,713.20	56.92 %			

Budget vs. Actuals: 2022-2023 Fiscal Budget - FY23 P&L Classes 66% of budget target Unaudited through 6/2/2023.

		TOTAL	
	ACTUAL	BUDGET	% OF BUDGET
NET OPERATING INCOME	\$590,395.72	\$368,274.90	160.31 %
NET INCOME	\$590,395.72	\$368,274.90	160.31 %

100-Day Plan

FAAST Executive Director

Presented by Eric Reed

Three distinct but interwoven areas of focus over the first 100 days of my role as executive director will help lay the groundwork for the continued long-term success of FAAST:

FAAST Team/Staffing

Organizational Operations

Executing the Mission

Initial Staff Meetings:

Review the100-day plan with staff.

Set early expectations and provide an outline of the gameplan for accomplishing goals.

Conduct One on One meetings:

Gather information from staff on their passions and motivators, challenges of their role, and areas of mastery of their role.

Ask for an explanation of the role in their own words: time, efforts, primary/most important tasks, and duties.

Begin transitioning some of the financial loan program tasks and responsibilities to staff as appropriate.

Review job descriptions - compare them to information gathered from one-on-one meetings.

Conduct shadow sessions: 2-hour observations during a routine busy task day. Does employee have proper tools in place? Are systems efficient for work to be done? Does team member utilize systems for efficiency? Internal and external customer interaction observations.

Determine staffing needs created from promotion to executive director and begin the recruiting process for new hire needs.

Review employee benefits and determine if any changes are needed to be competitive in recruiting.

One on One meetings with all team members:

Provide feedback from observation sessions.

Seek feedback on the first 40 days.

Discuss prior evaluation methods used to help determine a format to use moving forward. Uncover any development goals and discuss training and professional development opportunities.

SWOT Team Meeting:

Brainstorming session to create a staff view of Strengths, Weaknesses, Opportunities and Threats of the organization.

Determine and create staff evaluation/review method and schedule:

Use input as to what is a motivator for team members and what is a realistic/attainable schedule for impactful feedback.

Conduct initial performance evaluations and set evaluation intervals moving forward.

Review job descriptions with a focus on any needed changes based on the new strategic plan.

New staff is hired as needed for program growth areas and financial loan program.

End of 100-days team retreat: Review strategic plan progress SWOT follow-up Team Building

Update the contact information for banking and payment sites.

Begin changes to signature cards for all bank accounts.

Make necessary changes to payroll and the allocation formulas.

Inform contacts at ACL, AT3, ATAP, Neilsen Foundation, VR, and Step-Up* of the leadership change.

Inform necessary vendors, banks, and insurance companies of the leadership change.

Make updates as necessary to the website and voicemail system.

*(Administration for Community Living; National Assistive Technology Act Technical Assistance Training Center; Association for Assistive Technology Programs; Craig H. Neilsen Foundation; Vocational Rehabilitation; Step-Up for AT- University of Miami grant)

Become proficient with the Accounting Manual.

Read and become familiar with state and federal accounting guidelines.

Review all manuals for any needed updates due to the leadership change or other updates deemed necessary.

Review, study and gain a full understanding of each line item of the budget.

Meeting with the FAAST accountant:

Discuss processes and procedures. Find areas that could improve internal efficiencies.

Meeting with payroll provider to ensure full understanding of the system being used.

Meeting with VR leadership to provide updates on FAAST.

Meeting with VR accounting department :

Gain a full understanding of the funding process from federal funds receipt by VR to FAAST receiving funding.

Review all operational contracts, leases, and vendor relationships; address any potential beneficial changes or expiring agreements.

Prepare any necessary budget amendments resulting from salary changes and proposed new hires.

Computer and equipment assessment:

Are any upgrades necessary within the FAAST office? Does everyone have what they need to be efficient and productive?

Budget analysis for year end reconciliation.

Analyze operational expenses for any known or potential cost changes for 2023-2024 budget.

Budget finalized for presentation at the 4th quarter ATAC meeting.

Review and make changes to office space layout and usage to maximize efficient use of space for AT, new employees, and meeting spaces.

Website and social media announcement made of leadership change.

Write a letter to key stakeholders about leadership change.

Send email message to all contract partners and RDC leadership.

Letters to key legislators announcing leadership change and thanking them for their continued support of FAAST.

Meet with ATAC chair/executive committee to outline goals and expectations from 100-day plan.

Review current strategic plan, ensure all activity is in place for successful completion by year end.

Strategic Plan

Discuss development of new Strategic Plan with Executive Committee and have a full ATAC discussion of the strategic plan during the 3rd quarter ATAC meeting.

Collaboration Focus

Create surveys to gather data on the knowledge of FAAST, strengths of FAAST, how FAAST can be a better partner, and how are we viewed as a source for AT for their clients. Surveys will be sent to:

Current and Past Contract Partners

Current and Past Stakeholders

New organizations that FAAST has not partnered with

ATAC member recruiting efforts will begin at Family Café and through social media.

Begin in person visits to RDC's and Reuse partner locations.

Collaboration survey results gathered and disseminated.

2023-2024 draft budget is created.

The method for the creation of the new Strategic Plan is determined and set in motion.

Legislative Priorities for 2023-2024 are discussed and outlined.

Marketing focus and social media campaigns are reviewed: Seek a focus more related to FAAST mission, FAAST success stories and AT highlights.

Sunshine Training

Ensure annual training is complete; Explore deeper training if deemed necessary.

RDC and Reuse partner visits continue.

Strategic Plan ATAC meeting(s) take place to develop and finalize the strategic plan.

ATAC appointment requests for new members prepared for approval and sent to VR.

Monthly FAAST blog posts (staff, RDC, guest posts) begin.

Consult with AT3 regarding full accessibility of webinars and other aspects of marketing.

Key AT stakeholder meeting hosted (zoom). An opportunity to have all organizations that provide assistive technology resources to clients to meet for collaboration, discussion and planning for ways to all work more cohesively.

RDC and Reuse partner visits completed.

100-day plan summary presented to the ATAC at 4th quarter meeting.

Questions?

Thank you for your time and this opportunity!



Assistive Technology Advisory Council Quarter 3 Meeting

Agenda

June 22, 2023 9:30 a.m.-3:00 p.m. ET

In-Person and Teleconference

• FAAST Headquarters, 2145 Delta Blvd, Suite 200, Tallahassee, FL 32303 Zoom Meeting Information:

Join Zoom Meeting https://us06web.zoom.us/j/89061351494?pwd=STh0bjVSTk1lWitCTWJERDNJU1RxQT</u> 09 Meeting ID: 890 6135 1494 Passcode: 371730 One tap mobile +13052241968,,89061351494#,,,,*371730# US +13092053325,,89061351494#,,,,*371730# US

- 1. Opening
 - a. Verbal Authorization to Begin Recording
 - b. Call to Order
 - c. Roll Call
 - d. Establishment of Quorum
- 2. Approval of Agenda
 - a. Public Comment on Agenda
 - b. Action Needed Approve Agenda
- 3. Approval of Minutes
 - a. Attachment
 - i. March 2023 ATAC Minutes
 - b. Action Needed Approve Minutes



- 4. ATAC Manual Changes | Eric Reed
 - a. Attachments
 - i. Discussion
 - b. Action Needed- Approve Manual Changes
- 5. Executive Director's Report | Eric Reed
 - a. Attachments
 - i. Executive Director's Report 20230316
 - ii. RDC Deliverable Report
- 6. Treasurer's Report | Brian Nerland / Eric Reed
 - a. Attachments
 - i. April 2023 Financial Statements
 - ii. 2022 Audit
 - b. Action Needed approve Financial Statements
 - c. Action Needed approve audit
- 7. ATAC Member Reappointments | Eric Reed
 - a. Attachments
 - i. ATAC Demographics and Skills
 - ii. ATAC Member Roster
 - iii. Reappointment packages
 - b. Action Needed Approve ATAC applicants to be sent to VR for re/appointment.
- 8. Committee Reports
 - a. Public Policy and Advocacy | Enrique Escallon
 - b. Interagency | Eric Reed
 - c. Financial Loan Program | Brandon Palermo
 - d. Technology Awareness | Brian Nerland
 - e. Service Delivery | Lesa Kretschmer
 - f. Executive Director Search Committee | Brian Nerland
- 9. State Agency Representatives Report
 - a. Center for Independent Living | Kristi Warren



- b. Vocational Rehabilitation | Horace Brown
- c. Division of Blind Services | Eric Reed
- d. Department of Education | Eric Reed
- e. CareerSource Florida | Dan McGrew
- 10. Strategic Planning Discussion | Eric Reed
 - a. Attachments
 - i. Strategic Plan 2022 Report
- 11. Legislator of the Year
 - a. Action Needed
 - i. Approve Legislator of the Year
- 12. Closing
 - a. Next Meeting
 - i. QTR 4 ??, 9:30 a.m.-12:00 p.m. (Teleconference)
 - ii. QTR 1 ??, 9:30 a.m.-5:00 p.m. in Tallahassee
 - b. Call for Public Comment
 - c. Adjourn

Accessible Meeting Statement

Materials in alternative formats, real-time captioning, and other accommodations will be made available upon request. Please make your request for an alternative format or other accommodations, to:

Megan Atkinson, 1-844-FL-FAAST (353-2278), Ext. 105, TTY: 850-922-5951, Text Message: 850-572-5764, Email: <u>matkinson@faast.org</u>

Providing at least 72 hours' notice prior to the meeting will help to ensure availability.