



# Board of Directors Meeting Packet

March 21, 2024  
2:00 pm - 4:00 pm

Attend In Person at  
Albany Cascades West Center  
1400 Queen Ave SE, Albany, OR 97322

Or Attend Virtually:

[Click to Join Teams Meeting](#)

**Next Board of Directors  
Meeting: May 16, 2024  
at 2:00 pm**

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*The meeting locations are wheelchair accessible. If you need special assistance, please contact Oregon Cascades West Council of Governments at 541-967-8720 or [adminGA@ocwcog.org](mailto:adminGA@ocwcog.org), forty-eight (48) hours prior to the meeting.*



1400 Queen Ave SE • Suite 201 • Albany, OR 97322  
(541) 967-8720 • FAX (541) 967-6123

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**OREGON CASCADES WEST COUNCIL OF GOVERNMENTS  
BOARD OF DIRECTORS' AGENDA  
March 21, 2024  
2:00 – 4:00 pm**

Albany Cascades West Center  
1400 Queen Ave SE, Albany, OR 97322

**Join Teams Meeting**

*An Executive Session may be called as deemed necessary by the Chair, pursuant to ORS 192.660.*

**NOTE:** Please contact Angelykah Light at 541.405.8420 or [alight@ocwcog.org](mailto:alight@ocwcog.org) no later than noon on Wednesday, March 20, 2024, to confirm your attendance.

1. **Welcome and Introductions** (*Chair Claire Hall*)  
(2:00 pm – 2:05 pm)

2. **Public Comment** (*Chair Claire Hall*)  
(2:05 pm – 2:10 pm)

The floor will be open to the public for comment.

3. **Consent Calendar** (*Chair Claire Hall*)  
(2:10 pm – 2:15 pm)

- a) Approve meeting minutes from January 18, 2024. (Page 5)
- b) Financial Report, YTD February 29, 2024. (Page 13)

**ACTION: Motion to approve Consent Calendar items.**

4. **Cascades West Area Commission on Transportation (CWACT)** (*Community and Economic Development Director Jaclyn Disney*)  
(2:15 pm – 2:20 pm)

2024-2025 CWACT Full Commission Membership Appointment (page 31)

**ACTION: Motion to approve appointment of members to the Cascades West Area Commission on Transportation.**

5. **Cascades West Community Economic Development District (CWEDD)** (*Community and Economic Development Director Jaclyn Disney*)  
(2:20 pm – 2:25 pm)

- a) 2024 CWEDD Membership appointment (page 33)
- b) CWEDD EDA Match memo and Resolution

**ACTION: Motion to Approve CWEDD Items.**

6. **Loan Program Advisory Council (LPAC)** (*Community and Economic Development Director Jaclyn Disney*)  
(2:25 pm – 2:35 pm)

Approve appointment of new Loan Program Advisory Committee member - Kelly Hart (Page 36)

**ACTION: Motion to Approve Appointment of New LPAC Member.**

7. **Subcommittee Reports** (Executive Director Ryan Vogt)  
(2:35 pm – 2:45 pm)

Would the Board be interested in starting regular reporting from subcommittees?

**ACTION: Motion to Approve the addition of Subcommittee Reports to Future Board Agendas**

8. **Community Services Consortium Update** (*Chair Claire Hall and Human Resource Manager Ryan Shulze*)  
(2:45 pm – 3:00 pm)

**ACTION: Information only, no action needed.**

9. **Strategic Plan Update** (*Project Manager Nick Andrews*)  
(3:00 pm – 3:10 pm)

**ACTION: Information only, no action needed.**

10. **Legislative Advocacy** (*Executive Director Ryan Vogt*)  
(3:10 pm – 3:30 pm)

Memo to the Board regarding legislative advocacy. (memo not included in the packet - provided alternatively)

Decision: Motion to have COG host an informal Legislative meeting with regional elected officials in the fall.

11. **OCWCOG Program Updates**  
(3:30 pm – 3:40 pm)

Senior, Disability, and Community Services Program Director Randi Moore (Page 37)  
Community and Economic Development (Page 40)  
Technology Services Director Jason Sele (Page 43)  
Human Resources Manager Ryan Schulze (Page 44)

**ACTION: Information only, no action needed.**

- 12. Executive Director Update** (*Executive Director Ryan Vogt*)  
(3:40 pm – 3:50 pm)

**ACTION: Information only, no action needed.**

- 13. Other Business** (*Chair Claire Hall*)  
(3:50 pm – 3:55 pm)

- 14. Adjournment** (*Chair Claire Hall*)  
(3:55 pm)

**OREGON CASCADES WEST COUNCIL OF GOVERNMENTS  
BOARD OF DIRECTORS COMMITTEE MINUTES  
December 7, 2023  
Via Zoom Video and Audio Conferencing**

**1. Welcome and Introductions**

The Oregon Cascades West Council of Governments' (OCWCOG) Board of Directors Meeting was called to order by Chair Hall on January 18, 2024, at 2:06 pm via Teams Video and Audio Conferencing, and in-person attendees. Chair Hall stated introductions could be held until the new CED director intro item in the agenda.

**2. Public Comment**

No public comments

**3. Consent Calendar**

Quorum was not yet met. Consent calendar was skipped with the intention of revisiting to approve if Quorum is met later in the meeting.

**4. Community and Economic Development Director Introduction**

The Board shared a moment of celebration for filling the CED Director position.

Executive Director Vogt introduced the new Community and Economic Development Director, Jaclyn Disney.

CED Director Jaclyn Disney introduced herself and gave some history on her prior work experience and skills.

Chair Hall welcomed CED Director Disney.

**5. Community Services Consortium Update**

Executive Director Vogt informed Chair Hall that quorum had been met at this time and voting matters from prior in the agenda may be reviewed.

Executive Director Vogt confirmed a brief history of the Community Services Consortium (CSC) and OCWCOG's partnership. This history included the topic of a merger between both CSC and OCWCOG as well as the consideration to remain independent from each other. Executive Director Vogt explained the intention of the current CSC and OCWCOG partnership is to identify consumers of both organizations and maximize consumer experience. Executive Director Vogt provided updates on the new addition of Corvallis OCWCOG building becoming a shared space with CSC, and Pegge's desire to retire at the end of 2024. OCWCOG IT now provides services for CSC, and as of January 1st, 2024, OCWCOG HR works between both organizations as well. These transitions have been a result of opportunity while also considering past conversations of unification. Executive Director Vogt stated the current momentum for this next year is to evaluate how far both organizations' administrative functions can partner to be efficient.

4.

Executive Director Vogt stated he believes a larger question must be contemplated by the board: What, if any, is the benefit of an official legal merger? Executive Director Vogt stated he, and CSC Director Pegge, feel they have a duty to prepare material and provide information to the board to make an informed decision.

Vice Chair Sprenger questioned if both CSC and OCWCOG are sharing the same financial software program to aid in a smoother future administration transition.

Executive Director Vogt confirmed CSC and OCWCOG are currently transitioning to the same software. Referring to the past provided memo, all large-scale purchases going forward and all large policy decisions are being contemplated by both agencies simultaneously in hopes of making the same decision. Executive Director Vogt gave examples of the tandem decisions being made such as the joint RFP submitted for Oracle NetSuite, the new HR software solution that will be implemented later this year, and the MGT contract to provide diversity, equity, and inclusion training. Executive Director Vogt stated the intention of these decisions being made together is to improve the ability to provide coverage and unity between CSC and OCWCOG, and have also provided cost savings.

Vice Chair Sprenger questioned Executive Director Vogt about what he sees as the largest hurdle in coming together? Vice Chair Sprenger then stated all partnership transitions appear to have gone very well such as HR, IT, and software. What is the biggest obstacle?

Executive Director Vogt commended Vice Chair Sprenger's question and stated the current largest hurdle is continuing to realize efficiencies on the admin side, and continuing to see what is best for consumers in functioning as partners while remaining two separate agencies. The challenge of two separate agencies is there continues to be two separate cultures. Both agencies working to make decisions in alignment and move in parallel will bridge some of those differences. If a full merger is to be considered, there are some benefits to becoming one agency. But there is also potential for substantial unintended conflicts that have not been evaluated. There are currently two unions, two pay scales, and we would need to consider what that means for the people who do the work. Government vs. nonprofits both with different mindsets and different intentions. CSC as a nonprofit, is provided different funding than the OCWCOG as a volunteer government agency and what may be lost if CSC or COG were no longer independent. Executive Director Vogt encouraged there was much to be considered.

5. Executive Director Vogt questioned if the Board had any concerns.

Chair Hall stated she believes the process of ongoing alignment between CSC and OCWCOG feels right, and it is a good option to move forward. The leadership changes of the past support this could be a good transition.

Mayor Cross identified as one of the members requesting merger consideration in 2019. Mayor Cross said the goal at that time was to streamline services for the shared clientele to provide clarity and convenience. Headed toward that system is the goal even if there's no official merger. Mayor Cross wants the services to grow, improving the experience and simplifying system navigation for the client.

Mayor Johnson asked about branding. Will there be a new brand? Do we stay the same? What would the cost be? How would it be beneficial compared to cost?

Executive Director Vogt suggests that branding could be best thought over when the Board decided on merging. Branding costs could be an item in the analysis. Right now, each agency could keep separate identities.

Member Peterson suggested the Board consider the impact of staffing if CSC and OCWCOG combine.

Treasurer Malone stated he has been involved with both agencies since the beginning of these conversations. Treasurer Malone is uncomfortable with the word "merger" and would prefer softer language. We've proceeded with opportunities and collaborated as appropriate. Treasurer Malone agrees having the two people in these rolls with a shared vision has been critical to the progress made so far. If both agencies have a shared vision, we should continue in collaboration until as little is left to do to merge. The goal is to provide the best services. What can we do to achieve that goal?

Vice Chair Sprenger agrees we are on the right path. The Board may need to change direction or stop later, but the progression feels it is right at this time. Timing could be the most important element. We may need to quicken our processes with the current time left until CSC Director Pegge's retirement. Hiring CSC Director Pegge's successor may be extremely challenging if the board has not decided on the extent of the CSC and OCWCOG union. Rebranding may be on the table for a future conversation, but it feels important to mention consumers want convenience. CSC and OCWCOG coming together feels best.

Executive Director Vogt welcomed conversation on what information is needed for the Board to feel they are making an informed decision. Suggestion of smaller committee to work through some key questions and evaluate different model type.

Vice Chair Sprenger questioned how the timeline of this decision should look. Is the Board behind? Or are we ahead? What sort of timeline should we have and where are we in that timeline?

Executive Director Vogt provided examples of considerations. One model is the current structure. Two separate agencies in two separate locations with two separate directors. Another option is one legal agency with single or double logos, where everything is combined into one. Then the third option is hybrid, somewhere in the middle- two legal identities but one Administrator, how far can we share information and how can we co-manage cases while still respecting the legal separation of the two agencies? The timeline depends on how far the Board decides to go. Ryan stated he has full confidence in the next year or two we could successfully operate as two legal entities under one administrative structure if the boards wanted to take the next step. However, he emphasized we are not on track to become one singular legal entity at this time. Much deeper analysis would need to be taken over the next year or so before any recommendation to the board would even be considered regarding a full merger. Ryan cautioned that while hasty decisions could be made, most assuredly unintended consequences would ensue.

Due to personal matters Member Peterson had to step away.

Treasurer Malone agreed with Vice Chair Sprenger's statements. Datelines appear effective and would like to set some dates to maintain goals and create a plan of the clear picture.

Executive Director Vogt stated CSC and their board should have the information to also know what they would like to do.

Treasurer Malone stated anytime there is a change in leadership it is an opportunity and should be viewed as that.

**6. Consent Calendar**

Vice Chair Sprenger moved to approve Consent Calendar items which include the meeting minutes from December 7, 2023, and the Financial Report Year to Date November 30, 2023. Mayor Cross seconded the motion. With no objections, the Consent Calendar items were voted upon and approved.

**7. Strategic Plan Update**

Project Manager Nick Andrews provided his strategic plan update and provided a review of the 5 strategic priorities: Community Visibility, Organizational Excellence, Partnerships and Collaboration, DEI, Expansion and Innovation.

Project Manager Nick Andrews gave overview of the year's highlights including: MGT's audit of the agency, OCWCOG and CSC working in partnership on DEI in the strategic plan, the new Corvallis building for partnership and drop-in locations to show adaptability, and software adaptations: Dayforce, Meals on Wheels and Oracle NetSuite.

**8. Legislative Advocacy**

Executive Director Vogt brought the topic of legislative advocacy up for discussion and gave the history of the last full session of the legislature. Historically, the OCWCOG director was more involved in meeting with legislators. Multiple city conversations were brought up indicating that the small cities would like assistance with legislative connections. The strategic plan refers to prioritizing expansion and innovation- and board members have asked should the OCWCOG take a more active role in conversations with the legislators? LCOG and MWVCOG both have roles in these circumstances and have resources to maintain these practices. Would the Board like OCWCOG to investigate the logistics of legislative advocacy? If so, what is the problem exactly we are trying to solve. Executive Director Vogt requests the Boards direction on what we are trying to solve, and if agreement, that OCWCOG be given permission to go research possible solutions and bring back. The OCWCOG is not currently staffed to do this research and may need to bring in an outside resource for this.

Chair Hall stated yes, she would like to investigate and pursue this idea.

Mayor Cross agreed with Chair Hall. Currently there is very little representation for the medium and small cities. Mayor Cross would like the OCWCOG to intervene to provide more legislating advocacy.



Vice Chair Sprenger asked what would OCWCOG's involvement provide that we do not currently have?

Executive Director Vogt stated the impression is the existing venues are not always able to accommodate time for the smaller cities. Are we missing an opportunity to advocate for our smaller cities?

Vice Chair Sprenger disagrees with Chair Hall. Vice Chair Sprenger wants to make sure we are not setting up a system to make us feel better about the urban rural divide. OCWCOG may not be the best entity to speak about business when we are focused on services. It does not feel needed.

Mayor Cross disagrees with Vice Chair Sprenger. Mayor Cross referred to a recent Economic Development bill that directly impacted his small town. How did those rules affect the City due to location? Many hours could be spent on evaluating the best practices for rural communities. CED Planner Justin Peterson's position is to help navigate economic development since the city is not equipped to provide that for themselves independently. How do we craft the rules to be beneficial? OCWCOG allows for the smaller cities to have a voice.

Mayor Kaplin commented we need to do more work to define what the problem is and agrees we need a stranger voice for small cities. What role do we need OCWCOG to be to support or spearhead this. If OCWCOG were to lobby small cities need prioritization. How would we be loud enough to be heard?

Treasurer Malone disagrees with Vice Chair Sprenger. We should consider what OCWCOG's role should be in government affairs. What causes are we trying to prioritize? We should be aware of what the LCOG and MWCOG are working for to know what we support. Would we hire or contact a professional to figure this out?

Councilor Caughey agrees there is an underrepresentation for these cities. Some of these cities are banding together on their own. Councilor Caughey noted that the important items to the small cities are not the same importance to the large cities, but the COG may not be the best place for that.

Member Bonnie referred to her trip to the Indian Health Board meeting and the process they use to notify their participants of upcoming changes at the Federal level. The OCWCOG representative could identify those issues, and everyone can overlook and decide how it may affect their community and are able to communicate. This could be a great advantage. This representative may be more beneficial as a tracker and less of a lobbyist.

Chair Hall stated the consensus here does not appear to be a want to spend this amount for this cause currently. Could an evaluation be done at a lesser cost?

Executive Director Vogt suggested maybe it is not about money, maybe it is about if OCWCOG's involvement is correct. We could produce a structure for what this may look like and different types of involvement. But there is still a lack of direction about what we want and are trying to solve.

Vice Chair Sprenger stated if we move forward, there must be understanding what the OCWCOG's intention in this is first. Such as OCWCOG's advocacy for the enterprise zones. OCWCOG may or may not be the best for that. Involvement could cause difficulties and conflict with competing interests of served communities. What if we evaluate some questions and return for an answer at the next meeting with more information?

Chair Hall encouraged proposition of a motion.

Vice Chair Sprenger moved to approve the OCWCOG to spend up to \$10,000 of the "special projects dues," to provide analysis and recommendations to the Board for legislative advocacy on behalf of the region. Treasurer Malone seconded the motion.

Mayor Kaplin agreed with Vice Chair Sprenger and suggested it may be worth paying someone to analyze if OCWCOG is the solution.

Mayor Cross states some clearinghouse for new bills and how does it affect our cities would be appreciated. Mayor Cross stated small cities don't have the ability to track everything due to limited resources. OCWCOG could aid in the idea of how to track these changes. LOC does a good job of tracking issues affecting the majority, but these may differ from the issues of little cities. Mayor Cross agrees that a lobbyist is not the answer.

Vice Chair Sprenger offered to sit down with Executive Director Vogt and investigate what the questions are and what the proposals could be.

Executive Director Vogt and Vice Chair Sprenger plan to clarify the questions from this meeting, circulate them back to the board, and evaluate if this is what they would like to fix and offer a solution.

Vice Chair Sprenger suggested the Board can converse and review after questions are clarified and OCWCOG position may be discussed next meeting.

Executive Director Vogt asked if the board would prefer to set aside the current motion, send out questions, and see the outcome. Then present it to the Board.

Vice Chair Sprenger answered the motion may not need to change or wait.

Vice chair Sprenger reiterated the prior motion to approve the OCWCOG to spend up to \$10,000 of the "special projects dues," to provide analysis and recommendations to the Board for legislative advocacy on behalf of the region.

Executive Director Vogt reminded the Board the next meeting will not take place until March and if a motion was held it would not be voted upon for two months.

With no further discussion, Chair Hall called a vote on the earlier motion. With no objections the motion was approved.

## **9. Year in Review**

Communications Officer Meg Walker gave an update on the annual reports' construction. Reporting for the counties as well as the cities, the Tribe, and the Port are available. Five (5) new board members have joined this year. OCWCOG has continued DEI work, partnered with our strategic plan.

Communications officer Walker announced breakdowns for each program as well as numbers of those served including APS, ADRC, case management, advisory councils. Numbers for Case management can be tracked down to zip code level.

Communications Officer Walker finished with a brief overview of updates on services including the VSO, Meals on Wheels, New Housing Support Service, Transportation, and Cascade West Lending.

Chair Hall had to exit the meeting- Vice Chair Sprenger assumed leading the meeting in Chair Hall's absence.

## **10. COG Program Updates**

SDCS Director Moore encourages the Board members to read the provided report in the documents. This report does not currently provide fresh data from the ice storm including the 520 calls that were

made over 4 days to vulnerable consumers due to concern of power outages. After finding risk then what do we do? How do we solve those when we identify them? What tools are available?

Treasurer Malone agrees this was serious and a lot of things just didn't work out very well. People need transportation and they need supplies. The law enforcement can get around but, is that the best way to spend their time? Public works is doing the best they can to get things done but it puts a strain on public systems.

SDCS Director Moore stated emergency personnel are not always able to help. How do we develop a neighbor serving neighbor involvement? When we receive a call, how do we help?

Treasurer Malone suggested it would be helpful to know some of the resources needed before major weather events.

SDCS Director Moore informed the Board SDCS is working with the GIS mapper (projected to start in the summer) to converse on how to help.

HR Manager Schulze stated needs are always changing and it is a large price tag to prepare and store everything everyone may or may not need. How do we foster the support of neighbors?

Mayor Cross explained people in the Toledo area contact the Fire Department. The Fire Department knows how to contact the mayor to assist in getting stuff to neighbors. If you can give us a heads up, our friends with studded tires were out delivering goods.

Mayor Cross continued: How do we foster this? It's those of us at this table. We speak to the youth about being civically involved. That is what makes rural life the gem that it is. It's our job to help teach them to foster that.

## **11. Executive Director Update**

Executive Director Vogt provided an update on operations during the recent ice storm. Due to the increase of teleconference and remote communication since Covid, operations were able to continue with little change.

OCWCOG is opening the Corvallis office. There will be a grand opening publicly. There is a plan to invite the Executive Committee, and anyone else to the meeting. Annual reports are coming out, please make requests if any board/council member wishes to meet with Executive Director Vogt (does not have to be during annual report).

A project of impact to the region: Corvallis micro-fluidics CorMic. Is one (1) of thirty-one (31) projects recognized nationwide to be considered for a new tech hub. They are now in the process of competing in the top 10 for a \$50m federal grant. OSU was the original genesis of this, but many community members are part of this conversation. If they are given the money, they would be setting up large-scale equipment. This could bring in much work from international companies.

As this moves, there will be lots of human factor issues to consider. The tech aspects are engaging and exiting but it could have very large ripple effects. The grant submittal is late February.

Mayor Cross requested he would like to have coffee or lunch in the near future with executive Director Vogt.

## **12. Other Business**

No other business was discussed.

**13. Adjournment**

With no further discussions, Vice Chair Sprenger Adjourned the meeting at 4:24 p.m.

*Meeting minutes taken by Angelykah Light*

<u>FQA</u>	<u>Account Description</u>	<u>Adopted Budget</u>	<u>Actual</u>	<u>Encumbrc</u>	<u>Avail Bal</u>	<u>% Used</u>	<u>Notes-Thru 2/29/2024 -- 66.7%</u>
<b>CWCOG GENERAL ADMINISTRATION</b>							
<i>Human Resources</i>							
1011-101-42800	Internal service charges revenue	(577,900)	(385,267)	-	(192,633)	66.7%	
1011-101-46900	Misc Revenue	-	(134)	-	134		
1011-101-51000	Wages	301,072	195,670	-	105,402	65.0%	Trending slightly higher due to COLA
1011-101-52000	Benefits	193,912	143,546	-	50,366	74.0%	and salary structure implementation
1011-101-61100	Supplies	1,000	1,251	-	(251)	125.1%	One time additional expense
1011-101-61300	Equipment (non-capitalized)	500	-	-	500	0.0%	
1011-101-62100	Professional Services	-	22,125	-	(22,125)		Temp agency costs from fall quarter
1011-101-62110	Legal services	3,000	315	-	2,685	10.5%	
1011-101-62120	Marketing services	3,000	2,698	-	302	89.9%	Recruitments leveling out
1011-101-62130	Insurance services	-	600	-	(600)	0.0%	
1011-101-62210	Printing/copying	1,200	419	-	781	34.9%	
1011-101-62220	Postage	200	3	-	197	1.3%	
1011-101-62300	Software	50,800	5,142	-	45,659	10.1%	
1011-101-62400	Telephone/internet	1,000	55	-	945	5.5%	
1011-101-62500	Memberships/Dues	3,000	1,268	-	1,732	42.3%	
1011-101-62600	Travel and training	-	649	-	(649)	0.0%	
1011-101-62610	Trainers	9,500	100	-	9,400	1.1%	
1011-101-62621	Employee mileage	2,500	1,214	-	1,286	48.6%	
1011-101-62710	Rent expense	10,194	6,640	-	3,554	65.1%	
1011-101-70000	Capital	13,000	-	-	13,000	0.0%	
<i>Finance</i>							
1011-102-42800	Internal service charges revenue	(686,850)	(459,323)	-	(227,527)	66.9%	
1011-102-46100	Interest Revenue	(300,000)	(421,305)	-	121,305	140.4%	Interest rate higher than expected for FY
1011-102-46900	Misc Revenue	-	(7,602)	-	7,602	0.0%	
1011-102-51000	Wages	469,289	296,620	-	172,669	63.2%	
1011-102-52000	Benefits	333,574	215,971	-	117,603	64.7%	
1011-102-61100	Supplies	5,600	1,857	-	3,743	33.2%	
1011-102-61300	Equipment (non-capitalized)	4,684	7,560	-	(2,876)	161.4%	Unexpected computer replacment
1011-102-62100	Professional Services	100,000	111,493	-	(11,493)	111.5%	Additional support-software implementation
1011-102-62120	Marketing services	500	32	-	468	6.4%	
1011-102-62140	Banking services	12,000	5,222	-	6,778	43.5%	
1011-102-62210	Printing/copying	3,500	310	-	3,190	8.9%	
1011-102-62220	Postage	500	423	-	77	84.6%	
1011-102-62300	Software	68,600	70,071	-	(1,471)	102.1%	Additional licensing for finance software
1011-102-62400	Telephone/internet	2,000	676	-	1,324	33.8%	

<u>FQA</u>	<u>Account Description</u>	<u>Adopted Budget</u>	<u>Actual</u>	<u>Encumbrc</u>	<u>Avail Bal</u>	<u>% Used</u>	<u>Notes-Thru 2/29/2024 -- 66.7%</u>
1011-102-62500	Memberships/Dues	1,000	1,664	-	(664)	166.4%	Agency Ethics Fee paid here
1011-102-62600	Travel and training	-	67	-	(67)		
1011-102-62610	Trainers	8,500	450	-	8,050	5.3%	
1011-102-62621	Employee mileage	5,000	288	-	4,712	5.8%	
1011-102-62622	Company automobile	-	230	-	(230)		
1011-102-62623	Other employee travel	-	78	-	(78)		
1011-102-62640	Employee travel meals	-	28	-	(28)		
1011-102-62710	Rent expense	18,623	12,859	-	5,764	69.1%	Additional Office Space adjustment
			-	-	-		
1011-102-95000	Contingency	150,000	-	-	150,000	0.0%	
	<b>General Administration</b>		-	-	-		
1011-110-42100	Dues	-	(746)	-	746		
1011-110-42800	Internal service charges revenue	(845,000)	(566,279)	-	(278,721)	67.0%	
1011-110-43100	Contracts	(66,260)	-	-	(66,260)	0.0%	
1011-110-43500	Local	-	(49,695)	-	49,695		
1011-110-46900	Misc Revenue	(20,000)	(1,163)	-	(18,837)	5.8%	
1011-110-51000	Wages	416,753	235,097	-	181,656	56.4%	Vacant/reduced FTE in department
1011-110-52000	Benefits	244,531	166,799	-	77,732	68.2%	
1011-110-61100	Supplies	31,000	4,428	-	26,572	14.3%	
1011-110-61300	Equipment (non-capitalized)	3,250	1,890	-	1,360	58.2%	
1011-110-61400	Furniture	3,000	388	-	2,613	12.9%	
1011-110-62100	Professional Services	195,000	105,902	-	89,098	54.3%	
1011-110-62110	Legal services	35,000	29,000	-	6,000	82.9%	
1011-110-62120	Marketing services	3,000	3,727	-	(727)	124.2%	Meeting notices, banners, outreach materials
1011-110-62210	Printing/copying	2,000	98	-	1,902	4.9%	
1011-110-62220	Postage	300	70	-	230	23.2%	
1011-110-62300	Software	12,000	1,873	-	10,127	15.6%	
1011-110-62400	Telephone/internet	2,000	568	-	1,432	28.4%	
1011-110-62500	Memberships/Dues	6,000	3,985	-	2,015	66.4%	
1011-110-62600	Travel and training	-	3,674	-	(3,674)		
1011-110-62610	Trainers	21,000	-	-	21,000	0.0%	
1011-110-62621	Employee mileage	1,500	1,029	-	471	68.6%	
1011-110-62640	Employee travel meals	-	233	-	(233)		
1011-110-62710	Rent expense	11,926	12,510	-	(584)	104.9%	
1011-110-62900	Miscellaneous Expenses	-	-	-	-		
			-	-	-		
1011-110-95000	Contingency	50,000	-	-	50,000	0.0%	
<b>TECHNOLOGY SERVICES</b>							
	<b>Facilities</b>						
1012-104-42800	Internal service charges revenue	(57,360)	(26,667)	-	(30,693)	46.5%	

<u>FQA</u>	<u>Account Description</u>	<u>Adopted Budget</u>	<u>Actual</u>	<u>Encumbrc</u>	<u>Avail Bal</u>	<u>% Used</u>	<u>Notes-Thru 2/29/2024 -- 66.7%</u>
1012-104-62700	Facility and Utilities	57,360	15,200	-	42,160	26.5%	Quarterly Allocations to take place 3/31
	<b>Technology</b>						
1012-105-42200	Program revenue (including Fees)	-	17,144	-	(17,144)		
1012-105-42800	Internal service charges revenue	(980,000)	(688,579)	-	(291,421)	70.3%	
1012-105-43100	Contracts	-	(14,925)	-	14,925		
1012-105-43400	State						
1012-105-43500	Local	-	(15,461)	-	15,461		
1012-105-51000	Wages	481,301	367,069	-	114,232	76.3%	
1012-105-52000	Benefits	268,715	209,792	-	58,923	78.1%	Generating revenue in Business Services
			-	-	-		
1012-105-61100	Supplies	2,200	2,026	-	174	92.1%	
1012-105-61300	Equipment (non-capitalized)	65,595	121,372	33,814	(89,590)	236.6%	Computer replacement allocations
1012-105-61400	Furniture	300	-	-	300	0.0%	
1012-105-62100	Professional Services	30,000	1,260	10,569	18,171	39.4%	
1012-105-62110	Legal services	200	-	-	200	0.0%	
1012-105-62120	Marketing services	1,000	-	-	1,000	0.0%	
1012-105-62210	Printing/copying	300	24	-	276	8.1%	
1012-105-62220	Postage	100	5	-	95	5.0%	
1012-105-62300	Software	133,552	111,565	7,137	14,850	88.9%	
1012-105-62400	Telephone/internet	-	10,716	-	(10,716)		
1012-105-62600	Travel and training	-	7,965	-	(7,965)		
1012-105-62610	Trainers	5,000	-	-	5,000	0.0%	
1012-105-62621	Employee mileage	3,000	1,654	-	1,346	55.1%	
1012-105-62640	Employee travel meals	-	272	-	(272)		
1012-105-62710	Rent expense	39,737	26,539	-	13,198	66.8%	
1012-105-62720	Facility maintenance svcs	3,000	-	-	3,000	0.0%	
1012-105-70000	Capital	21,000	-	-	21,000	0.0%	
1012-105-77000	Software (multi-year)	-	2,519	118,561	(121,080)		

**BUSINESS SERVICES**

**Human Resources**

1013-101-42200	Program revenue (including Fees)	-	(5,890)	-	5,890		
	<b>Technology</b>						
1013-105-42200	Program revenue (including Fees)	(196,180)	(58,885)	-	(137,295)	30.0%	
			-	-	-		
1013-105-51000	Wages	116,880	-	-	116,880	0.0%	Allocation for Qtr End from 1012-105
			-	-	-		
1013-105-61300	Equipment (non-capitalized)	53,000	46,038	3,787	3,175	94.0%	Billable as requested by contract
1013-105-62100	Professional Services	-	3,804	-	(3,804)		
1013-105-62220	Postage	-	223	-	(223)		
1013-105-62300	Software	23,000	1,739	94	21,166	8.0%	

<u>FQA</u>	<u>Account Description</u>	<u>Adopted Budget</u>	<u>Actual</u>	<u>Encumbrc</u>	<u>Avail Bal</u>	<u>% Used</u>	<u>Notes-Thru 2/29/2024 -- 66.7%</u>
1013-105-62621	Employee mileage	3,300	119	-	3,181	3.6%	
1013-105-77000	Software (multi-year)	-	4,475	-	(4,475)		

**FACILITIES SERVICES**

***Facilities Maintenance***

1014-104-42800	Internal service charges revenue	(807,297)	(585,513)	-	(221,784)	72.5%	
1014-104-44100	Rents	(46,200)	(36,529)	-	(9,671)	79.1%	
1014-104-46900	Misc Revenue	(23,463)	-	-	(23,463)	0.0%	
1014-104-47000	Gain/Loss on sale of capital	-	(237)	-	237		
			-	-	-		
1014-104-51000	Wages	112,056	61,114	-	50,942	54.5%	
1014-104-52000	Benefits	61,494	40,195	-	21,299	65.4%	
			-				
1014-104-61100	Supplies	11,000	9,265	-	1,735	84.2%	
1014-104-61300	Equipment (non-capitalized)	4,684	1,890	-	2,794	40.3%	
1014-104-61400	Furniture	-	7,550	8,495	(16,044)		
1014-104-62100	Professional Services	136,200	80,484	-	55,716	59.1%	
1014-104-62120	Marketing services	-	96	-	(96)		
1014-104-62130	Insurance services	110,000	42,069	-	67,931	38.2%	
1014-104-62210	Printing/copying	165	12,520	-	(12,355)	7587.8%	Transfer to Office Equipment Res 1014-110
1014-104-62220	Postage	240	50	-	190	20.9%	
1014-104-62300	Software	900	-	-	900	0.0%	
1014-104-62400	Telephone/internet	584	18	-	566	3.1%	
1014-104-62610	Trainers	2,000	-	-	2,000	0.0%	
1014-104-62621	Employee mileage	5,000	3,743	-	1,257	74.9%	
1014-104-62622	Company automobile	-	656	-	(656)		
1014-104-62700	Facility and Utilities	81,000	35,078	-	45,922	43.3%	
1014-104-62720	Facility maintenance svcs	75,000	35,639	9,975	29,386	60.8%	
1014-104-62721	Janitorial Service	85,000	22,386	-	62,614	26.3%	
1014-104-62731	Electricity	-	23,746	-	(23,746)		
1014-104-62732	Water/sewer	-	407	-	(407)		
			-	-	-		
1014-104-70000	Capital	2,531,925	2,225,334	-	306,591	87.9%	
			-	-	-		
1014-104-95000	Contingency	700,000	-	-	700,000	0.0%	
1014-104-98800	Transfer to fund 8000 (COG)	65,000	-	-	65,000	0.0%	

**S&DS**

***Senior & Disabled Services***

2020-300-42100	Dues	(238,000)	(238,005)	-	5	100.0%	
2020-300-42200	Program revenue (including Fees)	-	-	-	-		
2020-300-43200	FedDir	-	(100)	-	100		



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2020-300-43300	FedInd	(234,739)	-	-	(234,739)	0.0%	
2020-300-43400	State	-	(1,103)	-	1,103		
2020-300-43500	Local	-	(1,750)	-	1,750		
2020-300-46200	Donations	-	(200)	-	200		
2020-300-46700	Matching Contributions	(40,000)	(27,947)	-	(12,053)	69.9%	
2020-300-46900	Misc Revenue	(4,461)	-	-	(4,461)	0.0%	
			-	-	-		
2020-300-51000	Wages	191,680	113,979	-	77,701	59.5%	
2020-300-52000	Benefits	109,439	80,581	-	28,858	73.6%	
			-	-	-		
2020-300-61100	Supplies	3,000	280	-	2,720	9.3%	
2020-300-61300	Equipment (non-capitalized)	-	267	-	(267)		
2020-300-61400	Furniture	3,000	-	1,925	1,075	64.2%	
2020-300-62100	Professional Services	-	10,763	-	(10,763)		Grant Writing Consultant
2020-300-62110	Legal services	60,000	-	-	60,000	0.0%	
2020-300-62120	Marketing services	1,000	-	-	1,000	0.0%	
2020-300-62210	Printing/copying	500	-	-	500	0.0%	
2020-300-62300	Software	4,000	9,414	5,273	(10,687)	367.2%	Captures funds 2021-2023
2020-300-62400	Telephone/internet	1,500	-	-	1,500	0.0%	
2020-300-62500	Memberships/Dues	60,000	-	-	60,000	0.0%	
2020-300-62600	Travel and training	-	409	-	(409)		
2020-300-62610	Trainers	15,000	4,310	-	10,690	28.7%	
2020-300-62621	Employee mileage	1,200	-	-	1,200	0.0%	
2020-300-62623	Other employee travel	-	64	-	(64)		
2020-300-62710	Rent expense	44,212	225,239	-	(181,027)	509.5%	Budget Allocation to other funds (2021-2023)
2020-300-62800	Internal service charges expenditure	28,367	-	-	28,367	0.0%	
2020-300-67000	Resource Reserves	40,000	-	-	40,000	0.0%	
			-	-	-		
2020-300-99000	Other Financing Uses	14,000	-	-	14,000	0.0%	
<b>TITLE XIX</b>							
2021-300-42200	Program revenue (including Fees)	(238,173)	(24,194)	-	(213,979)	10.2%	
2021-300-43300	FedInd	-	-	-	-		
2021-300-43400	State	(14,756,600)	(10,304,130)	-	(4,452,470)	69.8%	
2021-300-43500	Local		(3,266)	-	3,266		
			-	-	-		
2021-300-51000	Wages	7,978,825	5,600,156	-	2,378,669	70.2%	
2021-300-52000	Benefits	5,028,410	3,538,615	-	1,489,795	70.4%	
			-	-	-		
2021-300-61100	Supplies	41,500	29,672	-	11,828	71.5%	
2021-300-61200	Supplies: Volunteer recognition	-	30	-	(30)		
2021-300-61400	Furniture	21,500	7,088	-	14,413	33.0%	
2021-300-62100	Professional Services	20,000	41,561	-	(21,561)	207.8%	Temp Agency Costs

<b>FQA</b>	<b>Account Description</b>	<b>Adopted Budget</b>	<b>Actual</b>	<b>Encumbrc</b>	<b>Avail Bal</b>	<b>% Used</b>	<b>Notes-Thru 2/29/2024 -- 66.7%</b>
2021-300-62110	Legal services		9,872	-	(9,872)		
2021-300-62120	Marketing services	2,300	2,139	-	161	93.0%	
2021-300-62210	Printing/copying	38,300	17,045	-	21,255	44.5%	
2021-300-62220	Postage	38,000	15,842	-	22,158	41.7%	
2021-300-62300	Software	63,745	250	-	63,495	0.4%	
2021-300-62400	Telephone/internet	90,000	19,748	-	70,252	21.9%	
2021-300-62500	Memberships/Dues	-	53,107	-	(53,107)		
2021-300-62600	Travel and training	-	25,937	-	(25,937)		
2021-300-62610	Trainers	14,000	495	-	13,505	3.5%	
2021-300-62621	Employee mileage	77,000	61,786	-	15,214	80.2%	
2021-300-62623	Other employee travel	-	66	-	(66)		
2021-300-62650	Employee lodging	-	3,155	-	(3,155)		
2021-300-62700	Facility and Utilities	-	13,449	-	(13,449)		
2021-300-62710	Rent expense	493,559	196,964	-	296,595	39.9%	
2021-300-62720	Facility maintenance svcs	1,000	-	-	1,000	0.0%	
2021-300-62721	Janitorial Service	3,000	405	-	2,595	13.5%	
2021-300-62800	Internal service charges expenditure	2,041,899	1,407,261	-	634,638	68.9%	
2021-300-64300	Client Assist: Program wages	-	-	-	-		
2021-300-67000	Resource Reserves	-	10,517	-	(10,517)		
			-	-	-		
<b>OAA</b>			-	-	-		
2022-300-42200	Program revenue (including Fees)	(9,000)	-	-	(9,000)	0.0%	
2022-300-43300	FedInd	-	-	-	-		
2022-300-43400	State	(720,000)	(605,846)	-	(114,154)	84.1%	
2022-300-46210	Donations Received: Money	-	(631)	-	631		
2022-300-46900	Misc Revenue	(12,607)	-	-	(12,607)	0.0%	
			-	-	-		
2022-300-51000	Wages	167,814	143,086	-	24,728	85.3%	
2022-300-52000	Benefits	100,196	94,306	-	5,890	94.1%	
			-	-	-		
2022-300-61100	Supplies	3,565	327	-	3,238	9.2%	
2022-300-61300	Equipment (non-capitalized)	594	-	-	594	0.0%	
2022-300-62100	Professional Services	169,416	53,419	-	115,997	31.5%	
2022-300-62120	Marketing services	297	2,470	-	(2,173)	831.6%	
2022-300-62150	Grants to subrecipients	-	157,052	-	(157,052)		OAA Funds to Senior Centers
2022-300-62210	Printing/copying	684	375	-	309	54.8%	
2022-300-62220	Postage	238	-	-	238	0.0%	
2022-300-62300	Software	936	-	-	936	0.0%	
2022-300-62400	Telephone/internet	1,337	73	-	1,264	5.5%	
2022-300-62600	Travel and training	-	533	-	(533)		
2022-300-62610	Trainers	1,188	-	-	1,188	0.0%	
2022-300-62621	Employee mileage	2,674	974	-	1,700	36.4%	
2022-300-62623	Other employee travel	-	457	-	(457)		

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2022-300-62640	Employee travel meals	-	595	-	(595)		
2022-300-62650	Employee lodging	-	3,080	-	(3,080)		
2022-300-62700	Facility and Utilities		144	-	(144)		
2022-300-62710	Rent expense	6,601	2,993	-	3,609	45.3%	
2022-300-62800	Internal service charges expenditure	35,236	11,803	-	23,433	33.5%	
2022-300-64300	Client Assist: Program wages	-	-	-	-		
2022-300-64400	Client Assist: Support services	-	28,653	-	(28,653)		
			-	-	-		
2022-300-95000	Contingency	14,854	-	-	14,854	0.0%	
			-	-	-		
<b>OPI</b>			-	-	-		
2023-300-42200	Program revenue (including Fees)	-	(17)	-	17		
2023-300-43100	Contracts	-	(166,390)	-	166,390		Health Care Worker & Pilot program
2023-300-43300	FedInd	-	-	-	-		
2023-300-43400	State	(1,703,541)	(316,719)	-	(1,386,822)	18.6%	
2023-300-46210	Donations Received: Money	-	(2,330)	-	2,330		
			-	-	-		
2023-300-51000	Wages	397,053	333,868	-	63,185	84.1%	
2023-300-52000	Benefits	237,066	220,048	-	17,018	92.8%	
			-	-	-		
2023-300-61100	Supplies	8,435	73	-	8,362	0.9%	
2023-300-61300	Equipment (non-capitalized)	1,406	1,890	-	(484)	134.4%	
2023-300-62100	Professional Services	400,845	176,346	-	224,499	44.0%	
2023-300-62120	Marketing services	703	-	-	703	0.0%	
2023-300-62210	Printing/copying	1,616	1	-	1,615	0.1%	
2023-300-62220	Postage	562	332	-	230	59.0%	
2023-300-62300	Software	2,214	-	-	2,214	0.0%	
2023-300-62400	Telephone/internet	3,163	-	-	3,163	0.0%	
2023-300-62600	Travel and training	-	3,982	-	(3,982)		
2023-300-62610	Trainers	2,812	-	-	2,812	0.0%	
2023-300-62621	Employee mileage	6,326	5,423	-	903	85.7%	
2023-300-62650	Employee lodging	-	848	-	(848)		
2023-300-62700	Facility and Utilities	-	948	-	(948)		
2023-300-62710	Rent expense	15,617	14,001	-	1,616	89.7%	
2023-300-62800	Internal service charges expenditure	83,373	74,755	-	8,618	89.7%	
2023-300-64400	Client Assist: Support services	-	82,790	-	(82,790)		
			-	-	-		
2023-300-95000	Contingency	35,146	-	-	35,146	0.0%	
			-	-	-		
<b>MEALS ON WHEELS</b>			-	-	-		
			-	-	-		
2024-300-42200	Program revenue (including Fees)	(240,000)	(716,105)	-	476,105	298.4%	Reallocation/corrections with budget
2024-300-42800	Internal service charges revenue	-	(2,000)	-	2,000		

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2024-300-43100	Contracts	-	(15,741)	-	15,741		
2024-300-43200	FedDir	(87,000)	-	-	(87,000)	0.0%	
2024-300-43300	FedInd	-	-	-	-		
2024-300-43400	State	(1,654,000)	(851,938)	-	(802,062)	51.5%	
2024-300-43500	Local	-	(15,750)	-	15,750		
2024-300-46200	Donations	-	(1,744)	-	1,744		
2024-300-46210	Donations Received: Money	(168,646)	(56,853)	-	(111,793)	33.7%	
2024-300-46240	Donations Received: Private Grants	(90,000)	-	-	(90,000)	0.0%	
2024-300-46700	Matching Contributions	(8,064)	-	-	(8,064)	0.0%	
2024-300-46900	Misc Revenue	(20,462)	-	-	(20,462)	0.0%	
			-	-	-		
2024-300-51000	Wages	543,078	343,553	-	199,525	63.3%	
2024-300-52000	Benefits	318,991	232,716	-	86,275	73.0%	
			-	-	-		
2024-300-61100	Supplies	8,500	5,044	-	3,456	59.3%	
2024-300-61200	Supplies: Volunteer recognition	13,000	747	-	12,253	5.7%	
2024-300-61300	Equipment (non-capitalized)	2,342	3,486	-	(1,144)	148.8%	
2024-300-62100	Professional Services	1,200,000	1,251,088	-	(51,088)	104.3%	Increasing utilization at meal sites/delivery
2024-300-62120	Marketing services	2,000	381	-	1,619	19.0%	
2024-300-62130	Insurance services	2,000	913	-	1,087	45.7%	
2024-300-62140	Banking services	1,000	206	-	794	20.6%	
2024-300-62210	Printing/copying	7,500	5,178	-	2,322	69.0%	
2024-300-62220	Postage	1,200	502	-	698	41.8%	
2024-300-62300	Software	7,750	-	-	7,750	0.0%	
2024-300-62400	Telephone/internet	15,000	8,914	-	6,086	59.4%	
2024-300-62500	Memberships/Dues	1,200	1,246	-	(46)	103.8%	
2024-300-62600	Travel and training	-	4,163	-	(4,163)		
2024-300-62610	Trainers	5,000	-	-	5,000	0.0%	
2024-300-62621	Employee mileage	-	12,625	-	(12,625)		
2024-300-62622	Company automobile	12,000	2,634	-	9,366	22.0%	
2024-300-62623	Other employee travel	16,000	-	-	16,000	0.0%	
2024-300-62630	Volunteer travel	24,000	8,643	-	15,357	36.0%	
2024-300-62650	Employee lodging	-	1,456	-	(1,456)		
2024-300-62700	Facility and Utilities	-	2,718	-	(2,718)		
2024-300-62710	Rent expense	44,171	30,985	-	13,186	70.1%	
2024-300-62720	Facility maintenance svcs	3,200	7,375	-	(4,175)	230.5%	
2024-300-62800	Internal service charges expenditure	206,305	142,497	-	63,808	69.1%	
			-	-	-		
			-	-	-		
<b>SPECIAL CONTRACTS SDS</b>							
2029-300-42100	Dues	-	(2,008)	-	2,008		
2029-300-42200	Program revenue (including Fees)	-	-	-	-		
2029-300-43100	Contracts	-	-	-	-		
2029-300-43300	FedInd	(125,000)	-	-	(125,000)	0.0%	

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2029-300-43400	State	-	(149,943)	-	149,943		
2029-300-43500	Local	-	(110,922)	-	110,922		
2029-300-46900	Misc Revenue	(30,000)	-	-	(30,000)	0.0%	
			-	-	-		
2029-300-61100	Supplies	-	13	-	(13)		
2029-300-61300	Equipment (non-capitalized)	141,000	49,138	-	91,862	34.8%	
2029-300-62621	Employee mileage	-	1,879	-	(1,879)		
2029-300-95000	Contingency	11,907	-	-	11,907	0.0%	
			-	-	-		
<b>COMMUNITY SERVICES</b>			-	-	-		
2030-300-61100	Supplies	-	20	-	(20)		
2030-300-61300	Equipment (non-capitalized)	-	4,442	-	(4,442)		
2030-300-62120	Marketing services	-	30	-	(30)		
			-	-	-		
<b>AMERICORP SENIORS</b>			-	-	-		Total Budget Allocated to funds 2032-2034
2031-300-43200	FedDir	(567,258)	-	-	(567,258)	0.0%	
2031-300-46210	Donations Received: Money	(5,000)	-	-	(5,000)	0.0%	
2031-300-46240	Donations Received: Private Grants	(46,126)	-	-	(46,126)	0.0%	
2031-300-46700	Matching Contributions	(30,000)	-	-	(30,000)	0.0%	
2031-300-46900	Misc Revenue	(6,943)	-	-	(6,943)	0.0%	
			-	-	-		
2031-300-51000	Wages	231,090	136,865	-	94,225	59.2%	
2031-300-52000	Benefits	158,044	108,150	-	49,894	68.4%	
			-	-	-		
2031-300-61100	Supplies	5,500	-	-	5,500	0.0%	
2031-300-61200	Supplies: Volunteer recognition	13,000	-	-	13,000	0.0%	
2031-300-61300	Equipment (non-capitalized)	2,342	-	-	2,342	0.0%	
2031-300-62120	Marketing services	1,000	-	-	1,000	0.0%	
2031-300-62130	Insurance services	2,982	-	-	2,982	0.0%	
2031-300-62210	Printing/copying	1,800	-	-	1,800	0.0%	
2031-300-62220	Postage	1,400	-	-	1,400	0.0%	
2031-300-62300	Software	1,800	-	-	1,800	0.0%	
2031-300-62400	Telephone/internet	2,500	-	-	2,500	0.0%	
2031-300-62610	Trainers	7,500	-	-	7,500	0.0%	
2031-300-62621	Employee mileage	4,000	-	-	4,000	0.0%	
2031-300-62630	Volunteer travel	30,000	-	-	30,000	0.0%	
2031-300-62710	Rent expense	14,040	-	-	14,040	0.0%	
2031-300-62720	Facility maintenance svcs	500	-	-	500	0.0%	
2031-300-62800	Internal service charges expenditure	58,110	-	-	58,110	0.0%	
			-	-	-		
<b>FOSTER GRANDPARENTS</b>			-	-	-		
2032-300-43200	FedDir	-	(77,730)	-	77,730		
			-	-	-		

<b>FQA</b>	<b>Account Description</b>	<b>Adopted Budget</b>	<b>Actual</b>	<b>Encumbrc</b>	<b>Avail Bal</b>	<b>% Used</b>	<b>Notes-Thru 2/29/2024 -- 66.7%</b>
2032-300-61200	Supplies: Volunteer recognition	-	3,238	-	(3,238)		
2032-300-62100	Professional Services	-	91	-	(91)		
2032-300-62130	Insurance services	-	1,000	-	(1,000)		
2032-300-62210	Printing/copying	-	9	-	(9)		
2032-300-62500	Memberships/Dues	-	550	-	(550)		
2032-300-62600	Travel and training	-	29	-	(29)		
2032-300-62621	Employee mileage	-	95	-	(95)		
2032-300-62630	Volunteer travel	-	6,610	-	(6,610)		
2032-300-62640	Employee travel meals	-	31	-	(31)		
2032-300-62800	Internal service charges expenditure	-	6,483	-	(6,483)		
2032-300-64300	Client Assist: Program wages	150,000	38,967	-	111,033	26.0%	
			-	-	-		
<b>RSVP</b>			-	-	-		
2033-300-42200	Program revenue (including Fees)	-	(2,350)	-	2,350		
2033-300-43200	FedDir	-	(95,515)	-	95,515		
2033-300-43400	State	-	(21,871)	-	21,871		
2033-300-43500	Local	-	(1,000)	-	1,000		
2033-300-46100	Interest Revenue	-	(253)	-	253		
2033-300-46210	Donations Received: Money	-	(93)	-	93		
2033-300-61100	Supplies	-	1,518	-	(1,518)		
2033-300-61200	Supplies: Volunteer recognition	-	3,259	-	(3,259)		
2033-300-61300	Equipment (non-capitalized)	-	523	-	(523)		
2033-300-62100	Professional Services	-	6,105	-	(6,105)		
2033-300-62120	Marketing services	-	2,484	-	(2,484)		
2033-300-62130	Insurance services	-	289	-	(289)		
2033-300-62140	Banking services	-	641	-	(641)		
2033-300-62210	Printing/copying	-	1,151	-	(1,151)		
2033-300-62220	Postage	-	1,459	-	(1,459)		
2033-300-62300	Software	-	15,180	-	(15,180)		
2033-300-62400	Telephone/internet	-	60	-	(60)		
2033-300-62600	Travel and training	-	1,377	-	(1,377)		
2033-300-62621	Employee mileage	-	1,157	-	(1,157)		
2033-300-62622	Company automobile	-	61	-	(61)		
2033-300-62623	Other employee travel	-	4	-	(4)		
2033-300-62630	Volunteer travel	-	1,773	-	(1,773)		
2033-300-62640	Employee travel meals	-	20	-	(20)		
2033-300-62700	Facility and Utilities	-	405	-	(405)		
2033-300-62710	Rent expense	-	9,442	-	(9,442)		
2033-300-62800	Internal service charges expenditure	-	28,492	-	(28,492)		
<b>SENIOR COMPANIONS</b>							
2034-300-42200	Program revenue (including Fees)	-	(6,335)	-	6,335		

<b>FQA</b>	<b>Account Description</b>	<b>Adopted Budget</b>	<b>Actual</b>	<b>Encumbrc</b>	<b>Avail Bal</b>	<b>% Used</b>	<b>Notes-Thru 2/29/2024 -- 66.7%</b>
2034-300-46210	Donations Received: Money	-	(300)	-	300		
2034-300-43100	Contracts	-	(4,610)	-	4,610		
2034-300-43200	FedDir	-	(60,962)	-	60,962		
2034-300-61100	Supplies	-	343	-	(343)		
2034-300-61200	Supplies: Volunteer recognition	-	598	-	(598)		
2034-300-62100	Professional Services	-	204	-	(204)		
2034-300-62130	Insurance services	-	800	-	(800)		
2034-300-62210	Printing/copying	-	9	-	(9)		
2034-300-62621	Employee mileage	-	1,178	-	(1,178)		
2034-300-62630	Volunteer travel	-	10,394	-	(10,394)		
2034-300-62800	Internal service charges expenditure	-	4,358	-	(4,358)		
2034-300-64300	Client Assist: Program wages	-	22,363	-	(22,363)		
			-	-	-		
			-	-	-		
<b>VETERANS</b>							
2038-300-42200	Program revenue (including Fees)	(207,500)	-	-	(207,500)	0.0%	
2038-300-43100	Contracts	-	(168,999)	-	168,999		
2038-300-43300	FedInd	-	-	-	-		
2038-300-43400	State	(114,112)	-	-	(114,112)	0.0%	
2038-300-46240	Donations Received: Private Grants	(4,000)	-	-	(4,000)	0.0%	
2038-300-46700	Matching Contributions	(44,000)	(27,951)	-	(16,049)	63.5%	
2038-300-46900	Misc Revenue	(70,564)	-	-	(70,564)	0.0%	
			-	-	-		
2038-300-51000	Wages	204,881	132,973	-	71,908	64.9%	
2038-300-52000	Benefits	137,866	100,597	-	37,269	73.0%	
			-	-	-		
2038-300-61100	Supplies	2,000	2,542	-	(542)	127.1%	
2038-300-61300	Equipment (non-capitalized)	7,026	3,427	-	3,599	48.8%	
2038-300-62100	Professional Services	500	142	-	358	28.4%	
2038-300-62110	Legal services	100	-	-	100	0.0%	
2038-300-62120	Marketing services	1,000	-	-	1,000	0.0%	
2038-300-62210	Printing/copying	850	693	-	157	81.6%	
2038-300-62220	Postage	75	52	-	23	69.3%	
2038-300-62300	Software	1,350	1,347	-	3	99.8%	
2038-300-62400	Telephone/internet	5,000	-	-	5,000	0.0%	
2038-300-62500	Memberships/Dues	600	100	-	500	16.7%	
2038-300-62610	Trainers	5,000	1,300	-	3,700	26.0%	
2038-300-62621	Employee mileage	500	1,587	-	(1,087)	317.3%	
2038-300-62640	Employee travel meals	-	345	-	(345)		
2038-300-62650	Employee lodging	-	1,431	-	(1,431)		
2038-300-62700	Facility and Utilities	-	303	-	(303)		
2038-300-62710	Rent expense	16,742	10,011	-	6,731	59.8%	
2038-300-62721	Janitorial Service	3,000	510	-	2,490	17.0%	

<b>FQA</b>	<b>Account Description</b>	<b>Adopted Budget</b>	<b>Actual</b>	<b>Encumbrc</b>	<b>Avail Bal</b>	<b>% Used</b>	<b>Notes-Thru 2/29/2024 -- 66.7%</b>
2038-300-62800	Internal service charges expenditure	47,279	34,696	-	12,583	73.4%	
			-	-	-		
2038-300-95000	Contingency	21,155	-	-	21,155	0.0%	
			-	-	-		
			-	-	-		
<b>SPECIAL CONTRACTS CSP</b>							
2039-300-42200	Program revenue (including Fees)	-	(2,309)	-	2,309		
2039-300-43100	Contracts	(510,240)	-	-	(510,240)	0.0%	
2039-300-43400	State	-	-	-	-		
2039-300-43500	Local	-	(71,950)	-	71,950		
2039-300-46900	Misc Revenue	(6,206)	-	-	(6,206)	0.0%	
			-	-	-		
2039-300-51000	Wages	316,477	115,810	-	200,667	36.6%	Allocations will move to Fund 2029-SDS
2039-300-52000	Benefits	236,757	114,386	-	122,371	48.3%	
			-	-	-		
2039-300-61100	Supplies	1,000	14	-	986	1.4%	
2039-300-61200	Supplies: Volunteer recognition		141	-	(141)		
2039-300-61300	Equipment (non-capitalized)	5,142	567	-	4,575	11.0%	
2039-300-62100	Professional Services	20,523	676	-	19,847	3.3%	
2039-300-62120	Marketing services	500	6,325	-	(5,825)	1265.1%	
2039-300-62130	Insurance services	500	-	-	500	0.0%	
2039-300-62210	Printing/copying	1,200	66	-	1,134	5.5%	
2039-300-62220	Postage	500	4	-	496	0.7%	
2039-300-62300	Software	2,250	5,280	-	(3,030)	234.7%	
2039-300-62400	Telephone/internet	2,200	96	-	2,104	4.4%	
2039-300-62610	Trainers	500	-	-	500	0.0%	
2039-300-62621	Employee mileage	2,500	1,739	-	761	69.6%	
2039-300-62622	Company automobile		27	-	(27)		
2039-300-62640	Employee travel meals	-	11	-	(11)		
2039-300-62700	Facility and Utilities	-	230	-	(230)		
2039-300-62710	Rent expense	2,653	1,360	-	1,293	51.3%	
2039-300-62800	Internal service charges expenditure	84,337	42,312	-	42,025	50.2%	
			-	-	-		
2039-300-95000	Contingency	13,571	-	-	13,571	0.0%	
			-	-	-		
			-	-	-		
<b>COMMUNITY &amp; ECONOMIC DEVELOPMENT</b>							
			-	-	-		
2070-200-62120	Marketing services	-	380	-	(380)		
<b>AAMPO</b>							
			-	-	-		
	<b>CED</b>		-	-	-		
2071-200-42200	Program revenue (including Fees)	-	(831,035)	-	831,035		
2071-200-43400	State	(259,441)	(129,454)	-	(129,987)	49.9%	ODOT Transportation Grant
2071-200-46900	Misc Revenue	(3,782)	-	-	(3,782)	0.0%	



<u>FQA</u>	<u>Account Description</u>	<u>Adopted Budget</u>	<u>Actual</u>	<u>Encumbrc</u>	<u>Avail Bal</u>	<u>% Used</u>	<u>Notes-Thru 2/29/2024 -- 66.7%</u>
			-	-	-		
2071-200-51000	Wages	128,707	72,076	-	56,631	56.0%	
2071-200-52000	Benefits	50,269	38,266	-	12,003	76.1%	
			-	-	-		
2071-200-61100	Supplies	1,500	341	-	1,159	22.7%	
2071-200-61300	Equipment (non-capitalized)	1,162	1,315	-	(153)	113.2%	
2071-200-62100	Professional Services	862,877	18,503	-	844,374	2.1%	
2071-200-62110	Legal services	500	-	-	500	0.0%	
2071-200-62120	Marketing services	1,000	20	-	980	2.0%	
2071-200-62150	Grants to subrecipients		450,000	-	(450,000)		Cities of Albany & Millersburg COVID Funds
2071-200-62210	Printing/copying	1,000	99	-	901	9.9%	
2071-200-62220	Postage	250	8	-	242	3.1%	
2071-200-62300	Software	2,500	112	-	2,388	4.5%	
2071-200-62400	Telephone/internet	618	18	-	600	3.0%	
2071-200-62500	Memberships/Dues	1,000	634	-	366	63.4%	
2071-200-62600	Travel and training	-	908	-	(908)		
2071-200-62610	Trainers	4,000	235	-	3,765	5.9%	
2071-200-62621	Employee mileage	2,000	36	-	1,964	1.8%	
2071-200-62700	Facility and Utilities	-	1,089	-	(1,089)		
2071-200-62710	Rent expense	5,209	3,650	-	1,559	70.1%	
2071-200-62720	Facility maintenance svcs	1,000	-	-	1,000	0.0%	
2071-200-62800	Internal service charges expenditure	31,805	21,072	-	10,733	66.3%	
			-	-	-		
2071-200-95000	Contingency	59,000	-	-	59,000	0.0%	
			-	-	-		
			-	-	-		
<b>CAMPO</b>							
2072-200-42200	Program revenue (including Fees)	-	(860,750)	-	860,750		
2072-200-43400	State	(306,993)	(160,812)	-	(146,181)	52.4%	ODOT Transportation Grant
2072-200-46900	Misc Revenue	(3,782)	-	-	(3,782)	0.0%	
			-	-	-		
2072-200-51000	Wages	135,706	80,050	-	55,656	59.0%	
2072-200-52000	Benefits	58,562	39,918	-	18,644	68.2%	
			-	-	-		
2072-200-61100	Supplies	1,500	440	-	1,060	29.3%	
2072-200-61300	Equipment (non-capitalized)	1,162	13,410	-	(12,248)	1154.0%	
2072-200-62100	Professional Services	877,877	27,930	-	849,947	3.2%	
2072-200-62110	Legal services	500	-	-	500	0.0%	
2072-200-62120	Marketing services	1,000	-	-	1,000	0.0%	
2072-200-62210	Printing/copying	1,000	82	-	918	8.2%	
2072-200-62220	Postage	250	1	-	249	0.3%	
2072-200-62300	Software	2,500	-	-	2,500	0.0%	
2072-200-62400	Telephone/internet	700	-	-	700	0.0%	
2072-200-62500	Memberships/Dues	1,000	700	-	300	70.0%	

<b>FQA</b>	<b>Account Description</b>	<b>Adopted Budget</b>	<b>Actual</b>	<b>Encumbrc</b>	<b>Avail Bal</b>	<b>% Used</b>	<b>Notes-Thru 2/29/2024 -- 66.7%</b>
2072-200-62600	Travel and training	-	555	-	(555)		
2072-200-62610	Trainers	4,000	1,185	-	2,815	29.6%	
2072-200-62621	Employee mileage	2,000	167	-	1,833	8.3%	
2072-200-62700	Facility and Utilities	-	1,040	-	(1,040)		
2072-200-62710	Rent expense	8,374	7,228	-	1,146	86.3%	
2072-200-62720	Facility maintenance svcs	1,000	-	-	1,000	0.0%	
2072-200-62721	Janitorial Service	2,200	420	-	1,780	19.1%	
2072-200-62800	Internal service charges expenditure	31,805	21,072	-	10,733	66.3%	
			-	-	-		
2072-200-95000	Contingency	78,375	-	-	78,375	0.0%	
<b>TRANSPORTATION PLANNING</b>							
2077-200-42100	Dues		(24,400)	-	24,400		
2077-200-42200	Program revenue (including Fees)	-	(144,616)	-	144,616		
2077-200-43100	Contracts	(312,025)	-	-	(312,025)	0.0%	
2077-200-43200	FedDir	(375,000)	-	-	(375,000)	0.0%	
2077-200-43400	State	(3,005,000)	(57,899)	-	(2,947,101)	1.9%	
2077-200-43500	Local	(225,000)	(49,780)	-	(175,220)	22.1%	
2077-200-46700	Matching Contributions	(600,000)	-	-	(600,000)	0.0%	
2077-200-46900	Misc Revenue	(8,611)	-	-	(8,611)	0.0%	
			-	-	-		
2077-200-51000	Wages	516,287	168,465	-	347,822	32.6%	
2077-200-52000	Benefits	265,162	119,342	-	145,820	45.0%	
			-	-	-		
2077-200-61100	Supplies	3,500	883	-	2,617	25.2%	
2077-200-61300	Equipment (non-capitalized)	16,394	827	-	15,567	5.0%	
2077-200-62100	Professional Services	3,582,500	190,429	-	3,392,071	5.3%	
2077-200-62110	Legal services	1,000	228	-	773	22.8%	
2077-200-62120	Marketing services	1,500	-	-	1,500	0.0%	
2077-200-62210	Printing/copying	2,900	-	-	2,900	0.0%	
2077-200-62220	Postage	100	-	-	100	0.0%	
2077-200-62300	Software	4,695	642	-	4,053	13.7%	
2077-200-62400	Telephone/internet	2,394	-	-	2,394	0.0%	
2077-200-62500	Memberships/Dues	3,000	250	-	2,750	8.3%	
2077-200-62600	Travel and training	-	468	-	(468)		
2077-200-62610	Trainers	10,000	240	-	9,760	2.4%	
2077-200-62621	Employee mileage	8,000	313	-	7,687	3.9%	
			-	-	-		
2077-200-62710	Rent expense	19,388	10,333	-	9,055	53.3%	
2077-200-62721	Janitorial Service	1,000	-	-	1,000	0.0%	
2077-200-62800	Internal service charges expenditure	123,267	3,130	-	120,137	2.5%	
2077-200-62700	Facility and Utilities		38	-	(38)		

<u>FQA</u>	<u>Account Description</u>	<u>Adopted Budget</u>	<u>Actual</u>	<u>Encumbrc</u>	<u>Avail Bal</u>	<u>% Used</u>	<u>Notes-Thru 2/29/2024 -- 66.7%</u>
2077-200-95000	Contingency	172,488	-	-	172,488	0.0%	
			-	-	-		
<b>COMMUNITY PLANNING</b>			-	-	-		Budget Allocation is in Fund 2077
2078-200-42100	Dues	(108,000)	(83,886)	-	(24,114)	77.7%	
2078-200-42200	Program revenue (including Fees)		(243,845)	-	243,845		
2078-200-43100	Contracts	-	(2,768)	-	2,768		
2078-200-43200	FedDir	-	(37,500)	-	37,500		
2078-200-43400	State	-	(1,600)	-	1,600		
2078-200-61100	Supplies	-	376	-	(376)		
2078-200-61300	Equipment (non-capitalized)	-	1,835	-	(1,835)		
2078-200-62100	Professional Services	-	126,519	-	(126,519)		
2078-200-62110	Legal services	-	88	-	(88)		
2078-200-62120	Marketing services	-	513	-	(513)		
2078-200-62210	Printing/copying	-	315	-	(315)		
2078-200-62220	Postage	-	2	-	(2)		
2078-200-62300	Software	-	84	-	(84)		
2078-200-62400	Telephone/internet	-	171	-	(171)		
2078-200-62600	Travel and training	-	1,359	-	(1,359)		
2078-200-62610	Trainers	-	4	-	(4)		
2078-200-62621	Employee mileage	-	245	-	(245)		
2078-200-62700	Facility and Utilities	-	736	-	(736)		
2078-200-62710	Rent expense	-	3,415	-	(3,415)		
2078-200-62721	Janitorial Service	-	165	-	(165)		
2078-200-62800	Internal service charges expenditure	-	69,790	-	(69,790)		
<b>RIDELINE</b>							
2081-200-42100	Dues	-	(1,891)	-	1,891		
2081-200-42200	Program revenue (including Fees)	(12,000)	(283,039)	-	271,039	2358.7%	
2081-200-43300	FedInd	(630,000)	-	-	(630,000)	0.0%	
2081-200-43400	State	(14,000,000)	(8,844,428)	-	(5,155,572)	63.2%	
2081-200-43500	Local	(252,000)	-	-	(252,000)	0.0%	
2081-200-46900	Misc Revenue	-	(876)	-	876		
			-	-	-		
2081-200-51000	Wages	983,832	584,034	-	399,798	59.4%	
2081-200-52000	Benefits	657,364	478,001	-	179,363	72.7%	
			-	-	-		
2081-200-61100	Supplies	8,000	4,484	-	3,516	56.1%	
2081-200-61300	Equipment (non-capitalized)	13,710	14,174	-	(464)	103.4%	
2081-200-61400	Furniture	5,000	-	-	5,000	0.0%	
2081-200-62100	Professional Services	12,000,000	7,411,799	-	4,588,201	61.8%	
2081-200-62110	Legal services	2,000	-	-	2,000	0.0%	

<b>FQA</b>	<b>Account Description</b>	<b>Adopted Budget</b>	<b>Actual</b>	<b>Encumbrc</b>	<b>Avail Bal</b>	<b>% Used</b>	<b>Notes-Thru 2/29/2024 -- 66.7%</b>
2081-200-62120	Marketing services	1,500	251	-	1,249	16.7%	
2081-200-62140	Banking services	1,000	534	-	466	53.4%	
2081-200-62210	Printing/copying	8,000	1,962	-	6,038	24.5%	
2081-200-62220	Postage	10,000	2,760	-	7,240	27.6%	
2081-200-62300	Software	174,280	-	-	174,280	0.0%	
2081-200-62400	Telephone/internet	10,000	1,623	-	8,377	16.2%	
2081-200-62500	Memberships/Dues	500	1,580	-	(1,080)	316.0%	
2081-200-62600	Travel and training	-	4,461	-	(4,461)		
2081-200-62610	Trainers	30,000	345	-	29,655	1.1%	
2081-200-62621	Employee mileage	2,000	349	-	1,651	17.5%	
2081-200-62700	Facility and Utilities	-	6,239	-	(6,239)		
2081-200-62710	Rent expense	55,786	37,830	-	17,956	67.8%	
2081-200-62800	Internal service charges expenditure	311,865	205,041	-	106,824	65.7%	
2081-200-67000	Resource Reserves	4,000	-	-	4,000	0.0%	
			-	-	-		
2081-200-95000	Contingency	615,163	-	-	615,163	0.0%	
2081-200-98282	Transfer to fund 2082	1,617,777	-	-	1,617,777	0.0%	
			-	-	-		
			-	-	-		
			-	-	-		
<b>CED IMPROVEMENT PROJECTS</b>							
2082-200-48281	Transfer from fund 2081	(1,617,777)	-	-	(1,617,777)	0.0%	
2082-200-62610	Trainers	15,000	-	-	15,000	0.0%	
			-	-	-		
			-	-	-		
<b>LENDING SERVICES ADMINISTRATION</b>							
	<b>Lending</b>						
5010-700-42200	Program revenue (including Fees)	(51,120)	(66,163)	-	15,043	129.4%	
5010-700-42800	Internal service charges revenue	(150,000)	(4,060)	-	(145,940)	2.7%	
5010-700-46900	Misc Revenue	-	-	-	-		
			-	-	-		
5010-700-51000	Wages	76,400	44,312	-	32,088	58.0%	
5010-700-52000	Benefits	41,000	27,102	-	13,898	66.1%	
			-	-	-		
5010-700-61100	Supplies	500	1,013	-	(513)	202.5%	
5010-700-61300	Equipment (non-capitalized)	1,000	95	-	906	9.5%	
5010-700-62100	Professional Services	35,000	7,170	-	27,830	20.5%	
5010-700-62120	Marketing services	1,800	40	-	1,760	2.2%	
5010-700-62140	Banking services	3,332	-	-	3,332	0.0%	
5010-700-62210	Printing/copying	1,500	113	-	1,387	7.5%	
5010-700-62220	Postage	600	40	-	560	6.7%	
5010-700-62300	Software	3,450	1,125	-	2,325	32.6%	
5010-700-62400	Telephone/internet	1,500	18	-	1,482	1.2%	
5010-700-62600	Travel and training	-	526	-	(526)		
5010-700-62610	Trainers	1,500	-	-	1,500	0.0%	
5010-700-62621	Employee mileage	500	-	-	500	0.0%	

<b>FQA</b>	<b>Account Description</b>	<b>Adopted Budget</b>	<b>Actual</b>	<b>Encumbrc</b>	<b>Avail Bal</b>	<b>% Used</b>	<b>Notes-Thru 2/29/2024 -- 66.7%</b>
5010-700-62623	Other employee travel	-	2	-	(2)		
5010-700-62700	Facility and Utilities	-	289	-	(289)		
5010-700-62710	Rent expense	2,753	2,007	-	746	72.9%	
5010-700-62800	Internal service charges expenditure	18,911	24,094	-	(5,183)	127.4%	
5010-700-64200	Client Assist: Lending programs	100	727	-	(627)	727.0%	
5010-700-95000	Contingency	25,000	-	-	25,000	0.0%	
			-	-	-		
			-	-	-		
<b>LENDING PROGRAMS-LOAN DISBURSMENTS</b>			-	-	-		
	<b>BEGRLF</b>		-	-	-		
5021-700-46100	Interest Revenue	-	(82)	-	82		
5021-700-62140	Banking services	-	422	-	(422)		
	<b>RDF 1-3</b>		-	-	-		
5022-700-42200	Program revenue (including Fees)	-	(3,531)	-	3,531		
5022-700-46100	Interest Revenue	-	(464)	-	464		
5022-700-46110	Lending Program Interest revenue	-	(21,685)	-	21,685		
5022-700-62100	Professional Services	-	13,986	-	(13,986)		
5022-700-92000	Debt Interest	-	6,508	-	(6,508)		
	<b>RDF 4</b>		-	-	-		
5023-700-42200	Program revenue (including Fees)	-	(36)	-	36		
5023-700-46100	Interest Revenue	-	(145)	-	145		
5023-700-46110	Lending Program Interest revenue	-	(2,090)	-	2,090		
5023-700-62100	Professional Services	-	1,970	-	(1,970)		
5023-700-92000	Debt Interest	-	(2,631)	-	2,631		
	<b>RMAP</b>		-	-	-		
5024-700-46100	Interest Revenue	-	(22)	-	22		
5024-700-62100	Professional Services	-	152	-	(152)		
5024-700-62140	Banking services	-	1,395	-	(1,395)		
	<b>LINCOLN CO URA</b>		-	-	-		
5025-700-42200	Program revenue (including Fees)	-	(5,851)	-	5,851		
5025-700-46100	Interest Revenue	-	(10,331)	-	10,331		
5025-700-62100	Professional Services	-	61,875	-	(61,875)		
5025-700-62140	Banking services	-	0	-	(0)		
5025-700-62210	Printing/copying	-	1	-	(1)		
	<b>CITY OF LINCOLN CITY</b>		-	-	-		
5026-700-42200	Program revenue (including Fees)	-	(518)	-	518		
5026-700-46100	Interest Revenue	-	(3,418)	-	3,418		
5026-700-46110	Lending Program Interest revenue	-	(16,851)	-	16,851		
5026-700-62140	Banking services	-	0	-	(0)		
	<b>EDA RLF</b>		-	-	-		
5027-700-42200	Program revenue (including Fees)	-	(6,452)	-	6,452		
5027-700-46100	Interest Revenue	-	(13,408)	-	13,408		
5027-700-46110	Lending Program Interest revenue	-	(19,961)	-	19,961		

<u>FQA</u>	<u>Account Description</u>	<u>Adopted Budget</u>	<u>Actual</u>	<u>Encumbrc</u>	<u>Avail Bal</u>	<u>% Used</u>	<u>Notes-Thru 2/29/2024 -- 66.7%</u>
5027-700-46900	Misc Revenue		(18)	-	18		
5027-700-62100	Professional Services	-	21,190	-	(21,190)		
5027-700-62140	Banking services	-	0	-	(0)		
	<b>EDA RLF CARES</b>		-	-	-		
5028-700-42200	Program revenue (including Fees)	-	(817)	-	817		
5028-700-46100	Interest Revenue	-	(14,689)	-	14,689		
5028-700-46110	Lending Program Interest revenue	-	(972)	-	972		
5028-700-62140	Banking services	-	0	-	(0)		
	<b>LINCOLN CO LOAN FUND</b>		-	-	-		
5029-700-42200	Program revenue (including Fees)	-	(192)	-	192		
5029-700-46100	Interest Revenue	-	(9,731)	-	9,731		
5029-700-46110	Lending Program Interest revenue	-	(8,824)	-	8,824		
5029-700-62100	Professional Services	-	17,605	-	(17,605)		
5029-700-62140	Banking services	-	0	-	(0)		
	<b>BIF</b>		-	-	-		
5030-700-46100	Interest Revenue	-	(2,469)	-	2,469		
5030-700-62100	Professional Services	-	2,469	-	(2,469)		
5030-700-62140	Banking services	-	0	-	(0)		
	<b>SBA 504</b>		-	-	-		
5032-700-62210	Printing/copying	-	1	-	(1)		
	<b>TOTAL REVENUE</b>		<b>29,690,677</b>				
	<b>TOTAL EXPENDITURES</b>		<b>31,384,735</b>				



# Cascades West Area Commission on Transportation

1400 Queen Ave SE • Suite 201 • Albany, OR 97322  
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## MEMORANDUM

**DATE:** March 21, 2024

**TO:** Board of Directors, Oregon Cascades West Council of Governments

**FROM:** Jaclyn Disney, Community and Economic Development (CED) Director

**RE:** Cascades West Area Commission on Transportation  
Full Commission Membership Appointments

---

The Cascades West Area Commission on Transportation (CWACT) provides a forum for local governments to communicate and collaborate on local, regional, and state transportation issues in the Linn, Benton, and Lincoln County Region. CWACT is chartered by the Oregon Transportation Commission (OTC) as an advisory body to provide input, advice, and recommendations to the OTC and the Oregon Department of Transportation (ODOT), regarding transportation plans and policies.

The CWACT is a standing Committee of the Oregon Cascades West Council of Governments (OCWCOG). Article II H of the CWACT Bylaws states that the OCWCOG Board of Directors will formally appoint the Members and Alternates of the CWACT. The OCWCOG Board approves the membership of the OCWCOG Transportation Committee, which serves a dual role as the CWACT.

Attached is a list of individuals who were nominated by their jurisdictions to serve on the CWACT as Primary Representatives and Alternates. The Nominees will serve a two-year term that ends on either December 31, 2024, or December 31, 2025.

***Staff Recommendation:*** Staff recommends the appointment of all Nominees to serve on the CWACT.

***Additional Information:*** According to Article II A-B of the CWACT Bylaws, each of the following entities is invited annually to nominate one Representative and one Alternate as voting Members of the CWACT. Representatives must be elected officials. Alternates need not be elected officials.

1. All incorporated Cities in the Cascades West Region
2. Linn, Benton, and Lincoln Counties
3. All Port Districts in the Cascades West Region
4. All recognized Tribes in the Cascades West Region

Also, according to Article II D-E, the Board of Commissioners from each County nominates two Private Parties representing business and other transportation interests to be voting members of the CWACT (Private Sector Members).

*Attachment: 2024-2025 Membership Roster*

## 2024-2025 CWACTION Membership

Last Name	First Name	Representing	Category	Term Expires
McGregor	Billy	Albany Area MPO	Ex-Officio	Permanent
Ketchum	Corum	Corvallis Area MPO	Ex-Officio	Permanent
Stockhoff	Gary	Benton County	Alternate	12/31/2025
Malone	Pat	Benton County	Primary	12/31/2025
Bronstein	Sarah	Benton County – Private Sector	Primary	12/31/2025
Irish	Ron	City of Albany	Alternate	12/31/2025
Montague	Jackie	City of Albany	Primary	12/31/2025
Gesher	Greg	City of Corvallis	Alternate	12/31/2024
Napack	Jan	City of Corvallis	Primary	12/31/2024
Short	Kathy	City of Depoe Bay	Alternate	12/31/2024
Bedingfield	Lindsay	City of Depoe Bay	Primary	12/31/2024
McMillen	Randy	City of Halsey	Primary	12/31/2024
Whitlatch	Ron	City of Lebanon	Alternate	12/31/2024
Michelle	Steinhebel	City of Lebanon	Primary	12/31/2024
Mark	Rick	City of Lincoln City	Primary	12/31/2024
Parson	Mitch	City of Lincoln City	Alternate	12/31/2024
Sullivan	John	City of Millersburg	Alternate	12/31/2025
Hickman	Mike	City of Millersburg	Primary	12/31/2025
Lindner	Lisa	City of Monroe	Alternate	12/31/2024
Cuthbertson	Jeanni	City of Monroe	Primary	12/31/2024
Tokos	Derrick	City of Newport	Alternate	12/31/2025
Kaplan	Jan	City of Newport	Primary	12/31/2025
Lehman	Matt	City of Philomath	Primary	12/31/2024
Sanchez	Angelita	City of Sweet Home	Primary	12/31/2024
Strom	Stu	City of Toledo	Alternate	12/31/2025
Silvia	Frank	City of Toledo	Primary	12/31/2025
Samaneigo	Joe	City of Tangent	Primary	12/31/2024
Holland	Greg	City of Waldport	Primary	12/31/2024
Whittew-Carey	Catherine	City of Yachats	Alternate	12/31/2024
Collins	Barry	City of Yachats	Primary	12/31/2024
Barlow-Lind	Pam	Conf. Tribes of Siletz Indians	Alternate	12/31/2024
Peterson	Bonnie	Conf. Tribes of Siletz Indians	Primary	12/31/2024
Jacobson	Kaety	Lincoln County	Alternate	12/31/2024
Hall	Claire	Lincoln County	Primary	12/31/2024
Sprenger	Sherrie	Linn County	Alternate	12/31/2025
Nyquist	Roger	Linn County	Primary	12/31/2025
Steele	Janet	Linn County – Private Sector	Primary	12/31/2025
Feldmann	James	ODOT	Alternate	Permanent
Hildebrandt	Christine	ODOT	Primary	Permanent
Chuck	Walter	Port of Newport	Alternate	12/31/2024
Sylvia	Gil	Port of Newport	Primary	12/31/2024





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## MEMORANDUM

**DATE:** March 21, 2024  
**TO:** OCWCOG Board of Directors  
**FROM:** Jaclyn Disney, Community and Economic Development Director  
**RE:** **Appointments to Cascades West Economic Development District Board**

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Community and Economic Development Staff recommends the following individuals be appointed to the Cascades West Economic Development District (CWEDD) Board for one-year terms.

Benton County:

- ◆ **Chris Workman**, City of Philomath, City Manager
- ◆ **Sophie Adams**, City of Albany, Economic Development Manager

Lincoln County:

- ◆ **Paul Schuytema**, Economic Development Alliance of Lincoln County, Executive Director
- ◆ **Pam Barlow-Lind**, Confederated Tribes of Siletz Indians, Tribal Planner

Linn County:

- ◆ **Kelly Hart**, City of Lebanon, Community Development Director
- ◆ **John Pascone**, Albany Millersburg Economic Development Corporation, President

The CWEDD Board has twenty members. The requested appointments will join the OCWCOG Board Executive Committee, LCOG Executive Committee, and two-Lane Economic Committee members appointed by LCOG to comprise the CWEDD Board. See attached for full membership.

The primary responsibility of the CWEDD Board is the review and approval of the CWEDD Comprehensive Economic Development Strategy every five years as required by our planning grant from the federal Economic Development Administration. The CWEDD Board also provides input on an annual Update Report required under this planning grant.

**ACTION:** **Appointment of Benton, Lincoln, and Linn County members to the Cascades West Economic Development District Board.**

**OREGON CASCADES WEST COUNCIL OF GOVERNMENTS**

**RESOLUTION # 2024-03-01**

*Authorizing Economic Development Administration Planning Grant Submittal*

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**WHEREAS**, the U.S. Department of Commerce's Economic Development Administration (EDA) has invited a planning grant application for the period of April 1, 2024 through March 31, 2025; and

**WHEREAS**, the Board finds that past planning grants have supported a sound and effective program for community and economic development in Linn, Benton, Lincoln, and Lane Counties; and

**WHEREAS**, the Board finds that local funds available to match the requested grant are severely constrained;

**NOW THEREFORE**, Oregon Cascades West Council of Governments resolves that:

1. Application for an EDA planning grant is hereby authorized.
2. The amount of the grant request shall be \$75,000 in Federal funds.
3. \$75,000 is committed as cash-match for this project. Funds will be made available as needed for the project. These funds are not, and will not be, conditioned or encumbered in any way that would preclude their use, consistent with EDA investment assistance requirements.
4. The Chairperson and/or the Executive Director are authorized and empowered to execute any and all grant documents for application, acceptance, or amendment of this grant.

**ADOPTED** this 21st day of March 2024, at Albany, Oregon.

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Claire Hall  
OCWCOG Board Chair

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Ryan Vogt  
OCWCOG Executive Director

## MEMORANDUM

**DATE:** March 21, 2024

**TO:** OCWCOG Board of Directors

**FROM:** Jaclyn Disney, Community and Economic Development Director

**RE:** **Resolution #2024-03-01: *Authorizing Economic Development Administration Planning Grant Submittal***

---

Fiscal Year (FY) 2024 is the second year in the three-year planning grant cycle for the Economic Development Administration's (EDA) *Partnership Planning Program*. OCWCOG submitted a proposed Budget to the EDA for the entire three-year project period in January 2023. The EDA awards funds annually, with the future allocation of funding contingent upon the availability of funds as determined by Congress; satisfactory performance of the program; and the continued relevance of program objectives. All funding allocations are at the sole discretion of the EDA. Resolutions are brought to the OCWCOG Board of Directors for approval on a yearly basis for submission to EDA with the application.

Attached is Resolution #2024-03-01: *Authorizing Economic Development Administration Planning Grant Submittal*. If approved by the OCWCOG Board of Directors, this Resolution would authorize a funding match for the FY2024 EDA planning grant. This grant award is for the period of April 1, 2024 – March 31, 2025. The grant is for \$75,000, and requires an equal amount of match from OCWCOG. The Cascades West Economic Development District funded by this grant covers the four-County Region encompassing Linn, Benton, Lincoln, and Lane Counties, OCWCOG is applying for this grant in coordination with Lane Council of Governments (LCOG). LCOG provides a proportional share of match funding.

**ACTION:** **Approval of the required Resolution #2024-03-01: *Authorizing Economic Development Administration Planning Grant Submittal*.**



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## MEMORANDUM

**DATE:** March 4, 2024  
**TO:** OCWCOG Board of Directors  
**FROM:** Jaclyn Disney, Community and Economic Development Director  
**RE:** **Loan Program Advisory Committee (LPAC) New Member**

### **LPAC New Member**

#### **Background**

The Loan Program Advisory Committee (LPAC) is established by the Oregon Cascades West Council of Governments (OCWCOG) to advise Business Lending staff and the OCWCOG Board of Directors on matters relating to the development and operation of the Business Loan Program.

In accordance with the LPAC By-Laws, membership shall consist of the Board of Directors' Executive Committee, and a commercial banking lending professional or an individual involved in economic development within the OCWCOG region.

LPAC Committee Member Alysia Rogers was the Economic Development Catalyst for the City of Lebanon. Ms. Rogers recently resigned from her position with the city and has stepped down from her seat on the LPAC. Ms. Rogers has recommended Kelly Hart to be her successor. Ms. Rogers and Ms. Hart worked at the City of Lebanon together for over 4 years.

#### **Request**

Staff requests the appointment of Ms. Hart to serve on the LPAC. Ms. Hart has been working in municipal government for over 16 years in both California and Oregon. With a bachelor's degree in urban and regional planning, and a master's degree in environmental sciences with an emphasis of government policy and planning, Kelly has used her education to work in the field of Community and Economic Development for the cities of Stanton, California and Lebanon, Oregon. Currently, Kelly is the Community Development Director for the City of Lebanon, leading the Planning, Building, and Economic Development Divisions for the City, and overseeing the workplan for previous Economic Development Catalyst, Alysia Rodgers.

## MEMORANDUM

**DATE:** March 21, 2024  
**TO:** OCWCOG Board of Directors  
**FROM:** Randi Moore - Senior, Disability, and Community Services Director  
**RE:** **Senior & Disability Services and Community Service Program Updates**

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### Community Service Program Updates

#### Stand By Me Financial Empowerment Program

The Stand By Me – Oregon Program continues to grow capacity for its financial coaching program around budget creation, debt reduction, increased savings, and credit improvement in Linn, Benton, and Lincoln Counties. A total of 105 clients have been served by the program with **91% completing a new budget with** their coach, **67% taking action to improve credit**, **60% to reduce debt** and **85% to improve savings**.

A total of **\$312,858 in savings** has been recorded since the start of coaching, along with a total **debt reduction of \$76,830**. Currently the client base is 74% female, 24% Latino, with an average income \$0-2500/month.

The program also offers workshops to the public in Linn, Benton, and Lincoln Counties and recently hosted a two-series workshop at Young Roots in Albany, Oregon. After the two-part financial series workshops, two-free 1:1 coaching sessions were offered to interested young parent participants, in English and Spanish, with a total of 14 individuals assigned personal financial coaches.

This month Central Willamette Credit Union (CWCU) committed to sponsoring four new financial workshops for Benton and Lincoln residents in the summer of 2024, with Samaritan Health Services, Linn hospitals supporting Linn County workshops throughout the year.

Stand By Me was also successful in receiving an AmeriCorps VISTA grant in February to assist the program in its capacity-building for the next three years – keep an eye out for a VISTA position opportunity at OCWCOG this summer!

## Senior and Disability Services Updates

### Home and Community Based Services Waiver Review Completed

The Home and Community Based Services (HCBS) Waiver Review Unit recently worked in our area to complete a required Center for Medicare and Medicaid Services (CMS) Quality Assurance Review for 2023 – 2025. This is an audit of long-term services and supports determinations made by the OCWCOG Case Management team and assesses whether determinations made meet Oregon Administrative Rule. The audit is completed every two years. During this year’s review, 68 specific criteria of Case Management work were reviewed. The results included 40 areas in which OCWCOG improved from our last review cycle. In this review, the agency increased from a **75% accuracy score** to a **79% accuracy score**. The overall accuracy of our office payment levels and hours went from **59% to 69%** and is now equivalent to the State average.

Upon completion of the initial review, OCWCOG staff were given an opportunity to re-work cases identified by the Quality Assurance team as having errors or issues. Staff completed 100% of the requested corrective actions: reassessing cases, working with the training team for support, accurately updating information, and entering required notes in the database.

Consumer satisfaction is reflected in the chart below.

#### Current Results

#### State Average

Are you satisfied with the services you currently receive? 44 / 45 Correct (98 %)	125 / 130 Correct (96 %)
Is consumer satisfied with the way the office treats them? 41 / 45 Correct (91 %)	123 / 130 Correct (95 %)
Do you feel you or your representative(s) are able to fully participate in your assessment and plan of care? 45 / 45 Correct (100 %)	130 / 130 Correct (100 %)
Are you or your representative able to direct any or all of your services? 45 / 45 Correct (100 %)	129 / 130 Correct (99 %)
Risk(s) have been addressed and agreed to by the client and/or their representative? 45 / 45 Correct (100 %)	130 / 130 Correct (100 %)
Are you able to contact your case manager when needed? 40 / 45 Correct (89 %)	120 / 130 Correct (92 %)
If miles paid, HCW provided transportation and used their own vehicle? 1 / 1 Correct (100 %)	6 / 7 Correct (86 %)
Does CM interview client? 14 / 14 Correct (100 %)	47 / 47 Correct (100 %)
Does CM interview you (provider)? 14 / 14 Correct (100 %)	47 / 47 Correct (100 %)
Does CM review CBC facility care plan? 14 / 14 Correct (100 %)	47 / 47 Correct (100 %)
Are you able to contact the consumer’s case manager when needed? 14 / 14 Correct (100 %)	45 / 47 Correct (96 %)
Is provider satisfied with the way the office treats them? 14 / 14 Correct (100 %)	44 / 47 Correct (94 %)

Adult Protective Services

Adult Protective Services (APS) had an average of 346 complaints per month for January and February 2024.

Month	Complaints	Community Investigations	Facility Investigations	Community Non-Abuse	Facility Non-Abuse
Jan 2024	325	61	48	144	71
Feb 2024	368	75	46	133	114

Aging and Disability Resource Connection

The Aging and Disability Resource Connection (ADRC) served a total of 635 consumers in January and February of 2024. These consumers were provided with 775 connections to services.

**M E M O R A N D U M**

**DATE:** March 21, 2024  
**TO:** OCWCOG Board of Directors  
**FROM:** Jaclyn Disney, Community and Economic Development Director  
**RE:** **Community and Economic Development Updates**

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## **Community and Economic Development Updates**

### **Transportation**

#### Metropolitan Planning Organization Updates

- The Albany Area Metropolitan Planning Organization (AAMPO) and Corvallis Area Metropolitan Planning Organization (CAMPO) continue to align work products, and are in process for a joint Title VI and Public Participation Plan.
- AAMPO and CAMPO held their state and federal review of FY25 workplans in February. Partners had positive comments to share regarding the collaboration and partnerships the MPOs create among the region.
- Staff attended the quarterly Transportation Options Group of Oregon (ToGo) to network with other transportation options providers and receive statewide updates.

#### Cascades West Ride Line

Cascades West Ride Line provided over 20,000 physical trips across the region in January and February.

	<b>Trips</b> (Sedan, Wheelchair, Secure, Stretchers)	<b>Reimbursement</b> (Mileage, Meals, Lodging)
Linn County	9,935	4,200
Benton County	4,796	1,202
Lincoln County	4,026	1,528
All other counties	541	124
<b>Regionally</b>	<b>20,826</b>	<b>7,054</b>



During the month of February, 93,199 individuals were eligible for transportation assistance in OCWCOG’s tri-county region. Ride Line had over 2,740 unique members transportation services during the months of January and February. The majority of transportation services are for A&D, physical, and mental health.

### Oregon Health Plan Enrollment by County - for February 2024

	IHN- CCO	OHP - FFS	Other CCO's	<b>Total Enrollment by County</b>
Linn County	44,662	4,813	803	<b>50,278</b>
Benton County	19,895	2,338	13	<b>22,146</b>
Lincoln County	17,853	2,093	27	<b>19,973</b>
Total Enrollment by Plan	82,410	9,144	843	92,397

### Planning

#### Cascades West Economic Development District

- The next Cascades West Economic Development District (CWEDD) meeting of 2024 is scheduled for May 9th at 9am. At this meeting we will discuss the Comprehensive Economic Development Strategy (CEDS) Scope of Work for the 2025-2030 update.
- We are excited to announce that OCWCOG hired a grant writer and administrator to support communities in the region. Grant writing services are now available through OCWCOG. Please reach out if your community needs assistance.
- OCWCOG continues to serve our rural communities. We actively participate in the Regional Solutions Team meetings and visit our rural communities to hear about their pressing infrastructure needs. We work with DEQ, DLCDC, USDA, and Business Oregon on the best way to address these needs. We visited Port of Newport, Port of Toledo, and the City of Siletz/Confederated Tribes of Siletz Indians this year.
- Our three-county Childcare Working Group has also joined the new statewide childcare group led by Workforce Development. We are currently discussing a statewide employer engagement toolkit that is being utilized successfully by Douglas, Klamath, and Lake Counties.
- OCWCOG was granted an extension on the EDA Broadband Grant through June 2024. The Broadband Strategic Plan, along with county maps, has been completed. A capital projects grant for Lincoln & Benton Counties will be written in the Spring of 2024.

#### Cascades West Regional Consortium (CWRC)

- The CWRC reviewed the Housing Production Advisory Council (HPAC) recommendations at the February meeting.

## Cascades West Business Lending

### Lending Updates

- A new loan was booked under the USDA RDF 1-3 loan program for a new coffee shop in downtown Sweet Home. We have partnered with Central Willamette Credit Union on the purchase of the commercial building to house the business.
- A new start-up loan is in progress for a café in downtown Sweet Home.
- Staff recently attended a chamber luncheon to connect with speaker Britt Hoskins, the new Director of the Small Business Development Center at Linn-Benton Community College. The Small Business Development Center is an ongoing source of new loan referrals to Cascades West Business Lending (CWBL).
- Staff will be hosting a resource table at the Lincoln County Economic Summit March 14th, where we will have the opportunity to share information about our lending programs with attendees.

## MEMORANDUM

**DATE:** March 21, 2024  
**TO:** OCWCOG Board of Directors  
**FROM:** Jason Sele, Technology Services Director  
**RE:** **Technology Services Update**

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### Firewall Upgrades

The tech team is replacing our firewall equipment at the Albany office. This represents a \$40,000 investment in hardware and implementation costs. Our current firewall has served us well but is outdated and has reached the maximum limits for workers who connect remotely to our network. We experience random disconnects which interfere with state software applications while working remotely. The equipment is already installed, and we hope to have it configured and usable in the next few weeks.

### Tenant Sync with CSC

We are syncing the COG and CSC tenants to enable easier sharing between the two agencies. This sync will make Microsoft 365 users visible in both global address lists and enable the option to create teams with members from either agency. There is still a separation of the two domains so that it does not create any security or policy risks but will provide much better collaboration for our shared services.

## **M E M O R A N D U M**

**DATE:** March 21, 2024  
**TO:** OCWCOG Board of Directors  
**FROM:** Ryan Schulze, Human Resources Manager  
**RE:** **Human Resources Updates**

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### **Dayforce HR System Update**

Oregon Cascades West Council of Governments (OCWCOG) Human Resources (HR) staff have been preparing for the Dayforce HR system to go live on March 26<sup>th</sup>. Management teams will see changes in the way they onboard and recruit new staff through the system. All staff will have access to a self-service portal where they will be able to virtually submit documents for various functions, including name and address changes, direct deposit updates, and more.

### **COG/CSC Joint Board Subcommittee**

At their last meeting, the CSC board of directors was informed that Pegge McGuire will be retiring at the end of 2024. The Board then elected to form a joint subcommittee of COG and CSC board members to consider options for filling her upcoming vacancy that could include a position with oversight over both agencies, and then move a recommendation forward to one or both agency's Boards of Directors. The subcommittee has been formed and will meet the evening of March 21, 2024 to begin the process.

### **COG/CSC Partnership**

As COG has been providing contracted services for IT and HR to CSC we have had ongoing conversations with Pegge McGuire about the quality and efficiency of services provided as well as challenges CSC has been experiencing. This has resulted in CSC making the decision to shutter HR and IT programs within CSC and rely on COG as a contract provider of all related needs. The decision has triggered a layoff of CSC staff in HR and IT (5 staff in total).

For purposes of continuity, stability, and because we value the partnership we have with CSC and thereby the people at CSC, COG has made offers of employment to each of the staff experiencing layoff. The positions offered are Limited Term positions that in the short term will primarily serve CSC and could become regular status at a later point. All offers made have been accepted and those staff are currently working as COG employees.

### **HR Staffing**

HR is experiencing a significant amount of change currently, one example being my expected absence any day for parental leave. With the changes in demands for HR services, we are adding to HR staffing in the short term to ensure coverage needs are met, while evaluating long-term needs to provide adequate services to both COG and CSC in the long term. To meet immediate needs HR has added four positions since January (including those who were hired from CSC).