

ELC OF NORTHWEST FLORIDA, INC.
OCTOBER 9, 2007
BOARD MEETING MINUTES

ATTACHMENT 1

11:36 AM
 09/20/07
 Accrual Basis

Early Learning Coalition of NW Florida, Inc.
Profit & Loss
 July through August 2007

Detail

	<u>Jul - Aug 07</u>
Ordinary Income/Expense	
Income	
4100 · Grants	
School Readiness	1,899,111.75
VPK	436,813.88
Total 4100 · Grants	<u>2,335,925.63</u>
Total Income	2,335,925.63
Expense	
5015 · Outreach CCR&R	100.00
5020 · NDS (ELC Level)	495.00
5025 · NDS (ELC Shared)	28,308.18
5050 · Occupancy	
Electric	755.09
Internet Access	742.32
Rent	13,040.81
Repairs	512.00
Telephone	1,885.43
Water and Sewer	265.34
Total 5050 · Occupancy	<u>17,000.99</u>
5070 · Dues and Subscriptions	95.00
5080 · Miscellaneous	994.87
5090 · Office Supplies	6,995.61
5100 · Payroll Exp	
Admin Costs Shared	32,911.83
Admin SR	12,304.64
Admin VPK	2,192.52
Eligibility	47,708.41
Insurance	870.44
Non Direct Services	4,842.88
PERKS Salary	0.00
Total 5100 · Payroll Exp	<u>100,628.72</u>
5110 · Postage and Delivery	511.28
5120 · Printing and Reproduction	2,192.64
5130 · Professional Fees	2,920.60
5140 · Program Supplies	
Child education	4,802.87
Parent education supplies	1,195.00
Provider education supplies	12,458.71
Total 5140 · Program Supplies	<u>18,456.58</u>
5200 · Quality (ELC level)	
Mini Grant	10,000.00
5200 · Quality (ELC level) - Other	875.22
Total 5200 · Quality (ELC level)	<u>10,875.22</u>
5250 · Travel & Ent	
Car Rental/Taxis	804.11
Lodging	385.00
Mileage	1,817.83
Per diem	199.00
Tolls/Parking	22.10
5250 · Travel & Ent - Other	1,298.49
Total 5250 · Travel & Ent	<u>4,326.53</u>
5900 · X-Admin Allocate County SR	0.00
5950 · X-Admin Allocate County VPK	209.15

11:38 AM
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Early Learning Coalition of NW Florida, Inc.
Profit & Loss
 July through August 2007

	<u>Jul - Aug 07</u>
6000 · X-Contracted Services	
97BBD Non Direct Service	107,803.00
97BDE Eligibility	49,940.00
97INT Infant/Toddler Quality	16,000.00
97PPD CCPP Non Direct Services	750.00
97QI4 CCR&R	16,285.00
97QIN Inclusion	8,000.00
97QOO Quality Other	72,150.00
Total 6000 · X-Contracted Services	270,928.00
6100 · Slots	
97COO Two Parent One Work (SOP)	14,894.97
97GNW Workforce/TANF (3/3R)	85,263.02
97GOO Transitional CC (5/5T/3W)	132,733.34
97GSD Quality Gold Seal	26,816.37
97POO Working Poor (8)	554,446.94
97PPO CC Purchasing Pool (CCPP)	28,793.77
97ROO Protective Services (1)	620,804.17
97TNW Transitional CC (5N)	2,067.10
Total 6100 · Slots	1,465,819.68
6200 · Slots VPK	
VPPRS Program Services (slots)	383,743.05
Total 6200 · Slots VPK	383,743.05
6300 · X - Contracted VPK	
VPADM VPK Admin	10,150.00
VPENR Enrollment	27,126.00
Total 6300 · X - Contracted VPK	37,276.00
Total Expense	2,351,877.08
Net Ordinary Income	-15,951.45
Other Income/Expense	
Other Income	
7000 · Other Income	
Community Funds	3,895.50
Interest Income	37.11
Local Match	83.34
Teddy Bear Fund	-301.56
7000 · Other Income - Other	-54.72
Total 7000 · Other Income	3,659.67
Total Other Income	3,659.67
Other Expense	
8000 · Other Expenses	
8000 · Other Expenses - Other	51.76
Total 8000 · Other Expenses	51.76
Total Other Expense	51.76
Net Other Income	3,607.91
Net Income	-12,343.54

11:36 AM
 09/20/07
 Accrual Basis

Early Learning Coalition of NW Florida, Inc.
Profit & Loss
 July through August 2007

Consolidated

	<u>Jul - Aug 07</u>
Ordinary Income/Expense	
Income	
4100 · Grants	2,335,925.63
Total Income	<u>2,335,925.63</u>
Expense	
5015 · Outreach CCR&R	100.00
5020 · NDS (ELC Level)	495.00
5025 · NDS (ELC Shared)	28,308.18
5050 · Occupancy	17,000.99
5070 · Dues and Subscriptions	95.00
5080 · Miscellaneous	994.87
5090 · Office Supplies	6,995.61
5100 · Payroll Exp	100,628.72
5110 · Postage and Delivery	511.26
5120 · Printing and Reproduction	2,192.64
5130 · Professional Fees	2,920.60
5140 · Program Supplies	18,456.58
5200 · Quality (ELC level)	10,875.22
5250 · Travel & Ent	4,326.53
5900 · X-Admin Allocate County SR	0.00
5950 · X-Admin Allocate County VPK	209.15
6000 · X-Contracted Services	270,928.00
6100 · Slots	1,465,819.68
6200 · Slots VPK	383,743.05
6300 · X - Contracted VPK	37,276.00
Total Expense	<u>2,351,877.08</u>
Net Ordinary Income	-15,951.45
Other Income/Expense	
Other Income	
7000 · Other Income	3,659.67
Total Other Income	<u>3,659.67</u>
Other Expense	
8000 · Other Expenses	51.76
Total Other Expense	<u>51.76</u>
Net Other Income	<u>3,607.91</u>
Net Income	<u><u>-12,343.54</u></u>

The loss is from a timing issue for the invoicing of the curriculum materials that were purchased through a grant for the low performing VPK providers.

11:37 AM
09/20/07
Accrual Basis

Early Learning Coalition of NW Florida, Inc.
Balance Sheet
As of August 31, 2007

	<u>Aug 31, 07</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · People's Checking	1,295,356.41
Total Checking/Savings	1,295,356.41
Accounts Receivable	
1100 · Accounts Receivable	1,103,880.32
Total Accounts Receivable	1,103,880.32
Other Current Assets	
1200 · Petty Cash	250.00
1300 · Prepaid Expenses	3,811.84
1310 · Prepaid VPK Slots	8,805.20
Total Other Current Assets	12,866.84
Total Current Assets	2,411,913.57
Fixed Assets	
1500 · Furniture, Fixtures & Equipment	21,670.48
1600 · Accumulated Depreciation	-2,244.00
Total Fixed Assets	19,426.48
TOTAL ASSETS	<u><u>2,431,340.05</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	1,226,603.02
Total Accounts Payable	1,226,603.02
Other Current Liabilities	
2100 · Payroll Liabilities	470.68
2130 · Grant refundable	36,415.80
2140 · OEL Advance	994,901.84
Total Other Current Liabilities	1,031,788.32
Total Current Liabilities	2,258,391.34
Total Liabilities	2,258,391.34
Equity	
3000 · Opening Bal Equity	186,074.00
3900 · Retained Earnings	19,218.25
Net Income	-12,343.54
Total Equity	172,948.71
TOTAL LIABILITIES & EQUITY	<u><u>2,431,340.05</u></u>

ELC OF NORTHWEST FLORIDA, INC.
OCTOBER 9, 2007
BOARD MEETING MINUTES

ATTACHMENT 2



APPROVED
Committee Appointments
October 9, 2007

1) Executive

Bay: Steve Southerland II – Chair
Jerry Sowell – Treasurer
Al McCambry
Olivia Cooley
Rick Dye
Calhoun: Mary McKenzie
Franklin: Elizabeth Kirvin
Gulf: David Warriner
Holmes: Richard Williams
Jackson: David Melvin
Washington: Dr. Willie Spires

2) Finance

Bay: Jerry Sowell – Chair
Gulf: David Warriner
Franklin: Lee Anne Case
Calhoun: Richard Williams
Jackson: David Melvin
Holmes: Judy Boyd (*Advisory Member*)
Washington: Shelly Bear (*Advisory Member*)
Ex Officio: Steve Southerland II

3) Personnel and Policy

Bay: Rick Dye – Co Chair
Calhoun: Mary McKenzie – Co Chair
Gulf: Sharon Gaskin (*Advisory Member*)
Franklin: Shelly Bear (*Advisory Member*)
Jackson: Dr. Willie Spires
Holmes: Steve Griffin (*Advisory Member*)
Washington: Linda Hood (*Advisory Member*)
Ex Officio: Steve Southerland II

4) Program

Bay: Bill Byrd
Calhoun: Richard Williams - Chair
Gulf: Sharon Gaskin (*Advisory Member*)
Franklin: Elizabeth Kirvin
Jackson: Lee Anne Case
Holmes: Judy Boyd (*Advisory Member*)
Washington: Linda Hood (*Advisory Member*)
Ex Officio: Steve Southerland II

APPROVED
Committee Appointments
October 9, 2007

- 5) Education
Bay: Olivia Cooley
Calhoun: Sharon Gaskin (*Advisory Member*)
Franklin: Elizabeth Kirvin
Gulf: Jill Jones
Holmes: Steve Griffin – Chair
Holmes: Judy Boyd (*Advisory Member*)
Jackson: Shelly Bear (*Advisory Member*)
Washington: Linda Hood (*Advisory Member*)
Ex Officio: Steve Southerland II

- 6) Legislative
Bay: Julian Bennett – Chair
Calhoun: Mary McKenzie
Franklin: Elizabeth Kirvin
Gulf: David Warriner
Holmes: Richard Williams
Jackson: David Melvin
Washington: Dr. Willie Spires
Ex Officio: Steve Southerland II

ELC OF NORTHWEST FLORIDA, INC.
OCTOBER 9, 2007
BOARD MEETING MINUTES

ATTACHMENT 3



Executive Director Report (Tab 6) October 9, 2007

a. Request for Proposal (RFP Summary Report)

Initial stages for the RFP/ITN for the 2007-08 fiscal year are in development. Below are the elements that are included in an RFP/ITN:

1. RFP/ITN is developed, reviewed, and approved
2. RFP/ITN is disseminated to the public
3. Notice of Intent to Submit Proposal is submitted to Coalition
4. Pre-proposal Conference is held
5. Deadline for Final Inquiries
6. Coalition issues written response to inquiries
7. Proposals are submitted to the Coalition
8. Initial Proposal Opening is held
9. RFP Committee reviews and scores the proposals
10. RFP Committee presents recommendation to the Board
11. Board awards contract to winning proposal
12. Posting of awards and negotiations of contract take place

b. Asset Plan

The Coalition has completed the review of financial statements for the fiscal years 2004-05, 2005-06, and 2006-07. The review demonstrates the percentage of Coalition funding that was charged to support the common costs associated with operating EEC during these fiscal years. This review of Assets has been attached under Attachment 1. of this report.

A listing of purchase orders is being submitted no later than by October 15, to EEC to determine the exact purchased item, the condition of the item, and the usage of the item. Once this process has been completed, the AWI/OEL approved Asset Plan requires that the Asset Team from both Boards meet to determine the distribution of Assets. It is expected that the Asset Plan will be completed by the projected deadline of November 30, 2007.

c. Contract Modification Process

The Coalition and EEC signed a renewal of the 2006-07 contract with the understanding that the first quarter of the 2007-08 contract year would be used as a period for the clarification and modification of the 2006-07 contract.

The Board approved a fiscal increase in many of the individual payline deliverables due to a request from EEC documenting their actual cost of providing the specified contract deliverable/service. However, the required processes needed for the completion of each payline deliverable and the evidence that documents the completion of the process and the deliverable itself are in process of being modified. The following course of action outlines the process for the completion of the Contract Modification.

1. Contract Communication Resolve (CCR) Meetings

Both Executive Directors have been meeting weekly and/or every other week to discuss issues and provide clarifications to required payline deliverables to be included in the Modified Contract.

Written copies of these meetings are available for Board review, as well as use by the Board's Modification Committee. These meetings have identified many issues that are easily corrected while also allowing ED's to resolve conflicts concerning actual completion of required deliverables and documentation. These meetings have appeared to be extremely helpful to me and beneficial to moving forward with the changes the Coalition believes are necessary to better prepare our children, families, and Providers for future success.

The Board Chair and the Modification Committee Chair has requested that the CCR meetings continue to move both organizations forward through this process of change in order to ensure the Coalition's purpose and vision be realized.

2. Modified Scopes of Service

The Coalition staff have been reviewing the 2006/07 Scopes of Service in order to provide recommendations for modification of the scopes of service. Review of the Scopes has included removing unnecessary language, ensuring clarity of payline deliverable, and processes required for verification of completed payline.

3. Request for Contractor Input

The Modification Committee Chair has instructed Coalition staff to request written input of any issues the Contractor (EEC) would like to address as part of the Contract Modification process.

4. Modification Committee

The Modification Committee will review the Coalition's draft scope of services, the Contractor's input concerning modification to the scopes, and the Contract Communication Resolve issues agreed upon by both EDs for development of a 2007-08 Modified Contract to include the following:

- a. Modified Family Support Scope of Services
- b. Modified Provider Support Scope of Services
- c. Modified Child Assessment and Support Scopes of Service
- d. Modified Payline Deliverables Listing

5. Modified 2007-08 Contract Meeting

The Modified 2007-08 Contract Meeting will be scheduled for mid November in order to have the full- first quarters' slot and invoice data to determine if payline funding changes are needed and to review the

modified Scope of Services for recommendation of acceptance of a Modified 2007-08 Contract by full Board.

d. *Contractor Invoice Process*

The Board gave the ED the authority to approve an initial timeframe for the implementation of the Board approved Invoice Process. Both EDs met and determined that August invoice would include both hard copy invoicing and electronic invoicing.

Both EDs are reviewing areas of Invoice evidence issues for inclusion in the Contract Modification process to ensure that the modified payment process is as succinct as possible.

These areas of review include areas where one or both of the EDs believe the current "process and/or evidence" of a service is not meeting the intent or goal of the deliverable for which the Coalition is paying. The Modification Committee Chair is also reviewing the invoice evidence for inclusion in the modification process. There have been many areas that the EDs have resolved. However, the following primary areas of discussion to date include the following and will require modification to the Scopes or Scope evidence as currently listed:

1. Provider Technical Assistance
The current process for the implementation of TA may not be providing the best opportunities for School Readiness Providers to receive needed TA.
2. Child Observation
Coalition's AWI/OEL performance review indicated that the Coalition needed to strengthen its Inclusion process to demonstrate higher service connectivity between child, parent, and provider. This area will need to be enhanced to completely address the Coalition's recommendations from OEL.
3. Child File/Records
The developmental of a comprehensive Child File was originally intended to ensure that when School Readiness children transferred from on program to the next, that the child's health and developmental information would follow the child.

However, due to the Coalition completing eligibility services in six counties and transferring children from each county office, it no longer makes sense for Child Files to be only located in Bay County. The intent of the Child File is no longer valid in its current process. With limited resources, the neither ED believes that we can afford to spend money and not get the results needed. Also, the current process doubles the workload of staff with no benefit to the child. Both ED's are discussing this process to determine how we may better meet the intent of the Child File which

directly correlates to ensuring that School Readiness Provider share the information needed to support the smooth transition of transferring children and continued developmental planning in the classroom, based on the child's health and development assessments.

The resolve to this payline deliverable will also address the OEL's requirement to demonstrate higher service connectivity between child, parent, and provider.

4. Child Transfers

Child Transfers allow a parent to move a child from one School Readiness program to the other. This is a NEW payline deliverable for the 07-08 Modified Contract. While the Coalition has agreed to pay this service, there is discussion as to whether this payline should be based on a child or a family. There is merit to both options and so the EDs are currently discussing how Child Transfers can be implemented and evidenced to better meet the targeted Coalition goals of supporting the family, the child, and the provider.

e. Angel Haven Provisional Status (Attachment 1)

John and Rhonda Franz, owners of Tiny Tykes in Bay County, have assumed ownership of Angel Haven Child Care Center. Under previous ownership, Angel Haven was placed on a provisional contract status due to an incident in which a child was severely injured and staff did not follow their emergency procedures and did not seek immediately medical attention for the child. Mr. and Mrs. Franz have sent a letter to the Coalition requesting that the provisional status be lifted due to their assuming ownership of the facility.

f. Subcontractor Communication Audit Update

Steve Bornhoft and Cindy Weathersby have completed the initial stages of the subcontractor communication audit. This involved interviews with the Coalition Board Chair, Treasurer, Executive Director, and management staff as well as the Board and staff of the Coalition's subcontractors. The audit team's report will be completed in October and presented to the Board in November or December.

g. Early Learning Information System (ELIS) Update

The ELIS is the system that the state is creating to replace the current EFS database that has been used for 230 years to support provider eligibility attendance and provider payments for SUBSIDIZED CHILD CARE. However- it EFS does not support the On August 30, the North Highland and ELIS team completed the three initial "strawman" visits in Sarasota, NW Florida and Broward. The Coalition was honored to have been chosen as one out of only three of the 31 Coalitions to have their processes and scopes of service reviewed as a foundation to what all Coalition and/should eventually be doing. Due to the Coalition's and EEC's input -the ELIS Team ADDED family and child outcomes to their list of common service functions.

Steve Southerland spoke to the ELIS Team after the review and received many comments from this team that complimented the Coalition's focus on "family," "outcome based planning", and child assessments. The ELIS team left Panama City with a very different sense of the importance of "family" within the realm of standard Coalition service.

h. Landrum Professional Fee Reduction

The Coalition received a letter from Landrum Professional, our human resource and payroll co-employer, stating that we will be received a reduction in our fees effective September 15, 2007, which should results in an annual savings of approximately \$1,500. The letter stated that the reduction was due to having a clean safety record for the past two years. Matt Bonner has served as the Coalition's Safety officer during this timeframe. The Coalition thanks him for his vigilance, staff training, and dedication to a safe work environment.

i. At Risk Utilization Review

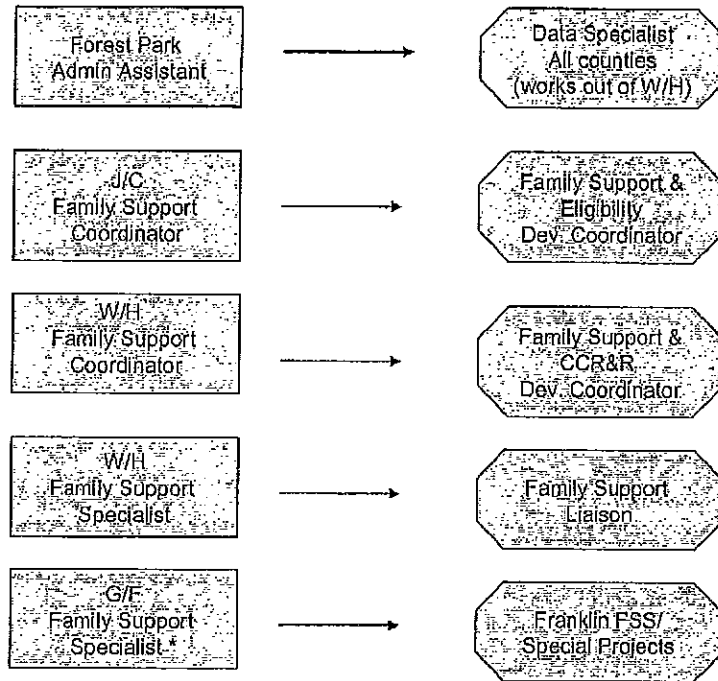
The Coalition and Jerry Sowell, Board Treasurer, met with Department of Children and Families (DCF) and Big Bend Community Based Care (BBCBC) met to develop a plan for review the AT Risk category for placement of children. This plan involves the following strategies:

1. Coalition hosted a meeting with DCF and BBCB to develop a plan for reviewing referrals of families being served through the At Risk funding category.
2. Jackson County DCF and Bay County BBCBC will implement a "pilot review" of all of the parent/guardian files the Coalition has that have been placed into care due to a At Risk Referral for care.
3. A second meeting has been scheduled for October in Jackson County to discuss the results of the "pilot review."
4. The next counties scheduled for file review are Washington and Holmes - DCF files.
5. The file/case review is determining the status of open referral as compared to closed cases, as well as the possibility of reconfiguring the parent fee process for At Risk placement.

j. Realignment of Staff

In order to meet the changing demands of the Coalition Work Plan, the Coalition has realigned current positions, dissolving the original positions and employees accepting the enhanced job requirements. The flow chart below provides an overview of this position realignment.

Coalition Position Realignment



* Jackson Co. Family Success Center will cover Gulf Co. Family Support Services

**Board Overview and Executive Director Report
October 9, 2007**

Attachment 1

Asset Plan

ELCONF Asset Distribution
 Calculation of Asset value as paid by SR funding
 July 2005 - June 2006

<u>Proj #</u>	<u>Project</u>	<u>Indirect cost</u>	<u>Common/OH Costs</u>	<u>Total OH</u>
30000	Bay SR	167,804.58	115,953.80	283,758.38
30100	Calhoun SR	14,286.75	11,274.12	25,560.87
30200	Franklin SR	8,040.96	5,356.75	13,397.71
30300	CCPP SR	2,712.43	2,624.32	5,336.75
30400	Gulf SR	7,863.29	4,103.96	11,967.25
30500	Jackson SR	51,662.76	41,182.56	92,845.32
30600	Holmes SR	28,523.55	21,841.18	50,364.73
30700	Washington SR	27,435.29	21,913.26	49,348.55
30800	SR Pools	9,848.77	9,601.76	19,450.53
30900	CCR&R	1,916.69	1,866.06	3,782.75
31000	Universal VPK	387.72	374.62	762.34
32100	TLC	1,338.29	1,297.33	2,635.62
34800	Bay SR	533.98	46,999.54	47,533.52
34900	Calhoun SR	1.79	2,598.65	2,600.44
35000	Franklin SR	10.80	2,471.24	2,482.04
35100	Gulf SR	3.61	3,602.30	3,605.91
35200	Jackson SR	3.61	3,602.30	3,605.91
35300	Holmes SR	7.67	5,780.96	5,788.63
35400	Washington SR	6.63	4,671.40	4,678.03
		<hr/>	<hr/>	<hr/>
		322,389.17	307,116.11	629,505.28
Total Agency		444,136.22	431,302.94	875,439.16
Percentage of OH Paid with SR funding:		72.6%	71.2%	71.9%

Asset Purchases for Year through Overhead

Date	Description	EEC GL Account	Amount
03/09/06	INNOVATIVE COMPUTER CONCEPTS	Computer Services - Support	3,500.00
05/31/06	CYBER SYTES, INC.	Computer Services - Support	1,476.50
06/30/06	CYBER SYTES, INC.	Computer Services - Support	5,456.00
10/27/05	CONSISTENT COMPUTER BARGAINS	Computer Supplies - Hardware	3,359.00
08/11/05	GRANTS MANAGEMENT SYSTEMS	Computer Services - Support	2,995.50
06/15/06	GRANTS MANAGEMENT SYSTEMS	Computer Services - Support	2,106.00
06/29/06	MY OFFICE PRODUCTS	Equipment - Non-Inventoriable	4,661.55

Total Asset Purchases in OH: 23,554.55

Percentage from above: 71.9%

Amount of assets paid with SR funding: 16,937.46

Asset Purchases for Year through SR Account Directly

Date	Description	EEC GL Account	Amount
06/19/06	JESSIE TAMPOC	Computer Services - Support	1,500.00
06/22/06	JESSIE TAMPOC	Computer Services - Support	2,206.96

ELCONF Asset Distribution
 Calculation of Asset value as paid by SR funding
 July 2003 - June 2004

<u>Proj #</u>	<u>Project</u>	<u>Indirect cost</u>	<u>Common/OH Costs</u>	<u>Total OH</u>
30000	Bay	229,934.84	225,410.55	455,345.39
30100	Calhoun	27,347.03	26,808.94	54,155.97
30200	Franklin	13,266.17	13,005.14	26,271.32
30300	CCPP	12,983.22	12,727.75	25,710.97
30400	Gulf	15,494.95	15,190.06	30,685.01
30500	Jackson	79,266.83	8,877.25	88,144.08
30600	Holmes	43,310.37	5,920.21	49,230.58
30700	Washington	39,992.30	4,702.42	44,694.73
30800	SR Pools	7,490.06	7,342.68	14,832.74
30900	CCR&R	3,965.24	3,887.22	7,852.46
		<u>473,051.01</u>	<u>323,872.24</u>	<u>796,923.25</u>
Total Agency		699,197.52	545,569.01	1,244,766.53
Percentage of OH Paid with SR funding:		67.7%	59.4%	64.0%

Asset Purchases for Year through Overhead

<u>Date</u>	<u>Description</u>	<u>EEC GL Account</u>	
07/31/03	GRANTS MANAGEMENT SYSTEMS	Computer Supplies - Software	2,940.00
08/15/03	GRANTS MANAGEMENT SYSTEMS	Computer Supplies - Software	1,500.00
07/15/03	GRANTS MANAGEMENT SYSTEMS	Computer Services - Support	2,006.40
07/31/03	GRANTS MANAGEMENT SYSTEMS	Computer Services - Support	2,520.00
08/29/03	INNOVATIVE COMPUTER CONCEPTS	Computer Services - Support	5,300.00
08/31/03	JS OFFICE PRODUCTS	Computer Supplies - Printer	1,918.85
09/30/03	JS OFFICE PRODUCTS	Computer Supplies - Printer	1,610.40
Total Asset Purchases in OH:			<u>17,795.65</u>
Percentage from above:			<u>64.0%</u>
Amount of assets paid with SR funding:			11,393.11

ELCONF Asset Distribution
 Calculation of Asset value as paid by SR funding
 July 2004 - June 2005

Proj #	Project	Indirect cost	Common/OH	
			Costs	Total OH
30000	Bay	236,158.35	156,891.46	393,049.81
30100	Calhoun	28,137.66	18,693.23	46,830.89
30200	Franklin	16,597.52	11,026.53	27,624.05
30300	CCPP	13,411.27	8,909.77	22,321.04
30400	Gulf	13,659.20	9,074.45	22,733.65
30500	Jackson	10,624.26	54,747.67	65,371.93
30600	Holmes	5,436.50	28,502.96	33,939.46
30700	Washington	4,699.78	27,888.87	32,588.65
30800	SR Pools	8,498.41	5,645.91	14,144.32
30900	CCR&R	3,859.73	2,564.22	6,423.95
31000	Universal VPK	1,472.19	978.05	2,450.24
32100	TLC	2,319.24	1,540.79	3,860.03
		344,874.11	326,463.91	671,338.02
Total Agency		545,942.12	460,043.42	1,005,985.54
Percentage of OH Paid with SR funding:		63.2%	71.0%	66.7%

Asset Purchases for Year through Overhead

Date	Description	EEC GL Account	Amount
09/30/04	MY OFFICE PRODUCTS	Equipment - Non-Inventoriable	319.00
10/29/04	MY OFFICE PRODUCTS	Equipment - Non-Inventoriable	25.19
11/30/04	WALMART COMMUNITY	Equipment - Non-Inventoriable	46.70
12/10/04	MY OFFICE PRODUCTS	Equipment - Non-Inventoriable	198.00
01/31/05	ACTION FIRE & SAFETY	Equipment - Non-Inventoriable	120.00
03/31/05	LOWE'S COMPANIES, INC.	Equipment - Non-Inventoriable	19.97
06/30/05	WALMART COMMUNITY	Equipment - Non-Inventoriable	19.48
06/30/05	AMERICAN EXPRESS	Equipment - Non-Inventoriable	200.00
07/30/04	SUN SIGNS	Fixed Assets (under \$4999)	850.00
10/22/04	MY OFFICE PRODUCTS	Fixed Assets (under \$4999)	625.00
10/22/04	LOWE'S COMPANIES, INC.	Fixed Assets (under \$4999)	400.00
11/12/04	BUSH A/C & HEATING	Fixed Assets (under \$4999)	2,884.00
11/12/04	CONSISTENT COMPUTER BARGAINS	Fixed Assets (under \$4999)	897.95
01/25/05	CONSISTENT COMPUTER BARGAINS	Fixed Assets (under \$4999)	3,235.00
02/28/05	INNOVATIVE COMPUTER CONCEPTS	Computer Supplies - Software	4,932.00
04/30/05	CONSISTENT COMPUTER BARGAINS	Computer Supplies - Hardware	1,750.00
Total Asset Purchases in OH:			16,522.29
Percentage from above:			66.7%
Amount of assets paid with SR funding:			11,026.04

Asset Purchases for Year through SR Account Directly

Date	Description	EEC GL Account	Amount
6/30/2005	COVANSYS	Computer Services - Support	11,200.00
5/19/2005	nTIER SOLUTIONS, INC.	Computer Supplies - Software	12,078.00