

**RESOLUTION FY2024-22**

**Board Administration Budget FY2025**

**March 25, 2024**

**Whereas**, the Wood County Alcohol, Drug Addiction, and Mental Health Services Board has reviewed the proposed FY 2025 Board Administration Budget at its March 11, 2024, meeting; and

**Therefore**, be it resolved, that the Board approves the FY 2025 Board Administration Budget in the amount of \$1,013,417.90. The revenue source for the FY 2025 Board budget is local levy funds.

<b>Board Members</b>	<b>Yes</b>	<b>No</b>	<b>Absent</b>	<b>Abstain</b>
Matthew Battiato	✓			
Karen Baron	✓			
Katina Bostic	✓			
Judy Ennis	✓			
Scott Kleiber			X	
Brandy Laux			X	
Dan Lambert	✓			
Leslie Miller	✓			
Dr. Carol Mowen	✓			
Erica Parish	✓			
Corey Speweik			X	
Frank McLaughlin	✓			

Karen motioned to approve this resolution, Erica seconded. This resolution is/is not adopted by the majority of the Board. Resolution passed/ not passed.

Frank McLaughlin Board Chair      3/25/24 Date

	B	C	D	E	F	G	H
1	DRAFT		Annual Budget FY	Actual YTD AS	Projected	Proposed Budget	
2	Expenditures		24	OF 12/23	Spending FY 24	FY 25	Notes
4	SALARY		\$ 563,725.06	\$ 274,735.06	\$ 555,725.06	\$ 576,881.79	4% increase for all staff
5		<b>SUB-TOTAL</b>	<b>\$ 563,725.06</b>	<b>\$ 274,735.06</b>	<b>\$ 555,725.06</b>	<b>\$ 576,881.79</b>	
7	PERS		\$ 78,921.51	\$ 38,192.07	\$ 77,801.51	\$ 92,763.00	Adjustment for 18% on January 1st, 2025 \$12,000
8	LIFE AND DISABILITY		\$ 912.00	\$ 306.15	\$ 912.00	\$ 912.00	
9	HEALTH INSURANCE		\$ 100,000.00	\$ 41,272.92	\$ 89,292.48	\$ 100,000.00	
10	WORKER'S COMP		\$ 11,274.50	\$ -	\$ 11,274.50	\$ 11,537.64	
11	MEDICARE		\$ 8,174.01	\$ 3,879.39	\$ 8,174.01	\$ 8,364.79	
12	SICK/VACATION RETIRE PAYOUT		\$ 40,603.55	\$ -	\$ -	\$ 26,658.69	Sick leave up to 200 hours and accrued vacation buy out
13		<b>SUB-TOTAL</b>	<b>\$ 239,885.57</b>	<b>\$ 83,650.53</b>	<b>\$ 187,454.50</b>	<b>\$ 240,236.11</b>	
15	RENT		\$ 38,400.00	\$ 22,400.00	\$ 38,400.00	\$ 38,400.00	no change
16	OFF SITE STORAGE					\$ 1,200.00	
17	UTILITIES		\$ 4,000.00	\$ 1,407.62	\$ 4,000.00	\$ 4,000.00	
18	HOUSEKEEPING		\$ 4,000.00	\$ 1,045.00	\$ 3,500.00	\$ 4,000.00	
19		<b>SUB-TOTAL</b>	<b>\$ 46,400.00</b>	<b>\$ 24,852.62</b>	<b>\$ 45,900.00</b>	<b>\$ 47,600.00</b>	
21	ADVERTISING & RECRUITMENT		\$ 2,000.00	\$ -	\$ -	\$ -	Deleting this line, recruitment will be supported by Marketing and Communications Manager
22	TELEPHONE		\$ 3,800.00	\$ 2,549.88	\$ 4,000.00	\$ 4,500.00	Internal Phone lines
23	CELLPHONE REIMBURSEMENT			\$ -	\$ -	\$ 4,800.00	
24	PRINTING AND PUBLICATIONS		\$ 250.00	\$ 150.00	\$ 250.00	\$ 250.00	
25	EQUIPMENT REPAIRS		\$ 1,500.00	\$ -	\$ -	\$ 1,000.00	Spent zero so far and continue to decrease budgeted amount before we eliminate it
26	EQUIPMENT RENTAL		\$ 1,300.00	\$ -	\$ -	\$ 1,000.00	Spent zero so far and continue to decrease budgeted amount before we eliminate it
27	POSTAGE		\$ 1,000.00	\$ 132.00	\$ 600.00	\$ 1,000.00	
28	INSURANCE (LIABILITY)		\$ 3,000.00	\$ 2,648.00	\$ 2,648.00	\$ 2,000.00	All insurance lines will now fall under these costs through CORSA
29	CYBER INSURANCE		\$ 6,500.00	\$ -	\$ 6,575.00	\$ -	
30	DUES		\$ 15,800.00	\$ 12,550.00	\$ 12,550.00	\$ 12,000.00	OACHBA Membership \$10,000, Chamber Membership Dues \$2,000
31	OFFICE SUPPLY		\$ 10,000.00	\$ 1,741.09	\$ 8,500.00	\$ 8,000.00	This is consistent with projected spending
32	PROFESSIONAL DEVELOPMENT		\$ -	\$ -	\$ -	\$ 10,000.00	Professional Development Replaced the Tuition line - Training and conference fees
33	AUDIT		\$ 4,500.00	\$ 612.17	\$ 4,500.00	\$ 4,500.00	
34	INSURANCE DIRECTORS & OFFICERS		\$ 8,000.00	\$ 3,839.00	\$ 3,839.00	\$ -	
35		<b>SUB-TOTAL</b>	<b>\$ 57,650.00</b>	<b>\$ 24,222.14</b>	<b>\$ 43,462.00</b>	<b>\$ 49,050.00</b>	
37	OFFICE EQUIPMENT		\$ 20,000.00	\$ 602.79	\$ 20,000.00	\$ 10,000.00	This figure is pending a report from Intech re:updating our current laptops
38		<b>SUB-TOTAL</b>	<b>\$ 20,000.00</b>	<b>\$ 602.79</b>	<b>\$ 20,000.00</b>	<b>\$ 10,000.00</b>	
40	TRAVEL		\$ 18,000.00	\$ 3,145.67	\$ 12,500.00	\$ 18,000.00	This includes Food, Hotel, Airfare, Mileage
41		<b>SUB-TOTAL</b>	<b>\$ 18,000.00</b>	<b>\$ 3,145.67</b>	<b>\$ 12,500.00</b>	<b>\$ 18,000.00</b>	
43	OTHER		\$ 5,700.00	\$ 3,446.90	\$ 5,700.00	\$ 1,000.00	removed the costs for Offsite Storage and Cellphone Reimbursements to their own lines above.
44		<b>SUB-TOTAL</b>	<b>\$ 5,700.00</b>	<b>\$ 3,446.90</b>	<b>\$ 5,700.00</b>	<b>\$ 1,000.00</b>	
46	BOARD DEVELOPMENT & EDUCATION		\$ 5,500.00	\$ 6,813.90	\$ 6,813.90	\$ -	Moved \$5,500 to the marketing line for the annual dinner and retreats
47		<b>SUB-TOTAL</b>	<b>\$ 5,500.00</b>	<b>\$ 6,813.90</b>	<b>\$ 6,813.90</b>	<b>\$ -</b>	
49	LEGAL, PROJECT, FISCAL		\$ 650.00	\$ -	\$ 650.00	\$ 650.00	These funds are set aside for any associated costs with customizing new county accounting system or GOSH system
50	MANAGEMENT INFO SYSTEM		\$ 70,000.00	\$ 25,098.30	\$ 70,000.00	\$ 70,000.00	
51		<b>SUB-TOTAL</b>	<b>\$ 70,650.00</b>	<b>\$ 25,098.30</b>	<b>\$ 70,650.00</b>	<b>\$ 70,650.00</b>	
53		<b>BOARD TOTAL</b>	<b>\$ 1,027,510.63</b>	<b>\$ 446,567.91</b>	<b>\$ 948,205.46</b>	<b>\$ 1,013,417.90</b>	