



CUCF Special Meeting Agenda

July 29th, 2024, 3:00pm

- I. **Call to Order** – Tummino
- II. **Nomination of CUCF Chair & Vice Chair** – Tummino: Motion Required
- III. **Agenda** – Chair/Vice Chair
- IV. **May & June 2024 Minutes** – Chair/Vice Chair: Motion Required
- V. **Financials**
 - Approval of May & June Financial Reports – Chair/Vice Chair: Motion Required
- VI. **New Business**
 - New Board Members – Humphrey: Motion Required
 - Bryant Dill as Non-Profit seat, Designee for Andrew Binengar at Bridges
 - Officer Amy Findley as Municipal Designee
 - Parent Representative Contracts for FY25 – Humphrey: Motion Required
 - CUCF Annual Raise
 - 3% raise effective first pay in July for FY25 – Chair/Vice Chair: Motion Required
- VII. **Adjourn**

Next Meeting:

Thursday, August 15th, 2024 at 2:30pm

Conference Room- Mental Health and Recovery Board of Union County, 131 N Main St., Marysville OH 43040



MEETING MINUTES

May 16th, 2024, 2:30pm

Attendance:

Voting Members Present: Rich Baird (CUCF Chair), Melissa Ebling (Maryhaven), Jennifer Gross (Parent Rep), Adam Negley (Executive Director, MHRB), Lori Poling (Parent Rep), Kathryn Tummino (MHRB), Sue Ware (UCDJFS), Jason Orcena (UCHD Commissioner), Jamie Harris (UCBDD), Jerome Shapiro (Parent Rep),

Voting Members Absent: Diane Allen (MEVSD), Kara Brown (UCBDD),

Other Attendees: Vanessa Humphrey (CUCF), Christy Krafft (Adriel), Rhonda Peterson (Adriel), Kimberly Bridges (Help Me Grow), Nancy Beals (UCDFC), Nick Miller (Ohio RISE), Nicole Gerty (CUCF), Nicole Neumeyer (CUCF), Holly Zweizig (MHRB), Lindsay Altizer (MHRB), Halle DuMoullin-Camella (MHRB)

Zoom Guests: Denise Casto (Clark, Schaffer, Hackett), Amy Caroles (Ohio Consumers' Council), Sara Tillman (Children Services), Brandy Hibbs (United Way UC), Tracy Nelson (Wings), Sharon Thibodeau (OMHAS), Kasey Bisch (Ohio Guidestone), Stephanie Trachsel (UCBDD), Katie Meeker (Maryhaven), Judge Rick Rodger (Juvenile Court), Robin McNeal, Samantha Brown

I. Call to Order

- The meeting was called to order by Rich Baird at 2:33pm

II. Community Updates

- Nick Miller of Ohio RISE is excited to announce Ohio Rise will bring Intensive Home-Based Treatment (IHBT) to Union County
- Jackie Fewings of WIC shared the retirement of Mani Sayr

III. Featured Community Partner - Adriel

- Christy Krafft and Rhonda Peterson of Adriel were present to share about the organization, their mission and services. Adriel is a Mental Health organization that provides Foster Child Placement, Foster Parent Training, Adoption Facilitation, Family Coaching, Respite, and other associated services. They currently serve 3-5 foster homes in Union County, and more in the surrounding counties.
- Slides presented are available in the May meeting packet.

IV. Agenda

V. March & April Minutes

- Sue Ware moved to approve the meeting minutes from March and April. Adam Negley seconded. No questions, no discussion. All in favor. Motion carried.

VI. Financial Reports

- a. **March & April Financial Reports – Castro**
 - The financial reports for March and April were presented by Denise Castro of Clark, Shaffer, Hackett. Reports are available for review in the May meeting packet.
 - Jason Orcena moved to approve the March and April financial reports. Sue Ware seconded. No questions, no discussion. All in favor. Motion carried.

- b. **Budget Update – Altizer**
 - Lindsay Altizer shared the budget update.
 - Sue Ware moved to approve the budget update. Jennifer Gross seconded. No questions, no discussion. All in favor. Motion carried.

VII. Old Business

- a. **Humphrey: CUCF Membership Contributions – A huge thanks to the County Commissioners Office and MEVSD for their contributions!**

VIII. New Business

- a. **Cell Phones**
 - Humphrey discussed the need for cell phones for CUCF staff who often work in the field in addition to a land line that rings in the office. Humphrey shared an estimated cost of \$200/month with a potential contract through Verizon.
 - Jason Orcena moved to approve the cost of cell phones, Jennifer Gross Seconded the motion. Jason Orcena asked what is included in the cost of \$50/mo/phone. Humphrey shared that the data cost includes a modern phone, unlimited texting, calling, and email access. Jason recommended a written data privacy policy be written before the phones are disseminated to staff. All in favor. Motion carried.

- b. **Parent Representatives**
 - i. **Stipend increase to \$50/meeting from \$25/hour**
 - 11 monthly meetings + 3 other events, not to exceed \$1,000/year
 - Adam Negley moved to approve the increase from \$25 to \$50 per meeting. Seconded by Melissa Ebling. Parent Reps present abstained. All in favor. Motion carried.
 - ii. **Confirm parent rep positions for FY 25, Gross, Poling & Shapiro**
 - Adam Negley moved to approve the appointed parent representatives Gross, Poling, and Shapiro. Seconded by Jason Orcena. Parent Reps present abstained. All in favor. Motion carried.

- c. **Confirm Jamie Harris to CUCF replacing Cindy Hottinger from LEADS HeadStart**
 - Jason Orcena moved to approve Jamie Harris of Head Start to replace Cindy Hottinger. Jerome Shapiro seconded. No questions, no discussion. All in favor. Motion carried.

- d. **Nomination for new Vice Chair**
 - Discussion was had about mandated members and attendance. Baird suggested rotation of the responsibility of Vice Chair to increase attendance. Council will review the by-laws and ensure that it is well communicated within the by laws about the importance of attendance.

IX. Council Report

- Vanessa Humphrey reviewed the CUCF Director's Report, which is available in the May meeting packet
- Adam Negley requested that the report be amended to reflect that the Funding Approval for CUCF positions at 1.0 and .5 FTEs is slated for a vote by the MHRB Board in June.

X. Adjourn

- Rich Baird adjourned the meeting at 3:37



MEETING MINUTES

June 20th, 2024, 2:30pm

Voting Members Present: Jason Orcena (Health Dept), Diane Allen (Marysville), Kara Brown (Board of DD), Lori Poling (parent rep), Jerome Shapiro (parent rep), Kathryn Tummino (secretary- MHRB), Jennifer Gross (parent rep), & Adam Negley (MHRB)

Voting Members Absent: Sue Ware (Human Services), Jamie Harris (Headstart), Dave Lawrence (Commissioner), Andrew Binegar (Bridges, non-profit) & Melissa Ebling (Maryhaven- at large)

Other Attendees: Randi Bargo-Smith (MHRB), Vanessa Humphrey (CUCF), Bryant Dill (Bridges), & Mitchell Briant (BBBS)

Zoom Guests: Stephanie Trachelle (UCBDD-EI), Denise Casto (Clark, Schaeffer, Hackett), Halle DuMoulin-Camella (MHRB), Rhonda Peterson (Adriel), Katie Meeker (Maryhaven), Nick Miller (AETNA), Whitney McHue (DCY), & Kimberly Bridges (HMG)

I. Call to Order

- a. The meeting was called to order by CUCF Secretary, Kathryn Tummino at 2:33 p.m.

II. Community Updates

- a. Randi reminded the team about the August 1 Changemakers Conference sponsored by the Mental Health and Recovery Board of Union County. For more information, visit www.changemakers4youth.org.

III. Featured Community Partner – Big Brothers, Big Sisters

- a. Mitchell Briant shared a presentation about BBBS and that their mission is all about relationship building. Mission: Create and support one-to-one mentoring relationships that ignite the power and promise of youth. Vision: All youth achieve their full potential. BBBS believes that every child would benefit from a mentor. Mitchell discussed the philosophy in all decision making of putting youth at the center and youth safety at the center of decision making. Mitchell shared data on the outcomes of youth surveys for youth they serve. Mitchell discussed the different types of programming they have – site-based, site-based plus, and community based. Mitchell discussed Big Futures including empowerment, life skills, workforce readiness, and college access. Mitchell also shared information about Camp Oty'Okwa and that it is a no-cost camp for youth to attend. Mitchell shared that they are thrilled to partner with the Mental Health and Recovery Board to expand services and serve more youth in Union County. Approximately, 50-60 youth in Union County are currently waiting for a mentor.

IV. Agenda

V. May Minutes

- a. Tabled for July

VI. Financial Reports

- a. May Financial Reports – Casto

Denise Casto shared the CUCF dashboard including total revenue and expenses. Tabled for July approval

- b. **FY 25 Budget- Casto**

Denise presented the FY25 CUCF budget including the budget categories and specifically what each budget category includes. Denise highlighted the changes in the FY25 budget in comparison to FY24. \$540,000 is the total expenses and revenue which demonstrates the balanced budget.

Motion: Jason Orcena Second: Jerome Shapiro

VII. Old Business

- a. Humphrey: CUCF Membership Contributions – Humphrey shared that CUCF gets roughly \$33,600.00 from the state and how much they appreciate the membership contributions from community partners and grant support from the MHRB.

VIII. New Business

- a. Vanessa presented that they'd like to change the parent representative contract to \$50 per meeting instead of \$35/hour. Jerome Shapiro shared concerns related to the indemnification clause in the parent representative contract. Jason Orcena walked through some of the contract specifics. Kara shared that she does independent contracting work and her personal liability insurance would cover that. Kara explained that this distinction essentially clarifies that you are not an employee of CUCF. Jason explained that they use essentially verbatim language in their Safety Town contracts because they provide stipends for those facilitating the event.

Motion to table the vote on the Parent Contract for the next meeting.

Motion: Kara Brown Second: Jason Orcena

- b. Vanessa shared that Sue Ware is willing to temporarily move into the Chair role through December and Jason Orcena is willing to step into the Vice Chair role. Kathryn shared that this will be the first agenda item on July's meeting to vote on the officer slate. December 2024 would be the time for regular election.

IX. Council Report

- Vanessa Humphrey reviewed the CUCF Director's Report,
- Vanessa presented the Shared Plan draft

X. Adjourn

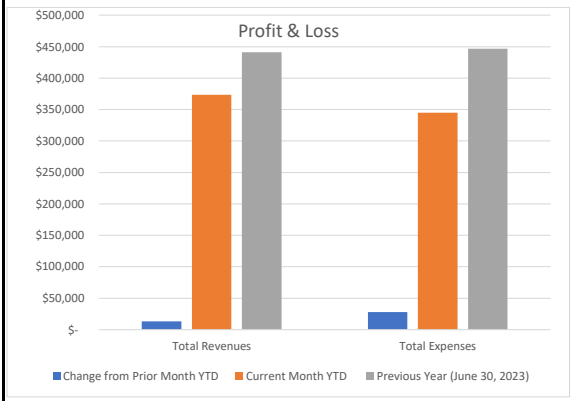
Kathryn asked for a Motion to adjourn

Motion: Kara Brown Second: Jason Orcena

Council for Union County Families

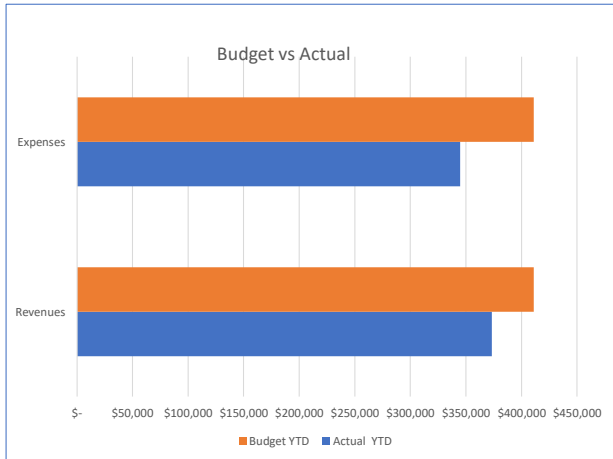
May 2024

Cash	Change from Prior Month YTD	Current Month YTD	Previous Year (June 30, 2023)
CUCF		\$ 123,876	\$ 203,417
Help me Grow		\$ 31,725	\$ 31,725
Total Cash		\$ 155,601	\$ 235,142
Summarized Profit and Loss			
Total Revenues	\$ 13,114	\$ 373,422	\$ 441,181
Salaries and related Benefits	\$ 18,258	\$ 168,778	\$ 233,254
Non Payroll Expenses	\$ 9,427	\$ 176,002	\$ 213,412
Total Expenses	\$ 27,685	\$ 344,780	\$ 446,666
Net Income/Loss	\$ (14,571)	\$ 28,642	\$ (5,485)
Ratios			
Revenue to Expense Ratio (>1)	0.47	1.08	0.99
% of Expenses to Salaries+Fringe	66%	49%	52%
Total Revenues includes \$97,280 of Deferred revenue from prior years.			



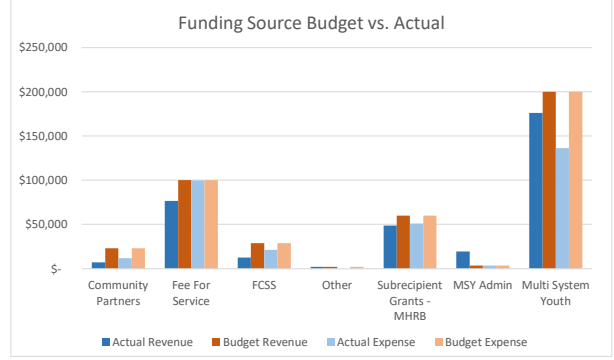
Budget vs Actual	Change from Prior Month YTD	Actual YTD	Budget YTD	Total Budget
Revenues	\$ 13,114	\$ 373,422	\$ 411,052	\$ 448,420
Expenses	\$ 27,685	\$ 344,780	\$ 411,052	\$ 448,420
Net Ordinary Income/(Loss)	\$ (14,571)	\$ 28,642	\$ -	\$ -
Salaries	\$ 18,258	\$ 168,778	\$ 178,750	\$ 195,000

Comments:



Checks over \$350.00 for the month			
Payable To	Check Number	Paid Amount	Purpose
Clark, Schaefer, Hackett	644902	\$ 1,010.00	Accounting
Union Co YMCA	644904	\$ 1,824.00	FCSS
Union Co YMCA	645158	\$ 2,616.00	FCSS
Marion Co YMCA	645159	\$ 1,408.00	FCSS
Visa	645679	\$ 2,292.53	FCSS, Training, Telephone

Funding Sources	Actual Revenue	Budget Revenue	Actual Expense	Budget Expense
Community Partners	\$ 7,135	\$ 23,000	\$ 11,645	\$ 23,000
Fee For Service	\$ 76,523	\$ 100,271	\$ 99,653	\$ 100,271
FCSS	\$ 12,643	\$ 28,930	\$ 21,370	\$ 28,930
Other	\$ 1,870	\$ 1,870	\$ -	\$ 1,870
Subrecipient Grants - MHRB	\$ 48,804	\$ 60,000	\$ 50,770	\$ 60,000
MSY Admin	\$ 19,371	\$ 3,600	\$ 3,600	\$ 3,600
Multi System Youth	\$ 176,328	\$ 200,000	\$ 136,545	\$ 200,000
State Operating	\$ 30,750	\$ 30,750	\$ 21,197	\$ 30,750
Total	\$ 373,422	\$ 448,420	\$ 344,780	\$ 448,420



Council for Union County Families

Balance Sheet - Modified Cash

As of May 31, 2024

	TOTAL	
	AS OF MAY 31, 2024	AS OF APR 30, 2024 (PP)
ASSETS		
Current Assets		
Bank Accounts		
1000 cash	123,876.02	138,447.31
1050 Help me Grow (944)	31,725.01	31,725.01
Total Bank Accounts	\$155,601.03	\$170,172.32
Accounts Receivable		
1110 Accounts receivable	0.16	0.16
Total Accounts Receivable	\$0.16	\$0.16
Total Current Assets	\$155,601.19	\$170,172.48
TOTAL ASSETS	\$155,601.19	\$170,172.48
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2010 Accounts payable	0.00	2,986.50
Total Accounts Payable	\$0.00	\$2,986.50
Other Current Liabilities		
2350 Unearned/deferred rev - other	750.51	750.51
Total Other Current Liabilities	\$750.51	\$750.51
Total Current Liabilities	\$750.51	\$3,737.01
Total Liabilities	\$750.51	\$3,737.01
Equity		
3010 Unrestrict (retained earnings)	126,208.46	126,208.46
Net Income	28,642.22	40,227.01
Total Equity	\$154,850.68	\$166,435.47
TOTAL LIABILITIES AND EQUITY	\$155,601.19	\$170,172.48

Council for Union County Families

Budget vs. Actuals - Budget SFY24 - Modified Cash

July 2023 - May 2024

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% REMAINING
Income				
0004 Mandated Members				
0003.1 MEVSD	2,000		-2,000	
0003.2 NUS		2,000	2,000	100.00 %
0004.1 Health Department		3,000	3,000	100.00 %
0004.2 MHRB	125,327	160,271	34,944	22.00 %
0004.3 DJFS/CPS	12,104	17,104	5,000	29.00 %
0004.4 Juvenile Court		2,000	2,000	100.00 %
0004.5 Commissioners	5,000	5,000	0	0.00 %
0004.7 UCBDD		5,000	5,000	100.00 %
0009.0 At Large Members		1,000	1,000	100.00 %
Total 0004 Mandated Members	144,431	195,375	50,944	26.00 %
9999.01 Deferred In	97,280	97,280	0	0.00 %
9999.02 Deferred Out		-27,875	-27,875	100.00 %
Grant Revenue	131,712	183,640	51,929	28.00 %
Total Income	\$373,422	\$448,420	\$74,997	17.00 %
GROSS PROFIT	\$373,422	\$448,420	\$74,997	17.00 %
Expenses				
501.01 Compensation	168,778	195,000	26,222	13.00 %
503.03 Supplies/Printing	2,372	2,000	-372	-19.00 %
504.00 Equipment	1,151	1,300	149	11.00 %
506.10 Professional Service	12,081	17,120	5,039	29.00 %
508.03 Telephone	830	970	140	14.00 %
508.07 Travel Mileage	522	1,000	478	48.00 %
508.08 Conference/Training incl Travel	77	2,000	1,923	96.00 %
508.11 Dues	85	100	15	15.00 %
508.17 Parent Stipend	700		-700	
508.28 Purchase Services				
5700.01 Mentoring	1,669	5,000	3,331	67.00 %
5700.03 Respite (incl. camp)	1,240	5,000	3,760	75.00 %
5700.04 Safety Adapt Equip		1,000	1,000	100.00 %
5700.06 Social Rec Supports	9,802	5,000	-4,802	-96.00 %
5700.07 Structured Activities		5,000	5,000	100.00 %
5700.08 Transportation	850	716	-134	-19.00 %
5700.10 Other Not Specified	137,409	200,000	62,591	31.00 %
Total 508.28 Purchase Services	150,970	221,716	70,746	32.00 %
599.01 Other - Excess Funds	7,214	7,214	0	0.00 %
Total Expenses	\$344,780	\$448,420	\$103,639	23.00 %
NET OPERATING INCOME	\$28,642	\$0	\$ -28,642	0%
NET INCOME	\$28,642	\$0	\$ -28,642	0%

Council for Union County Families

1000 cash, Period Ending 05/31/2024

RECONCILIATION REPORT

Reconciled on: 06/04/2024

Reconciled by: Lindsay Altizer

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	138,447.31
Checks and payments cleared (12).....	-27,685.33
Deposits and other credits cleared (3).....	13,114.04
Statement ending balance.....	<u>123,876.02</u>
Register balance as of 05/31/2024.....	123,876.02

Details

Checks and payments cleared (12)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/07/2024	Bill Payment	644904	Union County Family YMCA	-1,824.00
05/07/2024	Bill Payment	644902	Clark, Schaefer, Hackett	-1,010.00
05/07/2024	Bill Payment	644903	Egreen Computers	-152.50
05/10/2024	Journal	81		-8,474.38
05/14/2024	Bill Payment	645157	Culligan of Marysville	-11.99
05/14/2024	Bill Payment	645159	Marion Family YMCA	-1,408.00
05/14/2024	Bill Payment	645158	Union County Family YMCA	-2,616.00
05/24/2024	Journal	82		-9,783.43
05/28/2024	Bill Payment	645679	Visa	-2,292.53
05/28/2024	Bill Payment	645676	Jennifer Gross	-37.50
05/28/2024	Bill Payment	645677	Lori Poling	-37.50
05/28/2024	Bill Payment	645678	Jerome Shapiro	-37.50
Total				-27,685.33

Deposits and other credits cleared (3)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/03/2024	Deposit		1 - Community Partners	135.03
05/06/2024	Receive Payment		1 - FFS	10,979.01
05/09/2024	Receive Payment		1 - Community Partners	2,000.00
Total				13,114.04

Council for Union County Families

1050 Help me Grow (944), Period Ending 05/31/2024

RECONCILIATION REPORT

Reconciled on: 06/04/2024

Reconciled by: Lindsay Altizer

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	31,725.01
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (0).....	0.00
Statement ending balance.....	<u>31,725.01</u>
Register balance as of 05/31/2024.....	31,725.01

ACCOUNT SUMMARY TRIAL BALANCE FOR FY24/MAY TO MAY

FUND 942

ACCOUNT ACCOUNT NAME	BEG. BALANCE	ORG	DEBITS	CREDITS	NET CHANGE	END BALANCE
942 100000 UCFCFC CASH	138,447.31	942	13,114.04	27,685.33	-14,571.29	123,876.02
TOTALS FOR FUND 942 UC Family / Children First	138,447.31		13,114.04	27,685.33	-14,571.29	123,876.02

ACCOUNT SUMMARY TRIAL BALANCE FOR FY24/MAY TO MAY

FUND 944

ACCOUNT ACCOUNT NAME	BEG. BALANCE	ORG	DEBITS	CREDITS	NET CHANGE	END BALANCE
944 100000 Help Me Grow CASH	31,725.01	944	.00	.00	.00	31,725.01
TOTALS FOR FUND 944 Help Me Grow	31,725.01		.00	.00	.00	31,725.01

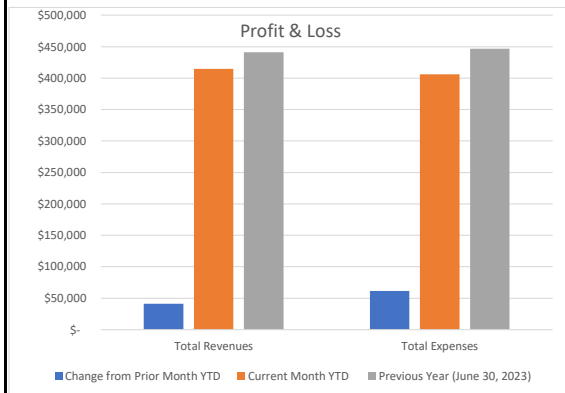
Council for Union County Families

June 2024

Cash	Change from Prior Month YTD	Current Month YTD	Previous Year (June 30, 2023)
CUCF		\$ 153,369	\$ 203,417
Help me Grow		\$ 31,725	\$ 31,725
Total Cash		\$ 185,094	\$ 235,142
Summarized Profit and Loss			
Total Revenues	\$ 41,283	\$ 414,705	\$ 441,181
Salaries and related Benefits	\$ 19,900	\$ 188,678	\$ 233,254
Non Payroll Expenses	\$ 41,542	\$ 217,544	\$ 213,412
Total Expenses	\$ 61,442	\$ 406,222	\$ 446,666
Net Income/Loss	\$ (20,159)	\$ 8,483	\$ (5,485)

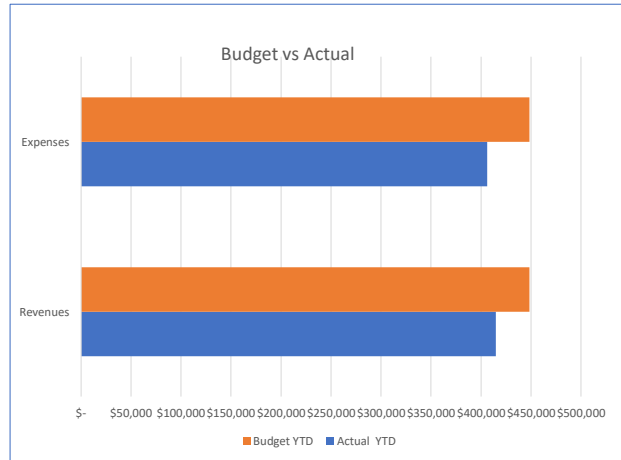
Ratios			
Revenue to Expense Ratio (>1)	0.67	1.02	0.99
% of Expenses to Salaries+Fringe	32%	46%	52%

Total Revenues includes \$97,280 of Deferred revenue from prior years and reduced by \$35,631 of revenue deferred to FY25.



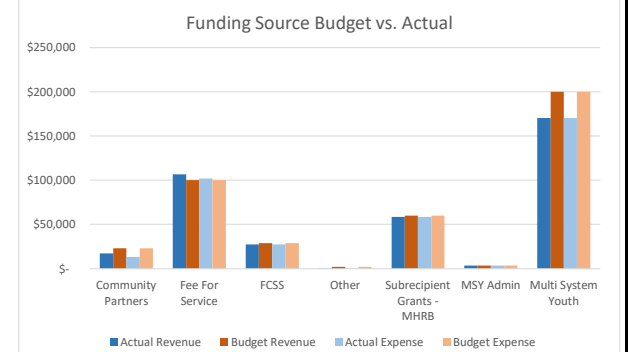
Budget vs Actual	Change from Prior Month YTD	Actual YTD	Budget YTD	Total Budget
Revenues	\$ 41,283	\$ 414,705	\$ 448,420	\$ 448,420
Expenses	\$ 61,442	\$ 406,222	\$ 448,420	\$ 448,420
Net Ordinary Income/(Loss)	\$ (20,159)	\$ 8,483	\$ -	\$ -
Salaries				
	\$ 19,900	\$ 188,678	\$ 195,000	\$ 195,000

Comments:
 \$35,631 of revenue unspent at the end of FY24 (Impact 60 and MSY) and deferred to FY25
 \$33,979 of excess funds expensed to FY24, payment not processed yet



Checks over \$350.00 for the month			
Payable To	Check Number	Paid Amount	Purpose
Clark, Schaefer, Hackett	646035	\$ 1,010.00	Accounting
Union Co YMCA	646036	\$ 792.00	FCSS
Marion Co YMCA	646682	\$ 3,000.00	FCSS

Funding Sources	Actual Revenue	Budget Revenue	Actual Expense	Budget Expense
Community Partners	\$ 17,135	\$ 23,000	\$ 13,134	\$ 23,000
Fee For Service	\$ 106,550	\$ 100,271	\$ 102,067	\$ 100,271
FCSS	\$ 27,203	\$ 28,930	\$ 27,203	\$ 28,930
Other	\$ 370	\$ 1,870	\$ 370	\$ 1,870
Subrecipient Grants - MHRB	\$ 58,573	\$ 60,000	\$ 58,573	\$ 60,000
MSY Admin	\$ 3,600	\$ 3,600	\$ 3,600	\$ 3,600
Multi System Youth	\$ 170,524	\$ 200,000	\$ 170,524	\$ 200,000
State Operating	\$ 30,750	\$ 30,750	\$ 30,750	\$ 30,750
Total	\$ 414,705	\$ 448,420	\$ 406,222	\$ 448,420



Council for Union County Families

Balance Sheet - Modified Cash

As of June 30, 2024

	TOTAL	
	AS OF JUN 30, 2024	AS OF MAY 31, 2024 (PP)
ASSETS		
Current Assets		
Bank Accounts		
1000 cash	153,369.32	123,876.02
1050 Help me Grow (944)	31,725.01	31,725.01
Total Bank Accounts	\$185,094.33	\$155,601.03
Accounts Receivable		
1110 Accounts receivable	22,553.93	0.16
Total Accounts Receivable	\$22,553.93	\$0.16
Total Current Assets	\$207,648.26	\$155,601.19
TOTAL ASSETS	\$207,648.26	\$155,601.19
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2010 Accounts payable	36,575.42	1,813.99
Total Accounts Payable	\$36,575.42	\$1,813.99
Other Current Liabilities		
2350 Unearned/deferred rev - other	36,381.47	750.51
Total Other Current Liabilities	\$36,381.47	\$750.51
Total Current Liabilities	\$72,956.89	\$2,564.50
Total Liabilities	\$72,956.89	\$2,564.50
Equity		
3010 Unrestrict (retained earnings)	126,208.46	126,208.46
Net Income	8,482.91	26,828.23
Total Equity	\$134,691.37	\$153,036.69
TOTAL LIABILITIES AND EQUITY	\$207,648.26	\$155,601.19

Council for Union County Families

Budget vs. Actuals - Budget SFY24 - Modified Cash

July 2023 - June 2024

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% REMAINING
Income				
0004 Mandated Members				
0003.1 MEVSD	2,000		-2,000	
0003.2 NUS	2,000	2,000	0	0.00 %
0003.3 Fairbanks	0		0	
0004.1 Health Department	3,000	3,000	0	0.00 %
0004.2 MHRB	165,123	160,271	-4,852	-3.00 %
0004.3 DJFS/CPS	12,104	17,104	5,000	29.00 %
0004.4 Juvenile Court	0	2,000	2,000	100.00 %
0004.5 Commissioners	5,000	5,000	0	0.00 %
0004.7 UCBDD	5,000	5,000	0	0.00 %
0009.0 At Large Members		1,000	1,000	100.00 %
Total 0004 Mandated Members	194,227	195,375	1,148	1.00 %
9999.01 Deferred In	97,280	97,280	0	0.00 %
9999.02 Deferred Out	-35,631	-27,875	7,756	-28.00 %
Grant Revenue	158,829	183,640	24,811	14.00 %
Total Income	\$414,705	\$448,420	\$33,715	8.00 %
GROSS PROFIT	\$414,705	\$448,420	\$33,715	8.00 %
Expenses				
501.01 Compensation	188,678	195,000	6,322	3.00 %
503.03 Supplies/Printing	2,335	2,000	-335	-17.00 %
504.00 Equipment	1,221	1,300	79	6.00 %
506.10 Professional Service	13,591	17,120	3,529	21.00 %
508.03 Telephone	904	970	66	7.00 %
508.07 Travel Mileage	522	1,000	478	48.00 %
508.08 Conference/Training incl Travel	77	2,000	1,923	96.00 %
508.11 Dues	85	100	15	15.00 %
508.17 Parent Stipend	813		-813	
508.28 Purchase Services				
5700.01 Mentoring	1,669	5,000	3,331	67.00 %
5700.03 Respite (incl. camp)	1,240	5,000	3,760	75.00 %
5700.04 Safety Adapt Equip		1,000	1,000	100.00 %
5700.06 Social Rec Supports	14,946	5,000	-9,946	-199.00 %
5700.07 Structured Activities		5,000	5,000	100.00 %
5700.08 Transportation	1,539	716	-823	-115.00 %
5700.10 Other Not Specified	137,409	200,000	62,591	31.00 %
Total 508.28 Purchase Services	156,803	221,716	64,913	29.00 %
599.01 Other - Excess Funds	41,193	7,214	-33,979	-471.00 %
Total Expenses	\$406,222	\$448,420	\$42,198	9.00 %
NET OPERATING INCOME	\$8,483	\$0	\$ -8,483	0%
NET INCOME	\$8,483	\$0	\$ -8,483	0%

Council for Union County Families

1000 cash, Period Ending 06/30/2024

RECONCILIATION REPORT

Reconciled on: 07/01/2024

Reconciled by: Lindsay Altizer

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	123,876.02
Checks and payments cleared (7).....	-24,866.44
Deposits and other credits cleared (9).....	54,359.74
Statement ending balance.....	<u>153,369.32</u>
Register balance as of 06/30/2024.....	153,369.32

Details

Checks and payments cleared (7)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/04/2024	Bill Payment	646036	Union County Family YMCA	-792.00
06/04/2024	Bill Payment	646035	Clark, Schaefer, Hackett	-1,010.00
06/07/2024	Journal	83		-9,950.90
06/18/2024	Bill Payment	646680	Culligan of Marysville	-11.99
06/18/2024	Bill Payment	646681	Egreen Computers	-152.50
06/18/2024	Bill Payment	646682	Marion Family YMCA	-3,000.00
06/21/2024	Journal	84		-9,949.05
Total				-24,866.44

Deposits and other credits cleared (9)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/04/2024	Receive Payment		2 - MHRB Subrecipient Grants:Str...	5,618.14
06/04/2024	Receive Payment		1 - FFS	9,992.99
06/10/2024	Deposit		2 - FCSS	4,221.94
06/12/2024	Receive Payment		1 - Community Partners	5,000.00
06/12/2024	Receive Payment		1 - Community Partners	3,000.00
06/20/2024	Receive Payment		1 - Community Partners	2,000.00
06/20/2024	Deposit			12,556.50
06/27/2024	Receive Payment		2 - MHRB Subrecipient Grants:Str...	9,003.76
06/27/2024	Receive Payment		2 - MHRB Subrecipient Grants:SA...	2,966.41
Total				54,359.74

ACCOUNT SUMMARY TRIAL BALANCE FOR FY24/JUN TO JUN

FUND 942

ACCOUNT ACCOUNT NAME	BEG. BALANCE	ORG	DEBITS	CREDITS	NET CHANGE	END BALANCE
942 100000 UCFCFC CASH	123,876.02	942	65,969.84	36,476.54	29,493.30	153,369.32
TOTALS FOR FUND 942 UC Family / Children First	123,876.02		65,969.84	36,476.54	29,493.30	153,369.32

Council for Union County Families

1050 Help me Grow (944), Period Ending 06/30/2024

RECONCILIATION REPORT

Reconciled on: 07/01/2024

Reconciled by: Lindsay Altizer

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	31,725.01
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (0).....	0.00
Statement ending balance.....	<u>31,725.01</u>
Register balance as of 06/30/2024.....	31,725.01

ACCOUNT SUMMARY TRIAL BALANCE FOR FY24/JUN TO JUN

FUND 944

ACCOUNT ACCOUNT NAME	BEG. BALANCE	ORG	DEBITS	CREDITS	NET CHANGE	END BALANCE
944 100000 Help Me Grow CASH	31,725.01	944	.00	.00	.00	31,725.01
TOTALS FOR FUND 944 Help Me Grow	31,725.01		.00	.00	.00	31,725.01

Contract for Services

This contract is between the Council for Union County Families, 131 N. Main Street, Suite A, Marysville, Ohio, 43040 (the “CUCF”), through the Mental Health and Recovery Board of Union County, and _____, a(n) Parent Representative, _____ (“Contractor”) (individually, a “Party”, collectively, “Parties”).

WHEREAS, CUCF needs a Parent Representative; and

WHEREAS, Contractor will provide such services;

NOW, THEREFORE, in consideration of their mutual promises, and for other good and valuable consideration, the Parties agree:

1. Contractor shall provide parent representation as needed for CUCF. As the Parent Representative, Contractor will attend at least eight (8) CUCF meetings throughout the duration of the contract including planning meetings, sub-committees and/or Council meetings. At meetings, the Parent Representative will act as a voting member and represent the voice of parents in Union County specifically those who parent multi-system youth.
2. Contractor shall provide all services to perform this contract and complete the objectives according to the specifications and/or recommendations of CUCF. CUCF is authorized to withhold from Contractor any and all funds necessary to satisfy any and all claims brought against CUCF by any failure to provide listed services relating to this Contract.
3. Contractor is an independent contractor. Nothing contained in this agreement creates a partnership, joint venture, employer/employee, principal-and-agent, or any similar relationship between the parties. Contractor has no authority to, and shall not, act as agent for or on behalf of CUCF or represent or bind it in any manner. Contractor will not be entitled to any of the benefits afforded to CUCF’s employees.
4. Contractor shall pay and be responsible for all social security withholding and any other employment related taxes and assessments and hold the Council for Union County Families, or any other public agency harmless from any liability of any nature associated with those taxes and assessments.

5. Contractor represents and warrants to CUCF that (select applicable provision and initial):
 - a. _____ Contractor(i) will provide all services under this Contract personally; (ii) will not use an employee or subcontractor to provide any services under this Contract; and (iii) will be individually responsible for any injury or illness Provider receives or contracts in the course of providing and arising out of the services under this Contract; or
 - b. _____ Contractor will obtain, maintain, and provide proof of coverage under Ohio Workers' Compensation laws at all times the Contract is in effect.
6. Contractor shall indemnify and hold CUCF harmless from any and all occurrences, losses, damages, claims, suits, contingent or direct liabilities that may arise as a result of any and all acts performed or that fail to be performed by the Contractor during the term of this agreement.
7. Contractor will comply with HIPAA and agrees to the stipulations included in the attached business associate agreement, which ensures, in part, the confidentiality and safeguarding of protected health information, as well as other requirements set forth by law.
8. If Contractor fails to comply with any provisions herein or fails to carry out its duties per general specifications provided by CUCF or its authorized agents may terminate this Agreement upon Contractor's failure to correct such, as stated in writing, at the end of two weeks (14 calendar days) after receipt of the written notice of such failure.
9. Contractor agrees that Contractor, its employee(s), any subcontractor, any person acting on behalf of Contractor or a subcontractor, shall not discriminate, intimidate, or retaliate by reason of race, color religion, sex, sexual orientation, age, disability, military status, national origin, or ancestry
 - a. against any citizen of this state regarding employment; or
 - b. against any person in any facet of providing the services under this Contract.

Contractor agrees to comply with applicable laws and policies regarding smoke-free and drug-free workplace and agrees to make a good faith effort to ensure that none of its employees or permitted subcontractors while performing under this Contract purchase, transfer, use, or possess illegal drugs, alcohol, or abuse prescription drugs in any way.

10. Either party may terminate this Agreement, with or without cause, upon giving the other party thirty (30) days written notice.
11. CUCF shall pay Contractor for the services under this Contract fifty dollars (\$50.00) per meeting, with 5 additional meetings, and 3 optional CUCF approved events not to exceed \$1,000 under the Contract. Payment for services will be made on a schedule determined by CUCF director.
12. The term of this Contract shall begin July 1st, 2024 and shall end June 30th 2025, unless terminated earlier as provided in this Contract.
13. Contractor certifies that Contractor and each individual identified in R.C. §3517.13(I) or R.C. §3517.13(J), as applicable, are in full compliance with the political contribution limitations in R.C. 3517.13, as amended from time to time.
14. This agreement shall constitute the entire agreement of the Parties and shall supersede all prior negotiations, proposals, and representations, whether written or oral. Any alteration or modification of the terms or conditions of this agreement must be in writing and signed by both Parties. The Parties, intending to be legally bound, have signed this Contract on the date indicated.

Parent Representative

 (Parent Rep name), Contractor

Council for Union County Families

 Vanessa Humphrey, Director

 CUCF Chair

CUCF Administrative Agent

 Adam Negley, Executive Director