



Eddie Baza Calvo
Governor
Raymond S. Tenorio
Lieutenant Governor

Department of Youth Affairs

Dipåtamenton Asuntion Manhoben
Government of Guam
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Adonis J. Mendiola
Director

July 16, 2013

32-13-604

MEMORANDUM

To: **Honorable Speaker Judith T. Wonpat**
32th Guam Legislature

From: Director, Department of Youth Affairs

Subject: **3rd Quarter FY 2013 Reports**

Håfa Adai Honorable Speaker Wonpat,

Pursuant to 5 GCA §10306, attached are the following **3rd Quarter FY 2013 Reports** for Department of Youth Affairs (DYA) for the period ending June 30, 2013.

1. Financial Report
2. Non-Profit Organization Report
3. Non-Appropriated Fund Report
4. Staffing Patterns
5. Prior Year Obligation Report

An electronic submission of the stamped received copies of these reports from OPA and Speaker's Office will be sent to speaker@judiwonpat.com and a copy to the Office of the Public Auditor at admin@guamopa.org. These reports will be posted on DYA's website at www.dya.guam.gov.

Please contact 735-5010 should you have any questions or concerns.

Si Yu'os Ma'åse'.


Adonis J. Mendiola

Attachments

Cc: Office of the Public Auditor

Office of the Speaker
Judith T. Wonpat, Ed. D.
Date Jul 17 2013
Time 3:45 pm
Received by JTA

604



DYA: "It's all about youth helping youth!"

Department of Youth Affairs

DYA Financial Report

FY 2013

3rd QUARTER REPORT

Ending June 30, 2013

For Appropriation/Expenditure Report pursuant to 5 GCA §10306

Government of Guam

FY 2013 3rd Qtr Appropriation/Expenditure Report ending 6/30/2013

DEPARTMENT OF YOUTH AFFAIRS

Fund 5100A1320	Object Category	Appropriations	YTD Allotment	Expenditures	Outstanding Encumbrances	Funds Available	Unallotted Balance
GENERAL FUND	REGULAR SALARY	2,735,121.00	2,311,803.00	1,883,055.55	0.00	428,747.45	423,318.00
	OVERTIME SALARY	55,214.00	46,368.00	39,630.12	0.00	6,737.88	8,846.00
	FRINGE	1,111,853.00	944,230.00	710,773.79	0.00	233,456.21	167,623.00
	CONTRACT	441,955.00	422,325.00	314,026.14	52,647.59	55,651.27	19,630.00
	SUPPLIES	154,985.00	124,110.00	25,848.31	60,365.53	37,896.16	30,875.00
	EQUIPMENT	27,376.00	12,330.00	11,452.35	120.00	757.65	15,046.00
	DRUG TESTING	720.00	720.00	720.00	0.00	0.00	0.00
	MISCELLANEOUS	15,407.00	13,096.00	11,835.00	0.00	1,261.00	2,311.00
	POWER UTILITY	58,443.00	49,677.00	33,820.24	15,856.76	0.00	8,766.00
	WATER UTILITY	21,354.00	18,151.00	9020.66	9,130.34	0.00	3,203.00
	TELEPHONE	40,397.00	34,229.00	20,554.23	3,538.22	10,136.55	6,168.00
	GENERAL FUND Fund Totals:	4,662,825.00	3,977,039.00	3,060,736.39	141,658.44	774,644.17	685,786.00
FEDERAL GRANT							
FUND 5101H__20	REGULAR SALARY	41,600.65	41,600.65	27,748.32	0	13,852.33	0.00
	OVERTIME SALARY	0.00	0.00	71.10	0	-71.10	0.00
	FRINGE	13,376.17	13,376.17	11,911.85	0	1,464.32	0.00
	TRAVEL	23,389.60	19,789.24	850.00	0.00	18,939.24	3,600.36
	CONTRACT	1,017,118.20	824,481.18	110,858.85	143,780.70	569,841.63	192,637.02
	SUPPLIES	25,471.90	25,471.90	0.00	6,698.28	18,773.62	0.00
	EQUIPMENT	59,632.36	51,077.36	0.00	13,720.73	37,356.63	8,555.00
	SUB-RECIPIENT/GRANTS	144,016.14	135,000.65	11,821.76	21,303.89	101,875.00	9,015.49
	MISCELLANEOUS	6,650.00	6,650.00	0	0	6,650.00	0.00
	CAPITAL	49,308.00	0.00	0	0.00	0.00	49,308.00
	INDIRECT COST - FEDERAL	26,929.09	26,928.47	12319.46	0	14,609.01	0.62
	FEDERAL GRANT FUND Fund Totals:	1,407,492.11	1,144,375.62	175,581.34	185,503.60	783,290.68	263,116.49
DYA Community Reintegration Program Subaward from GDOE 5101U1_20	REGULAR SALARY	66,374.00	66,374.00	0.00	0.00	66,374.00	0.00
	OVERTIME SALARY	0.00	0.00	0.00	0.00	0.00	0.00
	FRINGE	26,925.50	26,925.50	0.00	0.00	26,925.50	0.00
	TRAVEL	13,516.98	13,516.98	0.00	0.00	13,516.98	0.00
	CONTRACT	113,500.00	113,500.00	49,054.80	40,945.20	23,500.00	0.00
	SUPPLIES	8,903.34	8,903.34	106.20	0.00	8,797.14	0.00
	EQUIPMENT	1,879.14	1,879.14	0.00	0.00	1,879.14	0.00
	DRUG TESTING	119.50	119.50	0.00	0.00	119.50	0.00
	GDOE SUBAWARD FUNDS	231,218.46	231,218.46	49,161.00	40,945.20	141,112.26	0.00
NURSING & MEDICATION ACCT 5100C__20	CONTRACT	49,672.33	49,672.33	5222	0	44,450.33	0.00
	SUPPLIES	30,000.18	30,000.18	3,479.00	5248.81	21,272.37	0.00
	NURSING & MEDICATION CARRY-OVER Totals:	79,672.51	79,672.51	8,701.00	5,248.81	65,722.70	0.00
		Appropriations	YTD Allotment	Expenditures	Outstanding Encumbrances	Funds Available	Unallotted Balance
	TOTALS DYA Current APPROPRIATIONS:	6,381,208.08	5,432,305.59	3,294,179.73	373,356.05	1,764,769.81	948,902.49
HFF		3,207.72	3,207.72	4,112.10	3,131.26	(4,035.64)	
2012 GF		5,173.66	5,173.66	1,175.80	1,638.24	2,359.62	
	PRIOR YEAR ACCOUNTS	8,381.38	8,381.38	5,287.90	4,769.50	(1,676.02)	
		6,389,589.46	5,440,686.97	3,299,467.63	378,125.55	1,763,093.79	948,902.49
	Total Local	4,671,206.38	3,985,420.38	3,066,024.29	146,427.94	772,968.15	685,786.00

Department of Youth Affairs

NON-PROFIT ORGANIZATION

FY 2013

3rd QUARTER REPORT

Ending June 30, 2013



SANCTUARY, INCORPORATED

"Helping Youth and Families Help Themselves" since 1971

Address: 406 Mai Mai Rd., Chalan Pago, Guam 96910

* Tel: 475-7101 * Fax: 477-3117 * Crisis Hotline: 475-7100

Website: www.sanctuaryguam.org * E-mail: inquiries@sanctuaryguam.org



July 15, 2013

To: Adonis Mendiola
Director
Department of Youth Affairs

From: Mildred Q. Lujan
Executive Director
Sanctuary, Incorporated of Guam

Re: Program Report

Attached is the quarterly program status report for April 1, 2013 to June 30, 2013.

Should you have any questions, please feel free to contact myself at 475-7101 ext. 101 or OJ Taitano at 475-7101 ext. 119.

Sincerely,


Mildred Q. Lujan

12:46pm

FY 2013 RUNAWAY HOMELESS YOUTH (RHY) BASIC CENTER

Department of Youth Affairs

QUARTERLY PERFORMANCE REPORT FORM

ORGANIZATION/AGENCY: Sanctuary Incorporated of Guam	
VENDOR NUMBER: S1456001	
PERSON COMPLETING REPORT: Crystal J. Flores	
TELEPHONE: 475-7113	FAX: 477-3117
REPORT PERIOD: April 1, 2013 to June 30, 2013	DATE OF REPORT: July 15, 2013

Project Description:

The Runaway Homeless Youth (RHY) Basic Center is a community based program specifically designed to assist runaway, homeless, victims of abuse and other similarly troubled youth and their families. The program provides a 24-hour shelter and care as a safe home for runaway, homeless and victims of abuse for up to 30 days during which case management services are provided in resolving their issues of conflict in times of crisis at the same time keeping focus on strengthening the family as a collective unit. The case management unit includes crisis intervention, individual program planning, group and family counseling, aftercare, outreach and referrals. The primary purpose of the program is to 1) provide a viable temporary safe alternative to the natural home, detention center or the streets; and 2) to facilitate the problem solving process of case management by lowering the level of tension in the family to a point in which constructive dialog may begin.

Project Goals and Objectives; Project Activities; Project Performance Measures; Project Outcomes:

<p>Goal: The overall goal of the Basic Center is to provide a safe and stable Emergency Shelter for run away and troubled youth and assist them in resolving crisis and conflicts by keeping focus on promoting family unity and improving quality of life for Guam's youth.</p> <p>Objective 1. To increase the awareness of available services and issues related to Runaway and Homeless youth and victims of abuse by conducting outreach efforts directed at youth, parents, and community agencies through a 24-hour crisis hotline, presenting information through the local media (newspapers, television & radio), public presentations, bus stop murals, school presentations, door-to-door street outreach, and informational displays at shopping centers throughout the island.</p> <p>Indicator/Outcomes/Periodicity: <i>Awareness of available services for run away and troubled youth for the community of Guam as a whole.</i></p>	
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<p>Activity A: The Emergency Shelter program will provide individual supportive counseling at least twice a week for each youth residing in the shelter.</p> <p>Time Line: Daily; ongoing daily sessions</p> <p>Responsible Parties: Case Manager and/or Program Director, and Residential Assistants</p>	<p>Results:</p> <ul style="list-style-type: none"> • During, this reporting period, Eleven (11) youth resided in the shelter during the month of April. Ten (10) youth resided in the shelter during the month of May. Seven (7) youth resided in the month of June. At least One hundred and thirty one (131) individual supportive counseling sessions were conducted that included educational, health and personal growth. • The Case Manager has been scheduling outreaches with agencies and organizations within each month. This is to strengthen Sanctuary's ties with other professionals in the community who may refer their clients and families to our services.
<p>Activity B: To provide therapeutic and recreational activities for youth to promote personal well being.</p> <p>Timeline: Daily</p> <p>Responsible Parties: Case Manager and/or Program Director, and Residential Assistants</p>	<p>Results:</p> <ul style="list-style-type: none"> • On a weekly basis, the program facilitates various support activities for therapeutic and recreational purpose such as life skills to include money management, cooking skills, home management, mentoring, and exercise to promote social skills and personal growth.
<p>Objective II. To increase crisis intervention services to runaway and homeless youth and their families by providing 24 hours services to 200 youth parent and/or community members.</p> <p>Indicators/Outcomes/Periodicity: <i>Accessibility of children and their families in crisis situations who use Emergency Shelter services.</i></p> <p>Activity A: 24-hour crisis hotline is open to the general public to provide immediate feedback, assessments and referrals to appropriate agencies.</p> <p>Time line: on-going,</p> <p>Responsible Parties: Crisis Intervention Worker, Case Manager, and Program Director</p>	<p>Results:</p> <ul style="list-style-type: none"> • One hundred and eighty seven (187) contacts were made via 24-hour crisis hotline. • Household and family dynamics, runaway/throwaways, beyond control, physical abuse and sexual abuse were the top issues of concern for youth who accessed the crisis hotline.
<p>Activity B: Provide referral services for all youth and their family members assessed for services needed from other agencies.</p>	<p>Results:</p> <ul style="list-style-type: none"> • One hundred and eighty four (184) referrals were made to other agencies, organizations, such as Department of

<p>Timeline: ongoing</p> <p>Responsible Parties: Crisis Intervention Worker, Case Manager and Program Director.</p>	<p>Mental Health and Substance Abuse, Guam Police Department, or to Doris Tolentino, MSW, a licensed Individual Marriage and Family Therapist. The counseling services are provided either individually or by groups. The group counseling is conducted in-house and allows youth to give their feedback and suggestions regarding their experiences of abuse and/or domestic violence. The group also serves as an outlet for youth to share their experiences of separation from family as well as shelter issues that relate to their experiences.</p>
<p>Objective III: To reduce the problems of youth 12-17 who are runaway, homeless and victims of abuse by providing temporary shelter and aftercare services for up to 10 youth at any given time while they resolve problematic issues.</p> <p>Indicators/Outcomes/Periodicity: <i>Accessibility of emergency 24hr placement for runaway and homeless youth needing assistance/guidance to begin the reunification process.</i></p> <p>Activity A: The project will provide temporary shelter and aftercare service for 10 youth 12-17 years of age for up to 30 days while providing the youth with supportive counseling and connecting youth and families with other agencies.</p> <p>Activity B: The project will provide basic necessities such as food, clothing, shelter, and transportation services to and from school and appointments while also providing supportive counseling and guidance to promote reunification and reconciliation.</p> <p>Timeline: ongoing</p> <p>Responsible Parties: Program Director and Case</p>	<p>Results: During this quarter Thirteen (13) youth were admitted to shelter, One (1) youth reentered shelter services three times and Five (5) continue in aftercare services once reunified with their parent or legal guardian, familial or foster care placement.</p> <p>During this Reporting quarter Five (5) youth were terminated from the program. Three (3) youth transitioned to Guam Behavioral Health and Wellness Center. Two (2) youth ran away from shelter.</p> <p>Results: During this quarter all youth who were admitted into shelter met their basic needs, reunified with familial placement or was referred</p>

<p>Manager.</p>	<p>to appropriate agencies or organizations to further meet the youth and family's needs. The Case Manager and Program Director worked with other agencies and organizations to help work towards promoting reunification and reconciliation between the youth and family.</p>
<p>Objective IV To strengthen family relationships of 120 youth and their families through individual family and group counseling to resolve conflicts that will lead to familial reconciliation and reunification.</p> <p>Indicators/Outcomes/Periodicity: <i>Conflict Mediation skills of children and their families</i></p> <p>Activity A: Provide 120 family skills training sessions for youth and their families experiencing crisis situations through Sanctuary's 24-hour crisis hotline or Emergency Shelter Program.</p> <p>Time line: ongoing</p> <p>Responsible Parties: Crisis Intervention Worker, Case Manager and Program Director.</p>	<p>Results: Twenty six (26) family skills training sessions were provided this reporting period to youth and their families experiencing crisis. Family sessions were conducted as well to develop a reunification plan. During this quarter all other youth transitioned back home to a parent/legal guardian, alternate familial placement or a foster care home.</p>
<p>Activity B: The Project will conduct 45 Anger Management groups for children in crisis situations to learn assertive, non-violent ways of channeling their anger.</p> <p>Timeline: ongoing</p> <p>Responsible Parties: Program Directors, Case Manager, and AmeriCorps volunteers.</p>	<p>Results:</p> <ul style="list-style-type: none"> • Thirteen (13) High School YAM classes were conducted this reporting period with an average of Seven (7) youth in attendance and were mentored by Sanctuary's AmeriCorps Volunteers during the group session. • Thirteen (13) Middle School YAM classes were conducted during this reporting period with an average of Seven (7) youth in attendance and were mentored by Sanctuary's AmeriCorps Volunteers during the group session. The group's participants consisted of youth in Sanctuary's Emergency Shelter program, as well as outside referrals from other agencies such as GDOE, I Famagu'on-ta and Probation.
<p>Objective V: To decrease recidivism and problems of runaway and homeless youth and their families to assist with their transition back home and meet their long-term needs.</p>	<p>Results: Individual supportive counseling sessions were</p>

<p>Indicators/Outcomes/Periodicity: <i>Availability of supportive services to children and their families in crisis situations.</i></p> <p>Activity A: The project will provide individual supportive counseling for 120 youth and their parent/legal guardians assisting them in making appropriate decisions relative to their family dynamics.</p> <p>Timeline: ongoing</p> <p>Responsible Parties: Program Directors and Case-Manager</p>	<p>provided this reporting period to assist youth and their parent/legal guardians to make appropriate decisions relative to their family dynamics. The breakdown of the sessions are as follow:</p> <ul style="list-style-type: none"> - One hundred and thirty one (131) youth individual supportive counseling sessions - Twenty six (26) parent individual supportive counseling sessions - IPP completion rate for this quarter is at 90%
<p>Activity B: The project will provide case management services for 200 youth and their families that will enhance stabilize and strengthen their relationships.</p> <p>Timeline: ongoing</p> <p>Responsible Parties: Program Director and Case Manager</p>	<p>Results: Seventeen (17) youth received case management services via the Co-Ed Shelter, Five (5) Aftercare services and Two (2) in Outreach services.</p>

Problems Encountered:

Current problems encountered are the following:

It is difficult to find ways to capture new performance measures for this reporting quarter. Suggestions for data sources are to measure qualitative data. At this time, the current satisfaction survey does not measure two of the new reporting requirements.

A challenge encountered is identifying placement in a timely manner for youth who are wards of the state due to exhaustion of alternate familial placement and limited foster care placement. Once a youth exits from shelter services, one of the vital parts in maintaining reunification is to sign up for aftercare services to help reduce the recidivism rate. The youth and parent are always encouraged to sign up for aftercare services to help with the transition back home easier when problems arise. The youth and parent are always given a transitional plan to follow in the event they opt to not seek aftercare services.

Future Plans:

The Case Manager will work with the Program Director, Executive Director, Quality Assurance and Cooperate Compliance Officer on revising the current satisfaction survey or to develop a new form that will measure the new reporting requirements. Starting July 1, 2013 to September 30, 2013 (4th quarter) will reflect the new performance measurements.

The Case Management and Counseling Section have developed corrective action plans to address several deficiency areas such as improving data collections, monitoring of case management activities and case updates. This improvement is making significant progress on a daily basis. Sanctuary continues to partner with agencies such as Child Protective Services by a holding monthly meeting to discuss ways to better serve clientele.

Department of Youth Affairs

NON-APPROPRIATED FUNDS

FY 2013

3rd QUARTER REPORT

Ending June 30, 2013

Banking Summary - Last quarter

4/1/2013 through 6/30/2013

7/16/2013

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Category Description	4/1/2013- 6/30/2013
INCOME	
Court Ordered Payments	776.76
Foster Care Income	8,992.29
TOTAL INCOME	9,769.05
EXPENSES	
Medical	
Doctor	6,151.16
Medicine	601.82
TOTAL Medical	6,752.98
Medical Other	524.94
TOTAL EXPENSES	7,277.92
OVERALL TOTAL	2,491.13

Transaction - Last quarter

4/1/2013 through 6/30/2013

7/16/2013

Page 1

Date	Account	Num	Description	Memo	Category	Tag	Clr	Amount
BALANCE 3/31/2013								30,250.31
4/3/2013	Checking	2192	CV Alegria	ext #19 & 30 Clnt ...	Medical:Doctor			-262.00
4/3/2013	Checking	2193	Diagnostic La...	clnt A.I. Lab culture...	Medical:Other			-21.95
4/3/2013	Checking	2194	Corrine Buen...	meds/copay/den, e...	Medical:Other			-300.00
4/3/2013	Checking	2195	Guam Memori...	J.M. #108886962...	Medical:Doctor			-320.85
4/3/2013	Checking	2196	Express Care	Treatment scabies ...	Medical:Doctor			-85.00
4/3/2013	Checking	2197	Express Care	Scabies 3/26/2013 ...	Medical:Doctor			-378.00
4/4/2013	Checking	2198	Diagnostic La...	lab work for K.N. -b...	Medical:Other			-121.79
4/5/2013	Checking	2199	Sollie Onedera	Clnt AL 4/4/13	Medical:Other			-23.40
4/11/2013	Checking	2200	Darius A. Rich...	Tooth ext Clnt JM 4...	Medical:Doctor			-465.00
4/12/2013	Checking	DEP	DpHSS	March '13 #535042	Foster Care In...			3,185.99
4/17/2013	Checking	2201	Harmon Drugs	Meds for Clts KM &...	Medical:Medic...			-300.00
4/19/2013	Checking	2202	Guam Memori...	AH #10889036 3/1...	Medical:Doctor			-223.38
4/24/2013	Checking	2203	Express Care	consult/hearing clts...	Medical:Doctor			-195.00
4/24/2013	Checking	2204	Harmon Drugs	meds for clts JA,A...	Medical:Medic...			-301.82
5/6/2013	Checking	2205	Express Care	phys exam & ppd c...	Medical:Doctor			-85.00
5/6/2013	Checking	2206	Express Care	ofc visit & meds for...	Medical:Doctor			-277.00
5/6/2013	Checking	2207	Express Care	ofc visit & meds for...	Medical:Doctor			-261.00
5/7/2013	Checking	2208	Guam Memori...	RT #10891418 4/2/...	Medical:Doctor			-1,559.03
5/10/2013	Checking	DEP	DpHSS	April 2013 #537268	Foster Care In...			2,639.42
5/22/2013	Checking	DEP	Judiciary Of G...	Clnt JIF,RJJ,IM,MN,...	Court Ordered...			541.76
5/22/2013	Checking	DEP	Judiciary Of G...	Clnt PJH Ck#310198	Court Ordered...			235.00
6/11/2013	Checking	2209	Express Care	JC,MA 6/6/13	Medical:Doctor			-180.00
6/11/2013	Checking	2210	Harmon Loop ...	Consult JM 5/3/13	Medical:Doctor			-30.00
6/13/2013	Checking	2211	MDX Imaging ...	JC 6/13/13	Medical:Other			-57.80
6/18/2013	Checking	DEP	DpHSS	May 2013 #540045	Foster Care In...			3,166.88
6/24/2013	Checking	2212	Guam Memori...	AL #110899328 6/...	Medical:Doctor			-509.32
6/24/2013	Checking	2213	Guam Memori...	MC #10898227 5/2...	Medical:Doctor			-1,320.58
4/1/2013 - 6/30/2013								2,491.13
BALANCE 6/30/2013								32,741.44
TOTAL INFLOWS								9,769.05
TOTAL OUTFLOWS								-7,277.92
NET TOTAL								2,491.13

Income/Expense by Category - Last quarter

4/1/2013 through 6/30/2013 (Cash Basis)

7/16/2013

Page 1

Category Description	4/1/2013- 4/30/2013	5/1/2013- 5/31/2013	6/1/2013- 6/30/2013	OVERALL TOTAL
INCOME				
Court Ordered Payments	0.00	776.76	0.00	776.76
Foster Care Income	3,185.99	2,639.42	3,166.88	8,992.29
TOTAL INCOME	3,185.99	3,416.18	3,166.88	9,769.05
EXPENSES				
Medical	2,531.05	2,182.03	2,039.90	6,752.98
Medical Other	467.14	0.00	57.80	524.94
TOTAL EXPENSES	2,998.19	2,182.03	2,097.70	7,277.92
OVERALL TOTAL	187.80	1,234.15	1,069.18	2,491.13

Department of Youth Affairs

Staffing Patterns

FY 2013

3rd QUARTER REPORT

Ending June 30, 2013

FUNCTIONAL AREA: Public Safety
DEPARTMENT/AGENCY: Department of Youth Affairs
PROGRAM: Youth Corrections
FUND: General Fund

Input by Department										Input by Department										
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)		(I)	(J)	(K)	(L)	(M)	(N)		(O)	(P)	(Q)	(R)	(S)
No.	Position Number	Position Title	Name of Incumbent	Grade/Step	Salary	Overtime	Special*	Increment		(E+F+G+I)	Retirement (J * 30.09%)	Retire (DDI) (\$19.02*26PP)	Inc Secu (1.45% * J)	Medicare (1.45% * J)	Life	Medical (Premium)	Dental (Premium)	Total Benefits (K thru Q)	(J + R) TOTAL	
								Date	Incr											
1	413	Ch Top III U	Valencia Lourdes Q	F-13				20-Apr-15				495			153	1,683	226	2,557	2,557	
2	414	Youth Svc Wkr I	Poumou, Dumell C J	FL02-03	23,808	1,030	6,218	25-Apr-14		31,056	9,345		450	153	4,809			14,257	45,813	
3	418	Youth Svc Wkr I	Lizama, Peter Q	FL02-09	30,685	1,328	8,013	11-Jul-12	1,058	41,085	12,362	495		396	153	6,517	375	20,498	61,583	
4	419	Youth Svc Wkr Asst	George, Francis I - EL02-05	EL02-04	23,735	1,027	6,198	2-Jun-12	1,582	32,542	9,792	495		432	153	2,401		13,313	45,855	
5	425	Youth Svc Wkr I	Solas, Celia J	FL02-01	21,162	153	5,527	22-Jan-14		26,842	8,077	495		389	153	2,401	226	11,741	38,583	
6	431	Youth Svc Wkr Asst	Livesay, Dale Thomas	EL02-01	19,987	865	5,219	25-Mar-14		26,071	7,845	495		378	153			8,871	34,942	
7	434	Youth Svc Suprv	Santos, Benedicto C	EL02-14	44,179	1,912	11,537	16-Jan-15		57,628	17,340			836	153	2,401	226	20,956	78,584	
8	436	Youth Svc Wkr I	Palacios Jr, Dino C	FL02-07	28,570	1,236	7,461	9-Feb-13	705	37,971	11,425	495		551	153	3,781	224	16,629	54,600	
9	438	Youth Svc Suprv	Tantano, Joseph P	EL02-14	44,179	1,912	11,537	26-Apr-13	773	58,402	17,573			847	153			18,573	76,975	
10	441	Youth Svc Wkr II	Cruz, Susan O - HL02-11	HL02-10	35,954	1,556	9,299	17-Jan-12	1,259	48,159	14,491	495		698	153	2,401	226	18,464	66,623	
11	442	Youth Svc Wkr II	Buenafino, Edward J	HL02-09	34,756	1,504	9,077	17-Jul-12	1,199	46,535	14,602	495		673	153	2,401	226	17,952	64,487	
12	443	Youth Svc Suprv	Buendicho, Albert S - B02-15	EL02-14	44,179	1,912	11,537	14-Jan-12	1,547	59,175	17,806			858	153	2,171	224	21,212	80,387	
13	449	Youth Service Worker I	VACANT	HL02-01				N/A								0	0			
14	452	Youth Service Worker I	Lujan, Steven T	FL02-01	21,162	916	5,527			27,605	8,306	495		400	153	2,401	226	11,981	39,586	
15	453	Youth Svc Wkr II	Suzarte, Nahaie C	FL02-01	21,162	916	5,527			27,605	8,306	495		400	153	2,401	226	11,981	39,586	
16	455	Youth Svc Wkr I	Camacho, Damir J - FL02-08	FL02-07	28,570	1,236	7,461	15-Apr-12	1,057	38,324	11,532	495		556	153	2,401	226	15,363	53,687	
17	457	Youth Correction Superintendent	San Miguel, Gregory F - NL02-13	NL02-12	\$ 59,898	\$	15,643	18-Feb-12	\$ 2,096	\$ 77,637	\$ 23,361	\$	\$	1,126	\$ 153	\$ 6,517	\$ 375	\$ 31,532	\$ 109,169	
18	463	Youth Svc Wkr I	VACANT Vice San Nicolas JJ	FL02-01	21,162	916	5,527	N/A 3/6/13		27,605	8,306	495		400	153	2,401	226	11,981	39,586	
19	467	Youth Svc Wkr I	Chogelmad, Paul S	FL02-01	21,162	916	5,527			27,605	8,306	495		400	153	2,401	226	11,981	39,586	
20	470	Youth Service Worker II	VACANT Vice GD Trujillo S 27 13	HL02-01	23,968	1,037	6,259			31,264	9,407	495		453	153	2,401	226	13,115	44,399	
21	483	Youth Svc Wkr II	Castro, William N	HL02-16	44,197		11,543	21-Aug-13	258	55,998	16,850			812	153	3,781	224	21,820	73,838	
22	488	Youth Svc Wkr I	Cruz, Rebecca R - FL02-19	FL02-18	41,801	1,809	10,916	11-May-12	1,463	55,989	16,847	495		812	153	2,401	226	20,934	76,923	
23	493	Youth Svc Wkr I	San Miguel, Arlene C	FL02-18	41,801	1,809	10,916	2-Jan-13	1,097	55,623	16,737			802	153			17,697	73,320	
24	494	Youth Svc Wkr I U	Flores, Norma I	FL02-11				9-Jun-11				495			153	3,781	224	4,653	4,653	
25	495	Youth Svc Wkr Asst	Cruz, Bertram J	EL02-08	27,982	1,211	7,397	27-Nov-12	1,060	37,499	11,283	495		544	153	4,809	278	17,562	55,061	
26	497	Youth Svc Wkr I	Rivero, Frank A.	FL02-05	26,453	1,145	6,909	24-May-13	441	34,948	10,516	495		507	153	1,683	226	13,580	48,528	
27	512	Youth Svc Wkr I	Vice, Matere, B D 6/24/13	FL02-01	21,162	916	5,527	6-May-14		27,605	8,306	495		409	153	6,517	375	16,246	43,851	
28	513	Youth Service Worker I	Nimesa, Herman A.	FL02-01	21,162	916	5,527	6-May-14		27,605	8,306	495		400	153	2,401	226	11,981	39,586	
29	517	Youth Svc Wkr II	VACANT Vice Santos, B C	EL02-01	23,969	1,037	6,259			31,265	9,408	495		453	153	1,683	226	12,418	43,683	
30	519	Youth Svc Wkr I	Aspero, Magdalena P	FL02-17	40,387	1,748	10,547	2-Jan-13	1,060	53,742	16,311			779	153	2,401	226	19,730	73,472	
31	521	Youth Service Worker I	Herribay, Sharon Y	FL02-01	21,162	916	5,527	23-May-14		27,605	8,306	495		400	153	2,401	226	11,981	39,586	
32	522	Youth Svc Wkr I	Laguana, Vincent T - FL02-11	FL02-10	31,744	1,574	8,290	14-Feb-13	741	42,148	12,882	495		611	153	6,517	375	20,833	62,981	
33	523	Youth Svc Wkr Asst	Albert, Kinaxiro K	EL02-01	19,987	865	5,219	13-Sep-13	104	26,175	7,876	495		380	153	2,401	226	11,531	37,706	
34	524	Youth Svc Wkr Asst	Mendoza, Richard O	EL02-15	35,608	1,541	9,299	25-Jul-13	311	46,749	14,067	495		678	153			15,393	62,142	
35	525	Youth Svc Wkr I	Benaente, Yonanc L	FL02-12	34,604	1,471	8,879	4-May-12	1,190	45,545	13,704			660	153	3,781	224	18,522	64,067	
36	526	Youth Svc Wkr I	Fred, Nickson N	FL02-01	21,162	916	5,527	6-Jun-13	441	28,046	8,439	495		407	153	1,683	226	11,403	39,449	
37	528	Youth Svc Wkr Asst	Utafina, Jerome B	EL02-01	19,987	865	5,219	25-Mar-14		26,071	7,845	495		378	153	2,401	226	11,498	37,569	
38	530	Youth Service Worker Asst	VACANT Vice Leon Guerrero, J M	EL02-01	19,987	865	5,219	8-Oct-13		26,071	7,845	495		378	153	0	0	8,871	34,942	
39	531	Youth Svc Wkr I	Cruz, Thelma M	FL02-08	29,627	1,282	7,736	10-Oct-12	1,058	39,703	11,947	495		576	153	2,401	226	15,798	55,501	
40	532	Youth Svc Wkr Asst	Aroco, Joshua P	EL02-07	26,983	1,168	7,046	13-Jul-12	998	36,196	10,891	495		525	153	1,683	226	15,973	50,169	
41	535	Youth Svc Wkr I	Guarato, Robert M	FL02-01	21,162	916	5,527	22-Jan-14		27,605	8,306	495		406	153	3,781	224	13,359	40,964	
42	537	Youth Svc Wkr I	Camacho, Romald S A - FL02-10	FL02-09	30,685	1,328	8,013	26-Dec-12	1,058	41,085	12,362	495		596	153	3,781	224	17,611	58,696	
43	544	Youth Svc Wkr I	Salas, Maryann L G FL02-07	FL02-06	27,511	1,190	7,185	19-Jan-14	1,058	36,945	11,117	495		536	153	3,781	224	16,306	53,251	
44	545	Youth Svc Wkr Asst	Vacant Vice Fournier, D U J	EL02-01	19,987	865	5,219	N/A		26,071	7,845	495		378	153	2,401	226	11,498	37,569	

Government of Guam
Fiscal Year 2013
Agency Staffing Pattern
(CURRENT)

[BBMR SP-1]

45	547	Youth Svc Wkr I	Neison, Shawn J	EL02-03	25,808	1,030	6,218	10-Jul-13	331	31,387	9,444	495	-	455	153	2,401	226	13,174	44,561
46	550	Youth Svc Wkr Asst	Ada, Joseph M G	EL02-01	19,987	865	5,219	ASAP	416	26,488	7,970	495	-	384	153	1,683	226	10,911	37,399
47	551	Youth Svc Wkr Asst	Carpada, Maylene Q - EL02-08	EL02-07	26,983	1,168	7,046	7-Jun-11	1,332	36,529	10,992	495	-	530	153	3,697	375	36,152	52,681
48	552	Youth Service Worker Asst	Viljanueva, Jay A	EL02-01	19,987	865	5,219	1-Oct-13	-	26,071	7,845	495	-	378	153	2,401	226	11,498	37,569
49	553	Youth Svc Wkr Asst	Tebur, Gabriel L	EL02-01	19,987	865	5,219	29-Aug-13	208	26,279	7,967	495	-	381	153	2,401	226	11,563	37,842
50	576	Youth Svc Supvr	VACANT Vice Cruz, J. W	EL02-01	25,667	1,111	5,420	30-Jan-13	-	32,198	9,688	-	-	467	153	1,683	375	12,366	44,564
51	604	Youth Svc Wkr Asst	Rivero Jr, Roland C	EL02-02	19,987	865	5,219	13-Jul-13	625	26,696	8,033	495	-	387	153	-	-	9,968	35,764
52	605	Youth Svc Wkr Asst	Quintanilla, Brandon M	EL02-01	19,987	865	5,219	29-Jun-13	417	26,488	7,970	495	-	384	153	2,401	226	11,629	38,117
53	608	Youth Svc Wkr Asst	Quinata, Del Ann- EL02-09	EL02-08	27,982	1,211	7,307	19-Jan-13	750	37,249	11,208	495	-	540	153	2,401	226	15,023	52,272
54	609	Youth Svc Wkr I	Palawaran, Vivian N - EL013	EL02-12	34,004	1,471	8,879	3-Nov-12	1,091	45,446	13,675	-	-	659	153	4,809	278	19,574	65,020
55	611	Youth Svc Supvr	Tudela, Stephen E.	EL02-12	41,242	1,784	10,776	13-Apr-13	722	54,517	16,404	-	-	790	153	6,317	375	24,239	78,756
	642	Admin Aide (LTA) I	Arnes C. Rodriguez	1-60	17,635	-	882	exp 2/11/2013	-	18,517	5,272	495	-	268	153	2,401	226	9,115	27,632
56	645	Youth Svc Wkr Asst (LTA) I	VACANT Vice DCJ Ferguson	EL02-01	19,987	865	5,219	N/A	-	26,071	7,845	495	-	378	153	2,401	226	11,498	37,569
Grand Total:					---	\$ 1,552,547	\$ 61,155	400,436	---	\$ 30,785	\$ 2,044,925	\$ 615,314	\$ 21,780	\$ 29,651	\$ 8,721	\$ 155,865	\$ 12,205	\$ 843,536	\$ 2,888,461

* Night Differential / Hazardous / Worker's Compensation etc.

1 Long term disability, Pos. No. 642, Admin Aide (Limited Term Appointment) Billing in for Clerk Typist III (Pos. No. 642) and Pos. No. 645, Youth Service Worker Assistant (Limited Term Appointment) Billing in for Youth Service Worker I (Pos. No. 494)

FUNCTIONAL AREA: Public Safety
 DEPARTMENT/AGENCY: Department of Youth Affairs
 PROGRAM: After School Care Program
 FUND: Sub-Grant Funding PH&SS

Government of Guam
 Fiscal Year 2013
 Agency Staffing Pattern
 (CURRENT)

[BBMR SP-1]

Input by Department														Input by Department					
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)		(I)	(J)	(K)	(L)	(M)	(N)	(O)	(P)	(Q)	(R)	(S)
Position Number	Position Title	Name of Incumbent	Grade/Step	Salary	Overtime	Special Pay	Increment			(E+F+G+I) Subtotal	Retirement (J * 30.09%)	Roller (DD) (\$19.02*20PT)	Social Security (6.2% * J)	Medicare (1.45% * J)	Life	Medical (Premium)	Dental (Premium)	Total Benefits (K thru Q)	(J + R) TOTAL
1	802	Community Prog Aide II (CLTA)	VACANT Vice: Corina C. Cruz	E-01	-	-	-	N/A	-	-	-	-	-	-	-	-	-	-	-
2	803	Community Prog Aide II (CLTA)	VACANT Vice: Kinasiro K. Albert	E-01	-	-	-	N/A	-	-	-	-	-	-	-	-	-	-	-
3	804	Community Prog Aide II (CLTA)	Valentina Marie E. Meno	E-01	16,656	-	-	N/A	-	16,656	5,012	495	-	242	153	-	-	5,902	22,558
4	806	Community Prog Aide II (CLTA)	Benjamin M. Siongco	E-01	16,656	-	-	N/A	-	16,656	5,012	495	-	242	153	1,683	226	7,811	24,467
5	809	Community Prog Aide II (CLTA)	Mary B. Mendiola	E-01	16,656	-	-	N/A	-	16,656	5,012	495	-	242	153	3,781	224	9,907	26,563
6	810	Community Prog Aide II (CLTA)	VACANT Vice: Kelly M. Umstog	E-01	16,656	-	-	N/A	-	16,656	5,012	495	-	242	153	-	-	5,902	22,558
7	811	Data Control Clerk I (CLTA)	Tishawana Smith	E-01	16,656	-	-	N/A	-	16,656	5,012	495	-	242	153	2,171	224	8,297	24,953
8	812	Community Prog Aide II (CLTA)	Maclani R. Mesa	E-01	16,656	-	-	N/A	-	16,656	5,012	495	-	242	153	-	-	5,902	22,558
9	814	Community Prog Aide II (CLTA)	Jenny Ann D. Reyes	E-01	16,656	-	-	N/A	-	16,656	5,012	495	-	242	153	1,683	226	7,811	24,467
	815	Administrative Aide in lieu of a WPS I	VACANT	F-01	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Grand Total:					\$ 116,592	\$ -	\$ -		\$ -	\$ 116,592	\$ 35,084	\$ 3,465	\$ -	\$ 1,694	\$ 1,071	\$ 9,318	\$ 900	\$ 51,532	\$ 168,124

* Night Differential / Hazardous / Worker's Compensation / etc.
 (CLTA) - Competitive Limited Term Appointment

Input by Department											
(A)	(B)	(C)	(D)	Special Pay Categories							(K)
Position Number	Position Title	Name of Incumbent	Holiday Pay	Night Differential Pay 10%	Hazard 10%	Hazard 8%	Nurse/Sunday Pay 1.5	Nurse Pay 1.5	EMT Pay 15%	D=E+F+G+H+I+J Subtotal	
800	Community Prog Aide II (CLTA)	VACANT Vice: Nadia Casascho	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
1	801	Community Prog Aide II (CLTA)	Juanita E. Leon Guerrero								
2	802	Community Prog Aide II (CLTA)	VACANT Vice: Corina C. Cruz								
3	803	Community Prog Aide II (CLTA)	VACANT Vice: Kinasiro K. Albert								
4	804	Community Prog Aide II (CLTA)	Valentina Marie E. Meno								
	805	Community Prog Aide II (CLTA)	VACANT Vice: RP Quirogas								
5	806	Community Prog Aide II (CLTA)	Benjamin M. Siongco								
	807	Social Wkr II	VACANT								
6	808	Social Wkr II (CLTA) in lieu of Social Wkr I	VACANT Vice: Mary C.Y. Zabala								
7	809	Community Prog Aide II (CLTA)	Mary B. Mendiola								
8	810	Community Prog Aide II (CLTA)	VACANT Vice: Kelly M. Umstog								
9	811	Data Control Clerk I (CLTA)	Tishawana Smith								
10	812	Community Prog Aide II (CLTA)	Maclani R. Mesa								
	813	Community Prog Aide II (CLTA)	VACANT Vice: L. Lukax								
11	814	Community Prog Aide II (CLTA)	Jenny Ann D. Reyes								
	815	Administrative Aide in lieu of a WPS I	VACANT								
Grand Total:			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

- 10% of reg. rate applicable from sign-on; employee must work 4 hours consecutive after sign for establishment of the pay
- Applies to law enforcement personnel
- Applies to solid waste employees
- 1 1/2 % of reg. rate of pay from 12:00 Friday to 12 midnight Sunday
- 2 1/2 % of reg. rate of pay on daily work exceeding 8 hours
- Applicable only to OED ambulatory services personnel. 15% of reg. rate of pay

Department of Youth Affairs

Prior Year Obligation

FY 2013

3rd QUARTER REPORT

Ending June 30, 2013



Eddie Baza Calvo
Governor
Ray S. Tenorio
Lieutenant Governor

Department of Youth Affairs

Dipåttamenton Asunton Manhoben
Government of Guam
P.O. Box 23672 GMF
Barrigada, Guam 96921
Tel: (671) 735-5010 Fax: (671) 734-7536



Adonis J. Mendiola
Director

July 16, 2013

MEMORANDUM

To: **Honorable Speaker Judith T. Wonpat**
32th Guam Legislature

From: Director, Department of Youth Affairs

Subject: **3rd Quarter FY 2013 Prior Year Obligation Payments**

Håfa Adai Speaker Wonpat,

Pursuant to 5 GCA §10306, please be advised, that the Department of Youth Affairs has no Prior Year Obligation payments in the **3rd Quarter** of **FY 2013** report ending June 30, 2013.

An electronic submission of the stamp received copy of this report will be sent to speaker@judiwonpat.com and a copy to, the Office of the Public Auditor at admin@guamopa.org and this report will be posted on DYA's Government of Guam website at www.dya.guam.gov.

Please contact 735-5010 should you have any questions or concerns.

Si Yu'os Ma'åse'

Adonis J. Mendiola

Cc: Office of the Public Auditor



DYA: "It's all about youth helping youth!"