



GOVERNMENT OF GUAM

DEPARTMENT OF PUBLIC HEALTH AND SOCIAL SERVICES
DIPATTAMENTON SALUT PUPBLEKO YAN SETBISION SUSIAT



EDDIE BAZA CALVO
GOVERNOR

JAMES W. GILLAN
DIRECTOR

RAY TENORIO
LIEUTENANT GOVERNOR

LEO G. CASIL
DEPUTY DIRECTOR

MAR 31 2015

Honorable Judith T. Won Pat, Ed.D
Speaker, 33rd Guam Legislature
Suite 201
155 Hesler Place
Hagåtña, Guam 96910

33-15-0277
Office of the Speaker
Judith T. Won Pat, Ed.D

Date: 03-31-15
Time: 1:37pm
Received By: [Signature]

Speaker Won Pat:

In accordance with Public Law 32-181, Chapter III, Part II, Section 5. Program Authorizations, (4), the following expenditure report is provided:

One Million Dollars (\$1,000,000.00) Appropriation: As of March 30, 2015	
Project	Cost
1. Attachment "A" -- Adult Day Care Expansion South (Nov. 12, 2014)	\$ 394,753.63
2. Attachment "B" -- In-Home Services Expansion (Jan. 12, 2015)	\$ 202,608.07
3. Attachment "C" -- Legal Assistance Services Expansion (April 1, 2015)	\$ 97,020.00
4. Division of Senior Citizens (DSC) Recruitment (On-going)	\$ 190,668.90
5. APS Database Development (On-going)	\$ 20,000.00
6. Assistant Attorney General Position for DPHSS/DSC (On-going)	\$ 43,290.00
Sub-Total	\$ 948,340.61
7. Pending final project obligation.	\$ 51,659.40
Total	\$ 1,000,000.00

2015 MAR 31 PM 2:20 [Signature]

Attachments "A", "B" and "C" in the table above provide the approved program budgets and the detailed breakdown as to how the funds are earmarked to be spent by each respective program. The dates in parenthesis denotes the start date services were expanded or are to be expanded as a result of the additional funds provided to each program.

For Item 4, there are four positions being prepared for recruitment as follows:

Position Title	Cost
1. Chief Human Services Administrator	\$ 61,455.26
2. Program Coordinator IV	\$ 51,011.09

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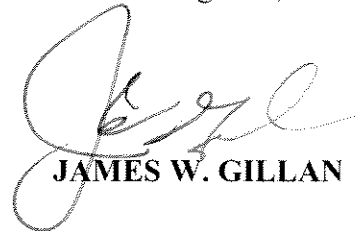
3. Program Coordinator III	\$ 50,581.34
4. Administrative Assistant	\$ 27,621.21
Total	\$ 190,668.90

For Item 5, this is an on-going activity being worked on by the supervisor of the Bureau of Adult Protective Services. At this point, the actual cost has yet to be determined.

For Item 6, this is an on-going activity being considered by the department. Once discussions are finalized, these funds will be used for the shared cost of paying for an Assistant Attorney General to be assigned to address department matters, inclusive of senior issues and services.

For Item 7, the remaining balance of \$51,659.40 although not identified for any specific program at this time is being considered to be spent in three (3) possible service areas of the Division of Senior Citizens. The first is to increase, if necessary, the \$20,000.00 earmarked for the acquisition of the Adult Protective Services database. Depending on the cost of this effort, and if funds remain available, the funds will be considered to support Home and Community Based Services, like the Adult Day Care South or Legal Assistance Service.

Should you have questions, please contact Mr. Arthur U. San Agustin, MHR, Senior Citizens Administrator at 735-7421/15.



JAMES W. GILLAN

Attachments

Attachment "A"
ADULT DAY CARE SERVICES
FY 2015 PROGRAM BUDGET
OCTOBER 1, 2014 TO SEPTEMBER 30, 2015

APPROVED

Health & Welfare @ \$4.02
Administration Personnel - Total
Administration - Operations
Total Administration

20,637.25
12,947.46
33,584.71

Position Title	% of Allocation	Per Hr.	Per Annum	FICA	Health & Welfare	H & W FICA	TOTAL COSTS
110 PERSONNEL							
Program Staff							
S-01 Program Manager(1,896 hours)	91.15%	16.25	30,810.00	2,356.97	7,621.92	583.08	41,371.97
S-02 Registered Nurse(474 hours)	22.80%	20.70	9,816.77	750.98	1,906.44	145.84	12,620.03
S-03 Nurse Assistant Supervisor(1,849 hours)	88.90%	11.30	20,895.06	1,598.47	7,433.46	568.66	30,495.65
S-04 Nurse Assistant(1,849 hours)	88.90%	10.03	18,546.67	1,418.82	7,433.46	568.66	27,967.61
S-05 Nurse Assistant(1,849 hours)	88.90%	10.03	18,546.67	1,418.82	7,433.46	568.66	27,967.61
S-06 Nurse Assistant(1,849 hours)	88.90%	10.03	18,546.67	1,418.82	7,433.46	568.66	27,967.61
S-07 Nurse Assistant(1,849 hours)	88.90%	10.03	18,546.67	1,418.82	7,433.46	568.66	27,967.61
S-08 Nurse Assistant(1,849 hours)	88.90%	10.03	18,546.67	1,418.82	7,433.46	568.66	27,967.61
S-09 Nurse Assistant(1,849 hours)	88.90%	10.03	18,546.67	1,418.82	7,433.46	568.66	27,967.61
S-10 Nurse Assistant(1,849 hours)	88.90%	10.03	18,546.67	1,418.82	7,433.46	568.66	27,967.61
Sub-Total Program Staff		27 Positions	191,348.52	14,638.16	68,996.04	5,278.20	280,260.92
230 CONTRACTUAL							
Equipment Maintenance							1,500.00
Lease Equipment							0.00
Building Rent							0.00
Staff Certification/Training							1,750.00
Drug Testing							350.00
Payroll Fee							560.00
Insurance							2,215.00
Printing							500.00
Audit							1,852.00
Trash Removal							2,220.00
Workman's Compensation							2,708.00
Building Maintenance							1,458.00
Client Survey							0.00
Sub-Total Contractual							15,113.00
240 SUPPLIES/MATERIALS							
Office Supplies							1,000.00
Household							2,495.00
Sub-Total Supplies/Materials							3,495.00

Diana B. Calvo
DIANA B. CALVO, CSS Executive Director

10/21/2014
Date

Arthur U. San Agustin
ARTHUR U. SAN AGUSTIN, MHR, SC Administrator

10/21/14
Date

ADULT DAY CARE SERVICES
 FY 2015 PROGRAM BUDGET
 OCTOBER 1, 2014 TO SEPTEMBER 30, 2015

APPROVED

250 EQUIPMENT (under \$5,000.00)

Sub-Total Equipment

0.00

290 MISCELLANEOUS

Miscellaneous Expenses

50,000.00

Sub-Total Miscellaneous

50,000.00

360 UTILITIES

Power

0.00

Water

0.00

Telephone

4,800.00

Sub-Total Utilities

4,800.00

450 CAPITAL OUTLAY (above \$5,000.00)

Start-Up Appliances

Stove, Refrigerator, Washer/Dryer, Weigh Scale

7,500.00

Sub-Total Capital Outlay

7,500.00

TOTAL OPERATIONAL BUDGET

361,168.92

ADMINISTRATIVE COST 6.9%

0.00

TOTAL PROGRAM COST

(Administrative plus Operational)

394,753.63

FY2015 - 12 Month Program Budget subject to availability of funds.

Diana B. Calvo

DIANA B. CALVO, CSS Executive Director

10/21/14

Date

Arthur U. San Agustin

ARTHUR U. SAN AGUSTIN, MHR, SC Administrator

10/21/14

Date

IN-HOME SERVICES
FY 2015 PROGRAM BUDGET
JANUARY 12, 2015 TO SEPTEMBER 30, 2015

APPROVED

DBL

Health & Welfare @ \$4.02

Administration Personnel - Total	7,394.00
Administration - Operations	5,464.75
Total Administration	12,858.75

Position Title	% of Allocation	Per Hr.	Per Annum	FICA	Health & Welfare	H & W FICA	TOTAL COSTS
110 PERSONNEL							
Program Staff							
IHS-01 Program Manager (additional 1,504 hours)	72.50%	0.50	754.00	57.68	0.00	0.00	811.68
IHS-02 Program Aide (additional 752 hours)	36.50%	8.25	6,263.40	479.15	0.00	0.00	6,742.55
IHS-37 Nursing Assistant Supervisor (1,504 hours)	72.50%	11.30	17,040.40	1,303.59	6,062.16	463.76	24,869.91
IHS-38 Nursing Assistant (1,316 hours)	63.50%	10.03	13,247.62	1,013.44	5,309.62	406.19	19,976.87
IHS-39 Nursing Assistant (1,316 hours)	63.50%	10.03	13,247.62	1,013.44	5,309.62	406.19	19,976.87
IHS-40 Nursing Assistant (1,316 hours)	63.50%	10.03	13,247.62	1,013.44	5,309.62	406.19	19,976.87
IHS-41 Nursing Assistant (1,316 hours)	63.50%	10.03	13,247.62	1,013.44	5,309.62	406.19	19,976.87
IHS-42 Nursing Assistant (1,316 hours)	63.50%	10.03	13,247.62	1,013.44	5,309.62	406.19	19,976.87
IHS-43 Nursing Assistant (1,316 hours)	63.50%	10.03	13,247.62	1,013.44	5,309.62	406.19	19,976.87
IHS-44 Nursing Assistant- P/T (752 hours)	36.50%	10.03	7,614.78	582.53	3,051.98	233.48	11,482.77
Sub-Total Program Staff	8 positions		111,158.30	8,503.59	40,971.86	3,134.38	163,768.13

220 TRAVEL

Local Travel	13,950 annual miles @ .56 GSA Rate	7,812.00
Sub-Total Travel		7,812.00

230 CONTRACTUAL

Equipment Maintenance	Computers, Printers	114.28
Lease Equipment		0.00
Building Rent	\$2,364 * 12	0.00
Staff Certification/Training	New Certification (\$150*8 = \$1,200.00); Recertification (\$85*8 = \$680.00) CPR/First Aid (\$95*8 = \$760.00)	2,640.00
Drug Testing	\$35 * 8 employees	280.00
Payroll Fee	\$56 * 8 employees	448.00
Insurance	Building Contents and Liability	794.81
Printing	Forms	342.85
Audit		680.00
Trash Removal		-
Workman's Compensation		800.00
Client Survey		0.00
Sub-Total Contractual		6,099.94

Diana B. Calvo
DIANA B. CALVO, CSS Executive Director

1/9/2015
Date

Arthur U. San Agustin
ARTHUR U. SAN AGUSTIN, MHR, SC Administrator

01-09-15
Date

IN-HOME SERVICES
 FY 2015 PROGRAM BUDGET
 JANUARY 12, 2015 TO SEPTEMBER 30, 2015

APPROVED

D. Calvo

240 Supplies/Materials			
Office Supplies			1,000.00
Household Supplies/Uniforms			3,510.00
Sub-Total Supplies/Materials			4,510.00
250 Equipment (under \$5,000.00)			
			0.00
Sub-Total Equipment (under \$5,000.00)			0.00
360 Utilities			
Power	\$741.66 * 12 * 22.857%		2,034.25
Water	\$108.33 * 12		-
Telephone	\$175.00 * 12		2,100.00
One-time Installation Fee			500.00
Sub-Total Utilities			4,634.25
450 Capital Outlay (over \$5,000.00)			
Personal Computer (1) Printer (1) and Ipad (1)			2,925.00
Sub-Total Capital Outlay (over \$5,000.00)			2,925.00
TOTAL OPERATIONAL BUDGET			189,749.32
TOTAL PROGRAM COST			
		(Administrative plus Operational)	202,608.07

FY2015 - 12 Month Program Budget subject to availability of funds.

Diana B. Calvo

DIANA B. CALVO, CSS Executive Director

1/9/2015

Date

Arthur U. San Agustin

ARTHUR U. SAN AGUSTIN, MHR, SC Administrator

01-09-15

Date

APPROVED

**Thomas J. Fisher, DBA Fisher & Associates
Legal Assistance Services Program
Fiscal Year 2015**

110 Position # / Title	Per Hour Rate	Monthly Hours	Not To Exceed Monthly Total	
Senior Attorney	\$ 185.00	4.75	\$ 878.75	
Associate Attorney	\$ 165.00	82.00	\$ 13,530.00	
Program Administrator	\$ 19.00	60.00	\$ 1,140.00	
Secretary	\$ 13.75	30.00	\$ 412.50	
Messenger Courier	\$ 10.12	5.00	\$ 50.60	
Initial Budget:		181.75	\$ 16,011.85	
				\$ 192,142.20
Associate Attorney (April 2015 through September 2015)	\$ 165.00	98.00	\$ 16,170.00	
				\$ 97,020.00
Total Program Cost:		279.75	\$ 32,181.85	\$ 289,162.20

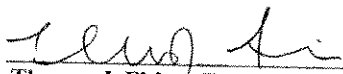
Monthly invoices will be billed in one-tenth hour increments for all positions.

**Service Provider is responsible for being in full compliance with the US DOL Wage Determination No.: 2005-2147 (Rev. 16), Date of Revision 07/25/2014.*

The monthly invoice amount will not exceed \$32,181.85 starting April 2015 unless prior approval is authorized.

The total amount from the effective date through September 30, 2015, and shall not exceed \$289,162.20.

Additionally, subject to funds being appropriated, allocated and certified.



Thomas J. Fisher, Esq.

30 MAR 2015

Date



Arthur U. San Agustin, SC Administrator

03/30/15

Date