



FINANCE COMMITTEE MEETING
January 11, 2011
12:00 – 1:00 PM
MEETING SUMMARY

ATTENDING:

Board

Dr. Bill Mason
Dr. Anne Egan
Jill Smith
Glorden Norris

Staff:

Linda Lanier
Cynthia Nixon
Dolly Dillin
Kitty Tucker

Dr. Bill Mason, Committee Chair, called the meeting to order at 12:10 PM.

FINANCE REPORT:

Cynthia Nixon presented the finance statements and the slot reports (attached) with no significant issues to report.

FUNDING:

ACTION ITEM: FY10-11: Boys and Girls Club, West Jax Elementary TEAM UP - Reduction in ADA and Funding – Members discussed the request from BGC to reduce their contracted average daily attendance, from 140 to 105 students due to a drop in the school's overall enrollment numbers. It is with the understanding that the funding will be reduced accordingly, the item was approved.

ACTION ITEM: FY 10-11: SAMHSA – Members were asked to approve an advance of \$250,000 for Managed Access to Child Health, Inc., the project management agency for the SAMHSA Grant. Once the funds for the advance are disbursed, a request for reimbursement can be submitted to the federal agency providing the grant. The item was approved.

ACTION ITEM: FY 10-11: Healthy Families Funding Increase. The board is asked to consider amendments for two subcontracts to distribute an additional \$18,331.00 of one-time non recurring state funds. The agencies understand that this is one-time state money and not to be expected in future budget considerations.

NEW BUSINESS:

Linda presented for discussion information to be used in consideration of upcoming budget forecasting. This information included overall city general fund forecasting, the Children's Commission funding by program and Commission match funding.

There being no further business, Dr. Mason adjourned the meeting at 1:10 PM.



FINANCE COMMITTEE MEETING AGENDA

**January 11, 2011
12:00 – 1:00 PM**

CALL TO ORDER

Dr. Bill Mason
Committee Chair

FINANCE REPORTS

Financial Report
Slots Report

Cynthia Nixon

Action Item: Agency Advance – SAMHSA

Action Item: West Jax Elementary TEAM UP - Reduction in ADA & Funding

Action Item: Healthy Families Funding Increase

NEW BUSINESS

Budget Forecasting

OLD BUSINESS

ADJOURN

JACKSONVILLE CHILDREN'S COMMISSION
Budget to Actual Variance Review
Special Revenue Subfund - 191

Year to Date Ending:

November 30, 2010

REVENUES:

	Revised Budget	Budget Year to Date	Actual Year to Date	Variance Favorable (Unfavorable)	Remaining Budget
Intergovernmental Revenue	294,300	49,050	-	(49,050)	294,300
Earnings on Investment	50,000	8,333	8,447	114	41,553
Other Miscellaneous Earnings	4,000	667	240	(427)	3,760
Contributions from Other Funds	20,673,779	3,445,630	5,168,445	1,722,815	15,505,334
Total Revenues	21,022,079	3,503,680	5,177,132	1,673,452	15,844,947

EXPENDITURES:

Salaries	2,390,559	398,427	315,774	82,653	2,074,785
Employee Benefits	696,110	116,018	98,098	17,920	598,012
Internal Service Charges	464,464	77,411	49,065	28,346	415,399
Other Operating Expenses	2,186,131	364,355	101,897	262,458	2,084,234
Capital Outlay	9,058	1,510	-	1,510	9,058
Grants and Aids	14,662,445	2,443,741	2,257,284	186,457	12,405,161
Transfers	2,134,497	355,750	2,134,497	(1,778,747)	-
Total Expenditures	22,543,264	3,757,212	4,956,615	(1,199,403)	17,586,649

**Jacksonville Children's Commission
Summary Financial Report
As of November 30, 2010**

	2010-2011 Original Council Approved Budget		2010-2011 Revised Budget	2010-2011 Actual Expenditures	Y-T-D Encumbrances	Remaining Balance
City Accounts:						
Office of the Director	\$ 2,879,726	(1)	\$ 2,005,676	\$ 148,896	\$ 9,212	\$ 1,847,568
Office of the Director - Grants Administration	\$ 12,750,419	(2)	\$ 12,152,178	\$ 1,880,037	\$ 6,049,186	\$ 4,222,955
Office of the Director - Community Relations	\$ 80,624	(3)	\$ 104,155	\$ 5,878	\$ 23,290	\$ 74,987
Office of the Director - Children's Zone	\$ 737,660	(4)	\$ 1,046,458	\$ 82,996	\$ 442,641	\$ 520,821
Don Brewer Early Literacy	\$ 389,820	(5)	\$ 636,064	\$ 1,753	\$ 246,244	\$ 388,067
Early Literacy - JCC Teams	\$ 3,494,788	(6)	\$ 3,718,629	\$ 617,441	\$ 1,697,997	\$ 1,403,191
Early Literacy - RALLY Book Club	\$ 307,316	(7)	\$ 332,042	\$ 38,832	\$ 25,186	\$ 268,024
JCC Training Institute	\$ 381,726	(8)	\$ 413,566	\$ 46,285	\$ 88,138	\$ 279,143
Add: Transfers Out	\$ -		\$ 2,134,497	\$ 2,134,497	\$ -	\$ -
Total City Accounts	\$ 21,022,079		\$ 22,543,265	\$ 4,956,615	\$ 8,581,894	\$ 9,004,756

	2010-2011 Original Council Approved Budget		2010-2011 Revised Budget	2010-2011 Actual Expenditures	Y-T-D Encumbrances	Remaining Balance
Jacksonville Journey Accounts:						
Early Literacy	\$ 2,000,000	(9)	\$ 2,200,497	\$ 500,000	\$ 1,700,497	\$ -
Summer Camps	\$ 1,081,400		\$ 1,163,600	\$ (3,950)	\$ -	\$ 1,167,550
Out of School Suspension Centers	\$ 1,067,423		\$ 1,091,864	\$ -	\$ 875,269	\$ 216,595
Team Up Program	\$ 1,488,044		\$ 1,488,044	\$ 112,278	\$ 794,651	\$ 581,115
Total Jacksonville Journey Accounts	\$ 5,636,867		\$ 5,944,005	\$ 608,328	\$ 3,370,417	\$ 1,965,260

	Grant Period	Approved Budget		Actual Expenditures	YTD Encumbrances	Remaining Balance
Grant Accounts:						
Early Learning Coalition Grant	7/1/10 - 6/30/11	\$ 28,717,954	(10)	\$ 9,793,493	\$ 172,506	\$ 18,751,955
Refugee Childcare Program	10/1/10 - 9/30/11	\$ 291,171		\$ 18,193	\$ -	\$ 272,978
After School Food Program - Supper Program	10/1/10 - 9/30/11	\$ 1,378,508	(11)	\$ -	\$ 1,225,002	\$ 153,506
After School Food Program - Snack Program	10/1/10 - 9/30/11	\$ 187,336	(12)	\$ -	\$ 163,721	\$ 23,615
Healthy Families Florida	7/1/10 - 6/30/11	\$ 2,007,228	(13)	\$ 839,268	\$ 1,046,614	\$ 121,346
21st Century Community Learning Center	8/01/10 - 7/31/11	\$ 960,693	(14)	\$ 307,040	\$ 620,379	\$ 33,274
21st Century Community Learning Center	8/01/10 - 7/31/11	\$ 647,654	(15)	\$ 208,408	\$ 410,486	\$ 28,760
Total Grant Accounts		\$ 34,190,544		\$ 11,166,402	\$ 3,638,708	\$ 19,385,434

Jacksonville Children's Commission - Early Learning Coalition of Duval

Slot Utilization Plan - Subsidized Child Care - FY 2010-2011

		Slot Dollars	Number of Children Served	Number of Children on Wait List	Avg Monthly Rate	Gross Increase	Attrition / Reduction	Net Change From Prior Month
July	Actual	\$ 2,301,444	7,669	4,921	\$ 300.10	864	(400)	464
August		\$ 2,240,506	7,789	4,897	\$ 287.65	727	(607)	120
September		\$ 2,061,750	7,384	4,690	\$ 279.22	204	(609)	(405)
October		\$ 1,975,714	7,495	4,264	\$ 263.60	589	(478)	111
November		\$ 2,136,475	7,581	3,826	\$ 281.82	654	(568)	86
December	Projected	\$ 2,139,266	7,445	Not Projected	\$ 287.33	453	(589)	(136)
January		\$ 1,950,191	7,289		\$ 267.54	359	(515)	(156)
February		\$ 1,830,883	7,153		\$ 255.98	346	(483)	(137)
March		\$ 2,165,897	7,209		\$ 300.43	488	(431)	57
April		\$ 2,067,490	7,168		\$ 288.43	380	(421)	(41)
May		\$ 1,986,863	7,259		\$ 273.71	604	(513)	91
June		\$ 2,063,664	6,995		\$ 295.04	324	(588)	(264)

NOTES:

Annual Slot Utilization \$\$	\$ 24,920,142	1. The amount of slot dollars expended for the month of November includes \$169,417 in ARRA funds, serving 630 children in that billing group. \$948,281 has been spent in that category since July 1st.
		2. Enrollment at the end of November was 7,880 (including 643 ARRA), causing the average enrollment for the month to be 7,902 and the number of slots paid to be 95.94% of this average enrollment, which is slightly above the annual average rates for the prior two years. As of December 16th, the total enrollment number was 8,131 (including 640 ARRA). The number of children on the wait list as of that morning was 3,182.
Budgeted slot \$\$	\$ 24,881,208	3. The amount budgeted for FY 2010/2011 includes \$22,778,204 in SR funds and \$2,103,004 in ARRA funds.
		4. Enrollment is ongoing in the "must serve" categories of BG-1 (protective services) and BG-3 (TANF/cash assistance), but attrition is also steady. To keep up with attrition in the BG-8 (working poor) and ARRA categories, it is recommended that packets for approximately 1,000 children be mailed on a monthly basis with due dates through the beginning of December. After that, packets should be mailed for approximately 500 children each month to keep up with attrition and to prepare for reduced funding in FY2011/2012.
Surplus (Deficit)	\$ (38,934)	5. To leverage additional funding received for the CCEP program, it was mutually agreed that the traditional JCC cash match be utilized for that funding stream instead of this one. The pool of potential enrollees is the same for BG-8, ARRA and CCEP.

Service Level Trend - FY 2010-2011

Actual: July - November '10 Projected: December '10 to June '11

