

FYE 2016 BUDGET RECEIVED

\$463,291

FYE 2017 BUDGET REQUEST

\$395,588

FREMONT COUNTY, WYOMING

BUDGET REQUEST PACKET

FISCAL YEAR 2016 - 2017

DEPARTMENT NAME

COURT ASSISTED SUPERVISED TREATMENT (CAST)

CHART OF ACCOUNT NUMBERS

236-2-2361

BUDGET VERSION

Final

PREPARED BY

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BUDGET MESSAGE

DEPARTMENT COURT ASSISTED SUPERVISED TREATMENT (CAST)

ANTICIPATED REVENUE STREAMS

- ›WY Department of Health, drug court grant for FY17 is \$299,349 + \$75,000 for CARF payment
- ›Fremont County Government, required 25% match, \$74,837.
- ›Participants fees, \$12,300.

EXPENDITURE TRENDS

The funding from the Wyoming Department of Health has a required 25% match. If the County cannot make the required match, we would be rejecting some of the funding by the state. This "VERSION TWO" budget will reflect that in the salary/benefits cost, as it would require laying off one employee. All other expenditures are reduced to a bare-minimum.

BUDGET CHANGES FROM LAST YEAR

Funding was cut by the State for FY17 by \$46,773, which in turn lowers the County match by approximately \$14,000 for a total cut of \$60,773 to the program.

FIVE YEAR PLAN

DEPARTMENT COURT ASSISTED SUPERVISED TREATMENT (CAST)

1. SERVICE PRIORITIES

The Court Assisted Supervised Treatment (CAST) Program will continue to provide level II.I Intensive Outpatient Treatment to clients that qualify. CAST may accept other clients into the program who meet various level of care treatment needs as recommended via substance abuse evaluations and as ordered by the court. CAST has two Licensed Professional Counselors who provide level II.I Intensive Outpatient Treatment to approximately 35 clients per year. In addition, the program has one Probation Officer and one Case Manager in Lander, WY who provides supervision to approximately 11 clients each month. The Department of Corrections provides the CAST program with one Probation Agent in the Riverton, WY office and the CAST program provides one full-time Case Worker in Riverton, WY who assists Probation and Parole in providing services to approximately 12 clients each month. Because funding is based on the number of participants, it will be a priority to increase the number of clients as follows:

FY17 average of 28 clients/month

FY18 average of 30 clients/month

FY19 average of 32 clients/month

2. EMPLOYEES and BENEFITS

It will be critical for our program to be able to meet the costs of retaining our highly qualified and experienced staff as well as the inevitable increases to the program to cover the rising costs of benefits. It is a priority to secure the funding to cover all wages and benefits.

3. FUNDING and REVENUE CHANGES

Funding was cut by the State for FY17 by \$46,773, which in turn lowers the County match by approximately \$14,000 for a total cut of \$60,773 to the program.

4. MAINTENANCE or SECURITY ISSUES

The CAST program relocated to a new offices in Riverton seven months ago. The facility is much better and we are able to operate comfortably and effectively in the new space. There are no maintenance or security issues identified.

GRANT SUMMARY - FYE 2017

DEPT: COURT ASSISTED SUPERVISED TREATMENT (CAST)

	Grant Name	Begin Date	End Date	Award Amount	No. of FTEs	Status	Purpose of Grant
1.	WY Dept of Health	7/1/2016	6/30/2017	\$258,479	4.92	Applied	Fund drug courts. This amount reflects an unanticipated reduction (returning essentially \$50,000+ to the State) if Fremont County cannot contribute the required 25% match for the original amount of \$346,122.
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
TOTAL				\$258,479			

CONTRACTUAL SERVICES - FYE 2017

DEPT: COURT ASSISTED SUPERVISED TREATMENT (CAST)

	Contractor	Description of Services	Amount
1.	Accucare	Treatment planning and documentation	\$1,500
2.	CARF	Program certification	\$8,137
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
TOTAL CONTRACTUAL SERVICES (69214)			\$9,637

SERVICE AGREEMENTS - FYE 2017

DEPT: COURT ASSISTED SUPERVISED TREATMENT (CAST)

	Organization	Description	Amount
1.	Cynthia Stevens	Clinical supervision - Dani Cooper	\$1,845
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
TOTAL SERVICE AGREEMENTS (65234)			\$1,845

DUES AND SUBSCRIPTIONS - FYE 2017

DEPT: COURT ASSISTED SUPERVISED TREATMENT (CAST)

	Organization	Description	Amount
1.	NASW Insurance Co.	Liability insurance - counselor- Dani Cooper	\$120
2.	CAN Insurance	Liability insurance - counselor- Ariel Prevett	\$135
3.	Wyoming.com	internet	\$315
4.			
5.			
6.			
7.			
8.			
9.			
10.			
TOTAL DUES & SUBSCRIPTIONS (69250)			\$570

CAPITAL ASSETS - FYE 2017

DEPT: COURT ASSISTED SUPERVISED TREATMENT (CAST)

DEPARTMENT PURCHASES (< \$10,000)					
PRIORITY	DESCRIPTION	PURCHASE TIME FRAME	ASSET TYPE	PURCHASE AMOUNT	ESTIMATED LIFE (YRS)
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
TOTAL - DEPARTMENT PURCHASES (< \$10,000)				\$0	

85001	LAND	\$0
85002	BUILDINGS & IMPROVEMENTS	\$0
85003	MACHINERY & EQUIPMENT	\$0
85004	VEHICLES	\$0
85005	OFFICE FURNITURE	\$0
85006	COMPUTER SOFTWARE	\$0
85008	INFRASTRUCTURE	\$0
85010	LIBRARY BOOKS	\$0

CAPITAL REVOLVING FUND PURCHASES (\$10,000 or more)							
PRIORITY	DESCRIPTION	PURCHASE TIME FRAME	ASSET TYPE	AUTHORIZED AMOUNT	ESTIMATED LIFE (YRS)	INTEREST RATE	EST FYE 2017 RENTAL AMT
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
PLUS CURRENT DEPARTMENT RENTAL PAYMENTS (FYE 2017)							\$981
TOTAL - CAPITAL REVOLVING FUND PURCHASES (\$10,000 or more)				\$0			\$981

SALARY AND BENEFIT WORKSHEET - FYE 2017

DEPT: COURT ASSISTED SUPERVISED TREATMENT (CAST) [back to instructions](#)

Select FT / PT / NO BENEFITS	% of wage in this Dept	Employee Name	Job Title	Select Salary Acct	FYE 2016 Annual Base Salary TOTAL all departments	FYE 2016 Annual Base Salary by % this Dept.	FYE 2017 Proposed Base Salary TOTAL all departments	FYE 2017 Proposed Base Salary by % this Dept	Social Security & Medicare	Select Workers Comp Code	Workers Comp	Select Wyoming Retirement Plan	Wyo Retirement	Health Insurance Waived?	Health Insurance	Total Employee Cost
FT	100.0%	COOPER, DANYNE	COUNSELOR	S	\$54,860	\$54,860	\$54,860	\$54,860	\$4,197	Hazard	\$1,476	Civilian	\$6,858		\$17,172	\$84,562
FT	100.0%	LANCASTER, REBECCA	CASE MANAGER	S	\$39,655	\$39,655	\$39,655	\$39,655	\$3,034	Hazard	\$1,067	Civilian	\$4,957		\$17,172	\$65,884
NO	100.0%	open	COUNSELOR	S	\$15,000	\$15,000	\$15,000	\$15,000	\$1,148	Hazard	\$404	Civilian	\$0		\$0	\$16,551
FT	25.0%	SHIPLEY, SUSAN	DIRECTOR	S	\$54,527	\$13,632	\$54,527	\$13,632	\$1,043	Hazard	\$367	Civilian	\$1,704		\$4,293	\$21,039
FT	100.0%	SNYDER, DAVID	PROBATION OFFICER	S	\$44,290	\$44,290	\$44,290	\$44,290	\$3,388	Hazard	\$1,191	Civilian	\$5,536		\$17,172	\$71,578
FT	100.0%	WARD, MONICA	CASE MANAGER	C	\$38,615	\$38,615	\$38,615	\$38,615	\$2,954	Hazard	\$1,039	Civilian	\$4,827		\$17,172	\$64,607
						\$0	\$0	\$0	\$0		\$0		\$0			\$0
						\$0	\$0	\$0	\$0		\$0		\$0			\$0
PT	67.0%	REYNOLDS, CORA LEE	DATA ENTRY CLERK	S	\$24,490	\$16,408	\$24,490	\$16,409	\$1,255	Hazard	\$441	Retiree	\$2,727		\$6,416	\$27,249
		Sub Totals			\$271,437	\$222,460	\$271,437	\$222,461	\$17,018		\$5,984		\$26,609		\$79,397	\$351,469
		OT Total						\$0	\$0		\$0		\$0		\$0	\$0
		Holiday Total						\$0	\$0		\$0		\$0		\$0	\$0
		Grand Total			\$271,437	\$222,460	\$271,437	\$222,461	\$17,019		\$5,985		\$26,609		\$79,397	\$351,470

ELECTED OFFICIAL SALARIES	\$0
DEPUTY SALARIES	\$0
CLERK/DISPATCHER SALARIES	\$38,615
SUPERVISOR/CLERICAL SALARIES	\$183,846

CHART OF ACCOUNTS WORKSHEET - FYE 2017

DEPT: COURT ASSISTED SUPERVISED TREATMENT (CAST)

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							FYE 2016 BUDGET COMPARISON						
								\$5,907					
Account Number	Account Title	FYE 2013 Actual	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Budget	FYE 2016 Actual (thru Dec)	FYE 2016 Add'l Expected (Jan - Jun)	FYE 2016 Projected Actual	FYE 2017 Budget Request	Difference from FYE 2016	FYE 2017 Approved Budget	Notes	
236-2-2361-43490	STATE OPERATING GRANT	\$352,411	\$344,135	\$346,122	\$346,122	\$141,641	\$204,481	\$346,122	\$258,479	-\$87,643	\$258,479	includes award amount + \$7500 CARF fees	
236-2-2361-43549	OVER/SHORT	\$0	\$0	\$0	\$0	\$0		\$0		\$0			
236-2-2361-43985	LOCAL GOVT OPERATING	\$0	\$2,000	\$0	\$0	\$0		\$0		\$0			
236-2-2361-44350	MISCELLANEOUS FEES	\$18,018	\$12,583	\$7,930	\$12,831	\$4,021	\$3,500	\$7,521	\$9,000	-\$3,831	\$9,000		
236-2-2361-47100	INTEREST REVENUE	-\$501	-\$316	\$75	\$0	-\$321		-\$321		\$0			
236-2-2361-47200	CHANGE IN FV OF INVEST.	\$525	\$135	\$209	\$0	-\$152		-\$152		\$0			
236-2-2361-48490	LOAN REPAYMENTS	\$0	\$609	\$0	\$0	\$0		\$0		\$0			
236-2-2361-48890	OTHER MISC REVENUES	\$2,000	\$0	\$0	\$0	\$0		\$0		\$0			
236-2-2361-49100	TRANSFER FR GENL FUND	\$70,031	\$60,111	\$103,254	\$88,000	\$88,000		\$88,000	\$128,109	\$40,109	\$128,109		
236-2-2361-49653	TRANSFER FR INVESTMENT POOL	\$0	\$76	\$0	\$0	\$227		\$227		\$0			
	REVENUE TOTALS:	\$442,484	\$419,333	\$457,590	\$446,953	\$233,416	\$207,981	\$441,397	\$395,588	-\$51,365	\$395,588		

CHART OF ACCOUNTS WORKSHEET - FYE 2017

DEPT: **COURT ASSISTED SUPERVISED TREATMENT (CAST)**

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							FYE 2016 BUDGET COMPARISON	\$5,907				
Account Number	Account Title	FYE 2013 Actual	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Budget	FYE 2016 Actual (thru Dec)	FYE 2016 Add'l Expected (Jan - Jun)	FYE 2016 Projected Actual	FYE 2017 Budget Request	Difference from FYE 2016	FYE 2017 Approved Budget	Notes
236-2-2361-51120	SALARIES-CLERKS/DISPATCHR	\$35,300	\$36,050	\$38,615	\$38,615	\$19,308	\$19,308	\$38,616	\$38,615	\$0	\$38,615	
236-2-2361-51130	SAL SUPERS/MISC/CLERICAL	\$217,722	\$214,675	\$219,083	\$229,761	\$114,147	\$114,147	\$228,294	\$183,846	-\$45,915	\$183,846	
236-2-2361-52210	HEALTH & LIFE INSURANCE (INTRA	\$62,249	\$74,379	\$78,767	\$99,865	\$49,654	\$49,654	\$99,308	\$79,397	-\$20,468	\$79,397	
236-2-2361-52220	SOCIAL SECURITY-EMPLOYER	\$18,773	\$18,623	\$18,288	\$20,531	\$9,222	\$9,222	\$18,444	\$17,019	-\$3,512	\$17,019	
236-2-2361-52230	UNEMPLOYMENT INSURANCE	\$0	\$9,205	\$1,325	\$0	\$0	\$0	\$0	\$5,300	\$5,300	\$5,300	
236-2-2361-52240	WORKERS COMPENSATION	\$4,730	\$4,714	\$6,056	\$5,288	\$2,629	\$2,629	\$5,258	\$5,985	\$697	\$5,985	
236-2-2361-52250	WYOMING RETIREMENT	\$34,006	\$36,838	\$40,595	\$40,928	\$21,565	\$21,565	\$43,130	\$26,609	-\$14,319	\$26,609	
236-2-2361-61408	DRUG TESTING	\$202	\$4,306	\$2,770	\$4,500	\$0	\$0	\$0	\$2,400	-\$2,100	\$2,400	
236-2-2361-61449	CONSULTING & AUDITING FEE	\$1,675	\$9,375	\$1,800	\$0	\$1,900	\$0	\$1,900	\$1,800	\$1,800	\$1,800	
236-2-2361-61484	PROGRAM DEVELOPMENT	\$4,515	\$4,070	\$3,986	\$0	\$909	\$400	\$1,309	\$695	\$695	\$695	
236-2-2361-65234	SERVICE AGREEMENTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,845	\$1,845	\$1,845	
236-2-2361-65235	VEHICLE REPAIR	\$0	\$325	\$0	\$1,000	\$0	\$0	\$0	\$0	-\$1,000	\$0	
236-2-2361-65238	COMMUNICATIONS REPAIR	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
236-2-2361-65458	RENTALS (INTRA)	\$0	\$0	\$327	\$2,103	\$1,710	\$490	\$2,200	\$981	-\$1,122	\$981	
236-2-2361-66352	FC ALCOHOL CRISIS CENTER	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
236-2-2361-69110	ADVERTISING-OTHER	\$1,046	\$1,351	\$1,029	\$0	\$500	\$0	\$500	\$0	\$0	\$0	
236-2-2361-69214	CONTRACTUAL SERVICES	\$25,704	\$1,308	\$5,784	\$0	\$3,753	\$220	\$3,973	\$9,637	\$9,637	\$9,637	
236-2-2361-69250	DUES, SUBSCRIPTIONS	\$1,615	\$1,688	\$1,857	\$1,800	\$158	\$150	\$308	\$570	-\$1,230	\$570	
236-2-2361-69550	MISC. SERVICES & CHARGES	\$301	\$683	\$364	\$1,000	\$203	\$200	\$403	\$0	-\$1,000	\$0	
236-2-2361-69710	TELEPHONE	\$2,276	\$2,806	\$2,980	\$3,100	\$2,003	\$2,000	\$4,003	\$4,900	\$1,800	\$4,900	
236-2-2361-69720	TRAINING SEMINARS	\$3,824	\$550	\$1,225	\$1,000	\$380	\$300	\$680	\$0	-\$1,000	\$0	
236-2-2361-69730	TRAVEL EXPENSE	\$4,223	\$6,621	\$5,722	\$4,000	\$1,620	\$2,480	\$4,100	\$7,185	\$3,185	\$7,185	
236-2-2361-75210	GENERAL OFFICE SUPPLIES	\$3,212	\$2,250	\$2,548	\$2,000	\$964	\$500	\$1,464	\$0	-\$2,000	\$0	
236-2-2361-75214	POSTAGE	\$462	\$904	\$2,437	\$2,300	\$487	\$500	\$987	\$1,800	-\$500	\$1,800	
236-2-2361-75224	VEHICLE FUEL	\$3,420	\$1,886	\$764	\$1,500	\$305	\$450	\$755	\$2,294	\$794	\$2,294	
236-2-2361-75225	UNIFORMS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
236-2-2361-75227	OPERATING SUPPLIES	\$0	\$0	\$0	\$3,000	\$0	\$0	\$0	\$3,710	\$710	\$3,710	
236-2-2361-75228	COMPUTER SUPPLIES	\$174	\$1,055	\$284	\$1,000	\$852	\$150	\$1,002	\$0	-\$1,000	\$0	
236-2-2361-75610	EQUIPMENT LESS THAN \$1000	\$1,129	\$70	\$1,006	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
236-2-2361-75802	EDUCATIONAL PROGRAMS	\$777	\$0	\$1,408	\$0	\$750	\$0	\$750	\$1,000	\$1,000	\$1,000	
236-2-2361-81416	COUNTY ASSISTANCE	\$0	\$33	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
236-2-2361-85003	MACHINERY & EQUIP > 1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
236-2-2361-85006	COMPUTER SOFTWARE > 1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
236-2-2361-96653	TRANSFER TO INVEST POOL	\$0	\$0	\$275	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
236-2-2361-99200	CASH RESERVE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	EXPENDITURE TOTALS:	\$427,333	\$433,764	\$439,296	\$463,291	\$233,019	\$224,365	\$457,384	\$395,588	-\$67,703	\$395,588	

EXECUTIVE SUMMARY - FYE 2017

DEPT: COURT ASSISTED SUPERVISED TREATMENT (CAST)

ACCOUNT NUMBERS: 236-2-2361

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REVENUES:	FYE 2013 Actual	FYE 2014 Actual	FYE 2015 Actual	FYE 2016 Budget	FYE 2016 Projected Actual	FYE 2017 Budget Request	Difference from FYE 2016	FYE 2017 Approved Budget
Tax Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Intergovernmental/Grants	\$352,411	\$346,135	\$346,122	\$346,122	\$346,122	\$258,479	-\$87,643	\$258,479
Charges for Goods & Services	\$18,018	\$12,583	\$7,930	\$12,831	\$7,521	\$9,000	-\$3,831	\$9,000
Investment Income	\$24	-\$182	\$284	\$0	-\$473	\$0	\$0	\$0
Other Revenue	\$2,000	\$609	\$0	\$0	\$0	\$0	\$0	\$0
Gain (Loss) on Equip Disposal	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfer from Other Funds	\$70,031	\$60,187	\$103,254	\$88,000	\$88,227	\$128,109	\$40,109	\$128,109
TOTAL REVENUES:	\$442,484	\$419,333	\$457,590	\$446,953	\$441,397	\$395,588	-\$51,365	\$395,588

EXPENDITURES:								
Salaries	\$253,022	\$250,725	\$257,698	\$268,376	\$266,910	\$222,461	-\$45,915	\$222,461
Employee Benefits	\$119,757	\$143,759	\$145,031	\$166,612	\$166,140	\$134,310	-\$32,302	\$134,310
Property Services	\$0	\$325	\$327	\$3,103	\$2,200	\$2,826	-\$277	\$2,826
Subrecipient Grants	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Services	\$45,380	\$32,757	\$27,517	\$15,400	\$17,177	\$27,187	\$11,787	\$27,187
Supplies & Materials	\$9,173	\$6,165	\$8,448	\$9,800	\$4,958	\$8,804	-\$996	\$8,804
Other Misc	\$0	\$33	\$0	\$0	\$0	\$0	\$0	\$0
Depreciation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Principal/Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfer to Other Funds	\$0	\$0	\$275	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES:	\$427,333	\$433,764	\$439,296	\$463,291	\$457,384	\$395,588	-\$67,703	\$395,588

CASH RESERVE AND FUND BALANCE CALCULATION - FYE 2017

DEPT: COURT ASSISTED SUPERVISED TREATMENT (CAST)

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A	BEGINNING FUND BALANCE, 7/1/2015 (from FYE 2015 Audit - 6/30/2015 Ending Balance)	\$20,120
B	ESTIMATED REVENUES THROUGH 6/30/2016 (Actual + Estimated, see Chart of Accounts sheet)	\$441,397
C	TOTAL FUND BALANCE + ESTIMATED REVENUES C = A + B	\$461,517
D	ESTIMATED EXPENDITURES THROUGH 6/30/2016 (Actual + Estimated, see Chart of Accounts sheet)	\$457,384
E	PROJECTED FUND BALANCE 6/30/2016 E = C - D	\$4,134
F	ESTIMATED REVENUES, FYE 2017 (Other than Property Tax, see Chart of Accounts sheet)	\$395,588
G	TOTAL REVENUE + FUND BALANCE, FYE 2017 G = E + F	\$399,722
H	ESTIMATED EXPENDITURES, FYE 2017 (see Chart of Accounts sheet)	\$395,588
I	ESTIMATED ENDING FUND BALANCE, FYE 2017 I = G - H	\$4,134