

Account	Date	Line Memo	Debit	Credit	Memo
00001.31.32.3200.3211.80.8100.80	3/31/2016	Tournament Fees	\$140.00	\$0.00	BUDGET ADJUSTMENT PER EG SEE SHEET
00001.31.32.3200.3204.80.8100.80	3/31/2016	Tournament Fees	\$0.00	(\$559.00)	BUDGET ADJUSTMENT PER EG SEE SHEET
00001.21.20.2220.2067.80.8100.80	3/31/2016	Dues & Fees	\$330.00	\$0.00	BUDGET ADJUSTMENT PER EG SEE MEMO
00001.21.20.2400.2070.80.8100.80	3/31/2016	Dues & Fees	\$303.00	\$0.00	BUDGET ADJUSTMENT PER EG SEE MEMO
00001.21.10.1000.0033.80.8100.80	3/31/2016	Dues & Fees	\$0.00	(\$550.00)	BUDGET ADJUSTMENT PER EG SEE MEMO
00001.21.10.1000.0031.80.8100.80	3/31/2016	Dues & Fees	\$0.00	(\$83.00)	BUDGET ADJUSTMENT PER EG SEE MEMO
00001.51.20.2310.2068.80.8100.80	3/31/2016	Dues & Fees	\$3,344.00	\$0.00	budge adjustments per EG see memo
00001.51.20.2320.2069.80.8100.80	3/31/2016	Dues & Fees	\$6,053.00	\$0.00	budge adjustments per EG see memo
00001.51.20.2500.2071.80.8100.80	3/31/2016	Dues & Fees	\$950.00	\$0.00	budge adjustments per EG see memo
00001.51.20.2570.2072.80.8100.80	3/31/2016	Dues & Fees	\$0.00	(\$340.00)	budge adjustments per EG see memo
00001.61.20.2210.2066.80.8100.80	3/31/2016	Dues & Fees	\$0.00	(\$53.00)	budge adjustments per EG see memo
00001.61.20.2220.2067.80.8100.80	3/31/2016	Dues & Fees	\$0.00	(\$421.20)	budge adjustments per EG see memo
00001.11.20.2400.2070.80.8100.80	3/31/2016	Dues & Fees	\$0.00	(\$132.00)	budge adjustments per EG see memo
00001.14.20.2400.2070.80.8100.80	3/31/2016	Dues & Fees	\$0.00	(\$32.94)	budge adjustments per EG see memo
00001.15.20.2400.2070.80.8100.80	3/31/2016	Dues & Fees	\$0.00	(\$34.00)	budge adjustments per EG see memo
00001.21.10.1000.0007.80.8100.80	3/31/2016	Dues & Fees	\$0.00	(\$35.00)	budge adjustments per EG see memo
00001.21.10.1000.0009.80.8100.80	3/31/2016	Dues & Fees	\$0.00	(\$360.00)	budge adjustments per EG see memo
00001.21.10.1000.0017.80.8100.80	3/31/2016	Dues & Fees	\$0.00	(\$1,134.00)	budge adjustments per EG see memo
00001.31.10.1000.0011.80.8100.80	3/31/2016	Dues & Fees	\$0.00	(\$270.00)	budge adjustments per EG see memo
00001.31.10.1000.0013.80.8100.80	3/31/2016	Dues & Fees	\$0.00	(\$748.00)	budge adjustments per EG see memo
00001.31.10.1000.0021.80.8100.80	3/31/2016	Dues & Fees	\$0.00	(\$295.00)	budge adjustments per EG see memo
00001.31.20.2120.2062.80.8100.80	3/31/2016	Dues & Fees	\$0.00	(\$1,658.82)	budge adjustments per EG see memo
00001.31.20.2400.2070.80.8100.80	3/31/2016	Dues & Fees	\$0.00	(\$4,268.04)	budge adjustments per EG see memo
00001.31.32.3200.3113.80.8100.80	3/31/2016	Dues	\$0.00	(\$115.00)	budge adjustments per EG see memo
00001.31.32.3200.3114.80.8100.80	3/31/2016	Dues	\$0.00	(\$450.00)	budge adjustments per EG see memo
00001.45.12.1270.1285.50.5630.56	4/5/2016	Tuition/Private In State	\$37,774.00	\$0.00	BUDGET ADJUSTMENT PER MEMO FROM EG
00001.31.20.2700.2087.50.5610.56	4/5/2016	Tuition/Public In State	\$0.00	(\$6,823.00)	BUDGET ADJUSTMENT PER MEMO FROM EG
00001.61.20.2700.2087.50.5610.56	4/5/2016	Tuition/Public In State	\$0.00	(\$30,951.00)	BUDGET ADJUSTMENT PER MEMO FROM EG
00001.61.10.1000.0019.30.3200.30	4/5/2016	Prof Ed Services	\$12,000.00	\$0.00	BUDGET ADJUSTMENT PER EG PER MEMO
00001.61.10.1000.0019.12.1240.12	4/5/2016	Tutor Salaries	\$0.00	(\$12,000.00)	BUDGET ADJUSTMENT PER EG PER MEMO
00001.31.32.3200.3100.50.5130.30	4/6/2016	Transportation-Sports	\$4,808.35	\$0.00	Athletic Budget Adjustments per Eva
00001.31.32.3200.3102.30.3330.30	4/6/2016	Officials	\$0.00	(\$4,808.35)	Athletic Budget Adjustments per Eva
00001.31.32.3200.3100.50.5130.30	4/6/2016	Transportation-Sports	\$59.00	\$0.00	Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3102.60.6132.60	4/6/2016	Uniforms	\$0.00	(\$59.00)	Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3100.50.5130.30	4/6/2016	Officials	\$437.61	\$0.00	Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3113.30.3330.30	4/6/2016	Officials	\$49.07	\$0.00	Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3113.30.2200.30	4/6/2016	Social Security	\$0.00	(\$49.07)	Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3113.70.7390.70	4/6/2016	Equipment/Supplies Athletic	\$0.00	\$0.00	Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3100.50.5130.30	4/6/2016	Transportation-Sports	\$115.00	\$0.00	Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3113.70.7390.70	4/6/2016	Equipment/Supplies Athletic	\$0.00	(\$115.00)	Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3100.50.5130.30	4/6/2016	Transportation-Sports	\$2,500.05	\$0.00	Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3114.30.3330.30	4/6/2016	Officials	\$0.00	(\$2,500.05)	Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3100.50.5130.30	4/6/2016	Transportation-Sports	\$1,272.12	\$0.00	Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3114.60.6132.60	4/6/2016	Uniforms	\$0.00	(\$1,272.12)	Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3114.30.2200.30	4/6/2016	Social Security	\$57.23	\$0.00	Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3114.70.7390.70	4/6/2016	Equipment/Supplies Athletic	\$0.00	(\$57.23)	Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3100.50.5130.30	4/6/2016	Transportation-Sports	\$1,070.08	\$0.00	Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3115.30.3330.30	4/6/2016	Officials	\$0.00	(\$1,070.08)	Budget Adjustments for Athletics per Eva 4/6

Account	Date	Line Memo	Debit	Credit	Memo
00001.31.32.3200.3100.50.5130.30	4/6/2016	Transportation-Sports	\$2,254.75		Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3115.60.6132.60	4/6/2016	Uniforms	\$0.00	(\$2,254.75)	Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3100.50.5130.30	4/6/2016	Transportation-Sports	\$554.00		Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3115.70.7990.70	4/6/2016	Equipment	\$0.00	(\$354.00)	Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3100.50.5130.30	4/6/2016	Transportation-Sports	\$915.00		Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3115.80.8120.80	4/6/2016	Tournament Fees	\$56.25		Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3202.30.2200.30	4/6/2016	Social Security	\$0.00	(\$56.25)	Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3202.60.6132.60	4/6/2016	Uniforms	\$39.10		Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3100.50.5130.30	4/6/2016	Transportation-Sports	\$727.54		Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3202.70.7990.70	4/6/2016	Equipment/Supplies Athletic	\$0.00	(\$39.10)	Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3211.30.3330.30	4/6/2016	Officials	\$275.00		Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3100.50.5130.30	4/6/2016	Transportation-Sports	\$0.00	(\$275.00)	Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3211.60.6132.60	4/6/2016	Uniforms	\$1,300.00		Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3100.50.5130.30	4/6/2016	Transportation-Sports	\$0.00	(\$1,300.00)	Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3213.30.3330.30	4/6/2016	Equipment/Supplies Athletic	\$2,062.93		Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3100.50.5130.30	4/6/2016	Transportation-Sports	\$1,026.00		Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3213.70.7990.70	4/6/2016	Equipment/Supplies Athletic	\$0.00	(\$1,026.00)	Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3215.30.2200.30	4/6/2016	Social Security	\$28.15		Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3215.30.3330.30	4/6/2016	Officials	\$0.00	(\$28.15)	Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3100.50.5130.30	4/6/2016	Transportation-Sports	\$63.76		Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3215.30.3330.30	4/6/2016	Officials	\$1,026.00		Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3100.50.5130.30	4/6/2016	Transportation-Sports	\$0.00	(\$1,026.00)	Budget Adjustments for Athletics per Eva 4/6
00001.31.32.3200.3215.70.7990.70	4/6/2016	Equipment/Supplies Athletic	\$930.28		BUDGET ADJ. PER EG MEMO'S
00001.21.32.3200.3114.30.3330.30	4/8/2016	Officials	\$496.59		BUDGET ADJ. PER EG MEMO'S
00001.21.32.3200.3202.30.3330.30	4/8/2016	Officials	\$376.31		BUDGET ADJ. PER EG MEMO'S
00001.21.32.3200.3102.30.3330.30	4/8/2016	Officials	\$57.96		BUDGET ADJ. PER EG MEMO'S
00001.21.32.3200.3113.30.3330.30	4/8/2016	Officials	\$23.72		BUDGET ADJ. PER EG MEMO'S
00001.21.32.3200.3202.30.2200.30	4/8/2016	Social Security	\$7.61		BUDGET ADJ. PER EG MEMO'S
00001.21.32.3200.3103.30.3330.30	4/8/2016	Officials	\$0.00	(\$800.00)	BUDGET ADJ. PER EG MEMO'S
00001.21.32.3200.3204.30.3330.30	4/8/2016	Officials	\$0.00	(\$85.24)	BUDGET ADJ. PER EG MEMO'S
00001.21.32.3200.3208.30.3330.30	4/8/2016	Officials	\$0.00	(\$800.00)	BUDGET ADJ. PER EG MEMO'S
00001.21.32.3200.3213.30.3330.30	4/8/2016	Officials	\$33.60		BUDGET ADJ. PER EG MEMO'S
00001.45.12.1263.1263.60.6120.60	4/8/2016	Non Instructional Supplies	\$209.00		BUDGET ADJ. PER EG MEMO'S
00001.21.20.2400.2070.60.6121.60	4/8/2016	Administration Supplies	\$1,200.00		BUDGET ADJ. PER EG MEMO'S
00001.51.20.2500.2071.60.6121.60	4/8/2016	Administration Supplies	\$5,000.00		BUDGET ADJ. PER EG MEMO'S
00001.61.20.2600.2073.60.6131.60	4/8/2016	Custodian Materials	\$0.00	(\$33.60)	BUDGET ADJ. PER EG MEMO'S
00001.45.12.1240.1264.60.6120.60	4/8/2016	Non Instructional Supplies	\$0.00	(\$5,000.00)	BUDGET ADJ. PER EG MEMO'S
00001.61.20.2600.2073.60.6132.60	4/8/2016	Uniforms	\$0.00	(\$1,200.00)	BUDGET ADJ. PER EG MEMO'S
00001.51.20.2310.2068.60.6121.60	4/8/2016	Administration Supplies	\$0.00	(\$209.00)	BUDGET ADJ. PER EG MEMO'S
00001.21.20.2120.2062.60.6120.60	4/8/2016	Non Instructional Supplies	\$2,450.00		BUDGET ADJ. PER EG MEMO'S
00001.31.32.3200.3100.30.3320.30	4/8/2016	Contracted Medical Services	\$0.00	(\$2,450.00)	BUDGET ADJUSTMENT PER EG PER MEMO
00001.31.32.3200.3101.30.3320.30	4/8/2016	Contracted Medical Services	\$1,279.00		BUDGET ADJUSTMENT PER EG PER MEMO
00001.51.20.2500.2071.40.4300.30	4/8/2016	Repair & Maintenance	\$0.00	(\$1,279.00)	BUDGET ADJUSTMENT PER EG PER MEMO
00001.61.10.1000.0003.40.4300.30	4/8/2016	Repair & Maintenance	\$0.00		BUDGET ADJUSTMENT PER EG PER MEMO

BUDGET ADJUSTMENTS JAN 2016 - JUNE 6 2016

Account	Date	Line Memo	Debit	Credit	Memo
000001.61.20.2600.2073.60.6132.60	4/25/2016	Uniforms	\$0.00	(\$5,000.00)	BUDGET ADJ. PER 4/25/16 MEMO FROM EG
000001.61.20.2600.2073.60.6131.60	4/25/2016	Custodian Materials	\$5,000.00	\$0.00	BUDGET ADJ. PER 4/25/16 MEMO FROM EG
000001.14.10.1000.0019.60.6120.60	5/3/2016	Non Instructional Supplies	\$10,000.00	\$0.00	Budget Adjustments for Willard per Eva 5/3
000001.14.10.1000.0001.40.4300.30	5/3/2016	Repair & Maintenance	\$0.00	(\$30.00)	Budget Adjustments for Willard per Eva 5/3
000001.14.10.1000.0001.60.6110.60	5/3/2016	Instructional Supplies	\$0.00	(\$131.60)	Budget Adjustments for Willard per Eva 5/3
000001.14.10.1000.0006.60.6110.60	5/3/2016	Instructional Supplies	\$0.00	(\$1,602.55)	Budget Adjustments for Willard per Eva 5/3
000001.14.10.1000.0006.60.6411.60	5/3/2016	Workbooks	\$0.00	(\$1,897.20)	Budget Adjustments for Willard per Eva 5/3
000001.14.10.1000.0015.60.6110.60	5/3/2016	Instructional Supplies	\$0.00	(\$1,640.00)	Budget Adjustments for Willard per Eva 5/3
000001.14.10.1000.0017.60.6110.60	5/3/2016	Instructional Supplies	\$0.00	(\$4,271.52)	Budget Adjustments for Willard per Eva 5/3
000001.14.10.1000.0017.60.6411.60	5/3/2016	Workbooks	\$0.00	(\$427.13)	Budget Adjustments for Willard per Eva 5/3
000001.14.10.1000.0019.60.6110.60	5/3/2016	General Instructional Supplies	\$20,841.70	\$0.00	Willard Budget Adjustments per Eva 5/3/16 2
000001.14.10.1000.0017.60.6411.60	5/3/2016	Instructional Supplies	\$0.00	(\$5,550.89)	Willard Budget Adjustments per Eva 5/3/16 2
000001.14.10.1000.0019.70.7390.70	5/3/2016	Equipment	\$0.00	(\$810.00)	Willard Budget Adjustments per Eva 5/3/16 2
000001.14.10.1000.0021.60.6110.60	5/3/2016	Instructional Supplies	\$0.00	(\$674.85)	Willard Budget Adjustments per Eva 5/3/16 2
000001.14.10.1000.0021.60.6411.60	5/3/2016	Workbooks	\$0.00	(\$1,387.66)	Willard Budget Adjustments per Eva 5/3/16 2
000001.14.10.1000.0022.60.6110.60	5/3/2016	Instructional Supplies	\$0.00	(\$351.70)	Willard Budget Adjustments per Eva 5/3/16 2
000001.14.10.1000.0022.60.6411.60	5/3/2016	Workbooks	\$0.00	(\$421.22)	Willard Budget Adjustments per Eva 5/3/16 2
000001.14.10.1000.0025.60.6110.60	5/3/2016	Instructional Supplies	\$0.00	(\$14.46)	Willard Budget Adjustments per Eva 5/3/16 2
000001.14.10.1000.0027.60.6110.60	5/3/2016	Instructional Supplies	\$0.00	(\$66.08)	Willard Budget Adjustments per Eva 5/3/16 2
000001.14.10.1000.0027.60.6410.60	5/3/2016	Textbooks	\$0.00	(\$1,308.10)	Willard Budget Adjustments per Eva 5/3/16 2
000001.14.10.1000.0027.60.6411.60	5/3/2016	Workbooks	\$0.00	(\$38.95)	Willard Budget Adjustments per Eva 5/3/16 2
000001.14.10.1000.0028.60.6110.60	5/3/2016	Instructional Supplies	\$0.00	(\$30.16)	Willard Budget Adjustments per Eva 5/3/16 2
000001.14.10.1000.0028.60.6411.60	5/3/2016	Workbooks	\$0.00	(\$413.85)	Willard Budget Adjustments per Eva 5/3/16 2
000001.14.10.1000.0031.60.6110.60	5/3/2016	Instructional Supplies	\$0.00	(\$295.54)	Willard Budget Adjustments per Eva 5/3/16 2
000001.14.10.1000.0033.60.6110.60	5/3/2016	Instructional Supplies	\$0.00	(\$64.44)	Willard Budget Adjustments per Eva 5/3/16 2
000001.14.10.1000.0034.60.6110.60	5/3/2016	Instructional Supplies	\$0.00	(\$476.00)	Willard Budget Adjustments per Eva 5/3/16 2
000001.14.10.1000.0034.60.6410.60	5/3/2016	Textbooks	\$0.00	(\$7,000.00)	Willard Budget Adjustments per Eva 5/3/16 2
000001.14.20.2110.2061.60.6121.60	5/3/2016	Administrative Supplies	\$0.00	(\$69.97)	Willard Budget Adjustments per Eva 5/3/16 2
000001.14.20.2220.2067.60.6110.60	5/3/2016	Instructional Supplies	\$0.00	(\$39.71)	Willard Budget Adjustments per Eva 5/3/16 2
000001.14.20.2220.2067.60.6111.60	5/3/2016	Audio/Visual Supplies	\$0.00	(\$181.53)	Willard Budget Adjustments per Eva 5/3/16 2
000001.14.20.2220.2067.60.6412.60	5/3/2016	Library Books	\$0.00	(\$961.59)	Willard Budget Adjustments per Eva 5/3/16 2
000001.14.20.2400.2070.30.3300.30	5/3/2016	Other Professional Services	\$0.00	(\$574.00)	Willard Budget Adjustments per Eva 5/3/16 2
000001.14.20.2400.2070.50.5810.30	5/3/2016	Staff Travel	\$0.00	(\$111.00)	Willard Budget Adjustments per Eva 5/3/16 2
000001.14.10.1000.0019.70.7390.70	5/3/2016	Equipment/ Instructional	\$119.96	\$0.00	To correct Willard Error
000001.14.10.1000.0019.60.6110.60	5/3/2016	General Instructional Supplies	\$0.00	(\$119.96)	To correct Willard Error
000001.31.32.3200.3202.30.3330.30	5/4/2016	Officials	\$0.00	(\$2,500.00)	BUDGET ADJUSTMENT PER EG MAY 4 2016
000001.31.32.3200.3210.70.7390.70	5/4/2016	Equipment	\$0.00	(\$300.00)	BUDGET ADJUSTMENT PER EG MAY 4 2016
000001.31.32.3200.3215.30.3330.30	5/4/2016	Officials	\$0.00	(\$100.00)	BUDGET ADJUSTMENT PER EG MAY 4 2016
000001.31.32.3200.3114.80.8120.80	5/4/2016	Tournament Fees	\$0.00	(\$90.00)	BUDGET ADJUSTMENT PER EG MAY 4 2016
000001.31.32.3200.3105.30.3330.30	5/4/2016	Officials	\$0.00	(\$300.00)	BUDGET ADJUSTMENT PER EG MAY 4 2016
000001.31.32.3200.3215.70.7390.70	5/4/2016	Equipment/Supplies Athletic	\$3,290.00	\$0.00	BUDGET ADJUSTMENT PER EG MAY 4 2016
000001.21.32.3200.3104.80.8120.80	5/18/2016	Tournament Fees	\$90.00	\$0.00	TOF TOURNAMENT FEES
000001.21.32.3200.3114.80.8120.80	5/18/2016	Tournament Fees	\$0.00	(\$90.00)	TOF TOURNAMENT FEES
000001.21.10.1000.0001.60.6110.60	5/19/2016	Instructional Supplies	\$0.00	(\$814.33)	BUDGET ADJUSTMENTS YEAR END MCGEE MIDDLE
000001.21.10.1000.0006.60.6110.60	5/19/2016	Instructional Supplies	\$814.33	\$0.00	BUDGET ADJUSTMENTS YEAR END MCGEE MIDDLE
000001.21.10.1000.0001.60.6111.60	5/19/2016	Audio/Visual Supplies	\$0.00	(\$100.00)	BUDGET ADJUSTMENTS YEAR END MCGEE MIDDLE
000001.21.10.1000.0019.70.7390.70	5/19/2016	Equipment	\$100.00	\$0.00	BUDGET ADJUSTMENTS YEAR END MCGEE MIDDLE
000001.21.10.1000.0007.60.6110.60	5/19/2016	Instructional Supplies	\$0.00	(\$2,144.96)	BUDGET ADJUSTMENTS YEAR END MCGEE MIDDLE

Account	Date	Line Memo	Debit	Credit	Memo
000001.21.10.1000.0006.60.6110.60	5/19/2016	Instructional Supplies	\$2,144.96	\$0.00	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0009.60.6110.60	5/19/2016	Instructional Supplies	\$0.00	(\$2,510.05)	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0006.60.6110.60	5/19/2016	Instructional Supplies	\$2,510.05	\$0.00	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0009.60.6410.60	5/19/2016	Textbooks	\$0.00	(\$440.00)	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0006.60.6410.60	5/19/2016	Textbooks	\$440.00	\$0.00	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0011.40.4300.30	5/19/2016	Repair & Maintenance	\$0.00	(\$961.57)	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0019.70.7390.70	5/19/2016	Equipment	\$961.57	\$0.00	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0011.60.6110.60	5/19/2016	Instructional Supplies	\$0.00	(\$155.24)	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0006.60.6110.60	5/19/2016	Instructional Supplies	\$155.24	\$0.00	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0011.60.6111.60	5/19/2016	Audio/Visual Supplies	\$0.00	(\$300.00)	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0019.70.7390.70	5/19/2016	Equipment	\$300.00	\$0.00	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0013.60.6110.60	5/19/2016	Instructional Supplies	\$0.00	(\$203.84)	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0006.60.6110.60	5/19/2016	Instructional Supplies	\$203.84	\$0.00	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0013.60.6111.60	5/19/2016	Audio/Visual Supplies	\$0.00	(\$170.14)	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0019.70.7390.70	5/19/2016	Equipment	\$170.14	\$0.00	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0017.60.6110.60	5/19/2016	Instructional Supplies	\$0.00	(\$1,162.17)	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0006.60.6110.60	5/19/2016	Instructional Supplies	\$1,162.17	\$0.00	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0017.60.6410.60	5/19/2016	Textbooks	\$0.00	(\$2,334.85)	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0006.60.6410.60	5/19/2016	Textbooks	\$2,334.85	\$0.00	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0021.60.6411.60	5/19/2016	Workbooks	\$0.00	(\$337.74)	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0017.60.6411.60	5/19/2016	Workbooks	\$337.74	\$0.00	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0025.40.4300.30	5/19/2016	Repair & Maintenance	\$0.00	(\$40.65)	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0019.70.7390.70	5/19/2016	Equipment	\$40.65	\$0.00	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0025.80.8100.80	5/19/2016	Dues & Fees	\$0.00	(\$190.00)	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0019.60.6120.60	5/19/2016	Non Instructional Supplies	\$190.00	\$0.00	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0028.60.6410.60	5/19/2016	Textbooks	\$0.00	(\$158.88)	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0006.60.6410.60	5/19/2016	Textbooks	\$158.88	\$0.00	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0031.40.4300.30	5/19/2016	Repair & Maintenance	\$0.00	(\$24.96)	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0019.70.7390.70	5/19/2016	Equipment	\$24.96	\$0.00	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0031.60.6110.60	5/19/2016	Instructional Supplies	\$0.00	(\$4,874.60)	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0006.60.6110.60	5/19/2016	Instructional Supplies	\$4,874.60	\$0.00	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0031.60.6111.60	5/19/2016	Audio/Visual Supplies	\$0.00	(\$362.48)	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0019.70.7390.70	5/19/2016	Equipment	\$362.48	\$0.00	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0031.60.6410.60	5/19/2016	Textbooks	\$0.00	(\$383.00)	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0006.60.6410.60	5/19/2016	Textbooks	\$383.00	\$0.00	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0031.60.6411.60	5/19/2016	Workbooks	\$0.00	(\$28.04)	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0017.60.6411.60	5/19/2016	Workbooks	\$28.04	\$0.00	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0031.80.8100.80	5/19/2016	Dues & Fees	\$0.00	(\$89.00)	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0019.60.6120.60	5/19/2016	Non Instructional Supplies	\$89.00	\$0.00	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0033.60.6110.60	5/19/2016	Instructional Supplies	\$0.00	(\$374.97)	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0006.60.6110.60	5/19/2016	Instructional Supplies	\$374.97	\$0.00	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0033.60.6111.60	5/19/2016	Audio/Visual Supplies	\$0.00	(\$1.00)	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0019.70.7390.70	5/19/2016	Equipment	\$1.00	\$0.00	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0033.60.6411.60	5/19/2016	Workbooks	\$0.00	(\$1,297.19)	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0017.60.6411.60	5/19/2016	Workbooks	\$1,297.19	\$0.00	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.20.2220.2067.60.6110.60	5/19/2016	Instructional Supplies	\$0.00	(\$809.93)	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.10.1000.0006.60.6110.60	5/19/2016	Instructional Supplies	\$809.93	\$0.00	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE
000001.21.20.2220.2067.60.6111.60	5/19/2016	Audio/Visual Supplies	\$0.00	(\$235.27)	BUDGET ADJUSTMENTS YEAR END MCCEE MIDDLE

Account	Date	Line Memo	Debit	Credit	Memo
000001.21.10.1000.0019.70.7390.70	5/19/2016	Equipment	\$235.27	\$0.00	BUDGET ADJUSTMENTS YEAR END MCGEE MIDDLE
000001.21.20.2220.2067.60.6412.60	5/19/2016	Library Books	\$0.00	(\$1,331.73)	BUDGET ADJUSTMENTS YEAR END MCGEE MIDDLE
000001.21.10.1000.0006.60.6410.60	5/19/2016	Textbooks	\$1,331.73	\$0.00	BUDGET ADJUSTMENTS YEAR END MCGEE MIDDLE
000001.21.20.2220.2067.60.6413.60	5/19/2016	Periodicals	\$0.00	(\$2,179.66)	BUDGET ADJUSTMENTS YEAR END MCGEE MIDDLE
000001.21.10.1000.0019.60.6120.60	5/19/2016	Non Instructional Supplies	\$2,179.66	\$0.00	BUDGET ADJUSTMENTS YEAR END MCGEE MIDDLE
000001.21.20.2400.2070.50.5520.30	5/19/2016	Rebinding	\$0.00	(\$344.74)	BUDGET ADJUSTMENTS YEAR END MCGEE MIDDLE
000001.21.10.1000.0019.60.6120.60	5/19/2016	Non Instructional Supplies	\$344.74	\$0.00	BUDGET ADJUSTMENTS YEAR END MCGEE MIDDLE
000001.11.10.1000.0019.70.7390.70	5/24/2016	Equipment	\$0.00	(\$404.00)	TOF BUDGET ADJ. PER DISB. ORDER DATED MAY 17 2016 HUBBARD
000001.11.10.1000.0019.60.6110.60	5/24/2016	Instructional Supplies	\$404.00	\$0.00	TOF BUDGET ADJ. PER DISB. ORDER DATED MAY 17 2016 HUBBARD
000001.11.20.2400.2070.60.6120.60	6/6/2016	Non Instructional Supplies	\$0.00	(\$83.02)	TOF FOR HUBBARD PER MEMO DATED 6/6/2016
000001.11.20.2400.2070.60.6121.60	6/6/2016	Administration Supplies	\$83.02	\$0.00	TOF FOR HUBBARD PER MEMO DATED 6/6/2016
000001.11.20.1000.0006.60.6411.60	6/6/2016	Workbooks	\$0.00	(\$97.26)	YEAR END ACCOUNT TOF FOR 2015-2016 FOR MCGEE PER MEMO DATED 6/6/2016
000001.21.10.1000.0006.60.6110.60	6/6/2016	Instructional Supplies	\$97.26	\$0.00	YEAR END ACCOUNT TOF FOR 2015-2016 FOR MCGEE PER MEMO DATED 6/6/2016
000001.21.10.1000.0007.60.6110.60	6/6/2016	Instructional Supplies	\$0.00	(\$12.00)	YEAR END ACCOUNT TOF FOR 2015-2016 FOR MCGEE PER MEMO DATED 6/6/2016
000001.21.10.1000.0006.60.6110.60	6/6/2016	Instructional Supplies	\$12.00	\$0.00	YEAR END ACCOUNT TOF FOR 2015-2016 FOR MCGEE PER MEMO DATED 6/6/2016
000001.21.10.1000.0007.60.6110.60	6/6/2016	Instructional Supplies	\$0.00	(\$3.50)	YEAR END ACCOUNT TOF FOR 2015-2016 FOR MCGEE PER MEMO DATED 6/6/2016
000001.21.10.1000.0006.60.6110.60	6/6/2016	Instructional Supplies	\$3.50	\$0.00	YEAR END ACCOUNT TOF FOR 2015-2016 FOR MCGEE PER MEMO DATED 6/6/2016
000001.21.20.2110.2061.30.3340.30	6/6/2016	Instructional Supplies	\$0.00	(\$137.47)	YEAR END ACCOUNT TOF FOR 2015-2016 FOR MCGEE PER MEMO DATED 6/6/2016
000001.21.10.1000.0006.60.6110.60	6/6/2016	Data Processing	\$137.47	\$0.00	YEAR END ACCOUNT TOF FOR 2015-2016 FOR MCGEE PER MEMO DATED 6/6/2016
000001.21.20.2120.2062.60.6120.60	6/6/2016	Instructional Supplies	\$0.00	(\$417.36)	YEAR END ACCOUNT TOF FOR 2015-2016 FOR MCGEE PER MEMO DATED 6/6/2016
000001.21.10.1000.0006.60.6110.60	6/6/2016	Non Instructional Supplies	\$417.36	\$0.00	YEAR END ACCOUNT TOF FOR 2015-2016 FOR MCGEE PER MEMO DATED 6/6/2016
000001.21.20.2400.2070.60.6121.60	6/6/2016	Instructional Supplies	\$0.00	(\$0.50)	YEAR END ACCOUNT TOF FOR 2015-2016 FOR MCGEE PER MEMO DATED 6/6/2016
000001.21.20.2400.2070.60.6121.60	6/6/2016	Administration Supplies	\$0.00	(\$0.50)	YEAR END ACCOUNT TOF FOR 2015-2016 FOR MCGEE PER MEMO DATED 6/6/2016
000001.21.20.2400.2070.80.8100.80	6/6/2016	Dues & Fees	\$0.50	\$0.00	YEAR END ACCOUNT TOF FOR 2015-2016 FOR MCGEE PER MEMO DATED 6/6/2016
000001.21.10.1000.0006.60.6110.60	6/6/2016	Instructional Supplies	\$0.50	\$0.00	YEAR END ACCOUNT TOF FOR 2015-2016 FOR MCGEE PER MEMO DATED 6/6/2016
000001.21.10.1000.0006.60.6110.60	6/6/2016	Instructional Supplies	\$239,608.38	(\$239,608.38)	YEAR END ACCOUNT TOF FOR 2015-2016 FOR MCGEE PER MEMO DATED 6/6/2016



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TO: Board Members
FROM: Charles Brown, Director of Health
SUBJECT: MONTHLY REPORT—April 2016
DATE: May 19, 2016

Monthly Activities/Projects of Special Interest

Director of Health

- Public Hearing on Fee Schedule went well with increased participation by residents and good feedback.
- Supervising Sanitarian, Barbara Gigliotti, started on April 18th and has begun orientation to existing procedures and policies with an eye towards quality assurance and improvement of Environmental Health Services.

Administrative

- Improved and standardized Temporary Food Service Establishment applications. Revised applications are posted to the web site.
- Hotel/Motel and Public Pool License renewal forms sent out and majority have been processed.
- Work on contact list management was utilized in statewide exercise on Medical Countermeasures.

Assistant Director-Community Health

- Walking Competition
 - Worked with Health Educator to plan, organize and conduct conference calls with town contacts, Anthem (Walking Works website organizers), schedule Kick-Off meetings and develop/revise promotional materials for competition
- Emergency Preparedness
 - Participated in district's state-wide drill as Incident Commander and reviewed Newington site for POD set-up
 - Participated in strategy meetings to boost volunteer numbers with Charlie/Judye/Lori/Jane
- Putting on Airs
 - Revised budget with Betty/Cheryl to account for increase granted to that program.
- Community Outreach/Involvement
 - Began organizing Hepatitis C Screening event, to be held on July 21, 2016 at Rocky Hill Summer Concert Series
 - Attended Newington Hunger Action Team (HAT) meeting.

Community Initiatives

- Smiles for Life Dental Grant
 - We received an additional \$1,500 from NCAAA to put on extra clinics until September 2016. This funding does not need to be matched from CCHD. Supplementary clinics will be planned soon.
- Childhood Lead Case Management
 - Conducting case tracking and management of lead poisoned children via DPH Maven database. We have 7 lead cases currently open in the District.

- Working with Ann and other Health District staff to plan “Get the Lead Out” Day in Rocky Hill on June 4. Residents from the community can come to have various items (spices, cookware, jewelry, etc) tested for lead. Targeted outreach has been done to residents who reside at Century Hills, specifically to those of the Indo-Pakistani population.
- Also, we are working to send letters to pre-1978 apartments and multifamily homes to inform them of lead dangers throughout the District.
- Emergency Preparedness
 - Working with Charlie, Judy, Ann, and Jane to develop a new list of non-medical and medical volunteers for emergency preparedness. A volunteer-seeking flyer was created and distributed in an effort to add more volunteers to our database.
- CCHD Four-Town Walking Competition
 - Working with Ann and appointed town contacts to develop the “Step into Summer 2016” walking competition from June 1 – June 29, 2016. A flyer and press release have been sent out to gain some interest. Informational kick-off meetings have been scheduled in each town.

Asthma Grant (Putting On Airs)

- April Referrals received: 12
 - April Home visits completed: 7
- Demographics of home visits: 2 female 5 male; 2 Hispanic, 5 non- Hispanic – white; Age range <1 - 11
 - Towns Served: Bristol, Hartford, New Britain, Newington
- Total referral received for program year through March- 81; Total home visits completed for program year through March- 56
- Outreach: March 2 – MidState, Hospital of Central Connecticut & Middlesex hospitals; March 10 – Community Health Network
- Meeting: March 15 – Region II Asthma Coalition meeting; March 25 – UConn Health Center – Pulmonary Grand Rounds - preparation

Emergency Preparedness

- **Contract deliverables:**
- **Deliverables:**
 - Participated in Region 3 ESF 8 PH meeting.
- **CT DPH Statewide Exercise:** The CT DPH spring Local Distribution Site delivery exercise was conducted during the spring school vacation week of April 11th.
 - On Thursday, April 14th, CCHD received its SNS (Strategic National Stockpile) delivery of assets from DPH and transported them to Newington High School. Overall, staff from Wethersfield and Newington Police Departments, Emergency Management, Physical Services and school personnel, CCHD staff and volunteers (including some from the Newington CERT) practiced receipt of assets, inventory/quality control, moving the assets and reviewing aspects of security and safety.
 - Other areas of focus were training for the roles and responsibilities of workers, JITT (Just in Time Training) for safety & security of sites & workers, exercise of receipt of assets from DPH, transportation of assets from receiving site to POD clinic site, receipt at the site and security of assets at all times. An early adjustment was easily made when the DPH truck arrived with no DPH notice.
 - A meeting (HOTWASH) occurred with participants to discuss the process and future planning.
 - Follow up is continuing to solicit more feedback including EVERBRIDGE system questions and issues. Messages via EVERBRIDGE were adapted during the exercise

because recipients thought they were getting “robocalls”. Emergency Operation Plan for the Distribution Site will be updated after review as preparation of AAR (After Action Report).

- Attended the HOTWASH at the Regional EOC (Emergency Operations Center) for the EBOLA Exercise.
- **Volunteer Status/Emergency Notification Lists:** Volunteer status review continues. Participating in developing a revised volunteer recruitment process to attract new volunteers.
 - Everbridge Notification system content continues to be updated and reorganized to make it an agency useable system. Lists are being tested and refined for agency and emergency business messages.
- **WEB EOC:** Reviewed and tested access to platform. No issues.
- **Other:** Met with other staff to discuss preparation for fall FLU Clinics.

Environmental Health Services

Staff Activities and Projects

- Attended CCHD Staff meeting, Environmental Health Staff meeting.
- See final page of Director’s Monthly Report for town work activities.

Environmental Health/Sanitarian Staff Reports

Berlin Activities and Projects

1. Opened up a new restaurant named Himalaya.
2. Opened up the New Britain Stadium foodservice venues, now operated by a company called Legends.
3. Finished all Hotel/Motel inspections.
4. Conducted routine foodservice and motel inspections with Intern.
5. Conducted a construction/pre-opening site inspection at Ferndale Market Fresh grocery store.
6. Inspected all town-owned concession stands.
7. Conducted two septic plan reviews for new construction and one B100a review for an addition.

Newington Activities and Projects

1. Inspected all hotels/motels.
2. Inspected a number of temporary food vendors at the DOT building. The vendors are providing food for an estimated six weeks while the building cafeteria is undergoing renovations.
3. Responded to several pool complaints regarding stagnant water and mosquitos.
4. Responded to several mosquito complaints from residents living next to natural wetlands.

Rocky Hill Activities and Projects

1. Inspected several temporary food vendors at the Still Hill Brewery.
2. Attended a meeting with Rocky Hill Community Service Departments to review proposed projects in town.
3. Inspected all Motels and indoor public swimming pools.
4. Met with the town planner, property owner, and the business owner of Shad Row at Ferry Park on several occasions to discuss the operation of the business and conduct an opening inspection.
5. Responded to several calls and complaints regarding the operation of the Shad Row Restaurant.
6. Reviewed and approved site plans for a proposed hotel on Cromwell Ave.
7. Met with Sanitarian Jeff Vecchitto and the Rocky Hill Building Official at the former DeNovellis restaurant to review the current condition and proposed plans for reopening under a new name and

operator.

8. Licensed new itinerant vendors. Itinerant vendors are becoming very popular in the district as the demand increases for this type of food service.
9. Reviewed proposed plans for a home bakery operation.
10. Inspected and approved several temporary food service events.
11. Responded to a food service complaint forwarded to CCHD by the CT DPH.

Wethersfield Activities and Projects

1. Inspected 11 motels with Fire Marshall.
2. Opened new market, OM Foods.
3. Inspected temporary event, Little League.
4. Inspected several complaints (housing, mosquitos , motel)
5. Inspected temporary event, car show.

1.

April 2016

Program Measures	Berlin			Newington			Rocky Hill			Wethersfield			Fiscal YTD Total		
	Complaints	Complaint Inspections	Routine Inspections	Complaints	Complaint Inspections	Routine Inspections	Complaints	Complaint Inspections	Routine Inspections	Complaints	Complaint Inspections	Routine Inspections	Complaints	Complaint Inspections	Routine Inspections
Water Supply	0	0	0	0	0	0	0	0	0	0	0	0	3	3	1
Food Service	1	1	19	0	0	16	1	2	28	0	0	20	33	47	1391
Public Facilities	0	0	0	0	0	0	0	0	0	0	0	0	9	8	69
Salon Inspections	0	0	0	0	0	1	0	0	0	0	0	0	1	0	68
Subsurface Sewage	0	0	0	0	0	0	0	0	0	0	0	0	5	7	59
Gen Envir. Health	1	1	0	2	3	0	5	5	0	4	4	0	99	157	13

Campylobacteriosis	0	0	0	0	0	0	0	0	0	0	0	0	14		
E-Coli	0	0	0	0	0	0	0	0	0	0	0	0	2		
Salmonellosis	0	0	0	0	0	0	0	0	0	5	5	0	12		
Blood lead ≥ 5	0	0	0	0	0	0	1	1	0	0	0	0	12		



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TO: Board Members
FROM: Charles Brown, Director of Health
SUBJECT: MONTHLY REPORT—May 2016
DATE: June 14, 2016

Monthly Activities/Projects of Special Interest

Director of Health

- Met with Pro Bono attorney and Supervising Sanitarian to discuss how to approach revisions to CCHD Sanitary Code. Director will be meeting with Board Chair and attorney in June to strategize on how to incorporate agency strategic goals into process.
- Attended CT DPH Commissioners Semi-annual meeting with Board Chair and Board member. Presentations focused on Zika, PHAB accreditation of CT LHDs and confidentiality policies.
- UCONN Occupational Health staff visited Wethersfield Central Office to become familiar with space and potential issues with air quality. Some testing of existing HVAC system was conducted but follow-up will need to occur to determine if new HVAC system will address issues out line in CONN OSHA report.
 - Town of Wethersfield has been diligent in addressing issues in the report and has had the carpets professionally cleaned which along with opening windows in the office space has resulted in an improvement in office conditions.

Administrative

- Office Manager injured during walk in Old Wethersfield on May 9th.
 - Admin staff and team have been exemplary in addressing issues during her recovery.
- Mailed volunteer newsletter to all emergency preparedness volunteers to inform them on agency plans, update contact information and verify willingness to continue on volunteer listings.
- Produced and distributed annual food service establishment license renewal applications to all FSEs in the District.

Environmental Health

- May brought some staffing changes to the District. Jovan left toward the end of the month for a new position with another health department. Tammy moved back to the Wethersfield office and Barbara moved over to the Newington office mid-month. We are still using the two food inspection contractors to cover routine Newington food inspections, and will continue to do so until the environmental health/sanitarian position in Newington has been refilled and we are back up to full staff.
- May was busy with many seasonal public swimming pool inspections. Most of the pools in the district are now open. A few are still undergoing repairs and will be opened in June. Fewer problems requiring re-inspections were encountered this year than last, but pool water chemistry still remains challenging to some.
- A number of motel and rooming unit re-inspections were conducted in May to follow up on the April relicensing inspections.

- Ticks have started to come in for testing with the warmer weather, and people getting outside more. Several have been positive for the Lyme bacteria. A number of complaints regarding standing/stagnant water and non-maintained private swimming pools have been addressed. Mosquito concerns have been heightened this spring due to media attention on the Zika virus. The CT Agricultural Experiment Station began their mosquito trapping and testing program at the end of May.
- An in-house review of the current CCHD Sanitary Code is in process. Charles and Barbara met with Attorney Mary Roccapriore Pelletier to discuss how to approach the revision process. It was decided that we would work with the existing document as a base. Staff will review the Code section by section and provide feedback on issues from an enforcement perspective. The public swimming pool and rooming units sections are currently under review. We are revising and adding some new definitions to the Code, reviewing State regulations and code to update as needed, and looking at the provisions for fines and penalties. Work on the Code slowed with the staffing changes, but will be picked up again as staffing allows.

Berlin Activities and Projects

- The Ferndale Market, a new grocery store, opened. One new hair salon opened.
- Treatment for bed bugs is ongoing at an apartment complex, along with addressing clutter/hoarding issues in several units at the same complex. Activities have been coordinated with the tenants, management company and Town social services.
- Septic work included soil testing on one new lot, soil testing for two septic repairs, two new engineered septic plan reviews and several B100a reviews.

Newington Activities and Projects

- Two long-standing clutter/hoarding complaints continue to require attention. These two residents also have medical/self-care issues. Activities are coordinated with Human Services, Police and Fire.

Rocky Hill Activities and Projects

- Bellissimo, a new restaurant on the Silas Deane Highway opened. Two new itinerant vendors were licensed.

Wethersfield Activities and Projects

- The Farmer's Market opened mid-month with a very good turnout.

Community Health

Prevention Block Grant

- Walking Competition Kick-Off meetings were conducted in each of the four district towns. Ann and Lori prepared a PowerPoint presentation and provided handouts describing the Health District generally, and the Walking Competition more specifically. Pedometers were provided to those who needed them. Participation ranged from 8 to 16 residents at the four evening meetings.

Asthma

- CCHD participated in a Department of Public Health-sponsored meeting to evaluate potential CDC-recommended changes to the **Putting on Airs** program along with Charles and Betty Murphy, Program Coordinator. Betty is taking this program to the next level, and has been asked by the state to provide program guidance to the state and other program coordinators.

Health Education/Outreach

- CCHD worked at two different community outreach events in May – Berlin Senior Center Health Fair and the first ever Wethersfield Baby Shower. At those events the Dental Clinics, Putting on Airs Program, and the Walking Competition were promoted. Sun exposure bracelets, pedometers and various educational materials were provided at the events.

May 2016

Program Measures	Berlin			Newington			Rocky Hill			Wethersfield			Fiscal YTD Total		
	Complaints	Complaint Inspections	Routine Inspections	Complaints	Complaint Inspections	Routine Inspections	Complaints	Complaint Inspections	Routine Inspections	Complaints	Complaint Inspections	Routine Inspections	Complaints	Complaint Inspections	Routine Inspections
Water Supply	0	0	0	0	0	0	0	0	0	0	0	0	3	3	1
Food Service	0	0	12	0	0	27	5	5	21	0	0	53	38	52	1504
Public Facilities	0	0	5	0	0	12	0	0	20	0	0	8	9	8	114
Salon Inspections	0	0	0	0	0	0	0	0	0	0	0	0	1	0	68
Subsurface Sewage	0	0	5	0	0	0	1	1	0	1	1	0	7	9	64
Gen Envir. Health	3	5	0	9	7	0	10	12	0	2	3	0	123	184	13

Campylobacteriosis	0	0	0	0	14
E-Coli	0	0	0	0	2
Salmonellosis	0	2	0	0	15
Blood lead ≥ 5	0	0	0	0	12

Budget Changes

2015-2016

Boldface items approved by Town Council.
All others approved by Town Manager.

Bud.Chg.	#	Department	Contingency	Fund Bal.	Other		Comments
					General Fd.	Other Fund	
	16-001	Nursing			\$3,000.00		Social Worker (from Medical Services)
	16-002	Various			\$25,549.50		Top management salary increases
	16-003	Townwide			\$1,120.00		OSHA Compliance (from Salary Continuation)
	16-004	Animal Control			\$100.00		Maint. & Repair (from Supplies)
	16-005	Townwide	\$20,000.00				Town share of Fraud Risk Assessment
	16-006	Corporation Course	\$15,473.13				Argonaut Insurance Company settlement.
	16-007	Highway			\$2,400.00		Tree Warden Stipend.
	16-008	Water Control				\$30,400.00	Misc. Cap. Improv. (from Hydrant Replacement)
	16-009	Library			\$100.00		Data Services (from Audio/Video Materials)
	16-010	Nursing			\$700.00		Background checks (from Flu Clinic)
	16-011	Highway			\$924.00		Uniforms (from Operating Materials)
	16-012	Townwide			\$1,061.65		Miscellaneous (from Salary Continuation)
	16-013	Public Works			\$2,500.00		GIS Programming (from Contrac. Serv.)
	16-014	Police			\$4,999.00		Uniforms (from Traffic Lights & Signals)
	16-015	Water Control				\$200.00	Water fund Mileage (from Prof. Devel.)
	16-016	Golf Course			\$15.00		Organizational Fees (from Computer Support)
	16-017	Town Clerk			\$50.00		Organizational Fees (from Microfilming)
	16-018	Townwide			\$500.00		Employee Assistance Program (from Salary in Lieu of Vacation)
	16-019	Police			\$4,999.00		Professional Development (from Police Personnel)
	16-020	Municipal Garage			\$4,900.00		Professional Development (from Vehicle Fuel)
	16-021	Town Clerk			\$200.00		Supplies (from Prof. Devel.)
	16-022	Public Works			\$500.00		Supplies (from Contrac. Serv.)
	16-023	Emergency Mgmt.			\$250.00		Training (from Supplies)
	16-024	Fire Dept.			\$290.00		Maint. & Repair (from Operating Materials)
	16-025	Fire Dept.	\$18,740.78				KFD Boiler Replacement
	16-026	Townwide			\$2,000.00		Copiers (from Computer Comm. & Storm Meal Reimb.)
	16-027	Town Manager			\$100.00		Supplies (from Annual Reports)
	16-028	Golf Course			\$3,265.00		Maint. & Repair (from Health Insurance)
	16-029	Police				\$27,500.00	Police Vehicles (from Vehicle Reserve)

Budget Changes

2015-2016

Boldface items approved by Town Council.

All others approved by Town Manager.

Bud.Chg.	#	Department	Contingency	Fund Bal.	Other		Comments
					General Fd.	Other Fund	
	16-030	Police			\$50,000.00		Overtime (from Police Personnel)
	16-031	Police			\$5,000.00		Professional Devel. (from Police Personnel)
	16-032	Police			\$4,000.00		Uniforms (from Maint. & Repair)
	16-033	Police			\$4,000.00		Contractual Services (from Tuition Reimb.)
	16-034	Townwide			\$818.35		Televised Meetings (from Salary Continuation)
	16-035	VOIDED					
	16-036	Library			\$1,500.00		Substitute Personnel (from Professional Personnel)
	16-037	Golf Course			\$9,500.00		Part Time & Summer Help (from Blue Collar)
	16-038	Town Manager			\$5.00		Professional Development (from Organizational Fees)
	16-039	Golf Course			\$4,500.00		Vehicle Fuel (from Blue Collar)
	16-040	Highway			\$3,682.00		Operating Materials (from Truck Rental)
	16-041	Town Clerk			\$695.00		Supplies (from Prof. Devel.)
	16-042	Townwide			\$1,000.00		Mileage (from Storm Meal Reimbursement)
	16-043	Golf Course			\$155.00		Computer Support (from Training)
	16-044	Public Grounds			\$3,000.00		Part Time Help (from Blue Collar)
	16-045	Golf Course			\$600.00		Supplies (from Greens, Traps, Tees)
	16-046	Economic Devel.			\$21.12		Contractual Services (from Supplies)
	16-047	Economic Devel.			\$200.00		Contractual Services (from Commission Secretary)
	16-048	Economic Devel.			\$400.00		Contractual Services (from Professional Development)
	16-049	Townwide			\$330.00		Board of Ethics Comm. secretary (from Tuition Reimb.)
	16-050	Corporation Couse	\$30,000.00				Outside Legal Services.
	16-051	Economic Devel.			\$329.00		Part Time Help (from Commission Secretary)
	16-052	Emergency Mgmt.			\$300.00		Uniforms (from Equipment)
	16-053	Highway			\$1,000.00		Operating Materials (from Contrac. Services)
	16-054	Recreation			\$200.00		Mileage (from Rent)
	16-055	Community Services			\$300.00		Youth Grant (from Youth Services Secretary)
	16-056	Municipal Garage				\$1,122.00	Shop Equipment (from Welding Equip.) CNR Fund
	16-057	Golf Course			\$108.20		Internet Service (from Natural Gas)
	16-058	Municipal Garage				\$4,999.00	Rack body for truck (from CNR Vehicle Reserve)

Budget Changes

2015-2016

Boldface items approved by Town Council.
All others approved by Town Manager.

Bud.Chg.	#	Department	Contingency	Fund Bal.	Other		Comments
					General Fd.	Other Fund	
	16-059	Golf Course			\$500.00		Auto Parts (from Water & Sewer)
	16-060	Corporation Counsel	\$7,287.82				Probate Court
	16-061	Corporation Counsel			\$9,515.73		Outside Legal & Workers Comp.(from various accts.)
	16-062	Finance			\$16,750.00		Professional Personnel & Part Time (from Clerical)
	16-063	Revenue Collector			\$4,867.00		Various salary and fringe accts. (from Rev. Collection surcharge)
	16-064	Municipal Garage			\$120.00		Towing (from Org. Fees)
	16-065	Municipal Garage			\$3,142.00		Auto Parts (from Snow & Ice and Prof. Development)
	16-066	Municipal Garage			\$4,999.00		Contractual Services (from Blue Collar)
	16-067	Nursing			\$22,000.00		Professional Services (from Medical Services)
	16-068	Police			\$10,500.00		Dispatchers (from Police Personnel)
	16-069	Revenue Collector	\$26,500.00				Tax Refunds
			\$118,001.73	\$0.00	\$223,560.55	\$64,221.00	

Cumulative Appropriations \$1,203,635.88

Bal. of Contingency Account \$231,998.27

Fee Waivers and Donations Approved by Council
Fiscal Year 2015/16

<u>Date</u>	<u>Value</u>
7/21/2015 Fee Waiver - Timberlin Junior Interclub tournament	\$400.00
7/21/2015 Donation - 4 rounds of golf and 2 carts - Ryan Lee Memorial tournament raffle	\$216.00
7/21/2015 Waiver - Bldg. Permit and Zoning Fees - Berlin Lions	\$540.00
9/1/2015 Waive greens fees and cart fees, Brokers Breakfast	\$1,350.00
9/15/2015 Donation - 4 rounds of golf and 2 carts - Sunrise Rotary Club raffle	\$216.00
9/15/2015 Waive Police Traffic Control Fees for Berlin Fair	\$28,200.00
10/6/2015 Waive Police Fees - Tree Lighting - Raising Berlin	\$500.00
10/6/2015 Waive Police Fees - Podunk Bluegrass Festival	\$340.65
10/20/2015 Donation - 4 rounds of golf and 2 carts - Good Cause Gifts	\$216.00
12/1/2015 Donation-program registration-Kensington Nursery school	\$65.00
1/19/2016 Waive Police fees - BHS Grad Party Mr. BHS Competition	\$350.00
2/2/2016 Waive Police fees - Hubbard Pasta dinner	\$340.00
2/16/2016 Waive special event fee - Kens. Cong. Church Lobster Roll/Strawberry shortcake fest.	\$150.00
3/15/2016 Donation - 1 round of golf for 2 - Willard PTO Pasta Dinner and raffle	\$83.00
3/15/2016 Waive Police Fees - Willard PTO Pasta Dinner	\$300.00
3/15/2016 Waive Police Fees - Kensington Congregational Block Party and Road Race	\$2,880.00
4/5/2016 Waive Fees for use of field lights - Berlin Women's Softball	\$195.00
4/5/2016 Waive Special event fee - Farmers Market (Market Masters)	\$150.00
5/3/2016 Donation - 4 rounds of golf and 2 carts - Berlin Upbeat silent auction	\$220.00
5/3/2016 Donation - 2 weeks of Summer Fun program - Berlin Upbeat silent auction	\$120.00
5/3/2016 Donation - Pilates program registration - Berlin Upbeat silent auction	\$80.00
5/3/2016 Waive field usage fees - Nutmeg State Games	\$11,380.00
5/17/2016 Waive Police fees - Central Conn. Health Dist.	\$350.00
6/7/2016 Donation - 4 rounds of golf and 2 carts - Geno Auriemma's Fore the Kids	\$220.00
6/7/2016 Donation - 4 rounds of golf and 2 carts - New Haven Lion's Club golf tournament	\$220.00
6/7/2016 Donation - 4 rounds of golf and 2 carts - The Village Organization's Golf Classic	\$220.00
6/21/2016 Donation - 4 rounds of golf and 2 carts - Ryan T. Lee Memorial Golf Classic	\$220.00
	\$49,521.65