



OEM Budget Review Detailed - GF

Budget Year 2019

G/L Account	Account Description	2014 Actual Amount	2015 Actual Amount	2016 Actual Amount	2017 Actual Amount	2018 Amended Budget	Amount Change FY18-FY19	2019 Submitted Budget	% Change FY18-FY19
Fund 001 - General Fund									
REVENUE									
Department 510 - Emergency Management Services									
Sub-Department 000 - Revenues									
001.510.000.37130	Emergency Mgmt Reimbursement	103,848.59	90,829.00	104,401.41	29,007.19	102,007.00	(39,007.00)	63,000.00	(38.23)
Comments									
Level		Comment							
Submitted Budget		The EMA Grant Program allocation have been decreasing over the past several years. It is unknown what the 2019 Grant allocation will be as it will not be awarded until late 2019. We can surmise the award would be less than those we have received in the past.							
Budget Transactions									
Level		Transaction		Number of Units		Cost Per Unit		Total Amount	
Submitted Budget		Annual reimbursement from the State - Pass Thru grant		1.0000		63,000.00		63,000.00	
Submitted Budget Totals								\$63,000.00	
Sub-Department 000 - Revenues Totals		\$103,848.59	\$90,829.00	\$104,401.41	\$29,007.19	\$102,007.00	(\$39,007.00)	\$63,000.00	(38.24%)
Department 510 - Emergency Management Services		\$103,848.59	\$90,829.00	\$104,401.41	\$29,007.19	\$102,007.00	(\$39,007.00)	\$63,000.00	(38.24%)
REVENUE TOTALS		\$103,848.59	\$90,829.00	\$104,401.41	\$29,007.19	\$102,007.00	(\$39,007.00)	\$63,000.00	(38.24%)
EXPENSE									
Department 510 - Emergency Management Services									
Sub-Department 510 - Emergency Management Services									
001.510.510.40000	Salaries and Wages	151,594.97	157,360.99	162,144.67	163,141.57	165,633.00	1.00	165,634.00	.00
Comments									
Level		Comment							
Submitted Budget		In 2019 we plan to have all three positions filled.							
Budget Transactions									
Level		Transaction		Number of Units		Cost Per Unit		Total Amount	
Submitted Budget		(Vacant)- Director		1.0000		75,206.30		75,206.30	
Submitted Budget		Sean Madison - Deputy Director		1.0000		57,074.94		57,075.00	
Submitted Budget		Deborah Dortmund - Admin Asst.		1.0000		32,905.60		32,906.00	
Submitted Budget		Payroll Accrual		.0027		165,186.84		446.00	
Submitted Budget Totals								\$165,633.30	
001.510.510.45000	Healthcare Contribution	17,958.18	18,746.46	20,216.85	16,750.11	14,138.00	11,962.00	26,100.00	84.60
Comments									
Level		Comment							
Submitted Budget		Rate is based upon three employees claiming single rate.							



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Fund **001 - General Fund**

EXPENSE

Department **510 - Emergency Management Services**

Sub-Department **510 - Emergency Management Services**

Budget Transactions								
Level	Transaction			Number of Units	Cost Per Unit	Total Amount		
Submitted Budget	Madison - Healthcare - Single			1.0000	8,700.00	8,700.00		
Submitted Budget	(Vacant) Director - Healthcare Single			1.0000	8,700.00	8,700.00		
Submitted Budget	Dortmund-Healthcare - Single			1.0000	8,700.00	8,700.00		
Submitted Budget Totals							\$26,100.00	

001.510.510.45009	Healthcare Subsidy	.00	.00	(964.13)	(802.57)	.00	.00	.00	.00
001.510.510.45010	Dental Contribution	751.20	589.10	632.82	559.98	498.00	234.00	732.00	46.98

Comments	
Level	Comment
Submitted Budget	Entry is based upon three claiming single insurance rate.

Budget Transactions								
Level	Transaction			Number of Units	Cost Per Unit	Total Amount		
Submitted Budget	(Vacant) Director - Dental - Single			1.0000	244.00	244.00		
Submitted Budget	Dortmund-Dental - Single			1.0000	244.00	244.00		
Submitted Budget	Madison-Dental -Single			1.0000	244.00	244.00		
Submitted Budget Totals							\$732.00	

001.510.510.45019	Dental Subsidy	.00	.00	(16.33)	(48.60)	.00	.00	.00	.00
001.510.510.52130	Repairs and Maint- Computers	.00	45.05	167.42	.00	.00	.00	.00	.00
001.510.510.52150	Repairs and Maint- Comm Equip	594.17	954.90	20,965.35	2,025.16	1,000.00	.00	1,000.00	.00

Comments	
Level	Comment
Submitted Budget	All agency vehicles have communication equipment with the Command Post having multiple systems. Our Radio room & EOC also have communication equipment. We need to constantly rotate and replace our radios as well as the portable radios for all the members.

Budget Transactions								
Level	Transaction			Number of Units	Cost Per Unit	Total Amount		
Submitted Budget	Network Solutions - annual Domain			1.0000	55.00	55.00		
Submitted Budget	antennas, radios, batteries - repair & replacement			1.0000	945.00	945.00		
Submitted Budget Totals							\$1,000.00	



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Fund 001 - General Fund										
EXPENSE										
Department 510 - Emergency Management Services										
Sub-Department 510 - Emergency Management Services										
001.510.510.52160	Repairs and Maint- Equipment	5,403.54	824.51	7,379.71	404.29	2,000.00	.00	2,000.00	.00	
Comments										
Level		Comment								
Submitted Budget		Our 3 chainsaws & 5 trailers require annual maintenance and tire replacement and the various generators require annual oil changes and regular maintenance.								
Budget Transactions										
Level		Transaction		Number of Units		Cost Per Unit		Total Amount		
Submitted Budget		Repair & maintenance of 5 trailers, 7 generators, 3 chain saws		1.0000		2,000.00		2,000.00		
								Submitted Budget Totals		\$2,000.00
001.510.510.52190	Equipment Rental	1,981.54	1,877.77	1,969.08	2,193.23	2,400.00	120.00	2,520.00	5.00	
Comments										
Level		Comment								
Submitted Budget		Port-O-Let rental: Station 1 does not have running water or bathroom facilities. The volunteers and staff doing all our vehicle and Communication maintenance work need to have a rest room facility while out at the station.								
Budget Transactions										
Level		Transaction		Number of Units		Cost Per Unit		Total Amount		
Submitted Budget		Port O Let rental for Station 1 (monthly rental)		12.0000		210.00		2,520.00		
								Submitted Budget Totals		\$2,520.00
001.510.510.52230	Repairs and Maint- Vehicles	619.23	3,803.88	5,626.39	3,423.86	4,060.00	(60.00)	4,000.00	(1.47)	
Comments										
Level		Comment								
Submitted Budget		7 vehicles require oil changes, at least twice a year. In addition some will require brakes, replacement tires, antifreeze changes, or engine work & service. Most of the oil changes can be done in house but large repairs require the vehicles to be taken to a repair shop.								
Budget Transactions										
Level		Transaction		Number of Units		Cost Per Unit		Total Amount		
Submitted Budget		Oil Changes, tires, Mtnc for 7 vehicles, Winterization of CMD1		1.0000		4,000.00		4,000.00		
								Submitted Budget Totals		\$4,000.00
001.510.510.53100	Conferences and Meetings	.00	.00	35.00	.00	.00	.00	.00	.00	



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Fund **001 - General Fund**

EXPENSE

Department **510 - Emergency Management Services**

Sub-Department **510 - Emergency Management Services**

001.510.510.53110	Employee Training	.00	3,229.25	.00	.00	.00	1,000.00	1,000.00	.00
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Comments

Level	Comment
Submitted Budget	The State requires the Director to have a certain number of training hours annually. The Director and staff should have training in current emergency management incidents, lessons learned and improvement strategies.

Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Submitted Budget	IEEMA Training Summit (Lodging & Per diem)	1.0000	375.00	375.00
Submitted Budget	IESMA Training Summit (Lodging & Per diem)	1.0000	375.00	375.00
Submitted Budget	Midwest Emergency Preparedness & Response Conf.	1.0000	125.00	125.00
Submitted Budget	Local training	1.0000	125.00	125.00
Submitted Budget Totals				\$1,000.00

001.510.510.55000	Miscellaneous Contractual Exp	211.03	211.03	750.00	396.67	1,807.00	823.00	2,630.00	45.54
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Comments

Level	Comment
Submitted Budget	The StarCom radios allow State wide mutual aid communications. Mission Manager is the management software used on all search and rescue calls. IamResponding is the emergency member notification system used for all incidents that the agency responds to. Reason for increase in Toshiba line: Toshiba contract increase as well as usage increase. Reason for Mission Manager increase: In Nov. 2017 we had a need for additional users on the software. The previous expense was taken from the operating line (60010).

Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Submitted Budget	Annual Toshiba Printer/ Copier usage & Mtnc	1.0000	1,000.00	1,000.00
Submitted Budget	StarCom Radios annual contract	2.0000	100.00	200.00
Submitted Budget	Mission Manager - Annual Usage Contract	1.0000	1,125.00	1,125.00
Submitted Budget	IamResponding - Annual Usage Contract	1.0000	305.00	305.00
Submitted Budget Totals				\$2,630.00

001.510.510.60000	Office Supplies	1,522.81	1,633.73	845.63	486.52	1,400.00	100.00	1,500.00	7.14
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Comments

Level	Comment
Submitted Budget	General office supplies, File folders, printer toner and ink, back up power supplies (UPS systems).

Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Submitted Budget	Office supplies, pens, folders, UPS etc.	1.0000	750.00	750.00



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Fund 001 - General Fund									
EXPENSE									
Department 510 - Emergency Management Services									
Sub-Department 510 - Emergency Management Services									
	Submitted Budget					1.0000	750.00	750.00	
	Office toner, ink ctgs, ID supplies, ID printer ctg								
	Submitted Budget Totals							\$1,500.00	
001.510.510.60010	Operating Supplies	2,731.21	3,141.34	2,677.78	1,703.61	32,007.00	(26,907.00)	5,100.00	(84.06)
Comments									
<i>Level</i> <i>Comment</i>									
Submitted Budget Tools, Station 1 supplies & consumables, Traffic control flares, barricade tape, search and rescue flagging tape. New Item: HR has stated every member needs the Hepatitis B vaccine & moving forward all new members will need to have it provided. Budgeting for 10 members per year.									
Budget Transactions									
<i>Level</i> <i>Transaction</i> <i>Number of Units</i> <i>Cost Per Unit</i> <i>Total Amount</i>									
Submitted Budget Shop & garage supplies, flares, flagging tape etc. 1.0000 3,000.00 3,000.00									
Submitted Budget Hepatitis B Vaccine - recommended by HR for members 10.0000 210.00 2,100.00									
Submitted Budget Totals \$5,100.00									
001.510.510.60020	Computer Related Supplies	21.24	.00	.00	.00	85.00	(85.00)	.00	(100.00)
001.510.510.63040	Fuel- Vehicles	5,883.74	5,082.37	3,033.27	3,123.43	4,000.00	.00	4,000.00	.00
Comments									
<i>Level</i> <i>Comment</i>									
Submitted Budget Fleet fuel for 7 vehicles, generators and equipment. Gas, Diesel and Propane.									
Budget Transactions									
<i>Level</i> <i>Transaction</i> <i>Number of Units</i> <i>Cost Per Unit</i> <i>Total Amount</i>									
Submitted Budget Fuel for 7 vehicles and 7 generators - annual 1.0000 4,000.00 4,000.00									
Submitted Budget Totals \$4,000.00									
Sub-Department 510 - Emergency Management Services Totals		\$189,272.86	\$197,500.38	\$225,463.51	\$193,357.26	\$229,028.00	(\$12,812.00)	\$216,216.00	(5.59%)
Department 510 - Emergency Management Services Totals		\$189,272.86	\$197,500.38	\$225,463.51	\$193,357.26	\$229,028.00	(\$12,812.00)	\$216,216.00	(5.59%)
EXPENSE TOTALS		\$189,272.86	\$197,500.38	\$225,463.51	\$193,357.26	\$229,028.00	(\$12,812.00)	\$216,216.00	(5.59%)
Fund 001 - General Fund Totals									
REVENUE TOTALS		\$103,848.59	\$90,829.00	\$104,401.41	\$29,007.19	\$102,007.00	(\$39,007.00)	\$63,000.00	(38.24%)
EXPENSE TOTALS		\$189,272.86	\$197,500.38	\$225,463.51	\$193,357.26	\$229,028.00	(\$12,812.00)	\$216,216.00	(5.59%)
Fund 001 - General Fund Totals		(\$85,424.27)	(\$106,671.38)	(\$121,062.10)	(\$164,350.07)	(\$127,021.00)	(\$26,195.00)	(\$153,216.00)	20.62%



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Net Grand Totals									
REVENUE GRAND TOTALS	\$103,848.59	\$90,829.00	\$104,401.41	\$29,007.19	\$102,007.00	(\$39,007.00)	\$63,000.00		(38.24%)
EXPENSE GRAND TOTALS	\$189,272.86	\$197,500.38	\$225,463.51	\$193,357.26	\$229,028.00	(\$12,812.00)	\$216,216.00		(5.59%)
Net Grand Totals	(\$85,424.27)	(\$106,671.38)	(\$121,062.10)	(\$164,350.07)	(\$127,021.00)	(\$26,195.00)	(\$153,216.00)		20.62%