



BARNSTABLE COUNTY
THE REGIONAL GOVERNMENT OF CAPE COD

FISCAL YEAR 2016
APPROVED
OPERATING & CAPITAL BUDGET

JULY 1, 2015

BARNSTABLE COUNTY
DEPARTMENT OF FINANCE
ROUTE 6A, BARNSTABLE, MA 02630
(508) 375-6643

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**



BARNSTABLE COUNTY
THE REGIONAL GOVERNMENT OF CAPE COD



BARNSTABLE COUNTY COMMISSIONERS

**SHEILA LYONS, CHAIR
MARY PAT FLYNN, VICE-CHAIR
LEO CAKOUNES, COMMISSIONER**

**MICHAEL BRILLHART, COUNTY ADMINISTRATOR
BOB LAWTON, INTERIM FINANCE DIRECTOR**

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

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APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

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**BARNSTABLE COUNTY
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BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

BUDGET OVERVIEW

COUNTY BACKGROUND

The County of Barnstable was established in 1685 as one of the first counties in Massachusetts. The current political and administrative organization of Barnstable County was established by a Home Rule Charter enacted by the Massachusetts Legislature and accepted by the voters of Barnstable County in 1988. The purpose of the County Charter is to provide the means and the structure to deal with regional issues which transcend the existing boundaries of municipal governments.

Legislative powers for the County rest in the Assembly of Delegates made up of fifteen members, one elected by the voters in each of the County's 15 towns. Executive powers are exercised by the Board of County Commissioners consisting of three members elected for terms of four years each. In addition, the County is administered by a County Administrator, who acts as the Chief Operating Officer for the County. Functions of the County are carried out by fifteen County Departments, which for the purposes of budget presentation, are organized into six major programs.

The County is responsible for providing and maintaining a number of varied services including health services, human services, cooperative extension education services, regional planning and economic development, fire training, police radio, drug information bureau, purchasing and group insurance, and the Registry of Deeds. In 2010, the Sheriff's functions were taken over by the Commonwealth of Massachusetts. The County continues to pay for the retirement liability of previously retired Sheriff's employees.

BARNSTABLE COUNTY MISSION STATEMENT

The mission of Barnstable County is to promote and sustain a pro-active open government that enhances the quality of life for the citizens of Barnstable County.

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

BUDGET OVERVIEW

THE COUNTY BUDGET

The budget established each fiscal year for Barnstable County is based on the program priorities and objectives of each County department. The emphasis in the fiscal 2016 budget process has been on finding ways to enhance the delivery of services in a cost control environment and to maintain the delivery of vital services to the towns and residents of Barnstable County.

The budget process began in October, 2014 with the distribution of budget request packages. Goals and objectives are developed in conjunction with the budgets for each department. Departments are also responsible for submitting a mission statement as well as a report on their progress in achieving the current fiscal year's goals. Departments establish line item budgets based on the cost of providing a similar level of service in the next fiscal year. Any additional services or new initiatives must be identified separately and thoroughly justified as to costs and benefits.

The budgets are then submitted to the Director of Finance for development of the "As Requested" budget. This budget is then presented to the Commissioners for review. The Commissioners meet directly with each Department to discuss budget requests and make adjustments. The Commissioners recommended budget is then compiled and, within a time fixed by ordinance, delivered to the Assembly of Delegates for review.

During the budget deliberation process the Assembly's various Standing Committees will meet with the Departments they are charged to review. Each Committee meeting is an open meeting duly posted with members of the public invited. After completion of the committee work, the full Assembly holds a public hearing on the proposed budget. The Assembly is required by the Charter to adopt a budget for the ensuing fiscal year no later than the last day of May in the preceding fiscal year. If final action is not taken by that time, the appropriations not acted upon take effect without any action by the Assembly.

BUDGET ORGANIZATION

The budget document is organized according to the programmatic activities of the County. The six program areas identified in the budget are as follows: General Government, County Services, Health and Human Services, Public Safety, Planning and Development, and Shared Costs and Debt Service. Each program is further delineated according to the County departments providing those types of services.

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

Table 1 - FY2016 BUDGETED REVENUES

REVENUE SOURCE	FY2015 BUDGETED REVENUE	FY2016 BUDGETED REVENUE	\$ VARIANCE FY15-FY16	% VARIANCE FY15-FY16
<u>TAX REVENUES:</u>				
County Tax Assessment	\$ 2,972,551	\$ 3,046,865	\$ 74,314	2.5%
CC Environmental Protection Tax	3,186,980	3,266,655	79,675	2.5%
Registry of Deeds Tax	8,750,000	8,750,000	-	-
subtotal	\$14,909,531	\$15,063,520	\$153,989	1.0%
<u>INTERGOVERNMENTAL FUNDING:</u>				
Court House Rental	1,625,000	1,625,000	-	-
Purchasing Fees	500	500	-	-
subtotal	\$ 1,625,500	\$ 1,625,500	-	-
<u>GRANT CONTRACTS:</u>				
Extension Service	215,847	319,065	103,218	47.8%
County Health Department	259,933	341,626	81,693	31.4%
Human Services	102,594	157,751	55,157	53.8%
Children's Cove - Child Advocacy Center	180,000	250,250	70,250	39.0%
Cape Cod Commission	1,278,820	1,200,580	(78,240)	-6.1%
subtotal	\$ 2,037,194	\$ 2,269,272	\$ 232,078	11.4%
<u>DEPARTMENT REVENUES:</u>				
Resource Development Office	15,000	30,000	15,000	100.0%
Building Rentals	20,400	20,400	-	-
Extension Service	88,597	88,597	-	-
Registry of Deeds	3,250,000	2,475,000	(775,000)	-23.8%
County Dredge Service	1,028,437	1,697,504	669,067	65.1%
Health Department Lab	550,000	550,000	-	-
Health Department Sanitarian Services	85,855	85,855	-	-
Health Department Septic Repair Program	329,062	332,301	3,239	1.0%
Fire Training	175,000	175,000	-	-
Cape Cod Commission	140,000	140,000	-	-
License Plate Receipts - Rest Area	40,227	40,227	-	-
License Plate Receipts - Other	10,000	-	(10,000)	-100.0%
Miscellaneous Receipts	65,309	65,308	(1)	0.0%
Interest Income	164,866	164,866	-	-
County / CC Commission Shared Resources	-	-	-	-
Joint Initiatives Revenues	250,000	435,000	185,000	74.0%
Regional Service Initiatives	90,460	91,000	540	0.6%
CCEPF Reserve	670,204	681,534	11,330	1.7%
	\$ 6,973,417	\$ 7,072,592	\$ 99,175	1.4%
Year End Fund	-	-	-	-
Bond Issue Revenues	2,851,800	1,755,500	(1,096,300)	-38.4%
Treasury Balance (Reserves)	-	2,275,222	2,275,222	100.0%
TOTAL REVENUE	\$ 28,397,442	\$ 30,061,606	\$ 1,664,164	5.9%

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

BUDGET OVERVIEW

Revenue Summary

Total revenues in support of fiscal year 2016 activities are projected to be \$30,061,606 which is an increase of 5.9% from fiscal 2015 original budgeted revenues. Tax revenues comprise 50% of the total revenue requirement. Other revenue sources and the respective proportion of the total budget are: Intergovernmental Funding (5.4%), Federal, State and Local grants (7.6%), Departmental Revenues (23.5%), Borrowing Proceeds for Capital Projects (5.9%), and Treasury Balance (7.6%).

The FY2016 budget provides that rate for the County Deeds Excise tax rate remains at the current level of \$2.70 per thousand in valuation. Total collections are proposed to be the same from FY2015 levels of \$8.75 million in FY2016.

Revenues from the Registry of Deeds “County Business” charges for copying and other fees are projected to be lower for FY2016 at \$2,475,000.

Both the County Tax Assessment and the Cape Cod Environmental Protection Fund (CCEPF) are proposed to increase 2.5% for FY2016. The County Tax will result in revenues of \$3,046,865, a dollar increase of \$74,314. The CCEPF will result in revenues of \$3,266,655, a dollar increase of \$79,675.

The County continues to pursue grants from federal, state and other sources. For FY 2016, grant revenues are projected to be \$2.3 million dollars, which is an increase over the previous fiscal year of 11.4%.

Department revenues for FY 2016 are projected to increase 1.4% from FY 2015 levels due to the projected increase in Dredge revenue and expected revenue from joint initiatives.

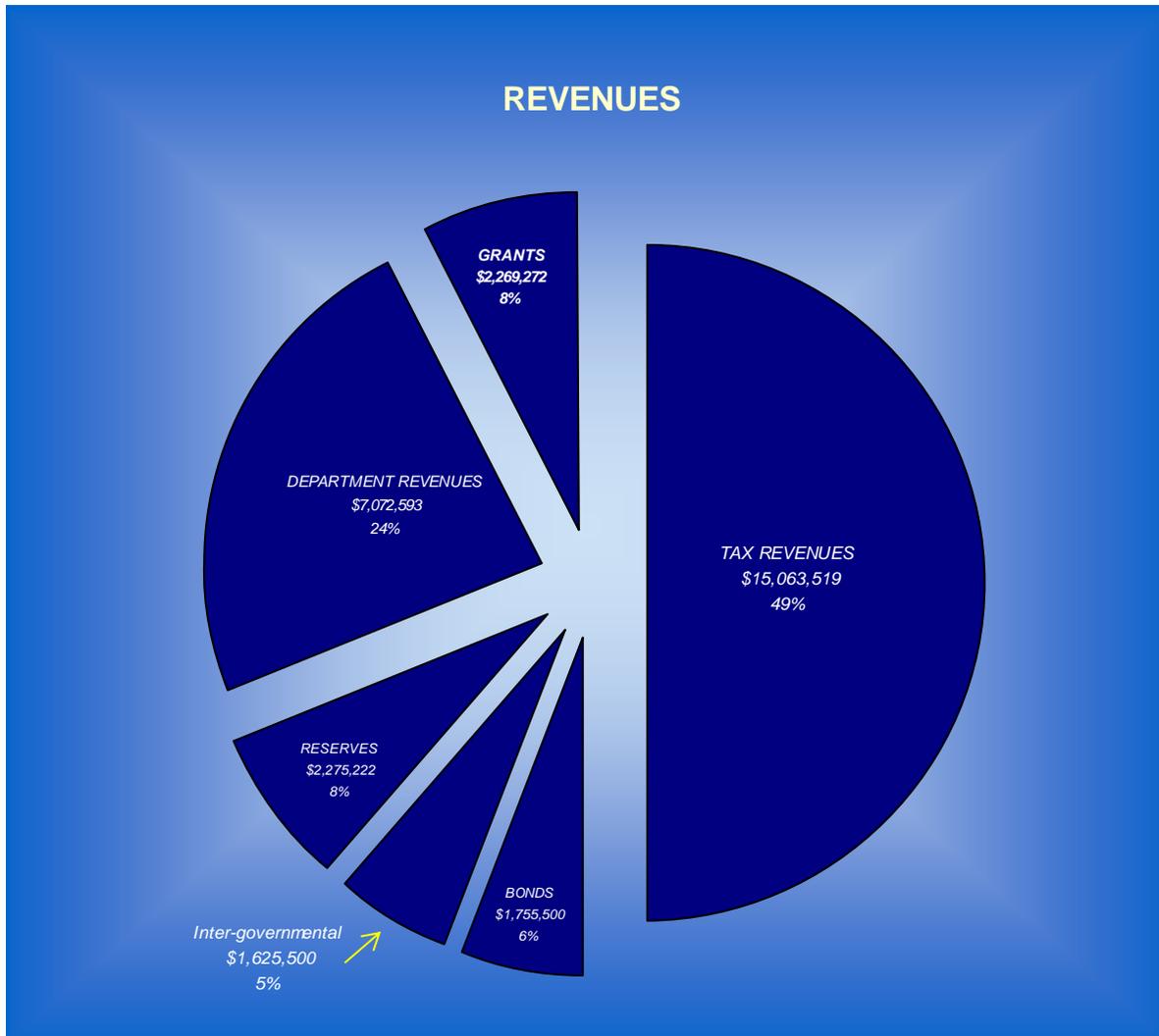
Other anticipated department revenues include County Health Lab receipts, Septic Betterment Program receipts in support of the Septic Betterment staff, the Fire Training Academy revenues including the contract for training services with the Massachusetts Maritime Academy (MMA), as well as miscellaneous receipts from other County operations.

The FY 2016 budget includes \$1,755,500 of capital borrowing. Projects included in this budget are capital investments in the County’s information technology infrastructure, improvements to the Superior Court, Registry of Deeds building and funding to start the County Complex Redesign.

Chart 1 shows the revenue sources for the FY2016 Barnstable County Operating and Capital Budget.

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Chart 1 - FY2016 BUDGETED REVENUES



TOTAL FY2016 BUDGETED REVENUES = \$30.1M

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

BUDGET OVERVIEW

Expenditure Summary

For FY 2016, County expenditures are projected to be \$30,061,606, an increase of 5.9% from the FY2015 budget (TABLE 2). Most of this increase is reflective of County Dredge expansion, Human Services taking over the HOME Program, and the increase in the Public Safety charge.

Funding for a 2% Cost of Living Increase (COLA) is provided in FY2016. Increases for retirement assessments and health insurance premiums are also included in the budgeted expenditures. All other expenditure groups (contractual services, supplies, charges, equipment) have remained relatively stable. Salaries and the two largest components of fringe benefits (retirement and health insurance costs) make up 59% of the FY2016 budget.

The budget includes \$315,000 for debt service on duly authorized debt of the County. The \$315,000 has been included in anticipated costs for long term bond issues associated with the FY2012, FY2013, and FY2014 budgets and short-term borrowing associated with the FY2015 and FY2016 budgets.

TABLE 6 presents the expenditure budget by funding source.

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Table 2 - FY2016 ADOPTED EXPENDITURES

EXPENDITURES:	FY 2015 ORIGINAL BUDGET	FY2016 APPROVED BUDGET	\$ VARIANCE FROM FY2015	% VARIANCE FROM FY2015
COUNTY COMMISSIONERS	\$ 481,942	\$ 457,106	\$ (24,836)	-5.2%
RESOURCE DEVELOPMENT OFFICE	882,591	954,258	71,667	8.1%
ASSEMBLY OF DELEGATES	300,863	315,979	15,116	5.0%
DEPARTMENT OF FINANCE	769,849	818,658	48,809	6.3%
INFORMATION TECHNOLOGY	1,932,512	1,808,225	(124,287)	-6.4%
DEPARTMENT OF FACILITIES	3,644,738	3,649,082	4,344	0.1%
COOPERATIVE EXTENSION	1,924,265	2,330,929	406,664	21.1%
REGISTRY OF DEEDS	2,797,745	2,773,239	(24,506)	-0.9%
COUNTY DREDGE SERVICE	1,028,437	1,697,504	669,067	65.1%
REGIONAL SERVICES	-	-	-	n/a
HEALTH & ENVIRONMENT	2,983,250	3,175,526	192,276	6.4%
HUMAN SERVICES	649,199	663,521	14,322	2.2%
CHILDREN'S COVE /ADVOCACY CTR.	684,239	765,501	81,262	11.9%
ELDER SERVICES/MEALS ON WHEELS	80,000	40,000	(40,000)	-50.0%
PUBLIC SAFETY - Retirement Charge	1,064,708	1,282,808	218,100	20.5%
FIRE TRAINING	442,909	529,355	86,446	19.5%
CAPE COD COMMISSION	5,276,004	5,288,769	12,765	0.2%
CC COMM./COUNTY JOINT INITIATIVES	924,148	870,575	(53,573)	-5.8%
WATER QUALITY INITIATIVES	427,000	502,000	75,000	17.6%
SHARED COSTS/	1,838,043	1,823,571	(14,472)	-0.8%
DEBT SERVICE	265,000	315,000	50,000	18.9%
TOTAL EXPENDITURES	\$ 28,397,442	\$ 30,061,606	1,664,164	5.9%
TOTAL REVENUES		\$ 30,061,606		
NET SURPLUS / <DEFICIT>		\$ -		

ORDINANCE 15-02	\$ 28,548,106
ORDINANCE 15-02 (Less: Capital Outlay in Ord. 15-02)	(242,000)
ORDINANCE 15-05 - Capital Outlay	1,755,500
TOTAL ORDINANCE	\$ 30,061,606

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Table 3 - BUDGET HIGHLIGHTS

INFORMATION TECHNOLOGY	<ul style="list-style-type: none"> • Software licensing 	\$325,000
FACILITIES	<ul style="list-style-type: none"> • First District Window Replacement 	\$60,000
	<ul style="list-style-type: none"> • Complex Redesign 	\$250,000
	<ul style="list-style-type: none"> • Complex Paving & Drainage 	\$165,000
	<ul style="list-style-type: none"> • Superior Court Heating 	\$269,000
	<ul style="list-style-type: none"> • Registry of Deeds Windows & Epoxy 	\$165,000
	<ul style="list-style-type: none"> • Children's Cove Addition & Security Gate 	\$84,500
	<ul style="list-style-type: none"> • Fire Academy HVAC Replacement & New Roof 	\$90,000
COOPERATIVE EXTENSION	<ul style="list-style-type: none"> • Aquacultural Resource Corp. Conservation Restriction 	\$250,000
HEALTH & ENVIRONMENT	<ul style="list-style-type: none"> • Equipment Replacement (Gas Chromatograph Mass Spectrophotometer & Small Equipment) 	\$97,000
HUMAN SERVICES	<ul style="list-style-type: none"> • Home Consortium Transition 	
ELDER SERVICES	<ul style="list-style-type: none"> • Meals on Wheels 	\$40,000
COUNTY/CCC JOINT INITIATIVES	<ul style="list-style-type: none"> • Communications Program 	\$870,575
	<ul style="list-style-type: none"> • Regional Wide Area Network 	
	<ul style="list-style-type: none"> • Expansion of ePermitting 	
	<ul style="list-style-type: none"> • GIS 	
	<ul style="list-style-type: none"> • Technology Survey 	
	<ul style="list-style-type: none"> • Planimetrics 	
WATER COLLABORATIVE	<ul style="list-style-type: none"> • Unified Water Monitoring & reporting System 	\$250,000

BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016

Table 4 - 5-YEAR CAPITAL PROGRAM

PROJECT NAME	PROJECT COSTS	ADOPTED FY16	PROPOSED FY17	PROPOSED FY18	PROPOSED FY19	PROPOSED FY20
<u>HEALTH & ENVIRONMENT</u>						
Replacement of Gas Chromatograph	\$45,000		\$45,000			
Replacement of Gas Chromatograph Mass Spectrophotometer (GCMS)	\$89,000	\$89,000				
Replacement Laboratory Information System/Billing software	\$100,000					\$100,000
Purchase of Inducively Coupled Plasma (ICP) spectrophotometer	\$120,000			\$120,000		
Purchase on new Ion Chromatograph	\$60,000				\$60,000	
Replacement of small equipment such as refrigerators, incubators & autoclave	\$32,000	\$8,000	\$8,000	\$8,000	\$8,000	
	\$446,000	\$97,000	\$53,000	\$128,000	\$68,000	\$100,000
<u>COOPERATIVE EXTENSION</u>						
Vehicle (SUV) replacement	\$30,000			\$30,000		
Canon copier replacement	\$12,000		\$12,000			
ARC Purchase	\$250,000	\$250,000				
Purchase a replacement boat	\$7,000		\$7,000			
Purchase a replacement outboard engine	\$6,000		\$6,000			
Purchase a replacement pickup truck	\$30,000			\$30,000		
Purchase a replacement pickup truck	\$30,000			\$30,000		
	\$365,000	\$250,000	\$25,000	\$90,000	\$0	\$0

BARNSTABLE COUNTY

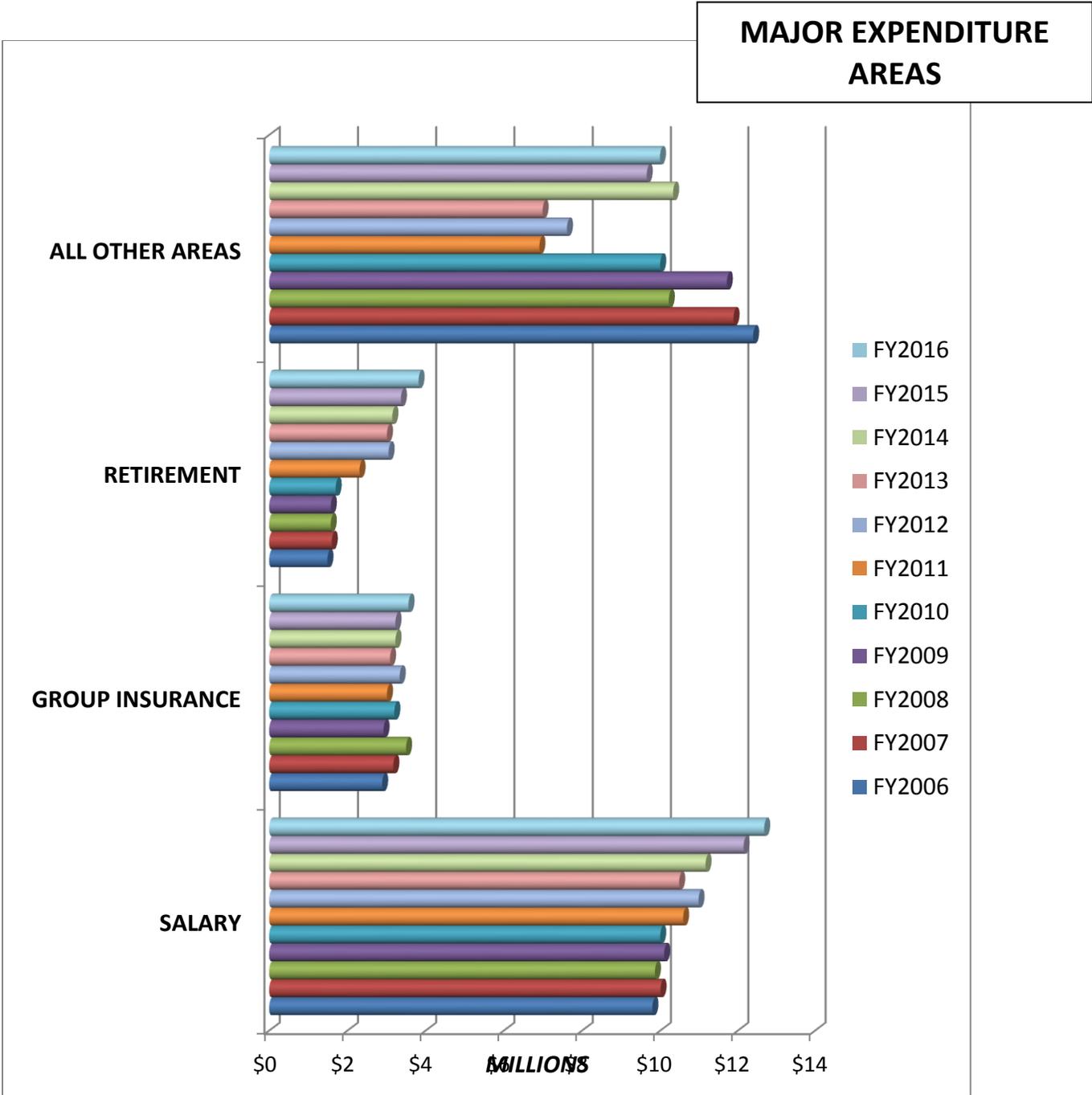
APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

PROJECT NAME	PROJECT COSTS	ADOPTED FY16	PROPOSED FY17	PROPOSED FY18	PROPOSED FY19	PROPOSED FY20
<u>INFORMATION TECHNOLOGY (IT)</u>						
Microsoft licensing (Note: \$350,000 for FY15)	\$650,000	\$325,000	\$325,000			
	\$650,000	\$325,000	\$325,000	\$0	\$0	\$0
<u>FACILITIES</u>						
First District window replacement	\$60,000	\$60,000				
County Complex Redesign	\$250,000	\$250,000				
Superior Courthouse heating upgrade	\$269,000	\$269,000				
Registry of Deeds Windows	\$150,000	\$150,000				
Registry of Deeds Epoxy Coating	\$15,000	\$15,000				
Children's Cove Addition	\$72,500	\$72,500				
Children's Cove Security Gate	\$12,000	\$12,000				
Paving & new drains at County Complex	\$165,000	\$165,000				
Fire Academy HVAC Replacement	\$30,000	\$30,000				
Fire Academy New Roof	\$60,000	\$60,000				
	\$1,083,500	\$1,083,500				
TOTAL	\$2,544,500	\$1,755,500	\$403,000	\$218,000	\$68,000	\$100,000

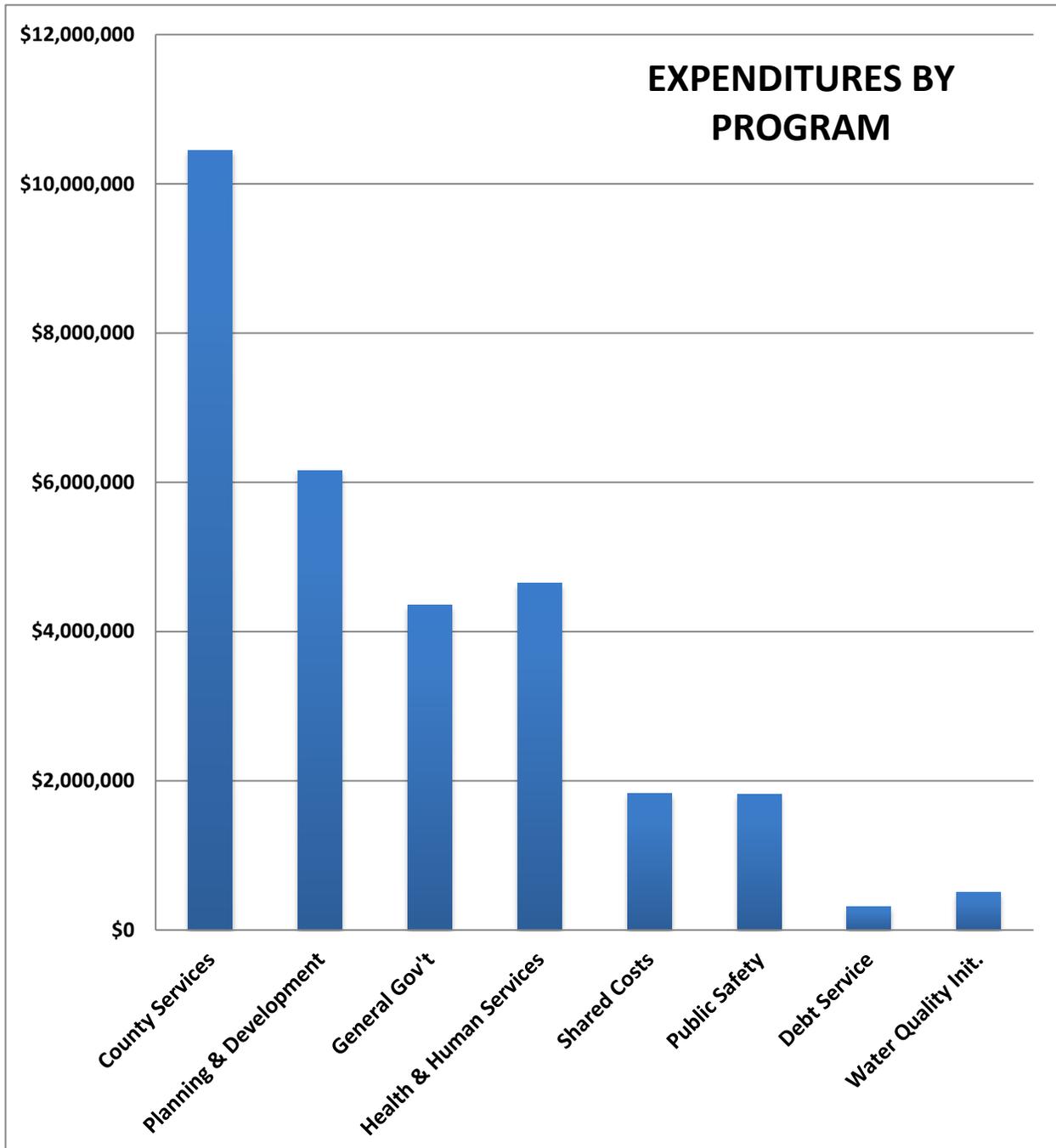
BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Chart 2 – FY2016 MAJOR EXPENDITURE AREAS



BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Chart 3 - FY2016 EXPENDITURES BY PROGRAM



BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

Table 5 - FY2016 EXPENDITURES BY GROUP

PROGRAM: COUNTY-WIDE

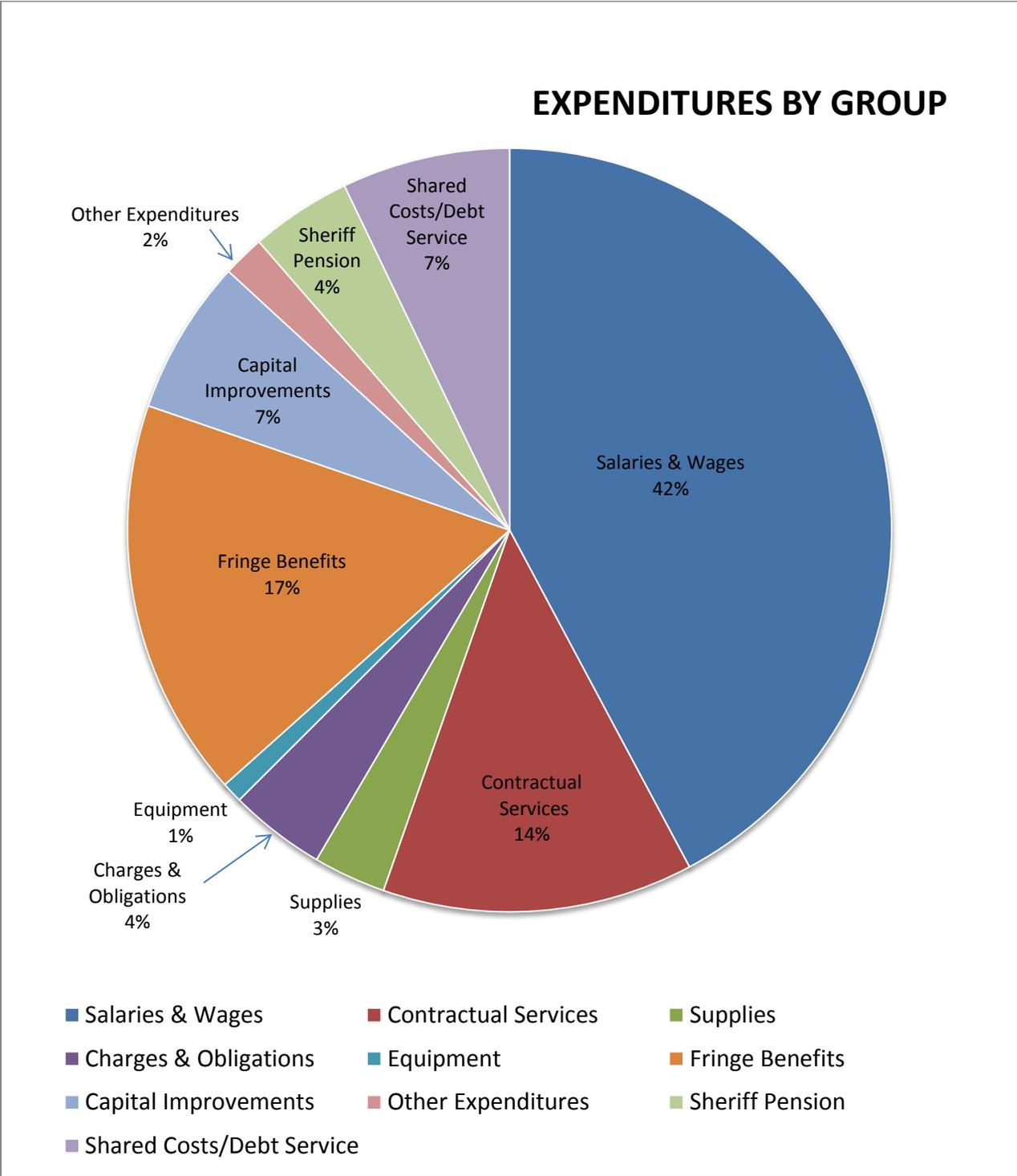
SUB-PROGRAM: ALL DEPARTMENTS AND SUB-PROGRAMS

EXPENDITURES:			APPROVED	APPROVED	
	EXPENDED		BUDGET	BUDGET	%
GROUP	FY2014		FY2015	FY2016	CHANGE
Salaries & Wages	\$ 10,119,569	\$	12,154,091	\$ 12,684,839	4.4%
Contractual Services	2,992,167		4,081,357	3,956,184	-3.1%
Supplies & Materials	729,592		811,824	923,559	13.8%
Charges & Obligations	845,103		833,966	1,226,551	47.1%
Equipment	471,531		232,250	262,960	13.2%
subtotal	\$ 15,157,962	\$	18,113,488	\$ 19,054,093	5.2%
Fringes	3,869,997		4,702,483	5,078,514	8.0%
Capital Improvements	1,398,679		2,119,800	1,975,200	-6.8%
Other Expenditures	363,899		293,920	532,420	81.1%
Pension Liability - Sheriff Retirees	1,023,457		1,064,708	1,282,808	20.5%
Shared Costs/Debt Service	1,453,788		2,103,043	2,138,571	1.7%
TOTAL BUDGET	\$ 23,267,782	\$	28,397,442	\$ 30,061,606	5.9%

FUNDING SOURCES:			APPROVED	APPROVED	
	EXPENDED		BUDGET	BUDGET	%
	FY2014		FY2015	FY2016	CHANGE
County General Funds	\$ 12,524,433	\$	14,105,833	\$ 15,927,261	12.9%
CCEP Tax	2,674,441		3,186,980	3,266,655	2.5%
Grant Funds	1,847,381		2,037,194	2,269,272	11.4%
Department Revenues	5,092,027		5,495,204	6,121,157	11.4%
Bond Funds	1,100,113		2,851,800	1,755,500	-38.4%
License Plate Funds	29,359		50,227	40,227	-19.9%
Other Funds	\$ 28	\$	670,204	\$ 681,534	1.7%
TOTAL SOURCES	\$ 23,267,782	\$	28,397,442	\$ 30,061,606	5.9%

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Chart 4 - FY 2016 EXPENDITURES BY GROUP



BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

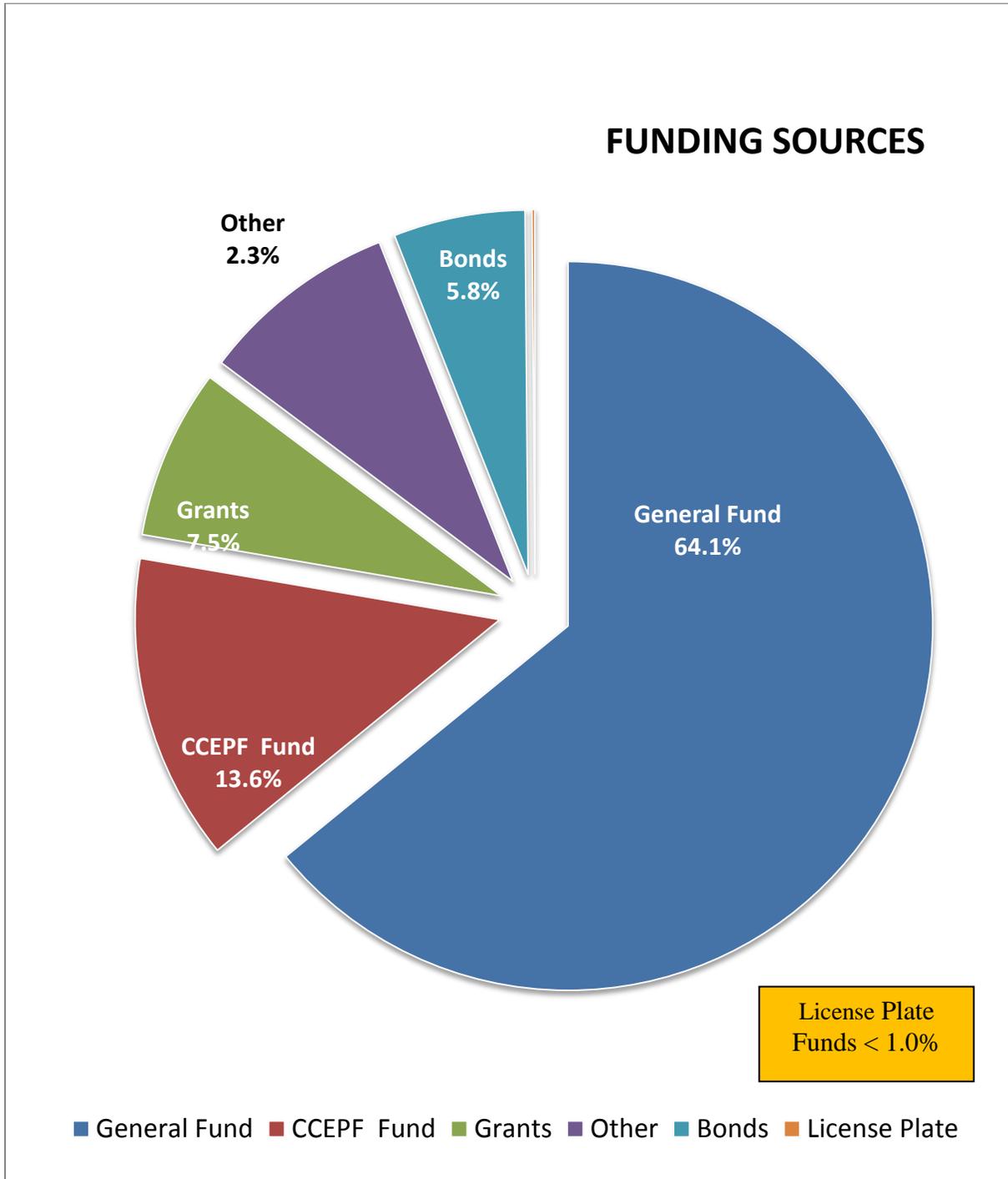
**Appropriations
(Sources of Funds)**
Per Ordinances 15-02 & 15-05

EXPENDITURES:	FY 2016	GENERAL	CCEPF	GRANTS	OTHER	BONDS	LICENSE PLATE
	ADOPTED EXPENDITURES	FUND APPRO PR.	FUND APPRO PR.				
COUNTY COMMISSIONERS	\$457,106	\$457,106					
RESOURCE DEVELOPMENT OFF.	\$954,258	954,258					
ASSEMBLY OF DELEGATES	\$315,979	315,979					
DEPARTMENT OF FINANCE	\$818,658	818,658					
INFORMATION TECHNOLOGY	\$1,808,225	1,392,765			90,460	325,000	
DEPARTMENT OF FACILITIES	\$3,649,082	2,525,355				1,083,500	40,227
COOPERATIVE EXTENSION	\$2,330,929	1,761,864		319,065		250,000	
REGISTRY OF DEEDS	\$2,773,239	2,773,239					
COUNTY DREDGE SERVICE	\$1,697,504				1,697,504		
HEALTH & ENVIRONMENT	\$3,175,526	2,318,744		341,626	418,156	97,000	
HUMAN SERVICES	\$663,521	505,770		157,751			
CHILDREN'S COVE	\$765,501	515,251		250,250			
ELDER SERV/MEALS ON WHEELS	\$40,000	40,000					
FIRE TRAINING	\$529,355	529,355					
PUBLIC SAFETY	\$1,282,808	1,282,808					
CAPE COD COMMISSION	\$5,288,769		4,088,189	1,200,580			
CC COMM/JOINT INITIATIVES	\$870,575	435,575			\$435,000		
WATER QUALITY INITIATIVES	\$502,000	502,000					
SHARED COSTS/	\$1,823,571	1,823,571					
DEBT SERVICE	\$315,000	315,000					
TOTAL EXPENDITURES	\$ 30,061,606	\$19,267,298	\$4,088,189	\$2,269,272	\$2,641,120	\$1,755,500	\$40,227
% OF TOTAL		64.1%	13.6%	7.5%	8.8%	5.8%	0.1%

Table 6 – FY2016 FUNDING SOURCES

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Chart 5 - FY2016 FUNDING SOURCES



**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

PROGRAM AND SUB-PROGRAM BUDGETS

GENERAL GOVERNMENT

COUNTY COMMISSIONERS
RESOURCE DEVELOPMENT OFFICE
ASSEMBLY OF DELEGATES
DEPARTMENT OF FINANCE
INFORMATION TECHNOLOGY

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Barnstable County Commissioners

MISSION STATEMENT:

The mission of the County is to provide the towns and residents of Barnstable County with a wide range of important and necessary regional services. These services include monitoring and improving public health, water quality testing, performing environmental assessments, coordination of human services and training human service providers, regional planning, transportation planning, enhancing responsible economic development opportunities, job training, community education, registration of land, dredging of harbors and waterways, supporting the efforts of the Cape Light Compact, and public safety training and communications.

As outlined in Article 3 of the Barnstable County Home Rule Charter, the Executive powers of the County shall be vested in the Board of County Commissioners and may be exercised either directly by such Board, or through the several County agencies under its direction and supervision. The Board of County Commissioners shall cause this Charter, the laws, ordinances and orders for the government and administration of the County to be enforced. The Chief Administrative Officer for the County shall be the County Administrator, who shall be appointed by majority vote of the County Commissioners to serve for an indefinite term. The County Administrator shall have, possess and may exercise all the powers, rights, and duties commonly associated with the office of chief administrator of a local government.

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: COUNTY COMMISSIONER'S OFFICE

EXPENDITURES:		EXPENDED		APPROVED		APPROVED		%
GROUP		FY2014		FY2015		FY2016		CHANGE
Salaries & Wages	\$	259,857	\$	287,959	\$	266,193		-7.6%
Contractual Services		73,966		75,500		94,400		25.0%
Supplies & Materials		7,324		8,500		4,500		-47.1%
Charges & Obligations		45,068		43,000		13,000		-69.8%
Equipment		1,919		-		500		-
subtotal	\$	388,134	\$	414,959	\$	378,593		-8.8%
Other		5,000		-		-		-
Fringes		85,879		66,983		78,513		-
Capital Improvements		-		-		-		-
TOTAL BUDGET	\$	479,013	\$	481,942	\$	457,106		-5.2%

FUNDING SOURCES:		EXPENDED		APPROVED		APPROVED		%
		FY2014		FY2015		FY2016		CHANGE
County General Funds	\$	469,013	\$	471,942	\$	457,106		-3.1%
Grant Funds								
Department Revenues								
Bond Funds								
License Plate Funds		10,000		10,000		-		-
Other Funds								
TOTAL SOURCES	\$	479,013	\$	481,942	\$	457,106		-5.2%

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Barnstable County Commissioners

PERSONNEL SCHEDULE

POSITION	STATUS
Commissioner	Full-Time
Commissioner	Full-Time
Commissioner	Full-Time
County Administrator	Full-Time
Administrative Assistant II	Full-Time
Human Resources Coordinator	Part-Time
TOTAL BUDGETED SALARIES	\$266,193

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

06/30/2015 16:07 | Barnstable County
| NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2016 FY 2016 COUNTY BUDGET						FOR PERIOD 12	
ACCOUNTS FOR:							
COUNTY COMMISSIONERS OFFICE		2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2016 Adopted COMMENT	
1 SALARIES & WAGES							
0011001	5100	CNM SALARY	259,857.21	287,959.00	287,959.00	223,117.88	266,193.00
TOTAL SALARIES & WAGES			259,857.21	287,959.00	287,959.00	223,117.88	266,193.00
2 CONTRACTUAL SERVICES							
0011002	5213	TELE	7,305.17	4,000.00	4,200.00	3,992.87	6,000.00
0011002	5239	PROF SRV	44,350.00	55,000.00	27,650.96	22,875.00	55,000.00
0011002	5241	RMP ED	.00	.00	90.00	40.00	.00
0011002	5281	OOS TRAV	6,145.11	1,000.00	585.32	547.93	2,500.00
0011002	5282	IST TRAV	13,065.56	14,000.00	8,259.00	6,736.33	29,400.00
0011002	5294	FREIGHT EX	400.00	500.00	1,080.68	1,080.68	500.00
0011002	5299	MISC CONTR	2,700.00	1,000.00	895.00	795.00	1,000.00
0011002	5299	0039 WTR QUAL	.00	.00	38,170.00	38,139.00	.00
TOTAL CONTRACTUAL SERVICES			73,965.84	75,500.00	80,930.96	74,206.76	94,400.00
3 SUPPLIES AND MATERIALS							
0011003	5320	FOOD SUPP.	3,020.58	3,000.00	3,166.75	3,166.75	.00
0011003	5361	POSTAGE	1,160.48	3,000.00	760.00	709.74	2,000.00
0011003	5369	SUPPLIES	3,143.43	2,500.00	2,450.00	2,440.32	2,500.00
TOTAL SUPPLIES AND MATERIALS			7,324.49	8,500.00	6,376.75	6,316.71	4,500.00
4 CHARGES & OBLIGATIONS							
0011004	5421	ASSOC DUES	2,210.00	3,000.00	1,050.00	987.00	1,000.00
0011004	5469	MISC RENT	7,698.33	5,000.00	5,300.00	5,290.33	5,000.00
0011004	5490	0032 ARTS FND	35,000.00	35,000.00	35,000.00	35,000.00	5,000.00
0011004	5499	MISC CHGS	159.38	.00	.10	.00	.00
TOTAL CHARGES & OBLIGATIONS			45,067.71	43,000.00	41,350.10	41,277.33	11,000.00
5 EQUIPMENT							
0011005	5599	MISC EQ	1,919.09	.00	583.25	214.98	500.00
TOTAL EQUIPMENT			1,919.09	.00	583.25	214.98	500.00
7 OTHER EXPENDITURES & USES							
0011007	5790	TRANS OUT	5,000.00	.00	.00	.00	.00

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

06/30/2015 16:07		Barnstable County					
		NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS					
PROJECTION: 2016		FY 2016 COUNTY BUDGET			FOR PERIOD 12		
ACCOUNTS FOR:							
COUNTY COMMISSIONERS OFFICE		2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2016 Adopted	COMMENT

TOTAL OTHER EXPENDITURES & U		5,000.00	.00	.00	.00	.00	_____
9	FRINGES	-----					
0011009	5981	RET CONTRI	31,593.82	16,470.00	16,470.00	16,470.00	18,117.00 _____
0011009	5983	GRP INS	50,713.84	46,406.00	46,406.00	46,420.77	56,336.00 _____
0011009	5984	MEDICARE	3,571.26	4,107.00	4,107.00	2,984.41	4,060.00 _____
	TOTAL FRINGES		85,878.92	66,983.00	66,983.00	65,875.18	78,513.00 _____
	TOTAL COUNTY COMMISSIONERS O		479,013.26	481,942.00	484,182.96	411,008.84	457,106.00 _____

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Resource Development Office

MISSION STATEMENT:

The Barnstable County Resource Development, founded in the belief that common problems can be solved through regional solutions, is committed to the advancement of grant programs and creative uses of existing resources on Cape Cod. Since 1994 the office has worked to build, strengthen and expand the capacity and resources of Barnstable County departments and the 15 towns. The mission of the office is achieved through Grant Administration, Grant Development, Outreach and Education.

Grant Administration & Operation – To provide professional on-site administration of grant programs within Barnstable County departments through coordinated fiscal management, budget development, technical assistance and programmatic monitoring.

Grant Development and Outreach – To assist Barnstable County departments and the 15 Cape Cod towns in addressing community problems and responding to changing needs through grant writing, technical assistance, funding source research, advocacy, coordination of resources and project design and development, and other developmental opportunities.

Education – To share specialized knowledge and understanding of grant writing and grant administration by providing a broad range of workshops and trainings, educational programs and other resources to the Cape Cod community.

The Barnstable County Resource Development Office provides technical assistance, supervision and administration to the AmeriCorps Cape Cod program dedicated to offering a diverse group of 32 community service focused adults an opportunity to enhance their personal development, foster civic values, build community leadership and to address environmental and disaster preparedness and response risks in Barnstable County communities. AmeriCorps members serving in this coastal, rural residential living experience will be dedicated to:

- ✱ Natural Resource Management (NRM) – Land and Water Based Conservation and Fire Corps
- ✱ Disaster Preparedness and Response (DPR)
- ✱ Volunteer Engagement (VE)
- ✱ Community Outreach and Education (COE)

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: RESOURCE DEVELOPMENT OFFICE

EXPENDITURES:

GROUP	EXPENDED FY2014	APPROVED BUDGET FY2015	APPROVED BUDGET FY2016	% CHANGE
Salaries & Wages	\$ 428,921	\$ 419,054	\$ 463,297	10.6%
Contractual Services	111,692	97,492	102,892	5.5%
Supplies & Materials	51,611	46,800	46,800	0.0%
Charges & Obligations	14,273	45,300	45,500	0.4%
Equipment	31,534	6,000	3,000	N/A
<i>subtotal</i>	<i>\$ 638,031</i>	<i>\$ 614,646</i>	<i>\$ 661,489</i>	<i>7.6%</i>
Fringes	\$ 162,353	\$ 191,025	\$ 219,849	15.1%
Capital Improvements	3,282	18,000	18,000	N/A
Other Expenditures		58,920	54,920	
TOTAL BUDGET	\$ 803,666	\$ 882,591	\$ 954,258	8.1%

FUNDING SOURCES:

	EXPENDED FY2014	APPROVED BUDGET FY2015	APPROVED BUDGET FY2016	% CHANGE
County General Funds	\$ 794,304	\$ 867,591	\$ 924,258	6.5%
Grant Funds	-	-	-	N/A
Department Revenues	9,362	15,000	30,000	N/A
Bond Funds	-	-	-	N/A
License Plate Funds	-	-	-	#DIV/0!
Other Funds	-	-	-	N/A
TOTAL SOURCES	\$ 803,666	\$ 882,591	\$ 954,258	8.1%

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Resource Development Office

PERSONNEL SCHEDULE

POSITION	STATUS	
Manager/Director	Full-Time	
Administrative Assistant	Full-Time	
Resource Officer	Part-Time	
Program Coordinator	Full-Time	
Program Specialist	Full-Time	Grant Funded
Program Specialist	Full-Time	Grant Funded
Residential Supervisor Bourne Residence	Full-Time	Grant Funded
Residential Supervisor Wellfleet LeHac Residence	Full-Time	Grant Funded
Residential Supervisor Wells Fire House	Full-Time	Grant Funded
TOTAL BUDGETED SALARIES		\$463,297

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

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NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2016 FY 2016 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

RESOURCE DEVELOPMENT OFFICE	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2016 Adopted	COMMENT
1 SALARIES & WAGES						
0011101 5100 RD SALARY	337,513.76	365,434.00	365,434.00	360,378.75	406,996.00	
0011111 5101 SALARIES	32,900.00	.00	32,900.00	32,364.64	.00	
0011111 5102 SALARY	55,540.09	53,620.00	53,620.00	52,131.61	56,301.00	
0011111 5103 SAL-OTW	2,967.63	.00	.00	.00	.00	
TOTAL SALARIES & WAGES	428,921.48	419,054.00	451,954.00	444,875.00	463,297.00	
2 CONTRACTUAL SERVICES						
0011102 5213 RD TELE	6,001.35	7,000.00	5,247.66	5,247.66	7,500.00	
0011102 5223 HEATG FUEL	1,065.86	800.00	800.00	800.00	900.00	
0011102 5239 RD SERVICE	.00	3,000.00	1,200.00	1,200.00	3,000.00	
0011102 5241 RD EDUC	3,185.00	3,200.00	9,449.00	9,449.00	4,000.00	
0011102 5271 CAR REPAIR	.00	2,500.00	3,238.00	3,238.00	2,500.00	
0011102 5276 RD MAINT	.00	1,000.00	50.00	.00	1,000.00	
0011102 5281 RD OOS TRV	461.68	2,200.00	8,159.32	8,159.32	2,200.00	
0011102 5282 RD IST	2,997.62	5,500.00	5,500.00	4,961.82	5,500.00	
0011102 5291 RD ADVERT	70.00	100.00	.00	.00	100.00	
0011102 5294 RD FR EXP	200.00	300.00	300.00	300.00	300.00	
0011102 5294 0185 SHIPPING	200.00	.00	.00	.00	.00	
0011102 5295 PRINT/COPY	1,538.32	2,000.00	533.00	430.00	2,000.00	
0011102 5295 0155 PRTG/COPYG	.00	.00	189.00	.00	.00	
0011102 5295 0185 PRTG/COPYG	2,194.00	.00	163.20	163.20	.00	
0011102 5299 RD CONTRCT	13,109.90	7,000.00	3,104.00	3,104.00	7,000.00	
0011102 5299 0086 CONTRACTUL	500.00	.00	.00	.00	.00	
0011102 5299 0149 CONTRACTUL	.00	.00	5,000.00	.00	.00	
0011102 5299 0155 CONTRACTUL	.00	.00	55.00	.00	.00	
0011102 5299 0185 CONTRACTUL	3,500.00	.00	3,450.00	3,450.00	.00	
0011112 5203 RUB REMOVL	2,509.60	.00	1,303.00	1,303.00	500.00	
0011112 5204 STIPENDS	3,600.00	.00	3,600.00	3,600.00	500.00	
0011112 5213 PHONES	7,126.22	.00	5,292.52	5,292.52	1,000.00	
0011112 5221 ELEC. CHAR	3,999.90	.00	4,774.60	4,510.38	1,000.00	
0011112 5223 HEAT FUEL	4,898.00	.00	6,027.06	6,026.77	1,000.00	
0011112 5224 WATER/SEW	7,600.85	8,000.00	8,208.84	8,208.84	8,000.00	
0011112 5225 CABLE TV	1,294.72	.00	1,686.92	1,681.74	.00	
0011112 5241 ED OF EMP	1,175.00	3,000.00	2,516.00	2,516.00	3,000.00	
0011112 5271 AUTO REP	1,021.86	4,000.00	5,056.62	5,056.62	4,000.00	
0011112 5281 OS TRAV	960.54	.00	.00	.00	.00	
0011112 5282 IS TRAV	4,358.47	5,892.00	6,399.63	6,399.63	5,892.00	
0011112 5289 TRANSP	30,859.18	32,000.00	30,400.00	30,400.00	32,000.00	
0011112 5291 ADVERTISE	550.90	.00	1,017.29	710.87	.00	

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

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 | NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2016 FY 2016 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

RESOURCE DEVELOPMENT OFFICE	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2016 Adopted	COMMENT
0011112 5295 PRINT/COPY	.00	.00	972.00	972.00	.00	
0011112 5299 MISC CONT	6,713.42	10,000.00	8,144.64	8,139.58	10,000.00	
TOTAL CONTRACTUAL SERVICES	111,692.39	97,492.00	131,837.30	125,320.95	102,892.00	
3 SUPPLIES AND MATERIALS						
0011103 5320 FOOD SUPP	170.01	300.00	487.47	487.47	300.00	
0011103 5320 0077 FOOD SUPP	702.96	.00	.00	.00	.00	
0011103 5320 0086 FOOD SUPP	692.87	.00	2,800.00	2,800.00	.00	
0011103 5320 0088 FOOD SUPP	.00	.00	394.53	394.53	.00	
0011103 5320 0185 FOOD SUPPL	2,700.00	.00	2,759.64	2,759.64	.00	
0011103 5361 RD POSTAGE	979.97	1,000.00	1,000.00	472.82	1,000.00	
0011103 5369 RD OFF SUP	2,495.02	6,500.00	5,940.00	5,937.25	6,500.00	
0011103 5399 RD MISC SU	1,190.29	4,000.00	5,970.67	5,812.62	4,000.00	
0011103 5399 0077 SUPPLIES	3,720.40	.00	.00	.00	.00	
0011103 5399 0086 SUPPLIES	1,571.04	.00	888.70	888.70	.00	
0011103 5399 0088 SUPPLIES	.00	.00	3,960.00	3,960.00	.00	
0011103 5399 0149 SUPPLIES	.00	.00	634.00	.00	.00	
0011103 5399 0155 SUPPLIES	.00	.00	556.00	556.00	.00	
0011103 5399 0185 SUPPLIES	5,757.83	.00	5,578.41	5,578.41	.00	
0011113 5303 GAS/FUEL	1,660.95	15,000.00	4,282.02	4,282.02	15,000.00	
0011113 5320 FOOD SUPP	3,768.29	.00	4,433.78	4,433.78	.00	
0011113 5399 MISC SUP	26,201.71	20,000.00	25,889.79	25,883.15	20,000.00	
TOTAL SUPPLIES AND MATERIALS	51,611.34	46,800.00	65,575.01	64,246.39	46,800.00	
4 CHARGES & OBLIGATIONS						
0011104 5421 ASSOC DUES	275.00	300.00	890.00	890.00	500.00	
0011104 5429 RD SUBS	2,557.53	2,000.00	4,420.99	3,504.07	2,000.00	
0011104 5469 RD RENTAL	5,860.40	5,000.00	7,320.00	7,314.32	6,000.00	
0011104 5469 0086 MISC RENTL	400.00	.00	.00	.00	.00	
0011104 5498 SPEC CHRGS	.00	20,000.00	42,220.03	.00	20,000.00	
0011104 5498 0154 SPEC CHRGS	.00	.00	5,000.00	5,000.00	.00	
0011104 5499 RD MISC CH	.00	10,000.00	.00	.00	10,000.00	
0011114 5421 ASSOC DUES	.00	2,000.00	.00	.00	2,000.00	
0011114 5429 SUBSCRIP	1,456.45	.00	1,395.88	1,395.88	.00	
0011114 5469 MISC. RENT	3,005.00	.00	2,902.00	2,902.00	.00	
0011114 5499 MISC CHGS	719.00	5,000.00	749.00	670.00	5,000.00	
TOTAL CHARGES & OBLIGATIONS	14,273.38	45,300.00	64,897.90	21,676.27	45,500.00	
EQUIPMENT						
011105 5501 VEHICLES	26,914.00	.00	.00	.00	.00	

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

06/30/2015 16:07 | Barnstable County
| NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2016 FY 2016 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

RESOURCE DEVELOPMENT OFFICE	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2016 Adopted	COMMENT
0011105 5547 RD OFF F/E	1,000.00	1,000.00	.00	.00	1,000.00	
0011105 5559 MIC DP EQ	1,650.46	1,500.00	4,089.89	4,082.96	1,500.00	
0011105 5599 MISC EQUIP	.00	500.00	.00	.00	500.00	
0011115 5547 FURNIT	1,416.94	.00	1,351.83	1,351.83	.00	
0011115 5599 MISC EQUIP	552.31	3,000.00	4,113.58	4,113.58	.00	
TOTAL EQUIPMENT	31,533.71	6,000.00	9,555.30	9,548.37	3,000.00	
7 OTHER EXPENDITURES & USES						
0011117 5750 MISC EXP	.00	58,920.00	.00	.00	54,920.00	
TOTAL OTHER EXPENDITURES & U	.00	58,920.00	.00	.00	54,920.00	
8 CAPITAL OUTLAY						
0011118 5804 FACIL IMPR	3,281.63	18,000.00	39,868.13	15,268.10	18,000.00	
0051118 5811 ELECTRICAL	.00	.00	5,785.00	.00	.00	
TOTAL CAPITAL OUTLAY	3,281.63	18,000.00	45,653.13	15,268.10	18,000.00	
9 FRINGES						
0011109 5981 CONTR PENS	66,321.09	81,437.00	81,437.00	81,437.00	89,581.00	
0011109 5983 GRP INS	73,770.24	59,537.00	69,537.00	69,014.13	78,687.00	
0011109 5984 MEDICARE	4,718.88	5,482.00	5,482.00	4,811.95	5,564.00	
0011119 5980 INS REIMB	300.00	.00	1,600.00	100.00	.00	
0011119 5981 RET CONTRI	5,808.84	22,779.00	22,779.00	22,779.00	25,057.00	
0011119 5982 WRK COMP	714.88	2,821.00	4,136.00	.00	.00	
0011119 5983 GRP INS	9,369.30	6,495.00	6,495.00	7,275.52	20,144.00	
0011119 5984 MEDICARE	1,298.33	804.00	1,284.00	1,193.40	816.00	
0011119 5989 FRINGE	203.00	1,670.00	1,670.00	.00	.00	
0011119 5993 COBRA	-151.91	.00	.00	.00	.00	
TOTAL FRINGES	162,352.65	191,025.00	194,420.00	186,611.00	219,849.00	
TOTAL RESOURCE DEVELOPMENT O	803,666.58	882,591.00	963,892.64	867,546.08	954,258.00	

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Assembly of Delegates

MISSION STATEMENT:

The Barnstable County Assembly of Delegates is the legislative branch of Cape Cod Regional Government, known as Barnstable County. As the County's law-making body, the Assembly's work takes the form of ordinances and resolutions, which may be initiated by delegates, Assembly committees, The Board of County Commissioners, or by an initiative petition. The Assembly of Delegates appropriates the County's annual operating and capital budgets and supplemental requests. At the direction of the Speaker and the Chair of the Standing Committee on Finance, the procedure has been that each Standing Committee of the Assembly participates in the review of the County budget. The Standing Committees meet with department managers and discuss the effectiveness of each program being operated within Barnstable County and also examines future needs for regional services within the County.

Because it is difficult to forecast the number and/or complexities of legislative initiatives that the Assembly of Delegates will be required to deal with, it is impossible to predict what the volume of output or priorities will be in any given year. The Assembly of Delegates budget was prepared to provide the present level of service. The budget is designed to assure that the functions of the Assembly of Delegates are carried out and that the public is well-served. The principle elements of that capacity are: the work of the Assembly and its committees, interaction with local official and the general public, the work of a professional clerk, and other individual in various professional and technical capacities, the generation of a wide variety documentary material, copying and printing, communication by mail, email, telephone and newspaper legal advertising. Work depends on the availability and use of various items of office equipment which need to be serviced from time to time, books, publications and other reference materials, and consumable materials and supplies which need to be replenished or replaced. In addition, Assembly of Delegates members are entitled to reimbursement for educational and travel expenses related to the performance of their duties.

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: ASSEMBLY OF DELEGATES

EXPENDITURES:

GROUP	EXPENDED FY2014	APPROVED BUDGET FY2015	APPROVED BUDGET FY2016	% CHANGE
Salaries & Wages	\$ 86,362	\$ 88,976	\$ 95,023	6.8%
Contractual Services	48,877	39,545	44,545	12.6%
Supplies & Materials	1,178	1,500	1,500	0.0%
Charges & Obligations	75	536	536	0.0%
Equipment	1,541	600	600	0.0%
<i>subtotal</i>	<i>138,033</i>	<i>131,157</i>	<i>142,204</i>	<i>8.4%</i>
Fringes	162,010	169,706	173,775	2.4%
Capital Improvements	-	-	-	N/A
TOTAL BUDGET	\$ 300,043	\$ 300,863	\$ 315,979	5.0%

FUNDING SOURCES:

GROUP	EXPENDED FY2014	APPROVED BUDGET FY2015	APPROVED BUDGET FY2016	% CHANGE
County General Funds	\$ 300,043	\$ 300,863	\$ 315,979	5.0%
Grant Funds	-	-	-	N/A
Department Revenues	-	-	-	N/A
Bond Funds	-	-	-	N/A
License Plate Funds	-	-	-	N/A
Other Funds	-	-	-	N/A
TOTAL SOURCES	\$ 300,043	\$ 300,863	\$ 315,979	5.0%

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Assembly of Delegates

PERSONNEL SCHEDULE

POSITION	STATUS	
Clerk of the Assembly/County Clerk	Full-Time	
Delegates	Full-Time	Elected
TOTAL BUDGETED SALARIES	\$ 95,023	

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

06/30/2015 16.07		Barnstable County					
		NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS					
PROJECTION: 2016		FY 2016 COUNTY BUDGET		FOR PERIOD 12			
ACCOUNTS FOR:							
ASSEMBLY OF DELEGATES		2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2016 Adopted	COMMENT
1 SALARIES & WAGES							
0011301	5100	SALARY	86,361.77	88,976.00	88,976.00	87,044.38	95,023.00
TOTAL SALARIES & WAGES			86,361.77	88,976.00	88,976.00	87,044.38	95,023.00
2 CONTRACTUAL SERVICES							
0011302	5213	TELE	840.00	1,000.00	1,000.00	869.17	1,000.00
0011302	5235	LEGAL SRV	22,500.00	.00	.00	.00	.00
0011302	5239	PROF SRVC	13,852.00	15,720.00	16,220.00	16,220.00	15,720.00
0011302	5241	ED OF EMP	1,487.70	9,375.00	6,975.00	1,026.00	9,375.00
0011302	5282	IS TRAV	8,625.74	10,490.00	11,390.00	10,516.55	10,490.00
0011302	5291	ADVETISE	986.82	1,600.00	1,600.00	1,050.00	1,600.00
0011302	5295	PRINT/COPY	425.00	360.00	1,460.00	1,110.00	360.00
0011302	5299	MISC CONT	160.00	1,000.00	900.00	418.22	6,000.00
TOTAL CONTRACTUAL SERVICES			48,877.26	39,545.00	39,545.00	31,209.94	44,545.00
3 SUPPLIES AND MATERIALS							
0011303	5361	POSTAGE	103.77	550.00	550.00	152.01	550.00
0011303	5369	OFF SUPPLY	498.58	600.00	450.00	292.05	600.00
0011303	5399	SUPPLY	575.91	350.00	500.00	451.39	350.00
TOTAL SUPPLIES AND MATERIALS			1,178.26	1,500.00	1,500.00	895.45	1,500.00
4 CHARGES & OBLIGATIONS							
0011304	5421	ASOC DUES	75.00	200.00	300.00	75.00	200.00
0011304	5429	SUBS	.00	336.00	336.00	.00	336.00
TOTAL CHARGES & OBLIGATIONS			75.00	536.00	536.00	75.00	536.00
5 EQUIPMENT							
0011305	5547	OFF F/E	1,216.00	.00	.00	.00	.00
0011305	5559	DP EQUIP	325.13	600.00	600.00	.00	600.00
TOTAL EQUIPMENT			1,541.13	600.00	600.00	.00	600.00
9 FRINGES							
0011309	5981	CONTRIB RE	12,624.91	14,817.00	14,817.00	14,817.00	16,299.00

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

06/30/2015 16:07 | Barnstable County
| NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2016 FY 2016 COUNTY BUDGET FOR PERIOD 12

ACCOUNTS FOR:

ASSEMBLY OF DELEGATES	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2016 Adepted COMMENT
0011309 5983 GRP INS	148,259.08	153,554.00	153,554.00	143,538.66	156,121.00
0011309 5984 MEDICARE	1,126.05	1,335.00	1,335.00	1,123.88	1,355.00
TOTAL FRINGES	162,010.04	169,706.00	169,706.00	159,479.54	173,775.00
TOTAL ASSEMBLY OF DELEGATES	300,043.46	300,863.00	300,863.00	278,704.31	315,979.00

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Department of Finance

MISSION STATEMENT:

The Finance Department is responsible for the oversight of all financial activities of the County including financial reporting and auditing, management of County funds, administration of debt, processing of payroll and accounts payable, and the annual development and ongoing monitoring of the County operating and capital budgets.

The Department is also charged with the management of the Purchasing and group insurance programs, as well as the provision of information systems and data processing. The services provided by the Department enable the County to coordinate financial and analytic activities, control costs, and improve the overall operational effectiveness of the County.

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: DEPARTMENT OF FINANCE

EXPENDITURES:

GROUP	EXPENDED	APPROVED	APPROVED	%
	FY2014	BUDGET FY2015	BUDGET FY2016	
Salaries & Wages	\$ 380,350	\$ 493,377	\$ 514,635	4.3%
Contractual Services	47,764	61,625	69,625	13.0%
Supplies & Materials	19,000	12,850	14,550	13.2%
Charges & Obligations	9,313	16,900	16,900	-
Equipment	4,176	1,000	1,000	-
<i>subtotal</i>	<i>\$ 460,603</i>	<i>\$ 585,752</i>	<i>\$ 616,710</i>	<i>5.3%</i>
Fringes	148,873	184,097	201,948	9.7%
Capital Improvements	-	-	-	-
TOTAL BUDGET	\$ 609,476	\$ 769,849	\$ 818,658	6.3%

FUNDING SOURCES:

	EXPENDED	APPROVED	APPROVED	%
	FY2014	BUDGET FY2015	BUDGET FY2016	
County General Funds	\$ 607,476	\$ 769,349	\$ 818,158	6.3%
Grant Funds	-	-	-	-
Department Revenues	2,000	500	500	0.0%
Bond Funds	-	-	-	-
License Plate Funds	-	-	-	-
Other Funds	-	-	-	-
TOTAL SOURCES	\$ 609,476	\$ 769,849	\$ 818,658	6.3%

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Department of Finance

PERSONNEL SCHEDULE

POSITION	STATUS
Director of Finance/Treasurer	Full-Time
Assistant Treasurer	Full-Time
County Accountant	Full-Time
Finance Assistant/Accounts Payable	Full-Time
Payroll Benefits Coordinator	Full-Time
Insurance Administrator	Part-Time
Chief Procurement Officer	
TOTAL BUDGETED SALARIES	\$514,635

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

06/30/2015 16:07 | Barnstable County
| NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2016 FY 2016 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

FINANCE	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2016 Adopted	COMMENT
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1 SALARIES & WAGES

0011411 5100	SALARY PER	307,630.15	407,400.00	407,400.00	447,309.13	416,219.00	
0011411 5120	SALARY OT	641.32	.00	.00	.00	.00	
0011421 5100	SALARY PER	.00	15,000.00	15,000.00	.00	25,194.00	
0011431 5100	SALARY PER	72,078.66	70,917.00	70,917.00	69,149.38	73,222.00	
TOTAL SALARIES & WAGES		380,350.13	493,377.00	493,377.00	516,458.51	514,635.00	

2 CONTRACTUAL SERVICES

0011412 5213	TELE	.00	1,200.00	.00	.00	1,200.00	
0011412 5239	PROP SRVC	6,772.36	7,000.00	9,398.20	2,000.00	8,000.00	
0011412 5241	ED OF EMP	149.00	.00	40.00	40.00	.00	
0011412 5276	S/H MAINT	32,041.15	41,000.00	43,016.19	39,610.58	45,000.00	
0011412 5281	COS TRAV	.00	2,000.00	.00	.00	2,000.00	
0011412 5282	IS TRAV	312.13	3,400.00	925.00	31.00	3,400.00	
0011412 5294	FREIGHT EX	119.11	150.00	410.00	401.60	150.00	
0011412 5295	PRINT/COPY	7,499.01	3,000.00	6,677.00	6,677.00	6,000.00	
0011422 5282	IS TRAV	.00	300.00	240.00	.00	300.00	
0011432 5239	PROP SRVC	.00	2,500.00	12,335.00	.00	2,500.00	
0011432 5241	ED OF EMP	225.00	.00	.00	.00	.00	
0011432 5279	EQUIP MAIN	.00	100.00	100.00	.00	100.00	
0011432 5282	IST TRAV	646.84	825.00	825.00	140.95	825.00	
0011432 5294	FREIGHT	.00	50.00	50.00	.00	50.00	
0011432 5295	PRINT/COPY	.00	100.00	100.00	.00	100.00	
TOTAL CONTRACTUAL SERVICES		47,763.60	61,625.00	74,116.39	48,901.13	69,625.00	

3 SUPPLIES AND MATERIALS

0011413 5361	POSTAGE	4,441.76	5,000.00	4,500.00	3,874.41	5,000.00	
0011413 5363	REF LAW BK	5,892.06	3,300.00	4,846.52	5,180.00	4,000.00	
0011413 5369	OFF SUPPLY	7,305.31	3,000.00	4,750.00	4,636.73	4,000.00	
0011413 5399	MISC SUP	111.64	.00	.00	.00	.00	
0011423 5361	POSTAGE	.00	300.00	300.00	.00	300.00	
0011433 5320	FOOD SUPP.	225.00	.00	.00	.00	.00	
0011433 5369	OFF SUPPLY	821.14	1,250.00	1,250.00	622.54	1,250.00	
0011433 5399	SUPPLIES	202.78	.00	.00	.00	.00	
TOTAL SUPPLIES AND MATERIALS		18,999.69	12,850.00	15,646.52	14,313.68	14,550.00	

4 CHARGES & OBLIGATIONS

0011414 5421	ASSOC DUES	285.00	750.00	705.00	340.00	750.00	
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BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

06/30/2015 16:07 | Barnstable County
| NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2016 FY 2016 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

FINANCE	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2016 Adopted COMMENT
0011414 5429 SUBS	352.03	500.00	350.00	24.95	500.00
0011414 5431 GEN LIAB	3,451.00	7,500.00	7,050.00	5,669.00	7,500.00
0011414 5463 EQ RENT	5,000.00	6,000.00	6,850.00	6,545.25	6,000.00
0011424 5429 SUBS	.00	400.00	.00	.00	400.00
0011434 5421 ASSOC DUES	225.00	.00	275.00	227.58	500.00
0011434 5429 SUBS	.00	750.00	650.00	.00	750.00
0011434 5463 EQ RENT	.00	1,000.00	825.00	.00	500.00
TOTAL CHARGES & OBLIGATIONS	9,313.03	16,900.00	16,285.00	12,746.78	16,900.00
5 EQUIPMENT					
0011415 5547 OFF F/E	79.50	.00	150.00	150.00	.00
0011415 5559 DP EQUIP	3,352.52	.00	3,337.08	3,318.35	.00
0011415 5599 MISC EQUIP	409.95	1,000.00	.00	.00	1,000.00
0011435 5599 MISC EQUIP	334.45	.00	.00	.00	.00
TOTAL EQUIPMENT	4,176.42	1,000.00	3,487.08	3,468.35	1,000.00
9 FRINGES					
0011419 5981 CONTRIB RE	72,419.81	94,530.00	94,530.00	94,530.00	103,983.00
0011419 5983 GRP INS	70,886.83	82,138.00	82,138.00	78,513.50	90,064.00
0011419 5984 MEDICARE	5,566.39	7,176.00	7,176.00	7,059.06	7,648.00
0011429 5984 MEDICARE	.00	253.00	253.00	.00	253.00
TOTAL FRINGES	148,873.03	184,097.00	184,097.00	180,102.56	201,948.00
TOTAL FINANCE	609,475.90	769,849.00	787,008.99	775,991.01	818,658.00

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Information Technology

MISSION STATEMENT:

To provide a solid platform of high level technical & information services, support, innovation, and strategy for the County of Barnstable, in order to maximize its contributions to its constituents throughout the region.

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: INFORMATION TECHNOLOGY

EXPENDITURES:

GROUP	EXPENDED FY2014	APPROVED BUDGET FY2015	APPROVED BUDGET FY2016	% CHANGE
Salaries & Wages	\$ 419,446	\$ 575,381	\$ 670,481	16.5%
Contractual Services	284,681	290,116	338,400	16.6%
Supplies & Materials	2,934	5,000	10,000	100.0%
Charges & Obligations	-	-	500	N/A
Equipment	12,962	74,000	96,000	29.7%
<i>subtotal</i>	<u>\$ 720,023</u>	<u>\$ 944,497</u>	<u>\$ 1,115,381</u>	<u>18.1%</u>
Fringes	159,484	196,515	217,844	10.9%
Capital Improvements	741,475	791,500	475,000	-40.0%
TOTAL BUDGET	<u>\$ 1,620,982</u>	<u>\$ 1,932,512</u>	<u>\$ 1,808,225</u>	<u>-6.4%</u>

FUNDING SOURCES:

GROUP	EXPENDED FY2014	APPROVED BUDGET FY2015	APPROVED BUDGET FY2016	% CHANGE
County General Funds	\$ 781,355	\$ 1,050,552	\$ 1,392,225	22.6%
Grant Funds	-	-	-	N/A
Department Revenues	98,152	90,460	91,000	0.6%
Bond Funds	741,475	791,500	325,000	-58.9%
License Plate Funds	-	-	-	N/A
Other Funds	-	-	-	N/A
TOTAL SOURCES	<u>\$ 1,620,982</u>	<u>\$ 1,932,512</u>	<u>\$ 1,808,225</u>	<u>-6.4%</u>

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Information Technology

PERSONNEL SCHEDULE

POSITION	TOTAL POSITION
IT Director	Full-Time
IT Solutions Manager	Full-Time
Technical Support Specialist	1.0
Service Desk Analyst	1.0
TOTAL BUDGETED SALARIES	\$ 670,481

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

05/30/2015 16:07 | Barnstable County
| NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2016 FY 2016 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

			2014	2015	2015	2015	2016
INFORMATION TECHNOLOGY SERVS			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	Adopted COMMENT
<hr/>							
1	SALARIES & WAGES		<hr/>				
0011051	5100	SALARIES	414,662.64	545,381.00	545,381.00	503,626.33	645,481.00
0011051	5110	SAL-TEMP	.00	15,000.00	15,000.00	.00	15,000.00
0011051	5120	SAL-OT-IT	4,784.42	15,000.00	15,000.00	3,708.61	10,000.00
TOTAL SALARIES & WAGES			419,446.06	575,381.00	575,381.00	507,334.94	670,481.00
2	CONTRACTUAL SERVICES		<hr/>				
0011052	5213	PHONES-IT	5,909.67	28,300.00	28,300.00	28,043.51	28,300.00
0011052	5214	INTERN/ISP	54,652.65	70,416.00	90,377.74	90,136.01	72,000.00
0011052	5220	UTILITIES	.00	.00	.00	.00	10,000.00
0011052	5239	PRF/TCH SV	172,656.83	85,000.00	139,228.06	108,540.05	21,000.00
0011052	5241	ED OF EMPL	1,396.00	8,000.00	5,343.00	5,100.00	8,000.00
0011052	5276	SPT/HRD	42,007.18	84,300.00	120,230.15	119,175.12	190,000.00
0011052	5279	MAINT/RPRS	362.00	1,000.00	362.00	362.00	1,000.00
0011052	5281	OUT ST TRV	.00	.00	3,250.00	3,133.02	.00
0011052	5282	IN-ST TRAV	7,591.89	13,000.00	12,048.11	9,995.96	8,000.00
0011052	5294	SHIPPING	104.73	100.00	210.00	204.10	100.00
TOTAL CONTRACTUAL SERVICES			284,680.95	290,116.00	399,349.06	364,689.57	338,400.00
3	SUPPLIES AND MATERIALS		<hr/>				
0011053	5303	CAR FUEL	.00	.00	.00	.00	5,000.00
0011053	5369	OFF SUPP	2,876.31	3,000.00	3,000.00	2,983.01	3,000.00
0011053	5399	SUPPLIES	57.81	2,000.00	2,000.00	1,999.89	2,000.00
TOTAL SUPPLIES AND MATERIALS			2,934.12	5,000.00	5,000.00	4,982.90	10,000.00
4	CHARGES & OBLIGATIONS		<hr/>				
0011054	5449	LC/REG/PEM	.00	.00	.00	.00	500.00
TOTAL CHARGES & OBLIGATIONS			.00	.00	.00	.00	500.00
5	EQUIPMENT		<hr/>				
0011055	5501	VEHICLES	.00	.00	.00	.00	22,000.00
0011055	5532	COM EQUIP	1,739.31	2,000.00	2,000.00	1,807.44	2,000.00
0011055	5547	OFF FURN	693.30	2,000.00	2,000.00	328.00	2,000.00
0011055	5559	COMP EQUIP	10,529.00	70,000.00	70,000.00	60,717.11	70,000.00

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

06/30/2015 16:07 | Barnstable County
| NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2016 FY 2016 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

INFORMATION TECHNOLOGY SERVICES	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2016 Adopted COMMENT
<hr/>					
TOTAL EQUIPMENT	12,961.61	74,000.00	74,000.00	62,852.55	96,000.00
<hr/>					
8 CAPITAL OUTLAY	<hr/>				
0011058 5806 0127 INTR RENOV	.00	.00	.00	.00	35,000.00
0011058 5813 PHONE SYST	.00	.00	.00	.00	15,000.00
0011058 5850 MJR SPTSYS	.00	.00	.00	.00	25,000.00
0011058 5851 NETWORKS	.00	.00	.00	.00	75,000.00
0051058 5806 0126 INT RENOV	.00	5,000.00	10,891.15	.00	.00
0051058 5806 0127 INT REN TR	.00	75,000.00	75,000.00	70,654.73	.00
0051058 5813 TELEPH SYS	196,360.79	150,000.00	187,885.92	131,196.79	.00
0051058 5849 SOFTWR LIC	.00	.00	.00	.00	325,000.00
0051058 5850 MJR SPTSYS	207,378.93	490,000.00	492,422.68	415,790.01	.00
0051058 5851 NETWORKS	337,735.71	71,500.00	104,622.55	85,666.48	.00
TOTAL CAPITAL OUTLAY	741,475.43	791,500.00	870,822.30	653,308.01	475,000.00
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9 FRINGES	<hr/>				
0011059 5901 RETMNT	77,924.38	84,357.00	84,357.00	84,357.00	92,793.00
0011059 5983 GRP INSUR	75,869.81	102,637.00	102,637.00	95,092.81	115,387.00
0011059 5984 MED	5,689.75	9,521.00	9,521.00	6,864.96	9,664.00
TOTAL FRINGES	159,483.94	196,515.00	196,515.00	186,314.77	217,844.00
TOTAL INFORMATION TECHNOLOGY	1,620,982.11	1,932,512.00	2,121,067.36	1,779,482.74	1,808,225.00

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

COUNTY SERVICES

DEPARTMENT OF FACILITIES
COOPERATIVE EXTENSION SERVICE
REGISTRY OF DEEDS
COUNTY DREDGE SERVICE
REGIONAL SERVICES

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Department of Facilities

MISSION STATEMENT:

The Facilities Department is responsible for all physical plant operations, general maintenance and planning within the Barnstable County Complex, Second District Courthouse in Orleans, Children's Cove, White House Administration Building (formerly the Sheriff's Administration Building), Extension Farmhouse, certain county residences and the old House of Correction.

The physical plant consists of the following nineteen elements:

1. Superior Courthouse, County Complex
2. Deeds and Probate Court, County Complex
3. First District Courthouse, County Complex
4. Police Service Building, County Complex
5. County Complex Grounds, Barnstable
6. County Residences, Bourne
7. Second District Courthouse, Orleans
8. Children's Cove, Barnstable
9. Farmhouse (Extension), Barnstable
10. White House Administration Bldg., County Complex
11. Cape Cod Commission, cleaning only
12. Rest Area (seasonal)
13. Recycle Building, Barnstable
14. Old House of Correction
15. Open Cape Building
16. RDO/AmeriCorps Residence – Bourne, MA
17. RDO/AmeriCorps Residence – Wellfleet, MA
18. New Health Lab, County Complex
19. Fire Academy, Barnstable

The Facilities Department budget provides funding for the following:

1. HVAC, plumbing and electrical systems
2. Utilities
3. Grounds and parking lot maintenance
4. General maintenance and custodial services
5. ADA administration and compliance
6. Safety and security programs
7. Mail collection and distribution
8. Rest Area, Route 6, Barnstable, Custodial Services
9. County Recycling Program

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

PROGRAM: COUNTY SERVICES

SUB-PROGRAM: DEPARTMENT OF FACILITIES

EXPENDITURES:

GROUP	EXPENDED FY2014	APPROVED BUDGET FY2015	APPROVED BUDGET FY2016	% CHANGE
Salaries & Wages	\$ 1,013,604	\$ 973,128	\$ 1,021,043	4.9%
Contractual Services	552,450	857,970	914,020	6.5%
Supplies & Materials	98,998	140,440	153,240	9.1%
Charges & Obligations	14,020	25,200	23,600	-6.3%
Equipment	97,264	10,000	11,800	18.0%
<i>subtotal</i>	<i>\$ 1,776,336</i>	<i>\$ 2,006,738</i>	<i>\$ 2,123,703</i>	<i>5.8%</i>
Fringes	358,373	423,800	435,179	2.7%
Capital Improvements	653,922	1,214,200	1,090,200	-10.2%
TOTAL BUDGET	\$ 2,788,631	\$ 3,644,738	\$ 3,649,082	0.1%

FUNDING SOURCES:

GROUP	EXPENDED FY2014	APPROVED BUDGET FY2015	APPROVED BUDGET FY2016	% CHANGE
County General Funds	2,393,252	2,369,911	2,504,955	5.7%
Grant Funds	-	-	-	-
Department Revenues	17,382	20,400	20,400	0.0%
Bond Funds	358,638	1,214,200	1,083,500	-10.8%
License Plate Funds	19,359	40,227	40,227	0.0%
Other Funds	-	-	-	-
0				
TOTAL SOURCES	\$ 2,788,631	\$ 3,644,738	\$ 3,649,082	0.1%

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Department of Facilities

PERSONNEL SCHEDULE

POSITION	STATUS (Full/Part Time)	BUDGET \$
Equipment Specialist	Full-Time	
Custodian	Full-Time	
Custodian	Full-Time	
TOTALS		\$ 146,592
Custodian	Full-Time	
General Maintenance	Full-Time	
TOTALS		\$102,490
Custodian	Full-Time	
Custodian	Full-Time	
TOTALS		\$87,177
Director of Facilities	Full-Time	
Administrative Supervisor	Full-Time	
Deputy Director	Full-Time	
Project Supervisor	Full-Time	
Equipment Spec./Plumber	Full-Time	
General Maintenance	Full-Time	
Mail Clerk/Ass't Custodian	Full-Time	
Repair/Custodian	Full-Time	
Custodian	Full-Time	
Custodian	½ PPT	
On Call Mail Clerk	TEMP	
On Call Mail Clerk	TEMP	
TOTALS		\$517,435
Night Supervisor	Full-Time	
Custodian	Full-Time	
TOTALS		\$109,083
Night Supervisor	Full-Time	
TOTALS		\$15,192
Custodian	Full-Time	
TOTALS		\$21,537
Custodian (40hrs. paid by CCC)	Full-Time	
TOTALS		\$21,537
TOTAL BUDGETED SALARIES		\$1,021,043

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

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 | NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2016 FY 2016 COUNTY BUDGET FOR PERIOD 12

ACCOUNTS FOR:

FACILITIES	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2015 Adopted	COMMENT
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1 SALARIES & WAGES

0012011	5100	SALARY PER	139,658.29	138,629.00	138,629.00	136,252.05	144,532.00	
0012011	5120	SALARY OT	5,821.16	2,000.00	2,000.00	6,637.44	2,060.00	
0012021	5100	SALARY PER	96,945.64	97,317.00	97,317.00	95,338.15	101,460.00	
0012021	5120	SALARY OT	4,004.31	1,000.00	1,000.00	2,638.08	1,030.00	
0012031	5100	SALARY PER	82,315.20	91,113.00	91,113.00	81,855.11	86,147.00	
0012031	5120	SALARY OT	611.06	1,000.00	1,000.00	482.56	1,030.00	
0012041	5100	SALARY PER	473,471.62	462,892.00	462,892.00	484,224.89	494,755.00	
0012041	5110	SALARY TMP	24,921.31	10,000.00	10,000.00	11,589.53	13,000.00	
0012041	5120	SALARY OT	18,009.17	6,000.00	6,000.00	16,970.44	6,180.00	
0012041	5151	LONGEVITY	5,950.00	3,500.00	3,500.00	6,050.00	3,500.00	
0012051	5100	SALARY PER	84,707.56	91,113.00	91,113.00	82,680.09	88,626.00	
0012051	5120	SALARY OT	666.68	1,250.00	1,250.00	965.08	1,287.00	
0012061	5100	SAL RYS	8,653.91	20,777.00	20,777.00	8,448.18	9,585.00	
0012061	5120	SAL-OT	9,020.67	2,000.00	2,000.00	10,089.90	9,585.00	
0012081	5100	SALARY PER	17,406.81	6,500.00	6,500.00	16,981.34	15,192.00	
0012091	5100	SALARY PER	20,815.52	20,535.00	20,535.00	20,525.43	21,537.00	
0012101	5100	SALARY PER	23.16	.00	.00	.00	.00	
0012131	5100	SAL-REG	20,601.79	17,502.00	17,502.00	20,605.59	21,537.00	
TOTAL SALARIES & WAGES			1,013,603.86	973,128.00	973,128.00	1,002,333.84	1,021,043.00	

2 CONTRACTUAL SERVICES

0012012	5221	ELEC CHG	66,807.74	82,000.00	82,000.00	74,017.97	91,000.00	
0012012	5223	HEAT FUEL	32,061.73	40,000.00	40,000.00	31,047.16	53,000.00	
0012012	5224	W/S CHGS	4,753.30	5,250.00	4,585.00	4,072.68	5,250.00	
0012012	5262	ELEC REP	1,735.88	2,800.00	2,800.00	1,160.00	3,100.00	
0012012	5263	PAINTING	.00	.00	10,000.00	.00	.00	
0012012	5269	BLD REP/MA	3,525.00	7,800.00	7,800.00	.00	8,800.00	
0012012	5279	EQ MAINT	7,942.00	22,800.00	22,800.00	4,196.50	18,800.00	
0012012	5299	MISC CONTR	4,148.01	4,400.00	4,400.00	2,481.40	4,400.00	
0012022	5213	TELE	1,083.85	1,500.00	1,500.00	1,111.10	1,500.00	
0012022	5221	ELEC CHG	35,225.68	45,000.00	45,000.00	36,360.20	53,000.00	
0012022	5223	HEAT FUEL	14,281.39	27,000.00	27,000.00	13,091.16	34,000.00	
0012022	5224	W/S CHGS	1,212.92	2,500.00	2,500.00	1,231.56	2,500.00	
0012022	5266	PAVED AREA	4,350.00	4,500.00	4,500.00	2,650.00	4,500.00	
0012022	5267	LAWN/GRNDS	4,033.00	5,800.00	3,450.00	3,006.00	5,800.00	
0012022	5268	PLOWING	3,680.00	3,500.00	5,850.00	5,820.00	4,300.00	
0012022	5269	BLD REP/MA	933.36	2,500.00	2,500.00	.00	2,500.00	
0012022	5279	EQUIP MAIN	940.00	1,500.00	1,500.00	835.00	1,800.00	
0012022	5282	IS TRAV	.00	300.00	300.00	.00	300.00	

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

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| NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2016 FY 2016 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

FACILITIES	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2016 Adopted	COMMENT
0012022 5299 MISC CONT	6,774.03	8,000.00	8,000.00	6,649.51	8,400.00	
0012032 5221 ELEC CHGS	46,284.62	60,000.00	51,880.00	40,896.31	69,000.00	
0012032 5223 HEAT FUEL	23,036.20	26,500.00	26,500.00	18,695.51	34,000.00	
0012032 5224 W/S CHGS	5,480.47	4,200.00	5,290.00	5,280.08	4,200.00	
0012032 5232 ARCH/ENG	.00	5,500.00	5,500.00	.00	4,800.00	
0012032 5262 ELEC REP	2,301.98	2,500.00	2,500.00	1,842.64	2,500.00	
0012032 5263 PAINTING	.00	14,200.00	14,200.00	8,000.00	11,000.00	
0012032 5269 BLD REP/MA	.00	1,800.00	1,800.00	.00	1,800.00	
0012032 5279 EQUIP SVCE	3,503.00	2,100.00	2,100.00	960.00	2,100.00	
0012032 5299 MISC CONTR	2,506.52	3,200.00	30,785.00	30,704.48	3,200.00	
0012042 5213 TELE	24,797.74	35,000.00	30,500.00	28,631.25	35,000.00	
0012042 5224 W/S CHGS	.00	19,000.00	812.75	475.00	19,000.00	
0012042 5239 PROF SVR	.00	12,000.00	2,000.00	.00	12,000.00	
0012042 5241 ED OF ER'S	942.00	4,800.00	4,800.00	485.00	4,800.00	
0012042 5266 PAVED AREA	437.00	.00	11,700.00	11,500.00	.00	
0012042 5267 LAWN/GRNDS	21,806.08	38,000.00	30,000.00	25,041.50	38,000.00	
0012042 5269 BLD REP/MA	.00	1,700.00	1,700.00	.00	1,800.00	
0012042 5271 VEHICLE RE	13,390.32	15,500.00	15,500.00	9,155.15	15,500.00	
0012042 5279 EQUIP SVCE	3,176.77	20,000.00	7,500.00	2,626.26	20,000.00	
0012042 5282 IST TRAV	.00	870.00	870.00	.00	870.00	
0012042 5294 FREIGHT	43.00	200.00	200.00	21.50	200.00	
0012042 5299 MISC CONT	7,212.95	10,000.00	13,000.00	12,682.43	10,000.00	
0012052 5221 ELEC CHGS	46,284.63	60,000.00	60,000.00	40,896.32	66,000.00	
0012052 5223 HEAT FUEL	16,060.38	23,000.00	23,000.00	14,635.65	24,000.00	
0012052 5224 W/S CHGS	4,489.03	3,300.00	4,500.00	4,480.26	3,300.00	
0012052 5262 ELEC REP	533.34	2,500.00	2,200.00	1,600.00	2,500.00	
0012052 5263 PAINTING	.00	10,700.00	10,700.00	7,115.00	10,700.00	
0012052 5269 BLD REP/MA	1,999.58	2,000.00	2,000.00	1,300.00	2,000.00	
0012052 5279 EQUIP SVCE	4,000.00	4,000.00	4,000.00	3,474.00	4,000.00	
0012052 5299 MISC CONT	2,755.18	3,400.00	3,400.00	3,275.34	3,400.00	
0012062 5266 PAV REP	.00	2,000.00	2,000.00	.00	2,000.00	
0012062 5269 BLD REP/MA	.00	1,200.00	1,200.00	.00	1,200.00	
0012062 5279 EQUIP REP	.00	800.00	800.00	.00	800.00	
0012062 5299 MISC CONT	917.70	1,750.00	1,750.00	1,497.70	1,750.00	
0012072 5213 TELE	.00	1,000.00	1,000.00	.00	1,000.00	
0012072 5221 ELEC CHGS	2,189.18	2,800.00	2,800.00	2,442.21	2,800.00	
0012072 5223 HEAT FUEL	1,763.87	1,900.00	1,900.00	1,330.42	1,900.00	
0012072 5224 W/S	182.00	400.00	400.00	221.00	400.00	
0012072 5266 PAVED AREA	.00	3,500.00	3,500.00	.00	3,500.00	
0012072 5269 BLD REP/MA	.00	2,000.00	1,950.00	.00	2,000.00	
0012072 5279 EQ MAINT	1,149.00	400.00	400.00	395.00	400.00	
0012072 5299 MISC CONT	555.20	600.00	650.00	619.70	600.00	
0012082 5213 TELE	617.20	1,000.00	1,000.00	606.43	1,000.00	
0012082 5221 ELEC CHGS	3,898.65	4,800.00	4,800.00	4,005.15	5,500.00	

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

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| NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2016 FY 2016 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

FACILITIES	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2016 Adopted	COMMENT
0012082 5223 HEAT FUEL	2,698.55	2,850.00	2,850.00	2,515.06	2,850.00	
0012082 5224 W/S CHGS	263.00	800.00	800.00	218.00	800.00	
0012082 5262 ELEC REP	.00	.00	1,200.00	1,093.03	.00	
0012082 5266 PAVED AREA	3,750.00	.00	.00	.00	.00	
0012082 5269 BLD REP/MA	7,523.65	12,500.00	12,500.00	11,973.99	9,500.00	
0012082 5279 EQUIP REP	.00	1,000.00	1,000.00	.00	1,000.00	
0012082 5299 MISC CONT	897.40	1,000.00	1,000.00	542.70	1,000.00	
0012092 5221 ELEC CHGS	6,901.34	8,000.00	8,000.00	6,791.93	9,300.00	
0012092 5223 HEAT FUEL	2,966.67	8,000.00	8,000.00	3,138.07	8,000.00	
0012092 5224 AWATER	1,647.64	1,500.00	1,500.00	1,386.93	1,500.00	
0012092 5279 EQUIP REP	848.20	1,000.00	1,000.00	197.50	1,000.00	
0012092 5299 MISC CONT	391.15	2,500.00	10,500.00	8,418.50	2,500.00	
0012132 5221 ELEC CHGS	23,077.21	28,000.00	22,550.00	17,002.51	29,500.00	
0012132 5223 HEATG FUEL	20,635.12	28,000.00	28,000.00	18,145.35	26,000.00	
0012132 5224 WATER/SEW	1,647.76	4,300.00	1,000.00	911.15	4,300.00	
0012132 5262 ELEC RFRS	.00	8,000.00	8,000.00	.00	8,000.00	
0012132 5263 PAINTING	.00	10,000.00	10,000.00	.00	.00	
0012132 5269 BLD RPR/MA	.00	2,800.00	2,800.00	.00	2,800.00	
0012132 5279 MAINT/RPRS	450.00	1,000.00	1,400.00	1,370.00	1,800.00	
0012132 5299 CONTRACTUL	6,266.63	5,000.00	4,425.00	3,036.00	5,000.00	
0012152 5221 ELEC CHGS	25,210.04	29,750.00	41,200.00	40,597.73	39,000.00	
0012152 5223 HEATG FUEL	8,979.02	16,500.00	16,500.00	7,524.69	17,500.00	
0012152 5224 WATER/SEW	399.00	4,200.00	1,000.00	936.00	4,200.00	
0012152 5266 PAVED AREA	750.00	.00	.00	.00	.00	
0012152 5279 MAINT/RPRS	.00	.00	500.00	440.00	1,000.00	
0012152 5299 CONTRACTUL	1,445.89	4,000.00	3,675.00	3,644.83	4,000.00	
0012172 5224 WATER/SEW	.00	.00	197.25	197.25	.00	
TOTAL CONTRACTUAL SERVICES	552,449.74	857,970.00	859,170.00	602,902.75	914,020.00	

3 SUPPLIES AND MATERIALS

0012013 5311 CONSTR MAT	473.74	1,000.00	500.00	.00	1,000.00	
0012013 5312 HDWR/PLMB	1,961.60	3,400.00	3,200.00	3,043.72	3,600.00	
0012013 5313 PAINT. S/P	421.36	12,300.00	9,800.00	1,986.37	11,800.00	
0012013 5319 BLDG/GRN S	5,079.13	300.00	3,800.00	3,613.83	3,000.00	
0012013 5340 HSEHLD MAT	7,254.61	7,200.00	7,200.00	7,044.49	7,600.00	
0012013 5399 SUPP/MAT	3,101.08	200.00	1,000.00	606.57	2,000.00	
0012023 5309 ACTP SUPP	361.70	1,400.00	300.00	229.25	1,400.00	
0012023 5311 CONSTR MAT	.00	500.00	500.00	35.96	800.00	
0012023 5312 HDWR/PLMB	2,586.97	2,800.00	2,000.00	1,973.60	2,800.00	
0012023 5313 PAINT SUPP	189.92	4,800.00	4,125.00	321.70	4,800.00	
0012023 5319 GRND/BLDG	3,455.43	4,000.00	4,000.00	3,860.83	4,000.00	
0012023 5340 HSEHLD MAT	4,432.83	5,200.00	4,600.00	3,607.61	5,200.00	

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

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PROJECTION: 2016 FY 2016 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

FACILITIES	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2016 Adopted	COMMENT
0012023 5389 SUPP	.00	1,000.00	.00	.00	.00	
0012023 5399 SUPP/MAT	474.57	.00	1,000.00	627.07	1,000.00	
0012033 5311 CONSTR MAT	.00	1,100.00	600.00	590.12	1,100.00	
0012033 5312 HDWR/PLMB	1,097.75	1,500.00	2,500.00	2,305.71	1,500.00	
0012033 5313 PAINT SUPP	109.98	500.00	1,150.00	1,105.64	900.00	
0012033 5319 BLDG REP	3,535.29	2,500.00	3,325.00	3,290.90	2,500.00	
0012033 5340 HSHLD MAT	4,656.74	4,800.00	4,800.00	4,769.47	4,800.00	
0012033 5399 SUPP/MAT	1,415.31	2,200.00	2,400.00	2,352.04	2,200.00	
0012043 5303 CAR FUEL	11,947.03	7,800.00	10,800.00	10,423.24	9,300.00	
0012043 5309 AUTP SUPP	4,174.55	6,000.00	4,940.00	4,298.49	6,000.00	
0012043 5319 GRND/BLDG	6,469.34	6,500.00	10,710.00	10,681.28	6,500.00	
0012043 5361 POSTAGR	27.25	100.00	100.00	26.33	100.00	
0012043 5369 OFF/SUPP	573.18	600.00	600.00	526.56	600.00	
0012043 5395 ADA IMP	1,712.62	3,000.00	3,000.00	.00	3,500.00	
0012043 5399 MISC SUP	4,986.30	2,000.00	6,150.00	6,092.24	3,000.00	
0012053 5311 CONSTR MAT	245.67	500.00	500.00	20.51	500.00	
0012053 5312 HDWR/PLMB	2,686.20	3,000.00	3,000.00	2,388.31	3,000.00	
0012053 5313 PAINT SUPP	.00	1,250.00	700.00	87.55	1,250.00	
0012053 5319 BLDG REP	1,200.04	2,300.00	900.00	581.91	2,300.00	
0012053 5340 HSHLD SUPP	6,412.34	6,400.00	6,400.00	6,349.97	6,600.00	
0012053 5399 SUPP/MAT	1,593.69	1,700.00	1,200.00	1,062.99	1,700.00	
0012063 5313 PAINT. S/P	.00	4,000.00	1,600.00	.00	4,000.00	
0012063 5319 BLDG/GRNDS	.00	950.00	200.00	.00	950.00	
0012063 5340 HSHLD SUPP	1,786.38	1,950.00	1,950.00	1,479.37	1,950.00	
0012063 5399 SUPP/MAT	47.40	4,800.00	1,800.00	570.40	4,800.00	
0012073 5311 CONSTR SUP	.00	1,600.00	1,600.00	47.98	1,600.00	
0012073 5312 HDWR/PLMB	390.79	400.00	400.00	381.71	400.00	
0012073 5319 BLDG/GRNDS	1,149.96	5,000.00	5,000.00	137.05	5,000.00	
0012073 5340 HSHLD SUPP	588.61	590.00	640.00	592.60	590.00	
0012073 5399 MISC SUP	.00	.00	.00	.00	500.00	
0012083 5312 HDWR/PLMB	1,110.03	1,200.00	1,200.00	936.64	1,200.00	
0012083 5319 BLDG SUP	453.35	20,000.00	18,800.00	9,065.59	1,000.00	
0012083 5340 HSHLD SUPP	598.85	1,600.00	1,600.00	1,279.40	1,600.00	
0012083 5399 MISC SUPP	.00	.00	.00	.00	500.00	
0012093 5311 CONSTR SUP	966.48	3,000.00	3,000.00	1,153.92	3,000.00	
0012093 5312 HDWR/PLMB	391.40	2,500.00	700.00	122.69	2,500.00	
0012093 5319 BLDG/GRNDS	651.28	.00	.00	.00	.00	
0012093 5340 HSHLD SUPP	974.24	1,000.00	1,000.00	914.31	1,000.00	
0012093 5399 MISC SUP	.00	.00	.00	.00	500.00	
0012133 5312 HD/PL SUPP	1,182.47	4,500.00	2,800.00	2,784.33	4,500.00	
0012133 5319 BLDG SUPP	2,112.47	2,900.00	2,900.00	2,792.02	2,900.00	
0012133 5340 HSHLD SUPP	1,399.56	1,600.00	1,600.00	1,586.08	1,600.00	
0012133 5399 SUPPLIES	273.81	2,600.00	1,600.00	1,402.81	2,600.00	
0012153 5312 PLUMB SUPP	.00	.00	1,000.00	904.87	1,500.00	

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

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PROJECTION: 2016 FY 2016 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

FACILITIES	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2016 Adepted	COMMENT
0012153 5319 BLDG SUPP	.00	.00	1,100.00	1,048.88	.00	
0012153 5340 HSHLD SUPP	1,958.75	1,900.00	1,950.00	1,883.51	1,900.00	
0012153 5399 SUPPLIES	324.81	500.00	1,000.00	996.78	800.00	
TOTAL SUPPLIES AND MATERIALS	98,997.67	160,440.00	159,240.00	113,985.20	153,240.00	
4 CHARGES & OBLIGATIONS						
0012014 5449 LC/REG/PEM	400.00	400.00	400.00	400.00	400.00	
0012024 5449 LC/REG/PEM	550.00	550.00	550.00	400.00	550.00	
0012034 5449 LIC REQS	800.00	400.00	400.00	400.00	400.00	
0012034 5469 RENTAL	.00	1,900.00	1,900.00	.00	1,900.00	
0012044 5421 MISC DUES	195.00	850.00	850.00	390.00	950.00	
0012044 5449 LC/REG/PEM	750.00	2,000.00	2,000.00	570.00	2,500.00	
0012044 5469 MISC RENT	9,725.01	15,200.00	15,045.00	11,124.72	13,000.00	
0012054 5449 LIC REQS	800.00	400.00	800.00	800.00	400.00	
0012054 5469 RENTAL	.00	2,500.00	2,100.00	.00	2,500.00	
0012084 5469 RENTALS	.00	200.00	200.00	.00	200.00	
0012134 5449 LC/REG/PEM	400.00	.00	400.00	400.00	400.00	
0012134 5499 MISC CHRGS	.00	800.00	.00	.00	.00	
0012154 5449 LC/REG/PEM	400.00	.00	555.00	555.00	400.00	
TOTAL CHARGES & OBLIGATIONS	14,020.01	25,200.00	25,200.00	15,039.72	23,600.00	
5 EQUIPMENT						
0012025 5599 MISC EQUIP	546.00	.00	609.00	538.00	1,100.00	
0012035 5547 F/R	249.21	.00	.00	.00	.00	
0012035 5548 HSE EQUIP	.00	.00	.00	.00	700.00	
0012035 5599 MISC EQUIP	329.00	10,000.00	3,170.00	.00	10,000.00	
0012045 5501 VEHICLES	94,092.79	.00	26,585.00	25,659.00	.00	
0012045 5559 MISC DP EQ	.00	.00	161.00	160.81	.00	
0012045 5599 MISC EQUIP	2,046.52	.00	4,400.00	2,987.91	.00	
TOTAL EQUIPMENT	97,263.52	10,000.00	34,925.00	30,345.72	11,800.00	
6 CAPITAL OUTLAY						
0012018 5802 HVAC	.00	.00	6,000.00	.00	4,500.00	
0012038 5806 INR REPAIR	.00	.00	2,000.00	.00	1,000.00	
0012038 5807 EXT REPAIR	.00	.00	2,200.00	.00	1,200.00	
0012118 5810 TILE/FLOOR	42,193.72	.00	.00	.00	.00	
0012118 5819 FAVG/LGHTS	54,315.01	.00	.00	.00	.00	
0012118 5825 GENERATOR	68,350.35	.00	.00	.00	.00	

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

06/30/2015 16:07		Barnstable County						
		NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS						
PROJECTION: 2016		FY 2016 COUNTY BUDGET				FOR PERIOD 12		
ACCOUNTS FOR:								
FACILITIES			2014	2015	2015	2015	2016	
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	Adopted	COMMENT
0012118	5840	LAB F/CSWK	2,500.00	.00	.00	.00	.00	
0012118	5841	1ST FL FNS	75,401.98	.00	.00	.00	.00	
0012118	5842	2ND FL FNS	52,522.79	.00	.00	.00	.00	
0052018	5802	HVAC	.00	4,500.00	4,500.00	.00	.00	
0052018	5817	WINDOW REP	21,895.00	40,000.00	48,715.00	3,800.00	60,000.00	
0052018	5820	FAN COIL	.00	.00	9,025.00	3,654.57	.00	
0052018	5853	CEILING	25,986.38	.00	18,116.62	.00	.00	
0052028	5815	DRIVENAY	2,335.00	.00	3,771.33	.00	.00	
0052028	5818	FIRE ALARM	7,875.00	.00	9,025.00	.00	.00	
0052038	5801	ROOF REPLC	8,900.00	.00	399,535.29	.00	.00	
0052038	5802	HVAC-SUP	.00	220,000.00	220,000.00	.00	259,000.00	
0052038	5803	ELV/AC RMP	12,641.00	.00	34,759.00	.00	.00	
0052038	5806	INT RENOV	15,000.00	1,000.00	1,000.00	.00	.00	
0052038	5807	EST RENOV	.00	1,200.00	211,200.00	.00	.00	
0052038	5811	ELECTR IMP	9,346.00	.00	18,154.25	8,802.90	.00	
0052038	5817	WINDOW REP	.00	.00	33,003.99	.00	.00	
0052038	5852	INSULATION	.00	.00	9,009.00	.00	.00	
0052038	5853	CEILING	.00	.00	35,000.00	.00	.00	
0052048	5805	ADA IMP	.00	7,500.00	20,306.22	9,220.00	.00	
0052048	5810	FLOOR	11,339.00	40,000.00	61,874.00	.00	.00	
0052048	5815	PAVE RPR	29,075.88	425,000.00	648,171.53	.00	165,000.00	
0052048	5829	REDESIGN	.00	.00	.00	.00	250,000.00	
0052048	5859	SDWLKS	47,500.00	60,000.00	60,000.00	.00	.00	
0052048	5862	NEW LOCKS	.00	65,000.00	65,000.00	.00	.00	
0052058	5802	HVAC	.00	15,000.00	33,287.39	.00	.00	
0052058	5803	ELV/AC RMP	.00	.00	4,828.10	.00	.00	
0052058	5810	FLR/CRPT	3,204.50	10,000.00	15,422.71	.00	.00	
0052058	5811	ELECTR IMP	2,029.94	2,000.00	32,004.06	.00	.00	
0052058	5817	WINDW REPL	.00	.00	.00	.00	150,000.00	
0052058	5826	REGSHED	.00	140,000.00	140,000.00	.00	.00	
0052058	5830	EPOXY	.00	.00	.00	.00	15,000.00	
0052058	5858	FIRBSC	15,486.00	.00	45,014.00	.00	.00	
0052078	5815	PAVING	1,680.73	.00	56,292.27	.00	.00	
0052078	5856	BARN	18,077.56	.00	51,671.81	4,436.41	.00	
0052078	5857	FARMSAR	20,831.38	.00	47,294.36	24,019.93	.00	
0052088	5808	BLD ADOTN	.00	.00	.00	.00	72,500.00	
0052088	5812	GATES	.00	.00	.00	.00	12,000.00	
0052088	5815	PAVING	17,207.00	.00	2,793.00	1,905.36	.00	
0052098	5801	ROOF REPLC	.00	85,000.00	85,000.00	.00	.00	
0052138	5801	ROOF REPLC	8,445.80	70,000.00	146,072.74	.00	.00	
0052138	5805	ADA IMPRV	45,704.05	.00	39,295.95	15,602.54	.00	
0052138	5817	WIND OLD J	27,882.42	.00	177,123.82	1,057.61	.00	
0052138	5818	FIRE OLD J	.00	.00	13,900.00	.00	.00	
0052138	5855	PAINTING	6,195.28	.00	22,654.72	.00	.00	

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

06/30/2015 16:07		Barnstable County					
		NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS					
PROJECTION: 2016		FY 2016 COUNTY BUDGET				FOR PERIOD 1	
ACCOUNTS FOR:							
FACILITIES		2014	2015	2015	2015	2016	
		ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	Adopted	COMMENT

0052168	5801	ROOF REPLA	.00	.00	.00	.00	60,000.00
0052168	5802	HVAC	.00	.00	.00	.00	30,000.00
TOTAL CAPITAL OUTLAY		653,921.77	1,194,200.00	2,833,021.16	72,499.32		1,090,200.00

9	FRINGES						

0012049	5981	CONTRIB RE	165,603.56	196,143.00	196,143.00	196,143.00	215,758.00
0012049	5983	GRP INS	170,850.67	212,252.00	212,252.00	170,051.25	203,785.00
0012049	5984	MEDICARE	13,918.96	15,405.00	15,405.00	13,506.83	15,636.00
TOTAL FRINGES		358,373.19	423,800.00	423,800.00	379,701.08		435,179.00
TOTAL FACILITIES		2,788,629.76	3,644,738.00	5,308,484.16	2,216,807.63		3,649,082.00

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Cooperative Extension Service

MISSION STATEMENT:

The mission of Cape Cod Cooperative Extension is to improve the health and well-being of youth, families and communities; conserve and enhance natural and marine resources; and strengthen agriculture and food systems. Extension links the Massachusetts land grant university with a larger community of people to address issues of fundamental importance to the people of Barnstable County.

Cape Cod Cooperative Extension is the education department for Barnstable County. CCCE educates the public on topics as diverse as deer ticks to water quality and much, much more. CCCE is part of national educational system, developed to convey research-based knowledge from Land Grant Universities (in CCCE's case, UMASS Amherst), to the general public. This national outreach system was mandated by the Smith-Lever Act in Congress in 1914.

Educational programs focus on agriculture, marine resources, horticulture, aquaculture, natural resources, water quality, recycling, household hazardous waste, nutrition, food safety, youth development and environmental education issues facing the county. Extension programs are conducted in Barnstable County in cooperation with the staff at the University of Massachusetts, and The Woods Hole Oceanographic Institution-Sea Grant program.

Extension staff plan and conduct programs based on local needs and interests. Volunteer advisory groups work with staff on developing specific programs. Local citizens, appointed by the County Commissioners, serve as County Extension trustees, advising the overall program.

The Extension staff serve as a direct link with the University of Massachusetts and the Woods Hole Oceanographic Institution-Sea Grant programs, where new research findings are translated into practical applications to be shared with people and community officials through workshops, conferences, field demonstrations, technical assistance, newspaper articles, radio and television and the internet. Publications, such as regular newsletters, and booklets, fact sheets, and home study courses bring information directly to those who want and need it. Over 450 volunteers complement and extend staff efforts, contributing their time and expertise to Extension in Barnstable County.

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

PROGRAM: COUNTY SERVICES

SUB-PROGRAM: COOPERATIVE EXTENSION SERVICES

EXPENDITURES:

GROUP	EXPENDED FY2014	APPROVED BUDGET FY2015	APPROVED BUDGET FY2016	%
				CHANGE
Salaries & Wages	\$ 895,082	\$ 1,112,646	\$ 1,196,104	7.5%
Contractual Services	193,271	212,396	212,396	0.0%
Supplies & Materials	85,278	67,700	67,700	0.0%
Charges & Obligations	80,845	57,650	57,650	0.0%
Equipment	55,343	7,000	13,000	85.7%
<i>subtotal</i>	<i>\$ 1,309,819</i>	<i>\$ 1,457,392</i>	<i>\$ 1,546,850</i>	<i>6.1%</i>
Fringes	379,565	466,873	534,079	14.4%
Capital Improvements	-	-	250,000	-
TOTAL BUDGET	\$ 1,689,384	\$ 1,924,265	\$ 2,330,929	21.1%

FUNDING SOURCES:

GROUP	EXPENDED FY2014	APPROVED BUDGET FY2015	APPROVED BUDGET FY2016	%
				CHANGE
County General Funds	\$ 1,399,291	\$ 1,619,821	\$ 1,673,267	3.3%
Grant Funds	210,925	215,847	319,065	47.8%
Department Revenues	79,168	88,597	88,597	0.0%
Bond Funds	-	-	250,000	100.0%
License Plate Funds	-	-	-	-
Other Funds	-	-	-	-
TOTAL SOURCES	\$ 1,689,384	\$ 1,924,265	\$ 2,330,929	21.1%

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Cooperative Extension Service

PERSONNEL SCHEDULE

POSITION	TOTAL POSITION	BUDGET \$
Cooperative Extension Director	.5	
Admin. Assistant/ Media Development	.33	
Admin. Assistant	.8	
Admin. Assistant	1.0	
Deputy Director		
<i>TOTALS</i>		
Ext. Special Projects Coordinator	1.0	
Ext. Educator – 4H/ Youth/Family	1.0	
Ext. Educator – Nutrition	.5	
4-H Youth Family Education Specialist	1.0	
Household Hazardous Waste Asst.	.667	
Solid Waste Reduction Coordinator	1.0	<i>Grant</i>
Ext. Program Assistant	1.0	
<i>TOTALS</i>		
Ext. Educator – Marine	1.0	
Education Specialist – Marine Resources	1.0	
Aquaculture Specialist	1.0	
Marine Program Specialist	1.0	
Coastal Processes Specialist	1.0	
<i>TOTALS</i>		
Extension Educator – Landscape/Nursery	1.0	
Administrative Assistant	1.0	
Cooperative Extension Director	.5	
Lyme Disease Specialist	1.0	
<i>TOTALS</i>		
TOTAL BUDGETED SALARIES		\$1,196,104

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

06/30/2015 16:07 | Barnstable County
 | NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2016 FY 2016 COUNTY BUDGET

FOR PERIOD

ACCOUNTS FOR:

			2014	2015	2015	2015	2016
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	Adapted COMME
0	UNDEFINED						
2229	5100	SAL-REG	1,380.00	.00	1,380.00	1,380.00	1,380.00
2229	5983	GRP INSUR	366.66	.00	368.35	368.35	367.00
2229	5984	MED	20.00	.00	18.32	18.32	20.00
2240	5100	SAL-REG	.00	.00	11,539.56	5,274.64	6,265.00
2240	5299	CONTRACTUL	.00	.00	5,000.00	.00	.00
2240	5983	GRP INSUR	.00	.00	2,923.12	1,145.22	1,778.00
2240	5984	MED	.00	.00	167.32	70.92	96.00
2246	5100	SALARIES	.00	.00	49,365.07	51,561.50	52,502.00
2246	5213	PHONES	.00	.00	612.00	558.14	.00
2246	5282	IN-ST TRAV	.00	.00	2,875.00	2,155.34	2,875.00
2246	5981	RETMNT	.00	.00	9,428.73	8,290.04	11,183.00
2246	5982	W/C	.00	.00	1,974.60	121.10	.00
2246	5983	GRP INSUR	.00	.00	5,627.62	5,965.15	10,646.00
2246	5984	MEDICARE	.00	.00	715.79	717.64	761.00
2246	5989	FRINGES	.00	.00	1,540.19	115.73	.00
TOTAL UNDEFINED			1,766.66	.00	93,535.67	77,742.09	87,873.00
1	SALARIES & WAGES						
0012301	5100	SALARY PER	131,154.48	144,708.00	144,708.00	134,933.76	147,462.00
0012301	5100	0181 SAL-REG	.00	.00	26,000.00	.00	.00
0012311	5100	SALARY PER	341,685.19	404,067.00	404,067.00	343,894.33	319,757.00
0012311	5101	0188 SAL-MTCH	753.78	.00	.00	760.50	.00
0012321	5100	SALARY PER	175,516.41	235,148.00	235,148.00	149,966.58	264,118.00
0012321	5101	0129 SAL-MTCBAR	.00	.00	.00	2,601.91	.00
0012321	5101	0130 SAL-MTC PT	.00	.00	.00	2,601.99	.00
0012321	5101	0187 SAL-MTCH	9,907.31	.00	.00	.00	.00
0012321	5101	0189 SAL-MTCH	14,007.30	.00	.00	59,090.50	.00
0012321	5101	0191 SAL-MTCH	.00	.00	.00	3,014.09	.00
0012331	5100	SALARY PER	220,677.76	223,173.00	223,173.00	218,842.21	293,573.00
0012331	5100	0023 SALARY PER	.00	.00	16,455.00	.00	.00
0012331	5101	0200 SAL-MTCH	.00	.00	.00	752.00	.00
1022301	5100	SALARIES	.00	105,550.00	.00	.00	111,047.00
TOTAL SALARIES & WAGES			893,702.23	1,112,646.00	1,049,551.00	916,457.87	1,135,957.00
2	CONTRACTUAL SERVICES						
0012302	5213	TELE	5,047.78	5,500.00	5,500.00	5,799.19	5,500.00
0012302	5239	PROP SRVC	4,360.00	2,500.00	2,200.00	1,724.94	2,500.00

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

06/30/2015 16:07 | Barnstable County
| NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2016 FY 2016 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

			2014	2015	2015	2015	2016	
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	Adopted	COMMENT
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0012302	5241	ED OF EMP	3,644.25	2,000.00	2,300.00	2,214.50	2,000.00	
0012302	5271	VEHICLE RE	1,606.73	5,000.00	5,000.00	138.89	5,000.00	
0012302	5279	EQ MAINT	970.39	6,000.00	6,000.00	-83.85	6,000.00	
0012302	5281	OOS TRAV	1,693.36	1,500.00	1,855.40	1,855.40	2,000.00	
0012302	5282	IST TRAV	19.40	2,000.00	1,644.60	370.92	2,000.00	
0012302	5295	0181 PRTO/COPYG	5,860.00	.00	4,480.00	.00	.00	
0012302	5298	0181 MISC CONTR	.00	.00	5,000.00	.00	.00	
0012302	5299	0103 BUYLOCAL	9,685.89	10,000.00	19,476.05	5,511.83	10,000.00	
0012302	5299	0181 CONTRACTIL	.00	.00	20,000.00	.00	.00	
0012312	5239	PROF SRVC	31,500.00	34,000.00	30,126.00	23,123.75	36,500.00	
0012312	5282	IST TRAV	6,118.25	9,927.00	9,927.00	4,871.37	7,052.00	
0012312	5291	ADVETISE	6,964.33	7,000.00	8,400.00	8,160.67	7,000.00	
0012312	5295	PRINT/COPY	9,410.44	8,000.00	8,450.00	8,151.18	8,000.00	
0012322	5239	PROF SRVC	45,568.97	50,000.00	50,000.00	41,102.04	50,000.00	
0012322	5241	ED OF RE'S	75.00	.00	.00	.00	.00	
0012322	5279	EQUIP SVCE	.00	1,000.00	1,000.00	.00	1,000.00	
0012322	5282	IST TRAV	2,413.95	4,024.00	4,024.00	2,446.79	4,024.00	
0012322	5294	SHIPPING	2,257.31	3,000.00	3,000.00	2,116.09	3,000.00	
0012322	5299	0027 SHELLFISH	35,756.49	30,000.00	143,837.51	30,911.65	30,000.00	
0012332	5213	TELR	750.00	750.00	750.00	257.48	750.00	
0012332	5221	ELBC CHGS	120.00	500.00	500.00	260.09	500.00	
0012332	5239	PROF SRVC	7,446.78	10,000.00	10,000.00	3,541.50	10,000.00	
0012332	5239	0200 PRP/TCH SV	.00	.00	1,525.00	1,488.20	.00	
0012332	5282	IST TRAV	2,119.05	4,695.00	4,695.00	1,860.85	4,695.00	
0012332	5299	0029 LVMEDISEAS	9,883.09	15,000.00	58,090.87	14,482.78	12,000.00	
TOTAL CONTRACTUAL SERVICES			193,271.46	212,396.00	407,781.43	160,306.26	209,521.00	
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3	SUPPLIES AND MATERIALS							
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0012303	5303	GAS/FUEL	8,925.00	8,000.00	8,000.00	7,800.00	8,000.00	
0012303	5309	AUTO SUPP	1,841.53	1,500.00	1,420.00	399.31	1,500.00	
0012303	5320	FOOD SUPP	281.04	750.00	750.00	.00	750.00	
0012303	5340	HSULD SUPP	271.10	250.00	330.00	330.00	250.00	
0012303	5361	POSTAGE	4,406.91	7,000.00	7,000.00	3,763.19	7,000.00	
0012303	5361	0181 POSTAGE	23,256.00	.00	544.00	.00	.00	
0012303	5363	REF LAW BK	116.72	500.00	700.00	530.60	500.00	
0012303	5369	OFF SUPPLY	5,604.47	5,500.00	5,500.00	5,315.52	5,500.00	
0012303	5399	SUPP/MAT	1,720.45	2,000.00	2,000.00	1,942.53	2,000.00	
0012313	5391	ED SUPPLY	6,707.20	9,000.00	9,000.00	7,739.49	9,000.00	
0012313	5399	0104 SUPPLIES	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	
0012323	5391	ED SUPPLY	2,000.00	2,000.00	2,000.00	1,756.83	2,000.00	
0012323	5399	MISC SUP	19,000.00	20,000.00	20,000.00	15,179.24	20,000.00	
0012333	5391	ED SUPPLY	1,194.14	1,200.00	1,200.00	339.25	1,200.00	

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

06/30/2015 16:07 | Barnstable County
| NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2016 FY 2016 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

			2014	2015	2015	2015	2016	
COOPERATIVE EXTENSION			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	Adopted	COMMENT
0012333	5399	MISC MAT	3,953.56	4,000.00	4,000.00	2,311.35	4,000.00	
TOTAL SUPPLIES AND MATERIALS			85,278.12	67,700.00	68,444.00	53,407.31	67,700.00	
4 CHARGES & OBLIGATIONS								
0012304	5421	ASSOC DUES	.00	850.00	850.00	175.00	850.00	
0012304	5429	SUBS	552.00	500.00	1,750.00	1,164.00	500.00	
0012304	5449	LC/RBG/PEM	160.00	300.00	300.00	160.00	300.00	
0012304	5469	MISC RENTL	5,668.00	5,000.00	3,750.00	1,535.06	5,000.00	
0012304	5499	MISC CHRGS	13.96	.00	.00	.00	.00	
0012314	5489	0104 HAZWAST	1,257.42	.00	2,427.58	17.64	.00	
0012324	5462	0040 BLDG RENT	.00	1,000.00	1,000.00	.00	1,000.00	
0012334	5490	0030 MINI GRNT	26,500.00	25,000.00	25,000.00	25,000.00	25,000.00	
0012334	5490	0031 FOREST	46,693.25	25,000.00	69,059.45	45,033.85	25,000.00	
TOTAL CHARGES & OBLIGATIONS			80,844.63	57,650.00	104,137.03	73,085.55	57,650.00	
5 EQUIPMENT								
0012305	5501	VEHICLES	51,295.00	.00	.00	.00	.00	
0012305	5559	MISC DP EQ	3,189.06	3,000.00	3,000.00	2,960.32	3,000.00	
0012305	5599	MISC EQUIP	610.29	4,000.00	6,474.00	5,797.58	4,000.00	
0012325	5599	MISC EQUIP	.00	.00	.00	.00	6,000.00	
0012335	5599	0029 MISC EQ	249.00	.00	6,662.59	.00	.00	
TOTAL EQUIPMENT			55,343.35	7,000.00	16,136.59	8,757.90	13,000.00	
8 CAPITAL OUTLAY								
0052308	5864	CONS REST	.00	.00	.00	.00	250,000.00	
TOTAL CAPITAL OUTLAY			.00	.00	.00	.00	250,000.00	
9 FRINGES								
0012309	5981	CONTRIB RE	158,773.65	187,286.00	187,286.00	178,828.87	194,832.00	
0012309	5983	GRP INS	200,085.95	213,120.00	213,120.00	199,047.45	243,978.00	
0012309	5984	MEDICARE	9,224.34	11,170.00	11,170.00	8,904.63	10,461.00	
0012319	5983	0188 GRP INSUR	218.75	.00	.00	216.38	.00	
0012319	5984	0188 MEDICARE	9.39	.00	.00	9.50	.00	
0012329	5981	0189 RETMNT	2,575.39	.00	.00	8,931.85	.00	
0012329	5982	0189 W/C	560.29	.00	.00	1,870.55	.00	
0012329	5983	0129 GRP INSUR	.00	.00	.00	667.14	.00	

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

06/30/2015 16:07 | Barnstable County
| NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2016 FY 2016 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

				2014	2015	2015	2015	2016
				ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	Adopted COMMENT

0012329	5983	0130	GRP INSUR	.00	.00	.00	667.24	.00
0012329	5983	0187	GRP INSUR	3,166.60	.00	.00	.00	.00
0012329	5983	0189	GRP INSUR	3,707.86	.00	.00	14,363.72	.00
0012329	5983	0191	GRP INSUR	.00	.00	.00	763.49	.00
0012329	5984	0129	MEDICARE	.00	.00	.00	34.38	.00
0012329	5984	0130	MEDICARE	.00	.00	.00	34.40	.00
0012329	5984	0107	MED	133.40	.00	.00	.00	.00
0012329	5984	0189	MED	104.99	.00	.00	796.59	.00
0012329	5984	0191	MED	.00	.00	.00	40.00	.00
0012329	5989	0189	FRINGES	437.03	.00	.00	1,459.03	.00
1022309	5981		RETMT	.00	20,839.00	.00	.00	22,923.00
1022309	5982		WORK COMP	.00	4,061.00	.00	.00	4,061.00
1022309	5983		GRP INS	.00	25,524.00	.00	.00	28,076.00
1022309	5984		MEDICARE	.00	1,593.00	.00	.00	1,607.00
1022309	5989		FRINGES	.00	3,290.00	.00	.00	3,290.00
TOTAL FRINGES				379,177.64	466,873.00	411,576.00	416,625.22	509,228.00
TOTAL COOPERATIVE EXTENSION				1,689,384.09	1,924,265.00	2,151,161.72	1,706,382.20	2,330,929.00

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Registry of Deeds

MISSION STATEMENT:

The Mission of the Registry of Deeds is to receive for recording, indexing and reproduction all documents purporting to affect the title of real property in Barnstable County as required under the General Laws of the Commonwealth of Massachusetts.

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

PROGRAM: COUNTY SERVICES

SUB-PROGRAM: REGISTRY OF DEEDS

EXPENDITURES:

GROUP	EXPENDED FY2014	APPROVED BUDGET FY2015	APPROVED BUDGET FY2016	% CHANGE
Salaries & Wages	\$ 1,651,104	\$ 1,799,993	\$ 1,754,632	-2.5%
Contractual Services	129,948	185,000	176,000	-4.9%
Supplies & Materials	22,352	32,000	30,000	-6.3%
Charges & Obligations	4,265	3,560	4,385	23.2%
Equipment	5,635	10,750	8,250	-23.3%
<i>subtotal</i>	\$ 1,813,304	\$ 2,031,303	\$ 1,973,267	-2.9%
Fringes	670,224	766,442	799,972	4.4%
Capital Improvements	-	-	-	
TOTAL BUDGET	\$ 2,483,528	\$ 2,797,745	\$ 2,773,239	-0.9%

FUNDING SOURCES:

GROUP	EXPENDED FY2014	APPROVED BUDGET FY2015	APPROVED BUDGET FY2016	% CHANGE
County General Funds	\$ -	\$ -	\$ 298,239	
Grant Funds	-	-	-	
Department Revenues	2,483,528	2,797,745	2,475,000	-11.5%
Bond Funds	-	-	-	
License Plate Funds	-	-	-	
Other Funds	-	-	-	
TOTAL SOURCES	\$ 2,483,528	\$ 2,797,745	\$ 2,773,239	-0.9%

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Registry of Deeds

PERSONNEL SCHEDULE

POSITION	TOTAL POSITION	BUDGET \$
Register of Deeds	1.0	
Assistant Register of Deeds	1.0	
Executive Administrator Assistant	1.0	
Registry Finance Assistant	1.0	
<i>TOTALS</i>		<i>\$373,768</i>
Supervisor	1.0	
Coordinator	1.0	
Land Court Clerk	1.0	
<i>TOTALS</i>		<i>\$723,857</i>

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Registry of Deeds

PERSONNEL SCHEDULE (cont'd)

POSITION	TOTAL POSITION	BUDGET \$
Supervisor	1.0	
Coordinator	1.0	
Coordinator	1.0	
Recording Clerk	1.0	
TOTALS		\$591,160
Coordinator	1.0	
Copy Clerk	1.0	
TOTALS		\$65,847
TOTAL BUDGETED SALARIES		\$1,754,632

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

06/30/2015 16:07 | Barnstable County
| NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2016 FY 2016 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

REGISTRY OF DEEDS	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2016 Adopted COMMENT
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1 SALARIES & WAGES

0012401 5100 SALARY PER	346,867.76	348,879.00	348,879.00	339,338.49	363,988.00
0012401 5151 LONG	10,200.00	11,200.00	11,200.00	9,800.00	9,800.00
0012411 5100 SALARY PER	702,785.65	706,130.00	706,130.00	694,077.74	723,857.00
0012421 5100 SALARY PER	512,820.98	581,811.00	581,811.00	510,531.24	591,160.00
0012431 5100 SALARY PER	78,429.77	151,973.00	151,973.00	35,446.46	65,847.00
TOTAL SALARIES & WAGES	1,651,104.16	1,799,993.00	1,799,993.00	1,529,193.93	1,754,632.00

2 CONTRACTUAL SERVICES

0012402 5213 TELE	3,919.07	4,000.00	4,000.00	3,072.74	4,000.00
0012402 5239 PROF SRVC	15,134.51	32,500.00	32,500.00	19,881.75	28,500.00
0012402 5279 EQUIP SVCE	12,926.66	17,000.00	17,000.00	7,208.70	16,000.00
0012402 5282 IST TRAV	502.13	750.00	750.00	323.20	750.00
0012432 5239 PROF SRVC	96,506.89	129,000.00	129,000.00	114,540.29	125,000.00
0012432 5294 SHIPPING	24.09	750.00	750.00	415.05	750.00
0012432 5295 PRINT/COPY	934.70	1,000.00	1,000.00	478.18	1,000.00
TOTAL CONTRACTUAL SERVICES	129,948.05	185,000.00	185,000.00	145,919.91	176,000.00

3 SUPPLIES AND MATERIALS

0012403 5361 POSTAGE	2,137.16	3,500.00	3,500.00	1,331.33	3,000.00
0012403 5369 OFF SUPPLY	10,324.36	13,500.00	13,500.00	6,820.57	13,000.00
0012403 5399 SUPPLIES	9,890.09	15,000.00	15,000.00	9,032.42	14,000.00
TOTAL SUPPLIES AND MATERIALS	22,351.61	32,000.00	32,000.00	17,184.32	30,000.00

4 CHARGES & OBLIGATIONS

0012404 5421 ASSOC DUES	.00	80.00	85.00	85.00	85.00
0012404 5429 SUBS	4,265.06	2,500.00	5,500.00	5,491.00	4,300.00
0012404 5463 EQUIP RENT	.00	.00	24,790.00	.00	.00
TOTAL CHARGES & OBLIGATIONS	4,265.06	3,560.00	30,375.00	5,576.00	4,385.00

5 EQUIPMENT

0012405 5559 MISC DP EQ	.00	5,000.00	5,000.00	.00	2,500.00
0012405 5599 MISC EQUIP	5,635.00	5,750.00	5,750.00	4,058.00	5,750.00
TOTAL EQUIPMENT	5,635.00	10,750.00	10,750.00	4,058.00	8,250.00

9 FRINGES

0012409 5981 CONTRIB RE	279,035.63	331,595.00	331,595.00	331,595.00	364,755.00
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BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

06/30/2015 16:07 | Barnstable County
| NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2016 FY 2016 COUNTY BUDGET FOR PERIOD 12

ACCOUNTS FOR:

REGISTRY OF DEEDS	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2016 Adopted COMMENT
0012409 5983 GRP INS	371,851.22	410,242.00	410,242.00	327,108.35	410,242.00
0012409 5984 MEDICARE	19,336.73	24,605.00	24,605.00	18,343.08	24,975.00
TOTAL FRINGES	670,223.58	766,442.00	766,442.00	677,046.43	799,972.00
TOTAL REGISTRY OF DEEDS	2,483,527.46	2,797,745.00	2,824,560.00	2,378,978.59	2,773,239.00

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

County Dredge Service

MISSION STATEMENT:

Fiscal year 2016 will be the twentieth year of operation of the Barnstable County Dredge. In 1996 the County Dredge, the Codfish, began operating with the goal of maintaining the channels and harbors of the towns of Cape Cod. Through a \$1 million grant from Massachusetts Department of Environmental Management (DEM), the County was able to capitalize the acquisition of equipment, and pass the resulting cost savings on to the towns in the form of lower dredging rates.

The dredge is a 670 Series Dragon Model cutterhead dredge built by Ellicott International. The dredge is capable of dredging to a depth of 26 feet and has a rated pumping capacity of 245 cubic yards per hour. The dredge is 69 feet long and 20 feet wide. The County also owns and operates a dredge boat, the J.W. Doane, a booster pump, and a number of associated equipment.

The dredge is managed and operated by the County with input from the Dredge Advisory Committee. The Committee is comprised of the County and a representative from each of the towns. The Committee provides guidance on the operational aspects of the dredge program.

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

PROGRAM: COUNTY SERVICES

SUB-PROGRAM: COUNTY DREDGE SERVICE

EXPENDITURES:

GROUP	EXPENDED FY2014	APPROVED BUDGET FY2015	APPROVED BUDGET FY2016	% CHANGE
Salaries & Wages	\$ 345,232	\$ 328,750	\$ 493,125	50.0%
Contractual Services	56,093	102,250	179,250	75.3%
Supplies & Materials	138,106	148,500	221,500	49.2%
Charges & Obligations	105,490	80,000	115,000	43.8%
Equipment	96,537	5,000	5,000	0.0%
<i>subtotal</i>	\$ 741,458	\$ 664,500	\$ 1,013,875	52.6%
Fringes	98,835	137,937	215,129	56.0%
Capital Improvements	-	-	-	
Other Expenditures	799	226,000	468,500	107.3%
TOTAL BUDGET	\$ 841,092	\$ 1,028,437	\$ 1,697,504	65.1%

FUNDING SOURCES:

GROUP	EXPENDED FY2014	APPROVED BUDGET FY2015	APPROVED BUDGET FY2016	% CHANGE
County General Funds	\$ -	\$ -	\$ -	-
Grant Funds	-	-	-	-
Department Revenues	841,092	1,028,437	1,697,504	65.1%
Bond Funds	-	-	-	-
License Plate Funds	-	-	-	-
Other Funds	-	-	-	-
TOTAL SOURCES	\$ 841,092	\$ 1,028,437	\$ 1,697,504	65.1%

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

County Dredge Service

PERSONNEL SCHEDULE

POSITION	TOTAL POSITION
Superintendent	1.0
Captain	1.0
Leverman	1.0
Deckhand	1.0
TOTAL BUDGETED SALARIES	\$ 493,125

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

06/30/2015 16:07		Barnstable County						
		NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS						
PROJECTION: 2016		FY 2016 COUNTY BUDGET						FOR PERIOD 12
ACCOUNTS FOR:								
BUDGET		2014	2015	2015	2015		2016	
		ACTUAL	ORIG BUD	REVISED BUD	ACTUAL		Adopted	COMMENT
1 SALARIES & WAGES								
0252501	5100	SAL PERM	290,645.43	288,750.00	308,750.00	278,783.23	433,125.00	
0252501	5120	SAL OT	54,586.26	40,000.00	40,000.00	41,511.20	60,000.00	
TOTAL SALARIES & WAGES			345,231.69	328,750.00	348,750.00	320,294.43	493,125.00	
2 CONTRACTUAL SERVICES								
0252502	5213	TELE	1,200.00	4,250.00	4,250.00	987.99	4,250.00	
0252502	5239	PRP/TCH SV	5,303.00	20,000.00	17,300.00	-1,705.50	20,000.00	
0252502	5241	ED OF EE'S	.00	2,000.00	2,000.00	.00	2,000.00	
0252502	5247	REPAIRS	16,044.58	35,000.00	35,000.00	24,681.81	60,000.00	
0252502	5248	WRKBT REP	.00	.00	9,781.00	6,925.54	.00	
0252502	5249	PIPE REP	683.55	2,000.00	2,000.00	350.00	3,000.00	
0252502	5271	CAR REPAIR	4,394.13	2,000.00	2,000.00	1,335.03	2,000.00	
0252502	5279	EQUIP REP	2,470.58	20,000.00	12,919.00	4,833.31	45,000.00	
0252502	5281	OT-ST TRAV	247.38	500.00	3,500.00	3,137.19	1,500.00	
0252502	5282	IST	22,313.81	7,500.00	4,500.00	2,500.00	7,500.00	
0252502	5294	SHIPPING	15.07	2,000.00	2,000.00	.00	2,000.00	
0252502	5299	MISC CONTR	3,420.50	7,000.00	7,000.00	5,166.87	32,000.00	
TOTAL CONTRACTUAL SERVICES			56,092.60	102,250.00	102,250.00	48,212.24	179,250.00	
3 SUPPLIES AND MATERIALS								
0252503	5301	PARTS	15,747.75	10,000.00	11,040.19	9,191.96	15,000.00	
0252503	5303	VEH FUEL	94,968.37	96,000.00	96,000.00	86,980.57	144,000.00	
0252503	5369	OFF SUPP	.00	500.00	500.00	293.62	500.00	
0252503	5393	UNIFORMS	.00	2,000.00	2,000.00	.00	2,000.00	
0252503	5399	MISC SUPP	27,389.90	40,000.00	38,959.81	26,563.12	60,000.00	
TOTAL SUPPLIES AND MATERIALS			138,106.02	148,500.00	148,500.00	123,029.27	221,500.00	
4 CHARGES & OBLIGATIONS								
0252504	5421	ASSOC DUES	256.00	.00	.00	.00	.00	
0252504	5431	LIAB INS	69,287.10	70,000.00	68,516.82	68,516.82	105,000.00	
0252504	5449	LC/REG/FEM	449.57	.00	.00	.00	.00	
0252504	5469	MISC. RENT	35,497.46	10,000.00	11,800.00	6,662.56	10,000.00	
TOTAL CHARGES & OBLIGATIONS			105,490.13	80,000.00	80,316.82	75,179.38	115,000.00	
5 EQUIPMENT								
0252505	5509	DRDG PUMP	96,500.00	.00	.00	-1,411.77	.00	

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

06/30/2015 16:07 | Barnstable County
| NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2016 FY 2016 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

DREDGE			2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2016 Adopted COMMENT
0252505	5599	MISC EQUIP	37.49	5,000.00	4,683.18	.00	5,000.00
TOTAL EQUIPMENT			96,537.49	5,000.00	4,683.18	-1,411.77	5,000.00
7 OTHER EXPENDITURES & USES							
0252507	5730	RES FND	.00	75,000.00	75,000.00	75,000.00	317,500.00
0252507	5780	DBT-PRNCPL	.00	50,000.00	50,000.00	.00	75,000.00
0252507	5785	DEBT-INT	.00	100,000.00	80,000.00	.00	75,000.00
0252507	5799	UNPAID BIL	799.47	1,000.00	1,000.00	.00	1,000.00
TOTAL OTHER EXPENDITURES & U			799.47	226,000.00	206,000.00	75,000.00	468,500.00
8 CAPITAL OUTLAY							
0052508	5861	DREDGE	.00	.00	2,000,000.00	.00	.00
TOTAL CAPITAL OUTLAY			.00	.00	2,000,000.00	.00	.00
9 FRINGES							
0252509	5981	CONTRIB RE	48,304.65	74,063.00	74,063.00	74,063.00	111,095.00
0252509	5982	W/C	.00	8,000.00	8,000.00	.00	12,360.00
0252509	5983	GRP INS	45,952.38	50,943.00	50,943.00	47,971.37	84,056.00
0252509	5984	MEDICARE	4,577.48	4,931.00	4,931.00	4,412.47	7,618.00
TOTAL FRINGES			98,834.51	137,937.00	137,937.00	126,446.84	215,129.00
TOTAL DREDGE			841,091.91	1,028,437.00	3,028,437.00	765,750.39	1,697,504.00

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

HEALTH AND HUMAN SERVICES

DEPARTMENT OF HEALTH AND ENVIRONMENT
HUMAN SERVICES
CHILDREN'S COVE – CHILD ADVOCACY CENTER
COUNTY ASSISTANCE TO HUMAN SERVICE PROVIDERS

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Department of Health and Environment

MISSION STATEMENT:

The mission of the Department of Health and Environment is to protect the public health and environment and to promote the physical and mental health and wellbeing of the residents of Barnstable County.

It accomplishes this mission through the activities of its various divisions that include:

- Administration
- Public Health Nursing
- Health and Environment
- Emergency Planning
- Laboratory Services
- Septic System Loan Program Administration
- Tobacco Control
- Massachusetts Alternative Septic System Test Center

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

PROGRAM: HEALTH AND HUMAN SERVICES

SUB-PROGRAM: DEPARTMENT OF HEALTH AND THE ENVIRONMENT

EXPENDITURES:			APPROVED	APPROVED	
GROUP	EXPENDED		BUDGET	BUDGET	%
	FY2014		FY2015	FY2016	CHANGE
Salaries & Wages	\$ 1,418,531	\$	1,805,073	\$ 1,903,253	5.4%
Contractual Services	187,665		237,757	266,736	12.2%
Supplies & Materials	165,616		184,384	194,884	5.7%
Charges & Obligations	9,560		5,000	6,400	28.0%
Equipment	118,005		31,400	28,500	-9.2%
subtotal	1,899,377		2,263,614	2,399,773	6.0%
Fringes	478,496		623,536	678,753	8.9%
Capital Improvements	-		96,100	97,000	0.9%
Other Expenditures	350,000		-	-	-
TOTAL BUDGET	\$ 2,727,873	\$	2,983,250	\$ 3,175,526	6.4%

FUNDING SOURCES:			APPROVED	APPROVED	
GROUP	EXPENDED		BUDGET	BUDGET	%
	FY2014		FY2015	FY2016	CHANGE
County General Funds	\$ 1,159,398	\$	1,662,300	\$ 1,768,744	6.4%
Grant Funds	376,110		259,933	341,626	31.4%
Department Revenues	1,192,365		964,917	968,156	0.3%
Bond Funds	-		96,100	97,000	0.9%
License Plate Funds	-		-	-	-
Other Funds	-		-	-	-
TOTAL SOURCES	\$ 2,727,873	\$	2,983,250	\$ 3,175,526	6.4%

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Department of Health and Environment

Personnel Schedule

DIVISION & POSITION	PART TIME OR FULL TIME
Health Administration	
Director	Full
Administrative Supervisor	Full
Health Nurse	
Public Health Nurse	Full
Public Health Nurse Administrative Assistant	P/T (19 h/wk)
Health & Environment	
Public Health Sanitarian/ Senior Environmental Specialist	P/T (4 days/wk)
Public Health Sanitarian/ Environmental Specialist	Full
Public Health Sanitarian/ Senior Environmental Specialist	Full
Environmental Project Assistant	P/T 19.5 h/wk
Environmental Project Assistant	P/T 19 h/wk
Environmental Project Assistant	Full
Septic Innovative Alternative Septic System Tracking Assistant	P/T (19 h/wk)
Emergency Preparedness	
Emergency Preparedness Coordinator/ Deputy Director	Full
Emergency Preparedness Project Assistant	Full
Emergency Incident Management Team Coordinator	P/T (19 h/wk)
Emergency Preparedness Project Assistant	Full
Emergency Preparedness Grants	
Medical Reserve Corp. Volunteer Coordinator	Full
Health Laboratory	
Laboratory Director	Full
Chemist/Instrumentation Analyst	Full

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Department of Health and Environment

Chemist/Laboratory Analyst	Full
Chemist/Laboratory Analyst	P/T (18 h/wk)
Bacteriologist	Full
Laboratory Technician	Full

Health Laboratory (continued)

Lab/Dept. Assistant II	Full
Information Specialist/Billing Clerk	P/T (4 days/wk)
General Laboratory Assistant	Full Time
Laboratory Support Assistant	P/T (19 h/wk)

Community Septic Management Loan Program

Program Coordinator	Full
Billing/Collection Supervisor/Loan Management Assistant	Full
Billing/Collection Specialist	Full
Billing and Collections Assistant	Full

Health Tobacco

Tobacco Education Director	Full
Tobacco Health Educator	P/T (Grant dep.)

Health Temporary

Seasonal (Summer) Sanitarians (3)	F/Temp
Seasonal (Summer) Lab Assistants (2)	F/Temp
Seasonal (Summer) Beach Samplers (4)	F/Temp

Health - Septic System Test Center

Massachusetts Alternative Test Center Operator	Full
Environmental Project Assistant	Full (1 year Grant)

TOTAL BUDGETED SALARIES	\$1,903,253
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BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

06/30/2015 16:07 | Barnstable County,
| NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2016 FY 2016 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

	2014	2015	2015	2015	2015	2016
HEALTH & ENVIRONMENT	ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	ACTUAL	Adopted COMMENT

0 UNDEFINED

031	5235	LEGAL SVCS	.00	.00	.00	20,153.98	.00
031	5241	ED OF EMPL	608.25	.00	.00	.00	.00
031	5282	TRAVEL	1,332.10	.00	.00	1,249.60	.00
031	5294	SHIPPING	52.44	.00	.00	.00	.00
031	5295	PRTG/COPYG	472.95	.00	.00	2,475.95	.00
031	5299	CONTRACTUL	3,732.95	.00	.00	.00	.00
031	5361	POSTAGE	8,339.56	.00	.00	9,129.73	.00
031	5399	SUPPLIES	6,171.29	.00	.00	2,654.63	.00
031	5431	GEN LIAB	1,155.00	.00	.00	1,155.00	.00
031	5499	MISC CHRGS	679.95	.00	.00	700.00	.00
031	5547	OFF FURN	842.60	.00	.00	.00	.00
031	5559	COMP EQUIP	1,294.20	.00	.00	.00	.00
031	5790	TRANS OUT	350,000.00	.00	.00	.00	.00
2120	5100	SAL-REG	.00	57,555.00	38,809.56	38,809.56	57,555.00
2120	5241	ED OF EE'S	.00	.00	258.00	258.00	.00
2120	5242	ED NONEMPL	.00	.00	5,229.08	5,229.00	.00
2120	5299	MISC CONT	.00	.00	86,410.00	86,410.00	.00
2120	5399	SUPPLIES	.00	.00	998.91	998.91	.00
2120	5599	MISC EQUIP	.00	.00	396.75	396.75	.00
2120	5981	RETMT	.00	9,875.00	6,023.90	6,023.90	10,863.00
2120	5982	W/C	.00	2,645.00	1,261.55	1,261.55	2,645.00
2120	5983	GRP INSUR	.00	15,840.00	10,671.47	10,671.47	13,296.00
2120	5984	MED	.00	863.00	511.29	511.29	876.00
2120	5989	FRINGES	.00	2,046.00	984.01	984.01	2,046.00
2120	5990	ADM COSTS	8,815.26	.00	13,137.56	.00	.00
TOTAL UNDEFINED			383,496.55	88,824.00	164,692.00	189,073.33	87,281.00

1 SALARIES & WAGES

0013001	5100	SALARY PER	126,476.66	149,361.00	149,361.00	117,169.53	151,666.00
0013001	5101	0148 SAL-MTCH	35,627.44	.00	.00	.00	.00
0013001	5101	0193 SAL-MTCH	.00	.00	.00	28,306.94	.00
0013011	5100	SALARY PER	380,003.55	318,164.00	318,164.00	203,794.32	318,164.00
0013011	5101	0149 SAL-MTCH	.00	.00	.00	604.91	.00
0013011	5101	0199 SAL-MTCH	.00	.00	.00	5,805.56	.00
0013011	5110	SALARY TMP	60,473.75	49,500.00	49,500.00	48,136.00	49,500.00
0013021	5100	SALARY PER	518,364.48	522,863.00	522,863.00	545,186.54	607,318.00
0013021	5110	SALARY TMP	7,755.00	15,750.00	15,750.00	12,171.52	15,750.00
0013031	5100	SAL-REG	65,077.06	87,202.00	87,202.00	61,586.43	91,725.00
0013031	5101	0190 SAL-MTCH	.00	.00	.00	3,606.78	.00

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

06/30/2015 16:07		Barnstable County					
		NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS					
PROJECTION: 2016		FY 2016 COUNTY BUDGET				FOR PERIOD 12	
ACCOUNTS FOR:		2014	2015	2015	2015	2016	
HEALTH & ENVIRONMENT		ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	Adopted	COMMENT
0013071	5100 SAL-REG	.00	250,471.00	250,471.00	218,052.77	257,368.00	
0303001	5100 SAL	18,824.63	24,859.00	21,197.92	20,490.29	24,859.00	
0313001	5100 SAL-REG	205,928.03	221,104.00	221,104.00	183,063.11	221,104.00	
1033001	5100 SAL	.00	108,244.00	.00	.00	108,244.00	
TOTAL SALARIES & WAGES		1,418,530.60	1,747,518.00	1,635,612.92	1,447,974.70	1,845,698.00	
2 CONTRACTUAL SERVICES							
0013002	5213 TELE	3,500.00	3,700.00	3,700.00	3,350.00	3,700.00	
0013002	5279 EQUIP SVCE	.00	1,100.00	1,100.00	.00	1,100.00	
0013002	5282 IST TRAV	80.48	3,000.00	3,000.00	.00	3,000.00	
0013002	5291 ADVERTISE	.00	250.00	250.00	.00	250.00	
0013002	5295 PRINT/COPY	220.00	2,364.00	2,364.00	295.00	3,500.00	
0013012	5213 TELE	4,100.00	3,600.00	3,850.00	2,398.86	4,500.00	
0013012	5239 PROF SRVC	105.00	4,000.00	4,000.00	.00	4,000.00	
0013012	5241 ED OF EMP	1,015.00	5,000.00	4,450.00	2,854.97	5,000.00	
0013012	5271 VEHICLE RE	1,835.81	6,500.00	6,500.00	315.05	6,500.00	
0013012	5279 EQ MAINT	1,116.42	7,000.00	7,000.00	934.51	7,000.00	
0013012	5282 IST TRAV	24,884.03	29,434.00	29,434.00	19,727.82	32,377.00	
0013012	5294 FREIGHT	648.39	1,000.00	1,000.00	862.67	1,000.00	
0013012	5295 PRINT/COPY	326.00	500.00	500.00	75.00	500.00	
0013022	5213 TELE	1,500.00	1,700.00	3,200.00	2,660.01	1,700.00	
0013022	5239 PROF SRVC	50,312.95	62,964.00	50,964.00	48,268.83	62,964.00	
0013022	5241 ED OF EMP	427.00	500.00	500.00	274.00	500.00	
0013022	5274 REP/MN-LAB	10,731.20	28,000.00	10,700.00	4,239.26	28,000.00	
0013022	5279 EQUIP SVCE	1,152.79	5,000.00	.00	.00	5,000.00	
0013022	5281 OT-ST TRAV	1,212.46	2,300.00	1,800.00	1,618.12	2,300.00	
0013022	5282 IST TRAV	3,607.67	2,700.00	3,700.00	3,405.60	3,200.00	
0013022	5294 FREIGHT	11,301.25	2,000.00	13,000.00	12,448.95	2,500.00	
0013022	5295 PRINT/COPY	1,887.02	2,000.00	800.00	574.73	2,000.00	
0013032	5239 PROF/TECH	23,808.25	24,000.00	26,000.00	25,422.50	29,500.00	
0013032	5241 ED OF EE'S	449.00	.00	300.00	235.00	.00	
0013032	5282 IN-ST TRAV	1,486.65	2,900.00	1,900.00	900.09	2,900.00	
0013032	5294 SHIPPING	235.93	.00	900.00	503.12	.00	
0013032	5295 PRTG/COPYG	136.00	.00	.00	.00	.00	
0013072	5213 PHONES	.00	500.00	250.00	.00	500.00	
0013072	5239 PRP/TCH SV	12,450.00	15,000.00	19,060.00	16,785.00	33,000.00	
0013072	5241 ED OF EMPL	150.00	2,000.00	405.00	405.00	2,000.00	
0013072	5242 ED NONEMP	16,966.49	.00	.00	.00	.00	
0013072	5279 EQUIP REP/M	1,152.53	500.00	500.00	500.00	500.00	
0013072	5281 OT-ST TRAV	2,063.79	2,000.00	.00	.00	1,500.00	
0013072	5282 INSTAT TRA	89.65	1,000.00	.00	.00	1,000.00	
0013072	5295 PRTG/COPYG	380.00	500.00	1,000.00	888.75	500.00	

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

06/30/2015 16:07 | Barnstable County
| NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2016 FY 2016 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

			2014	2015	2015	2015	2016
HEALTH & ENVIRONMENT			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	Adopted COMMENT
0303002	5282	TRAV	1,772.19	1,972.00	2,925.76	2,296.25	1,972.00
1033002	5282	TRAV	361.99	9,433.00	.00	.00	9,433.00
1033002	5299	CONTRACTL	.00	3,340.00	.00	.00	3,340.00
TOTAL CONTRACTUAL SERVICES			181,465.94	237,757.00	205,052.76	152,243.09	266,736.00
3 SUPPLIES AND MATERIALS							
0013003	5361	POSTAGE	2,625.53	4,500.00	4,500.00	1,741.98	4,500.00
0013003	5369	OFF SUPPLY	1,154.63	2,000.00	2,000.00	636.88	2,000.00
0013003	5399	MISC SUP	834.82	1,000.00	1,000.00	869.29	1,000.00
0013013	5303	GAS/FUEL	4,787.28	4,800.00	5,000.00	4,943.23	4,800.00
0013013	5320	FOOD SUPP	297.95	.00	.00	.00	.00
0013013	5369	OFF SUPPLY	1,659.29	1,500.00	1,500.00	1,456.34	2,000.00
0013013	5399	MISC SUP	5,120.37	6,000.00	5,800.00	5,747.55	6,000.00
0013023	5351	LAB MAT	111,381.37	132,500.00	152,200.00	151,525.57	142,500.00
0013023	5361	POSTAGE	2,328.26	.00	2,800.00	2,345.63	.00
0013023	5369	OFF SUPPLY	5,795.74	4,586.00	6,086.00	6,051.05	4,586.00
0013023	5393	UNIFORMS	.00	.00	500.00	227.80	.00
0013033	5369	OFF SUPP.	318.15	500.00	500.00	392.02	500.00
0013033	5399	SUPP	3,236.97	12,900.00	9,700.00	4,252.53	12,900.00
0013073	5303	CAR FUEL	.00	1,000.00	.00	.00	1,000.00
0013073	5320	FOOD SUPP	1,199.20	1,500.00	5,151.37	4,819.67	1,500.00
0013073	5369	OFF SUPP	469.39	500.00	196.30	196.28	500.00
0013073	5399	SUPPLIES	9,896.20	4,500.00	2,152.33	2,152.33	4,500.00
1033003	5399	PROG SUPPT	.00	6,598.00	.00	.00	6,598.00
TOTAL SUPPLIES AND MATERIALS			151,105.15	184,384.00	199,086.00	187,358.15	194,884.00
4 CHARGES & OBLIGATIONS							
0013004	5421	ASSOC DUES	.00	.00	60.00	60.00	.00
0013004	5469	MISC RENT	4,147.30	5,000.00	4,940.00	4,267.93	6,400.00
0013024	5421	ASSOC DUES	.00	.00	721.00	400.00	.00
0013024	5429	SUBS	.00	.00	129.00	129.00	.00
0013024	5469	MISC RENT	2,938.94	.00	4,100.00	3,867.34	.00
0013034	5421	ASSOC DUES	128.50	.00	300.00	234.00	.00
0013034	5469	MISC. RENT	360.00	.00	1,000.00	900.00	.00
0013034	5499	MISC CHRGS	150.00	.00	.00	.00	.00
TOTAL CHARGES & OBLIGATIONS			7,724.74	5,000.00	11,250.00	9,858.27	6,400.00
5 EQUIPMENT							
0013005	5501	AUTO	32,468.00	.00	.00	.00	.00

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

06/30/2015 16:07 | Barnstable County
| NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2016 FY 2016 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

			2014	2015	2015	2015	2016	
HEALTH & ENVIRONMENT			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	Adopted	COMMENT
0013015	5559	MISC DP EQ	1,838.03	.00	93.00	59.98	.00	
0013015	5599	EQUIP NOC	765.77	9,000.00	9,457.00	9,345.25	7,500.00	
0013025	5547	OFF FURN	2,910.00	.00	.00	.00	.00	
0013025	5559	DP EQUIP	10,674.51	10,000.00	3,050.00	2,844.16	10,000.00	
0013025	5561	LAB EQUIP	17,983.22	.00	.00	.00	.00	
0013035	5559	COMP EQUIP	967.72	.00	218.00	218.00	.00	
0013035	5599	MISC EQUIP	.00	11,400.00	10,882.00	10,000.00	10,000.00	
0013075	5599	EQUIPMNT	10,683.97	1,000.00	1,000.00	793.44	1,000.00	
0053025	5561	0135 LAB EQUIP	12,576.73	96,100.00	106,262.65	85,658.42	.00	
0053025	5822	FUME HOOD	25,000.00	.00	.00	.00	.00	
TOTAL EQUIPMENT			115,867.95	127,500.00	130,962.65	108,919.25	28,500.00	
8 CAPITAL OUTLAY								
0053028	5838	GCMS	.00	.00	.00	.00	89,000.00	
0053028	5839	SM LAB EQU	.00	.00	.00	.00	8,000.00	
TOTAL CAPITAL OUTLAY			.00	.00	.00	.00	97,000.00	
9 FRINGES								
0013009	5981	CONTRIB RE	221,365.10	249,395.00	249,395.00	249,395.00	274,335.00	
0013009	5983	GRP INS	131,266.61	165,355.00	165,355.00	138,942.51	192,116.00	
0013009	5983	0148 GRP INSUR	389.03	.00	.00	.00	.00	
0013009	5984	MEDICARE	15,445.03	18,463.00	18,463.00	16,103.27	18,740.00	
0303009	5981	RETIRE	3,485.98	3,915.00	4,048.80	2,998.34	3,915.00	
0303009	5982	W/C	730.03	1,050.00	847.92	627.93	1,050.00	
0303009	5983	GRP INS	4,373.03	2,269.00	3,321.86	2,668.32	2,269.00	
0303009	5984	MEDICARE	259.56	368.00	307.37	280.97	368.00	
0303009	5989	MIS FRINGE	569.44	.00	661.37	489.77	.00	
0313009	5981	RETMT	35,899.27	31,751.00	31,751.00	35,000.00	34,926.00	
0313009	5982	W/C	7,517.95	7,272.00	7,272.00	5,540.46	7,272.00	
0313009	5983	GRP INSUR	39,983.53	46,065.00	46,065.00	39,705.78	46,065.00	
0313009	5984	MED	2,536.02	4,293.00	4,293.00	2,460.12	4,357.00	
0313009	5989	FRINGES	5,860.00	18,577.00	18,577.00	4,321.56	18,577.00	
1033009	5981	RETMT	.00	15,194.00	.00	.00	16,713.00	
1033009	5982	W/C	.00	4,743.00	.00	.00	4,743.00	
1033009	5983	GRP INS	.00	18,477.00	.00	.00	18,477.00	
1033009	5984	MEDICARE	.00	1,624.00	.00	.00	1,648.00	
1033009	5989	FRINGE	.00	3,456.00	.00	.00	3,456.00	
TOTAL FRINGES			469,680.58	592,267.00	550,358.32	498,534.03	649,027.00	
TOTAL HEALTH & ENVIRONMENT			2,727,871.51	2,983,250.00	2,897,014.65	2,593,960.62	3,175,526.00	

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Human Services

MISSION STATEMENT:

The Mission of the Department of Human Services is to:

- Plan, develop, and implement programs which enhance the overall delivery of human services in Barnstable County
 - Promote the health and social well-being of County residents through regional efforts that improve coordination of services.
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Human Rights Commission

MISSION STATEMENT:

The Mission of the BC HRC, through its appointed Commissioners and Town Representation Council, is to provide for community awareness of and direct response to possible human rights violations through mediation and/or legal action; to provide opportunities for members of the public and local organizations and agencies to discuss incidents and/or concerns about human rights violations; and to promote understanding and appreciation of the diverse cultures in Barnstable County and

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

PROGRAM: HEALTH AND HUMAN SERVICES

SUB-PROGRAM: DEPARTMENT OF HUMAN SERVICES

EXPENDITURES:

GROUP	EXPENDED FY2014	APPROVED BUDGET FY2015	APPROVED BUDGET FY2016	% CHANGE
Salaries & Wages	\$ 261,409	\$ 321,582	\$ 376,230	17.0%
Contractual Services	208,762	223,250	182,250	-18.4%
Supplies & Materials	21,808	17,350	17,035	-1.8%
Charges & Obligations	170,530	5,400	5,200	-3.7%
Equipment	15,496	3,000	5,000	66.7%
<i>subtotal</i>	<u>678,005</u>	<u>570,582</u>	<u>585,715</u>	2.7%
Fringes	62,739	78,617	77,806	-1.0%
Capital Improvements				
Other Expend. (Group 8)				
TOTAL BUDGET	\$ 740,744	\$ 649,199	\$ 663,521	2.2%

FUNDING SOURCES:

GROUP	EXPENDED FY2014	APPROVED BUDGET FY2015	APPROVED BUDGET FY2016	% CHANGE
County General Funds	\$ 680,744	\$ 546,605	\$ 505,770	-7.5%
Grant Funds	60,000	102,594	157,751	53.8%
Department Revenues	-	-	-	
Bond Funds	-	-	-	
License Plate Funds	-	-	-	
Other Funds	-	-	-	
TOTAL SOURCES	\$ 740,744	\$ 649,199	\$ 663,521	2.2%

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Human Services

PERSONNEL SCHEDULE

POSITION	TOTAL POSITIONS	BUDGET \$
Director	1.0	
Senior Project Manager	1.0	
Administrative Assistant	1.0	
Project Assistant	1.0	
SHINE Regional Manager	1.0	
SHINE Data Entry	.2	
TOTAL BUDGETED SALARIES	5.20	\$ 376,230

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

06/30/2015 16:07 | Barnstable County
| NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2016 FY 2016 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

HUMAN SERVICES	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2016 Adopted	COMMENT
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0 UNDEFINED

2220	5100	0177	SAL-REG	51,063.82	.00	50,592.93	50,592.93	65,000.00	_____
2220	5299	0177	CONTRACTUL	5,600.00	.00	4,500.00	4,500.00	.00	_____
2220	5981	0177	RETMT	8,173.37	.00	9,663.25	9,663.25	3,149.00	_____
2220	5982	0177	W/C	1,989.25	.00	2,023.72	2,023.72	.00	_____
2220	5984	0177	MED	713.94	.00	705.31	705.31	943.00	_____
2220	5989	0177	FRINGES	1,551.62	.00	1,606.79	1,606.79	.00	_____
2227	5299	0177	CONTRACTUL	.00	.00	6,600.00	633.94	6,500.00	_____
2234	5100	0186	SAL-REG	.00	.00	12,722.17	12,722.17	34,552.00	_____
2234	5282	0186	IN-ST TRAV	.00	.00	.00	.00	2,000.00	_____
2234	5369	0186	OFF SUPP	.00	.00	.00	.00	1,000.00	_____
2234	5490	0186	GRANTS	166,431.00	.00	52,000.00	52,000.00	.00	_____
2234	5533	0186	EQUIPMENT	.00	.00	.00	.00	1,957.00	_____
2234	5981	0186	RETMT	.00	.00	2,430.50	2,430.50	12,093.00	_____
2234	5982	0186	W/C	.00	.00	601.58	601.58	.00	_____
2234	5983	0186	GRP INSUR	.00	.00	1,185.78	1,185.78	7,102.00	_____
2234	5984	0186	MED	.00	.00	178.74	178.74	3,455.00	_____
2234	5989	0186	FRINGES	.00	.00	469.23	469.23	.00	_____
TOTAL UNDEFINED				235,523.00	.00	145,280.00	139,313.94	137,751.00	_____

1 SALARIES & WAGES

0013101	5100		SALARY PER	208,408.61	253,505.00	253,505.00	216,471.10	238,576.00	_____
0013101	5100	0177	SAL-REG	1,936.75	68,077.00	68,077.00	5,445.13	10,457.00	_____
0013101	5101	0175	SAL-MTCH	.00	.00	.00	4,597.87	.00	_____
0013101	5101	0186	SAL-MTCH	.00	.00	.00	5,788.56	.00	_____
0013111	5100	0061	SAL-REG	.00	.00	.00	.00	27,645.00	_____
TOTAL SALARIES & WAGES				210,345.36	321,582.00	321,582.00	232,302.66	276,678.00	_____

2 CONTRACTUAL SERVICES

0013102	5213		TELE	809.07	1,000.00	2,000.00	1,919.52	2,500.00	_____
0013102	5213	0177	PHONES	460.68	.00	.00	.00	.00	_____
0013102	5214		ISP LINES	1,540.61	1,700.00	700.00	.00	.00	_____
0013102	5239		PROF SRVC	107,544.25	135,500.00	157,385.75	102,990.75	117,500.00	_____
0013102	5241		ED OF EMP	290.00	1,000.00	1,000.00	880.00	1,000.00	_____
0013102	5276		SPT/HDW	613.70	700.00	700.00	632.40	700.00	_____
0013102	5279		EQ MAINT	1,779.31	.00	1,836.39	1,836.39	500.00	_____
0013102	5281		COS TRAV	.00	1,800.00	1,563.94	1,027.91	1,800.00	_____
0013102	5281	0177	SHINE CSTR	.00	1,000.00	.00	.00	1,000.00	_____

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

UN/30/4040 10/10/16		BARNSTABLE COUNTY		NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS			
PROJECTION: 2016		FY 2016 COUNTY BUDGET				FOR PERIOD 12	
ACCOUNTS FOR:							
HUMAN SERVICES			2014	2015	2015	2015	2016
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	Adopted COMMENT
0013102	5282	IST TRAV	4,587.83	5,000.00	5,200.00	4,944.21	3,000.00
0013102	5282	0177 IN-ST TRAV	1,818.75	2,000.00	3,200.00	3,047.11	2,000.00
0013102	5283	0177 TR-NON EMP	.00	.00	1,300.00	1,239.00	1,500.00
0013102	5294	FREIGHT	8.49	.00	66.06	66.05	.00
0013102	5295	PRINT/COPY	1,363.50	5,800.00	3,933.61	3,075.00	5,000.00
0013102	5295	0177 PRINTING	399.00	1,500.00	1,500.00	1,375.00	1,500.00
0013102	5298	CONTR SPEC	15,000.00	15,000.00	15,000.00	.00	.00
0013102	5299	0177 CONTRACTUL	4,000.00	4,500.00	2,200.00	60.00	4,500.00
0013102	5299	0178 CONTRACTUL	25,000.00	.00	.00	.00	.00
0013112	5242	0061 HRCEDNONEM	.00	1,000.00	1,050.00	1,050.00	1,000.00
0013112	5279	0061 MAINT/RPRS	100.00	.00	200.00	200.00	.00
0013112	5283	0061 IN-ST TRAV	180.00	500.00	428.97	229.38	500.00
0013112	5291	0061 HRCADVER	.00	2,000.00	949.06	949.06	2,500.00
0013112	5294	0061 SHIPPING	.00	.00	21.03	21.03	.00
0013112	5295	0061 PRGS-HRC	1,504.00	2,000.00	3,539.58	3,482.50	3,000.00
0013112	5299	0061 MISC - HRC	35,162.50	41,250.00	39,300.00	38,998.00	4,250.00
2266	5239	PRP/TCH SV	.00	.00	.00	.00	20,000.00
TOTAL CONTRACTUAL SERVICES			203,161.69	223,250.00	243,074.39	168,013.31	173,750.00
3 SUPPLIES AND MATERIALS							
0013103	5320	FOOD SUPP	6,481.31	1,200.00	1,200.00	767.31	1,200.00
0013103	5320	0177 FOOD SUPP	1,565.00	1,200.00	1,500.00	1,203.60	1,200.00
0013103	5361	POSTAGE	1,128.86	2,000.00	2,000.00	265.78	2,000.00
0013103	5361	0177 POSTAGE	166.48	1,000.00	500.00	350.89	1,000.00
0013103	5363	REF LAW BX	.00	450.00	450.00	.00	.00
0013103	5369	OFF SUPPLY	2,954.55	3,000.00	3,000.00	2,321.43	2,000.00
0013103	5399	0177 SUPPLIES	699.78	900.00	1,900.00	1,854.15	900.00
0013113	5320	0061 FOOD - HRC	7,406.99	5,000.00	6,036.36	6,036.36	5,000.00
0013113	5361	0061 POST - HRC	233.07	300.00	600.00	490.28	735.00
0013113	5369	0061 OFFSUPHRC	931.61	750.00	783.00	757.88	750.00
0013113	5399	0061 SUPPLIES	239.89	750.00	550.00	490.24	1,250.00
TOTAL SUPPLIES AND MATERIALS			21,807.54	16,550.00	18,519.36	14,537.91	16,035.00
4 CHARGES & OBLIGATIONS							
0013104	5421	ASSOC DUES	180.00	.00	305.00	305.00	.00
0013104	5429	SUBS	1,264.08	1,400.00	1,400.00	1,316.08	1,400.00
0013104	5469	MISC RENT	2,055.48	4,000.00	3,230.67	2,105.48	3,000.00
0013114	5469	0061 MISC RENTL	600.00	800.00	892.00	892.00	800.00
TOTAL CHARGES & OBLIGATIONS			4,099.56	6,200.00	5,827.67	4,618.56	5,200.00
5 EQUIPMENT							
0013105	5547	F/E	12,003.87	1,000.00	6,000.00	13.96	1,000.00

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

06/30/2015 16:07	Barnstable County	
	NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS	
PROJECTION: 2016 FY 2016 COUNTY BUDGET		FOR PERIOD 12
ACCOUNTS FOR:		
HUMAN SERVICES	2014 ACTUAL	2015 ORIG BUD
	2015 REVISED BUD	2015 ACTUAL
	2016 Adopted	COMMENT

0013105 5559 COMP EQUIP	1,586.44	2,000.00
		2,464.33
		2,464.33
		43.00
0013105 5559 0177 COMP EQUIP	.00	.00
		.00
		2,000.00
0013115 5547 0061 OFF FURN	890.00	.00
		.00
		.00
0013115 5559 0061 COMP EQUIP	1,015.41	.00
		.00
		.00
TOTAL EQUIPMENT	15,495.72	3,000.00
		8,464.33
		2,478.29
		3,043.00

9 FRINGES		

0013109 5981 CONTRIB RE	36,026.24	40,834.00
		40,834.00
		40,834.00
		32,824.00
0013109 5981 0177 SHINERETIR	.00	10,985.00
		10,985.00
		.00
		8,935.00
0013109 5983 GRP INS	5,797.92	14,618.00
		14,618.00
		5,057.50
		1,198.00
0013109 5983 0175 GRP INSUR	.00	.00
		.00
		161.14
		.00
0013109 5983 0177 GRP INSUR	5,469.33	7,356.00
		7,356.00
		5,852.43
		7,610.00
0013109 5983 0186 GRP INSUR	.00	.00
		.00
		28.58
		.00
0013109 5984 MEDICARE	2,992.26	3,803.00
		3,803.00
		3,114.48
		405.00
0013109 5984 0175 MEDICARE	.00	.00
		.00
		65.88
		.00
0013109 5984 0177 MED	25.14	1,021.00
		1,021.00
		78.91
		92.00
0013109 5984 0186 MED	.00	.00
		.00
		83.80
		.00
TOTAL FRINGES	50,310.89	78,617.00
		78,617.00
		55,276.72
		51,064.00
TOTAL HUMAN SERVICES	740,743.76	649,199.00
		821,364.75
		616,541.39
		663,521.00

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Children's Cove – Child Advocacy Center

MISSION STATEMENT:

Mission:

To provide coordinated and comprehensive multidisciplinary services to child victims of sexual abuse/serious physical abuse and their families.

Vision:

Children's Cove will be recognized as the foremost advocacy center for ensuring the comprehensive care of child victims of sexual abuse/serious physical abuse on Cape Cod and the Islands.

Values:

- Respect and advocacy for the rights and safety of children
- Promoting awareness and prevention for the community and partner agencies through education
- Enhancing our collaboration with partner and community agencies
- Dedication to continued education for all Children's Cove staff and associates
- Recognition for the need to be culturally sensitive and aware of the diverse populations of the community

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

PROGRAM: HEALTH AND HUMAN SERVICES

SUB-PROGRAM: CHILDREN'S COVE - CHILD ADVOCACY CENTER

EXPENDITURES:

GROUP	EXPENDED FY2014	APPROVED BUDGET FY2015	APPROVED BUDGET FY2016	% CHANGE
Salaries & Wages	\$ 334,302	\$ 459,013	\$ 500,158	9.0%
Contractual Services	52,267	49,720	74,720	50.3%
Supplies & Materials	8,794	12,000	13,000	8.3%
Charges & Obligations	2,559	2,500	3,000	20.0%
Equipment	2,549	-	-	-
<i>subtotal</i>	\$ 400,471	\$ 523,233	\$ 590,878	12.9%
Fringes	148,028	161,006	174,623	8.5%
Capital Improvements	-	-	-	-
Other Expend. (Group 8)	-	-	-	-
TOTAL BUDGET	\$ 548,499	\$ 684,239	\$ 765,501	11.9%

FUNDING SOURCES:

GROUP	EXPENDED FY2014	APPROVED BUDGET FY2015	APPROVED BUDGET FY2016	% CHANGE
County General Funds	\$ 381,588	\$ 504,239	\$ 515,251	2.2%
Grant Funds	166,911	180,000	250,250	39.0%
Department Revenues	-	-	-	-
Bond Funds	-	-	-	-
License Plate Funds	-	-	-	-
Other Funds	-	-	-	-
TOTAL SOURCES	\$ 548,499	\$ 684,239	\$ 765,501	11.9%

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Children's Cove

PERSONNEL SCHEDULE

POSITION	TOTAL POSITIONS
Director	1.0
Associate Director	1.0
Forensic Child Abuse Consultant	1.0
Department Clerk	1.0
Family Advocate	1.0
Mental Health Coordinator	1.0
Development Coordinator	1.0
TOTAL BUDGETED SALARIES	\$500,158

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

06/30/2015 16:07	Barnstable County							
	NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS							
PROJECTION: 2016	FY 2016 COUNTY BUDGET							FOR PERIOD 12
ACCOUNTS FOR:								
CHILDREN'S COVE		2014	2015	2015	2015		2016	
		ACTUAL	ORIG BUD	REVISED BUD	ACTUAL		Adopted	COMMENT

1	SALARIES & WAGES	-----						
0013201	5100 SALARY	205,939.61	314,511.00	314,511.00	231,100.88		317,656.00	_____
1003201	5100 SAL	50,328.31	42,502.00	51,285.86	51,285.86		42,502.00	_____
1043201	5100 SAL	78,034.08	100,000.00	109,314.08	109,314.08		140,000.00	_____
	TOTAL SALARIES & WAGES	334,302.00	457,013.00	475,110.94	391,700.82		500,158.00	_____
2	CONTRACTUAL SERVICES	-----						
0013202	5213 PHONES	3,528.65	4,000.00	3,704.18	3,704.18		4,000.00	_____
0013202	5225 CABLE TV	368.06	720.00	720.00	542.20		720.00	_____
0013202	5239 PRP/TCH SV	.00	2,000.00	.00	.00		.00	_____
0013202	5261 OT-ST TRAV	.00	.00	3,068.30	1,768.30		.00	_____
0013202	5282 IST TRAV	7,120.88	10,000.00	4,952.59	4,574.23		15,000.00	_____
0013202	5299 MISC COMT	19,999.49	35,000.00	41,543.30	41,093.30		26,017.00	_____
2076	5100 SAL-REG	21,250.00	.00	.00	.00		.00	_____
2076	5291 ADVESTISG	.00	.00	.00	.00		19,983.00	_____
2260	5291 ADVESTISG	.00	.00	9,000.00	.00		9,000.00	_____
	TOTAL CONTRACTUAL SERVICES	52,267.08	51,720.00	62,988.37	51,682.21		74,720.00	_____
3	SUPPLIES AND MATERIALS	-----						
0013203	5361 POSTAGE	2,371.00	2,000.00	2,900.00	2,526.94		3,000.00	_____
0013203	5369 OFF SUPPLY	6,423.19	10,000.00	4,242.44	4,019.44		10,000.00	_____
	TOTAL SUPPLIES AND MATERIALS	8,794.19	12,000.00	7,142.44	6,546.38		13,000.00	_____
4	CHARGES & OBLIGATIONS	-----						
0013204	5469 MISC RENT	2,558.74	2,500.00	2,995.00	2,995.00		3,000.00	_____
0013204	5499 MISC CHGS	.00	.00	29,500.00	.00		.00	_____
	TOTAL CHARGES & OBLIGATIONS	2,558.74	2,500.00	32,495.00	2,995.00		3,000.00	_____
5	EQUIPMENT	-----						
0013205	5547 OFF FURN	2,219.60	.00	970.11	970.11		.00	_____
0013205	5559 DP EQ	329.00	.00	1,124.08	1,124.08		.00	_____
	TOTAL EQUIPMENT	2,548.60	.00	2,094.19	2,094.19		.00	_____
9	FRINGES	-----						
0013209	5981 RETIRE	62,872.67	54,811.00	54,811.00	54,811.00		60,292.00	_____

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

06/30/2015 16:07 | Barnstable County
| NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2016 FY 2016 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

			2014	2015	2015	2015	2016
CHILDREN'S COVE			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	Adopted COMMENT
0013209	5983	GRP INS	34,896.79	53,170.00	53,170.00	41,109.08	50,487.00
0013209	5984	MEDICARE	3,220.52	6,855.00	6,855.00	3,225.57	7,540.00
0013209	5989	FRINGES	.00	8,672.00	8,672.00	.00	9,539.00
1003209	5981	RET ASSMT	9,612.75	12,509.00	9,795.60	9,795.60	13,760.00
1003209	5982	W/C	2,013.13	3,732.00	2,051.43	2,051.43	3,732.00
1003209	5983	GRP INS	11,190.83	17,794.00	9,971.28	9,971.28	17,794.00
1003209	5984	MEDICARE	684.73	1,098.00	695.72	695.72	1,114.00
1003209	5989	FRINGE	1,570.25	2,365.00	1,600.11	1,600.11	2,365.00
1043209	5981	RETIRE	14,904.51	.00	20,879.00	20,879.00	.00
1043209	5982	W/C	3,121.36	.00	4,372.56	4,372.56	.00
1043209	5983	GRP INS	373.90	.00	442.76	442.76	.00
1043209	5984	MEDICARE	1,131.49	.00	1,582.99	1,582.99	.00
1043209	5989	FRINGE	2,434.66	.00	3,408.61	3,408.61	.00
TOTAL FRINGES			148,027.59	161,006.00	178,308.06	153,945.71	174,623.00
TOTAL CHILDREN'S COVE			548,498.20	684,239.00	758,139.00	608,964.31	765,501.00

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Elder Services

MISSION STATEMENT:

To continue to modify and expand the Agency's role as needs and issues require.

To ensure basic quality of life and dignity for elders.

To develop services and program based on identified needs which will assure a continuum of care for elders.

To empower elders to be their own advocates and providers of service based on individual potential, needs and abilities.

To provide a central resource with respect to elder issues, program, services and needs for elders, families, agencies, and interested community organizations and individuals.

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

PROGRAM: HEALTH AND HUMAN SERVICES

SUB-PROGRAM: COUNTY ASSISTANCE TO HUMAN SERVICE PROVIDERS
(ELDER SERVICES - MEALS ON WHEELS)

EXPENDITURES:

GROUP	EXPENDED FY2014	APPROVED BUDGET FY2015	APPROVED BUDGET FY2016	% CHANGE
Salaries & Wages	\$ -	\$ -	\$ -	-
Contractual Services	75,000	80,000	40,000	-50%
Supplies & Materials	-	-	-	-
Charges & Obligations	-	-	-	-
Equipment	-	-	-	-
<i>subtotal</i>	\$ 75,000	\$ 80,000	\$ 40,000	-50%
Fringes	-	-	-	-
Capital Improvements	-	-	-	-
TOTAL BUDGET	\$ 75,000	\$ 80,000	\$ 40,000	-50%

FUNDING SOURCES:

GROUP	EXPENDED FY2014	APPROVED BUDGET FY2015	APPROVED BUDGET FY2016	% CHANGE
County General Funds	\$ 75,000	\$ 80,000	\$ 40,000	-50%
Grant Funds	-	-	-	-
Department Revenues	-	-	-	-
Bond Funds	-	-	-	-
License Plate Funds	-	-	-	-
Other Funds	-	-	-	-
TOTAL SOURCES	\$ 75,000	\$ 80,000	\$ 40,000	-50%

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

06/30/2015 16:07	Barnstable County						
	NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS						
PROJECTION: 2016 FY 2016 COUNTY BUDGET							FOR PERIOD
ACCOUNTS FOR:							
		2014	2015	2015	2015	2016	
ELDER SERVICES/MEALS ON WHEELS	ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	Adopted COMME		

2	CONTRACTUAL SERVICES						

0013302 5299	MISC CONT	75,000.00	80,000.00	80,000.00	80,000.00	40,000.00	
TOTAL CONTRACTUAL SERVICES		75,000.00	80,000.00	80,000.00	80,000.00	40,000.00	
TOTAL ELDER SERVICES/MEALS O		75,000.00	80,000.00	80,000.00	80,000.00	40,000.00	

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

PUBLIC SAFETY PROGRAM

SHERIFF RETIREE UNFUNDED PENSION LIABILITY

FIRE & POLICE TRAINING ACADEMY

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

PUBLIC SAFETY

Sheriff Retiree Unfunded Pension Liability

MISSION STATEMENT:

To fund the remaining unfunded pension liability associated with the Sheriff's retirees, in accordance with transfer legislation.

Provide annual funding as calculated by the actuary.

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

PROGRAM: PUBLIC SAFETY PROGRAM

SUB-PROGRAM: SHERIFF RETIREE'S UNFUNDED PENSION LIABILITY

EXPENDITURES:

BUDGET ITEM	EXPENDED FY2014	APPROVED BUDGET FY2015	APPROVED BUDGET FY2016	% CHANGE
Public Safety Training (Group 4)	\$ -	\$ -	\$ -	-
DEEDS EXCISE TAX - CH193	-	-	-	-
CTY CONTRIBUTION - SHERIFF	-	-	-	-
Pension Liability - Sheriff Retirees	1,023,457	1,064,708	1,282,808	20.5%
TOTAL BUDGET	\$ 1,023,457	\$ 1,064,708	\$ 1,282,808	20.5%

FUNDING SOURCES:

	EXPENDED FY2014	APPROVED BUDGET FY2015	APPROVED BUDGET FY2016	% CHANGE
County General Funds	\$ 1,023,457	\$ 1,064,708	\$ 1,282,808	20.5%
Grant Funds	-	-	-	-
Department Revenues	-	-	-	-
Bond Funds	-	-	-	-
License Plate Funds	-	-	-	-
Other Funds	-	-	-	-
TOTAL SOURCES	\$ 1,023,457	\$ 1,064,708	\$ 1,282,808	20.5%

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

06/30/2015 16:07 | Barnstable County
| NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2016 FY 2016 COUNTY BUDGET

FUR PERIOD 12

ACCOUNTS FOR:

			2014	2015	2015	2015	2016
PUBLIC SAFETY			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	Adopted COMMENT

4	CHARGES & OBLIGATIONS						

0014504	5499	911/CMED	.00	.00	50,000.00	.00	.00 _____
	TOTAL CHARGES & OBLIGATIONS		.00	.00	50,000.00	.00	.00 _____
9	FRINGES						

0014509	5901	SHR UNFND	1,023,456.88	1,064,708.00	1,064,708.00	1,064,707.93	1,282,808.00 _____
	TOTAL FRINGES		1,023,456.88	1,064,708.00	1,064,708.00	1,064,707.93	1,282,808.00 _____
	TOTAL PUBLIC SAFETY		1,023,456.88	1,064,708.00	1,114,708.00	1,064,707.93	1,282,808.00 _____

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Fire Training Academy

MISSION STATEMENT

Current: As technology changes so does the Fire Service. This Training Academy continually reviews each program to see that they meet the most recent accepted fire service standards and in the areas of public and environmental health and safety.

High Quality: The Staff of this Academy strive through continued training, practical experience, and education to be highly professional in their course presentations.

Realistic: This Academy designs and builds training props and scenarios that offer the student the opportunity to experience real life situations that they will have to mitigate.

Beginning Levels: This Academy starts with students just entering the Fire and Rescue service offering the very basic of courses.

Advanced Levels: This Academy offers to the motivated students many advanced courses that are mentally and physically demanding, requiring a high level of dedication to the Fire and Rescue Services.

*To provide current,
high quality, safe and
realistic fire and
rescue training from
the beginning to the
most advanced levels.*

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

PROGRAM: PUBLIC SAFETY PROGRAM

SUB-PROGRAM: FIRE AND POLICE ACADEMY

EXPENDITURES:

GROUP	EXPENDED		APPROVED BUDGET		% CHANGE
	FY2014	FY2015	FY2015	FY2016	
Salaries & Wages	\$ 297,544	\$ 285,726	\$ 292,869		2.5%
Contractual Services	34,637	32,300	36,200		12.1%
Supplies & Materials	29,598	36,650	47,700		30.2%
Charges & Obligations	4,720	4,800	4,800		0.0%
Equipment	6,922	5,000	17,810		256.2%
<i>subtotal</i>	\$ 373,421	\$ 364,476	\$ 399,379		9.6%
Fringes	50,016	69,933	76,476		9.4%
Capital Improvements	-	-	45,000		100.0%
Other Expenditures	8,100	8,500	8,500		0.0%
TOTAL BUDGET	\$ 431,537	\$ 442,909	\$ 529,355		19.5%

FUNDING SOURCES:

	EXPENDED		APPROVED BUDGET		% CHANGE
	FY2014	FY2015	FY2015	FY2016	
County General Funds	\$ 189,493	\$ 267,909	\$ 354,355		32.3%
Grant Funds	-	-	-		-
Department Revenues	242,044	175,000	175,000		0.0%
Bond Funds	-	-	-		-
License Plate Funds	-	-	-		-
Other Funds	-	-	-		-
TOTAL SOURCES	\$ 431,537	\$ 442,909	\$ 529,355		19.5%

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Fire Training Academy

PERSONNEL SCHEDULE

POSITION	TOTAL POSITION	BUDGET \$
Director of Fire Training	.5	
Deputy Director of Fire Training	.5	
TOTALS	1.00	\$206,804
<hr/>		
Fire Academy Instructors	Per diem	
TOTALS	1.00	\$86,065
<hr/>		
TOTAL BUDGETED SALARIES		\$292,869

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

06/30/2015 16:07	Barnstable County					
	NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS					
PROJECTION: 2016		FY 2016 COUNTY BUDGET		FOR PERIOD 12		
ACCOUNTS FOR:						
			2014	2015	2015	2015
FIRE TRAINING ACADEMY			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL
						2016
						Adopted COMMENT

1	SALARIES & WAGES					

0014601	5100	SALARY REG	210,337.00	83,966.00	201,760.00	147,176.00
0014601	5102	SALARY OTH	87,207.19	201,760.00	83,966.00	74,671.99
		TOTAL SALARIES & WAGES	297,544.19	285,726.00	285,726.00	221,847.99
						292,869.00
2	CONTRACTUAL SERVICES					

0014602	5203	RUBBSH RM	3,325.00	2,900.00	2,700.00	2,700.00
0014602	5213	TELE	1,550.00	2,000.00	2,000.00	1,550.00
0014602	5221	ELEC CHGS	8,519.32	8,000.00	9,300.00	9,250.00
0014602	5223	HEAT FUEL	6,141.61	5,500.00	6,700.00	6,600.00
0014602	5224	WATER/SEW	6,000.00	6,000.00	5,000.00	5,000.00
0014602	5262	ELEC	19.78	300.00	.00	.00
0014602	5264	PLUMBING	39.58	100.00	100.00	.00
0014602	5271	RFRS/MAINT	.00	.00	43.28	43.28
0014602	5279	EQUIP SVCE	9,041.88	7,500.00	5,090.72	4,814.22
0014602	5299	CONTRACTUL	.00	.00	2,366.00	2,366.00
		TOTAL CONTRACTUAL SERVICES	34,637.17	32,300.00	33,300.00	32,323.50
						36,200.00
3	SUPPLIES AND MATERIALS					

0014603	5303	GAS/FUEL	7,000.00	7,000.00	5,589.00	5,589.00
0014603	5309	AUTO SUPP	852.74	1,000.00	1,000.00	35.00
0014603	5311	CONSTR MAT	178.44	1,000.00	1,000.00	86.60
0014603	5319	BLDG/GRNDS	350.26	500.00	500.00	460.58
0014603	5320	FOOD SUPP	.00	.00	411.00	410.90
0014603	5340	MSHLD SUPP	306.33	750.00	750.00	706.73
0014603	5369	OFF SUPPLY	1,290.53	2,500.00	2,500.00	2,043.71
0014603	5371	FIRE MAT	16,867.24	19,500.00	19,500.00	18,774.45
0014603	5391	ED SUPPLY	803.37	1,000.00	1,000.00	318.00
0014603	5399	MISC SUP	1,948.69	3,400.00	3,400.00	3,349.07
		TOTAL SUPPLIES AND MATERIALS	29,597.60	36,650.00	35,650.00	31,774.04
						47,700.00
4	CHARGES & OBLIGATIONS					

0014604	5449	LC/RES/PEM	100.00	.00	100.00	100.00
0014604	5469	MISC RENT	4,619.99	4,800.00	4,800.00	4,621.99
		TOTAL CHARGES & OBLIGATIONS	4,719.99	4,800.00	4,900.00	4,721.99
						4,800.00
5	EQUIPMENT					

0014605	5559	COMP EQUIP	.00	.00	.00	.00
						5,000.00

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

06/30/2015 16:07 | Barnstable County
| NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2016 FY 2016 COUNTY BUDGET FOR PERIOD 12

ACCOUNTS FOR:

			2014	2015	2015	2015	2016	
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	Adopted	COMMENT
FIRE TRAINING ACADEMY								
0014605	5562	TURN-OUT C	5,264.26	5,000.00	4,900.00	4,868.26	5,000.00	
0014605	5599	EQUIPMNT	1,657.26	.00	1,050.00	1,050.00	7,810.00	
TOTAL EQUIPMENT			6,921.52	5,000.00	5,950.00	5,918.26	17,810.00	
7 OTHER EXPENDITURES & USES								

0014607	5750	OTH EXP	8,100.00	8,500.00	7,450.00	2,427.28	8,500.00	
TOTAL OTHER EXPENDITURES & U			8,100.00	8,500.00	7,450.00	2,427.28	8,500.00	
8 CAPITAL OUTLAY								

0014608	5827	BURNBLD RE	.00	.00	.00	.00	35,000.00	
0014608	5828	FLOVR PROP	.00	.00	.00	.00	10,000.00	
TOTAL CAPITAL OUTLAY			.00	.00	.00	.00	45,000.00	
9 FRINGES								

0014609	5981	CONTRIB RE	28,920.09	47,251.00	47,251.00	47,251.00	51,976.00	
0014609	5983	GRF INS	16,859.29	18,396.00	18,396.00	16,309.22	20,150.00	
0014609	5984	MEDICARE	4,236.48	4,286.00	4,286.00	3,138.07	4,350.00	
TOTAL FRINGES			50,015.86	69,933.00	69,933.00	66,698.29	76,476.00	
TOTAL FIRE TRAINING ACADEMY			431,536.33	442,909.00	442,909.00	365,711.35	529,355.00	

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

PLANNING AND DEVELOPMENT

Cape Cod Commission

County / Cape Cod Commission Joint Initiatives

Water Protection Collaborative

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Cape Cod Commission

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Cape Cod Commission

MISSION

Promote and sustain a proactive, open government that enhances the quality of life for the citizens of Barnstable County.

OBJECTIVE

To provide cost effective regional services

	Goals	Tasks	Measures
COST EFFECTIVE REGIONAL SERVICES	<p>1) Expand planning and technical assistance to towns via the Strategic Information Office (SIO) through increased access to digital data</p>	<p>Continue to encourage cooperation and coordination for digital information sharing among municipalities through a regional wide area network and other efficiency/cost saving opportunities</p> <p>Expand GIS and other appropriate database content and accessibility; explore enterprise licensing for the region</p> <p>Strengthen server-based GIS; maintain spatial data; diversify type of services available</p> <p>Improve access for non-GIS staff</p> <p>Work with vendor to secure planimetrics for the region</p> <p>Continue to support expansion of the regional ePermitting program</p>	<p># of SQL databases/# layers in SQL</p> <p># of available web mapping applications</p> <p># of non GIS staff users</p> <p># of staff (County, CCC, Town) accessing SQL servers and GIS via web</p> <p># of towns participating in Regional Wide Area Network and other regional programs through the SIO</p> <p># of towns with updated ortho-imagery/\$ savings/# datasets acquired</p> <p># of towns implementing ePermitting</p>

BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016

Cape Cod Commission

MISSION

Promote and sustain a proactive, open government that enhances the quality of life for the citizens of Barnstable County.

OBJECTIVE

To provide cost effective regional services

	Goals	Tasks	Measures
COST EFFECTIVE REGIONAL SERVICES	2) Implement transportation policies for Barnstable County that are consistent with local, regional, state and federal transportation plans and policies	Identify priority projects, ensure local consensus and consistency with regional priority development and preservation areas	% allocation of roadway infrastructure funds in annual TIP
		Through the UPWP, update and implement Cape-wide bicycle network plan	# of towns where consensus is achieved for cross-border connections
		Increase public outreach/dialog for transportation plans/policies	# of miles of bicycle routes and transit/bicycle connections
COST EFFECTIVE REGIONAL SERVICES	3) Implement a regional transportation program in coordination with other agencies to improve safety, relieve congestion, promote alternatives to automobile travel and encourage roadway construction/modifications that are consistent with community character and historic and scenic resources	Ensure that transportation projects respect the unique environment, other resources of the region and enhance economic development	\$ Federal and State infrastructure capital secured for the region
		Promote multimodal transportation options to reduce vehicle miles traveled in the region by promoting coordination of RTP with RPP	# of miles of sidewalks, bike paths, multi-modal paths in the region
		Through the annual Unified Planning Work Program, utilize a multi-modal/Complete Streets approach to transportation planning for the region	% of roadway miles deemed acceptable
		Perform assessments of Federal-aid-eligible roadway conditions	# of intersections/roadway segments improved
		Coordinate with surface transportation providers in the region	
		Identify/address congested roadway segments/intersections	

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Cape Cod Commission

MISSION			
Promote and sustain a proactive, open government that enhances the quality of life for the citizens of Barnstable County.			
OBJECTIVE			
To provide leadership, planning, guidance, and direct technical assistance in environmental protection.			
Goal	Tasks	Measures	
ENVIRONMENTAL PROTECTION	1) Increase town and regional capacity to manage water and wastewater infrastructure planning	Work with DEP/EPA to approve and implement local and regional ww plans approved under 208 Update	# of towns and watersheds provided assistance on wastewater planning
		Provide technical assistance on local-wastewater management planning through watershed teams	# of towns committing to nitrogen allocation responsibilities in shared watersheds
		Investigate financial options to ensure affordability of wastewater management solutions	# of towns exploring joint solutions to watershed management
		Coordinate smart growth land use policies with wastewater planning	# watershed based organizations established
		Support cost-saving technologies for wastewater solutions	# of towns provided assistance on water supply protection projects
	2) Protect the most sensitive natural resources	Coordinate regional efforts to prioritize areas in need of protection	# of state-approved local Open Space and Recreation Plans
		Provide technical assistance to towns on rare species, wetlands/vernal pool protection and wildlife habitats	# acres of protected open space
		Educate and enable towns to pursue DCPCs and other tools for natural resource protection	# of LCPs with identified actions and priorities for land acquisition
		Provide technical assistance to protect potential future water supply areas	# of designated DCPCs/# of implemented DCPCs # of technical assistance requests re: potential public water supply protection

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Cape Cod Commission

MISSION

Promote and sustain a proactive, open government that enhances the quality of life for the citizens of Barnstable County.

OBJECTIVE

To provide leadership, planning, guidance, and direct technical assistance in environmental protection.

	Goal	Tasks	Measures
ENVIRONMENTAL PROTECTION	3) Limit development in the coastal zone, particularly high-hazard areas, to protect the natural beneficial functions of coastal resources	Provide technical assistance to towns in updating local Multi-Hazard Mitigation (MHM) Plans	# of towns assisted with updated Multi-Hazard Mitigation Plans
		Identify assets in vulnerable areas	# of requests for technical assistance/presentations re: model floodplain bylaw
		Assist towns in pursuing Community Rating System status through the National Flood Insurance Program	#datasets/models/assets identified for potential vulnerability
		Develop datasets and policies to address sea level rise, climate adaptation and sediment transport	
	4) Protect historic/cultural resources and community character	Provide technical assistance to towns to develop local design guidelines	# historic properties & districts protected through inventory and state register listing
		Conduct educational workshops for local officials	# of cultural landscape surveys completed
		Assist towns with historic preservation efforts	# of land use studies, bylaws or design guidelines developed by the Commission for regional and local use
		Conduct land use planning and design studies, including visualizations, to improve community character	# of historic DRIs and local project reviews
		Coordinate with MA Historical Commission on DRI and local historic issues	# of workshops/training sessions and participants

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Cape Cod Commission

ENVIRONMENTAL PROTECTION	MISSION		
	Promote and sustain a proactive, open government that enhances the quality of life for the citizens of Barnstable County.		
	OBJECTIVE		
	To provide leadership, planning, guidance, and direct technical assistance in environmental protection.		
	Goals	Tasks	Measures
	5) Protect and restore the Cape's sensitive fresh and marine water resources	Coordinate pond assessments and water quality protection solutions	# of towns provided technical assistance re: meeting TMDLs
		Continue work with federal/state and local partners to implement regional and local approaches to meet TMDL goals; continue to support TMDL development	# guidance documents and policies for monitoring
		Participate in adaptive management planning and implementation	# of alternative technologies piloted
		Track implementation of fertilizer DCPC	# of towns provided direct technical assistance about AMPs
		Acquire and catalog water resources databases	# towns with AMPs
Investigate appropriate monitoring to support alternative wastewater approaches		# towns adopting implementing regulations	
6) Maintain a high quality and sustainable drinking water supply	Provide technical assistance to protect drinking water supplies	/# applicators certified	
	Monitor science and policy re: emerging contaminants/incorporate into water quality planning	# of fresh water and marine water datasets	
	Provide technical review of water supply development and management plans	# of towns assisted	
		# of towns with LID bylaws	
		# of website and other inquiries for well data	

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Cape Cod Commission

MISSION			
Promote and sustain a proactive, open government that enhances the quality of life for the citizens of Barnstable County.			
OBJECTIVE			
To provide leadership, planning, guidance, and direct technical assistance in environmental protection.			
	Goals	Tasks	Measures
ENVIRONMENTAL PROTECTION	6) Maintain a high quality and sustainable drinking water supply <i>(cont'd)</i>	Obtain/interpret local water quality/supply data/incorporate into water quality planning	<i>(See above)</i>
		Provide technical assistance to towns to implement bylaws incorporating Low Impact Development techniques	
Continue monitoring and making results available for USGS observation wells			
ENVIRONMENTAL PROTECTION	7) Promote efficient capital facilities and infrastructure through 'livable communities' solutions and inter-municipal approaches to shared solutions	Develop web-based Infrastructure/Capital Planning Tool	% of infrastructure mapped # of finance options identified # of revitalization plans under/completed for priority development areas
		Identify various means of financing infrastructure improvements and maintenance	# miles w/ multi-modal improvements planned # towns/DRIs w/LID bylaws/regulations # towns financing stormwater inventories, improvements for nutrient reduction
		Investigate delivery of asset management software for local use	# of towns with shared wastewater and other infrastructure via inter-municipal agreement or other legal instruments # shared watersheds where contributing towns assume 100% responsibility via inter-municipal agreement

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Cape Cod Commission

MISSION

Promote and sustain a proactive, open government that enhances the quality of life for the citizens of Barnstable County.

OBJECTIVE

To provide leadership, planning, guidance, and direct technical assistance in environmental protection.

	Goals	Tasks	Measures
ENVIRONMENTAL PROTECTION	8) Implement land use planning and growth management programs to guide growth to appropriate areas	Leverage federal and state funds to promote priority projects	% of permitted square feet and residential units of DRIs or Development Agreements in designated economic centers # of towns with completed/updated Local Comprehensive Plans # of DCPCs nominated by towns or others # of towns utilizing revised thresholds under Chapter H, GIZ # of growth management bylaws, studies and supporting visualizations prepared
		Implement RPP Growth Policy through technical assistance including an assessment of infrastructure capacity or needs	
		Assist towns to develop, update and re-certify their LCPs	
		Provide assistance to town's with regional planning tools, such as Districts of Critical Planning Concern, Growth Incentive Zones, Chapter H and other tools	
		Develop new tools to guide development to regional priority development and protection areas	
		Assist with zoning amendments & subdivision bylaws that are consistent with regional land use and growth management programs	
	9) Ensure compliance with statutory requirements, regulations, etc. while coordinating review of DRIs, DCPCs and GIZ nominations	Prepare informal jurisdictional determinations, development agreements, DRI decisions, modification decisions, ENF and 40B comment letters and certificates of compliance	# of regulatory and guidance documents issued by department # of certificates of compliance

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Cape Cod Commission

MISSION

Promote and sustain a proactive, open government that enhances the quality of life for the citizens of Barnstable County.

OBJECTIVE

To ensure sustainable delivery of regional services in the most open, effective and efficient manner possible. Facilitate communication between County officials, the public, and local officials; share information and develop partnerships to further enhance regional efforts and innovations.

	Goals	Tasks	Measures
LEADERSHIP / FINANCIAL STABILITY	1) Maintain CCC's capacity to provide planning and technical services to towns through continuous innovation and efficiency improvements	Continue to improve staff access to, and successful use of, information technology	\$ of revenue from fee based services and grants # technical assistance projects undertaken utilizing enhanced technology <u>Website usage statistics:</u> # of unique visitors # visits # of page views # of pages per visit average time on site # of hits to GIS web maps (ex. FIRM, SLOSH)
		Provide technical and grant assistance through the District Local Technical Assistance (DLTA) Program and other appropriate resources, as available	
		Continue to pursue resources necessary to improve geo-design capacity	
	2) Increase professional development of staff and CCC members	Provide funding for professional affiliations and training opportunities; provide staff support for professional licensure programs as needed	# training sessions attended by staff/members # of staff memberships in professional associations
	3) Manage CCC financial resources to ensure adequate operational capacity and reserves	Oversee operation of CCC budgeting, grants management, procurement and accounts payable/receivable	\$ of Legal Reserves \$ of Capital Reserves \$ of Unassigned CCEPF Balance

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Cape Cod Commission

MISSION

Promote and sustain a proactive, open government that enhances the quality of life for the citizens of Barnstable County.

OBJECTIVE

To ensure sustainable delivery of regional services in the most open, effective and efficient manner possible. Facilitate communication between County officials, the public, and local officials; share information and develop partnerships to further enhance regional efforts and innovations.

Goals	Tasks	Measures
4) Continue to build and maintain strong community relationships	Attend meetings of and update local boards (planning, selectmen) on a regular basis; continue to meet regularly with SIO Governance Committee	# visits by staff and members to local boards
	Conduct town survey to determine level of satisfaction of municipal officials with CCC services to town and solicit suggestions for improvement	# of local official survey respondents ranking CCC overall performance for the past year to be either "excellent or "satisfactory"
	Improve distribution of CCC generated news to stakeholders, including use of social media	# of newsletters in circulation or accessed via website
	Continue to coordinate with the County to implement the strategic communications plan to address external and internal relations goals as resources permit; implement recommendations for Barnstable County Citizens' Academy	# of presentations to public/ community groups # positive editorials/year in Cape publications # participants in BC Citizens' Academy
5) Continue to provide and expand educational opportunities to local officials/stakeholders and the public	Participate in working sessions with municipal staff on a regular basis to discuss significant growth management, regulatory, and planning issues	# of towns seeking CCC assistance
	Guide permit applicants and CCC members through revisions to regulations and policies, as appropriate	# of workshops held with public officials # of training sessions for CCC members
	Improve Title VI outreach	# of participants in wastewater workshops/presentations
	Continue education/outreach efforts to increase public awareness of wastewater management issues, financing and affordability, and support for consensus	# of hits to wastewater website

LEADERSHIP / FINANCIAL STABILITY

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Cape Cod Commission

MISSION		
Promote and sustain a proactive, open government that enhances the quality of life for the citizens of Barnstable County.		
OBJECTIVE		
Facilitate and provide technical assistance in the creation of affordable housing.		
Goal	Tasks	Measures
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">SAFE AND HEALTHY POPULATION</p> <p>1) Promote creation of affordable housing and equal opportunity in housing</p>	<p>Coordinate efforts with BC Human Service Department</p> <p>Administer U. S. Department of Housing and Urban Development (HUD)-funded HOME Program; transition to BC Human Service Department, as appropriate</p> <p>Develop a regional affordable housing plan that respects the unique environment and other resources of the region</p> <p>Provide planning, policy recommendations and technical assistance to support local efforts</p>	<p># of towns provided direct technical assistance</p> <p># of affordably priced HOME rental and homeownership units</p>

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Cape Cod Commission

MISSION

Promote and sustain a proactive, open government that enhances the quality of life for the citizens of Barnstable County.

OBJECTIVE

Continue to provide an economic blueprint for the region.

	Goal	Tasks	Measures
ECONOMIC OPPORTUNITY	1) Promote balanced regional economy capable of supporting year-round livable wage jobs; retain and attract income to region; increase economic opportunities	Implement the Comprehensive Economic Development Strategy (CEDS;2015-2020) Regional Priority Projects	EDA funds granted to region as a result of CEDS certification/EDD designation attendance at annual conference
		Coordinate with local and regional economic development organizations including chambers of Commerce, town economic development industrial corporations, etc.	# balanced economy benchmarks and up-to-date town level data tables available on STATS Cape Cod
		Provide digital/on-line access to economic and demographic data	# of regional economic strategy executive team (RESET) projects with towns
		Provide intensive multi-disciplinary technical team assistance to towns	

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Cape Cod Commission

MISSION			
Promote and sustain a proactive, open government that enhances the quality of life for the citizens of Barnstable County.			
OBJECTIVE			
Increase energy efficiency measures in the region			
INCREASED ENERGY SELF-SUFFICIENCY	Goal	Tasks	Measures
	1) Increase energy conservation, efficiency and use of renewable resources in local plans and large-scale developments	Provide technical assistance to towns on incorporation of energy policies in LCPs	# of large-scale developments implementing renewable energy, efficiency, and conservation initiatives # of towns adopting regional criteria for siting renewable energy facilities
		Provide technical assistance to towns on federal and/or state renewable energy initiatives	
		In coordination with Cape Light Compact pursue regional planning efforts and establish regional criteria for appropriate scale for renewable energy installations	

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

PROGRAM: PLANNING AND DEVELOPMENT

SUB-PROGRAM: CAPE COD COMMISSION

EXPENDITURES:

GROUP	EXPENDED FY2014	APPROVED BUDGET FY2015	APPROVED BUDGET FY2016	% CHANGE
Salaries & Wages	\$ 2,238,560	\$ 2,918,830	\$ 2,864,540	-1.9%
Contractual Services	408,162	719,250	796,750	10.8%
Supplies & Materials	76,995	98,150	101,150	3.1%
Charges & Obligations	207,195	210,600	213,600	1.4%
Equipment	21,648	78,500	53,500	-31.8%
<i>subtotal</i>	\$ 2,952,560	\$ 4,025,330	\$ 4,029,540	0.1%
Fringes	882,008	1,100,174	1,128,729	2.6%
Capital Improvements	-	-	-	-
OPERATING BUDGET	\$ 3,834,568	\$ 5,125,504	\$ 5,158,269	0.6%
Salary Reserves	-	150,000	130,000	-13.3%
Payment for Unpaid bills	-	500	500	-
TOTAL BUDGET	\$ 3,834,568	\$ 5,276,004	\$ 5,288,769	0.2%

FUNDING SOURCES:

GROUP	EXPENDED FY2014	APPROVED BUDGET FY2015	APPROVED BUDGET FY2016	% CHANGE
County General Funds	\$ -	\$ -	\$ -	-
CCEP Tax	2,674,441	3,186,980	3,266,655	2.5%
Grant Funds	1,033,435	1,278,820	1,200,580	-6.1%
Department Revenues	126,692	140,000	140,000	0.0%
Bond Funds	-	-	-	-
License Plate Funds	-	-	-	-
Other Funds	-	670,204	681,534	1.7%
TOTAL SOURCES	\$ 3,834,568	\$ 5,276,004	\$ 5,288,769	0.2%

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Cape Cod Commission

PERSONNEL SCHEDULE

Executive Director	Full-Time
Commission Counsel	Full-Time
Fiscal Manager	Full-Time
Special Projects Coordinator	Full-Time
Fiscal Officer	Full-Time
Fiscal Officer	Full-Time
Community Relations Specialist	Full-Time
Administrative Assistant	Full-Time
Administrative Assistant	Full-Time
Custodian	Part-Time
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Deputy Director	Full-Time
Chief Planner	Full-Time
Affordable Housing Specialist	Full-Time
Natural Res/Land Protection Specialist	Full-Time
Special Projects Coordinator	Full-Time
Planner II	Part-Time
Planner II	Full-Time
Planner II	Full-Time
Planner II	Full-Time
<hr/>	
Chief Regulatory Officer	Full-Time
Regulatory Officer II	Full-Time
Regulatory Officer II	Full-Time
Commission Clerk	Full-Time
<hr/>	
Technical Services Director	Full-Time
Senior Transportation Engineer	Full-Time
Technical Services Planner	Full-Time
Technical Services Planner	Full-Time
Traffic Counting Technicians	Part-Time
<hr/>	
Deputy Director	Full-Time
Chief Economic Development Officer	Full-Time
Environmental Economist	Full-Time
Community Design Manager	Full-Time
GIS Director	Full-Time
Geospatial Architect	Full-Time
GIS Analyst	Part-Time
GIS Analyst	Full-Time
GIS Analyst	Full-Time
GIS Analyst	Full-Time
<hr/>	
Watershed Management Director.	Full-Time
Hydrologist	Full-Time
Hydrologist	Full-Time
Special Projects Coordinator	Full-Time
TOTAL BUDGETED SALARIES	\$2,864,540

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

06/30/2015 16:07 | Barnstable County
| NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2016 FY 2016 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

LAPSE CODE COMMISSION	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2016 Adopted	COMMENT
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1 SALARIES & WAGES

0105001 5100 SAL PERM	452,338.63	509,369.00	509,369.00	381,295.35	542,961.00	
0105001 5110 SAL TEMP	.00	1,500.00	1,500.00	.00	1,500.00	
0105001 5140 HOLIDY PAY	138,331.74	.00	.00	158,803.51	.00	
0105001 5197 INDIR ACR	295,189.28	494,937.00	494,937.00	308,653.36	485,708.00	
0105001 5198 INDIR PAY	4,227.13	.00	.00	4,055.06	.00	
0105001 5199 SAL RES	.00	160,000.00	160,000.00	.00	130,000.00	
0105101 5100 SAL PERM	458,002.22	526,839.00	526,839.00	593,240.25	501,841.00	
0105101 5101 0145 SAL-MATCH	1,909.49	.00	.00	.00	.00	
0105101 5101 0146 SAL-MTCH	8,472.78	.00	.00	.00	.00	
0105161 5101 0134 SAL-MTCH	90.11	.00	.00	.00	.00	
0105161 5101 1215 SAL-MTCH	.00	.00	.00	3,964.86	.00	
0105171 5101 0080 SAL-MTCH	.00	.00	.00	1,997.21	.00	
0105171 5101 0247 SAL-MTCH	353.38	.00	.00	.00	.00	
0105181 5101 0125 SAL-MTCH	9,566.93	.00	.00	9,911.70	.00	
0105181 5101 0176 SAL-MTCH	6,216.48	.00	.00	2,436.71	.00	
0105181 5101 0184 SAL-MTCH	1,332.91	.00	.00	2,482.08	.00	
0105181 5101 0198 SAL-MTCH	.00	.00	.00	2,444.34	.00	
0105181 5101 0203 SAL-MTCH	.00	.00	.00	616.53	.00	
0105201 5100 SAL PERM	284,743.74	432,896.00	432,896.00	219,345.39	351,703.00	
0105301 5100 SAL-REG	786.65	34,572.00	34,572.00	4,434.46	27,018.00	
0105311 5100 SAL PERM	57,365.30	190,645.00	190,645.00	126,106.65	192,687.00	
0105331 5100 SAL PERM	11,195.23	10,000.00	10,000.00	1,418.06	10,000.00	
0105401 5100 SAL-REG	180,494.05	400,423.00	400,423.00	201,337.25	444,743.00	
0105941 5101 SAL-MTCH	2,344.88	.00	.00	.00	.00	
0115341 5100 SAL PERM	259,073.06	250,284.00	250,284.00	248,166.27	239,013.00	
0115341 5110 SAL TEMP	18,252.09	15,220.00	15,220.00	12,363.01	15,220.00	
0135351 5101 SAL	6,359.91	7,430.00	7,430.00	6,245.52	7,431.00	
0135351 5110 SAL TMP	25,439.64	29,715.00	29,715.00	24,982.25	29,715.00	
0145111 5100 HUD SALARY	16,476.29	15,000.00	15,000.00	18,394.12	15,000.00	
TOTAL SALARIES & WAGES	2,238,559.92	3,068,830.00	3,068,830.00	2,332,693.94	2,994,540.00	

2 CONTRACTUAL SERVICES

0105002 5213 TELE	7,500.00	9,000.00	9,000.00	8,000.00	9,000.00	
0105002 5214 INTERNET	2,925.00	3,000.00	3,120.00	3,120.00	3,000.00	
0105002 5221 ELEC CHG	9,950.00	16,000.00	16,000.00	10,504.83	16,000.00	
0105002 5223 HEAT/FUEL	4,274.15	5,000.00	5,000.00	4,800.00	5,000.00	
0105002 5235 LEGAL	45,301.50	60,000.00	60,000.00	40,000.00	60,000.00	
0105002 5239 PRP/TCH SV	16,370.00	32,500.00	32,500.00	21,999.00	40,000.00	
0105002 5241 ED OF EMP	11,224.13	18,000.00	19,100.00	18,665.00	18,000.00	

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

06/30/2015 16:07 | Barnstable County
| NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2016 FY 2016 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

CAPE COD COMMISSION	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2016 Adopted	COMMENT
0105002 5276	SPT/M MAIN	26,740.00	40,000.00	40,000.00	30,327.07	42,000.00
0105002 5279	EQUIP MAIN	6,401.76	18,000.00	18,000.00	8,913.00	15,000.00
0105002 5281	COSTRAV	2,693.18	3,000.00	4,500.00	4,100.19	5,000.00
0105002 5282	ISTTRAV	7,822.41	17,500.00	14,000.00	5,587.15	15,500.00
0105002 5291	ADVERTIVE	2,245.00	3,500.00	3,500.00	635.00	3,500.00
0105002 5294	FREIGHT	396.50	1,500.00	1,500.00	622.00	1,500.00
0105002 5295	PRINT/COPY	663.90	10,000.00	7,280.00	761.85	10,000.00
0105002 5299	MISC CONT	3,340.32	22,000.00	21,900.00	659.75	20,000.00
0105102 5239	PROF SVCS	100.00	90,000.00	89,000.00	71,926.71	75,000.00
0105102 5281	COSTRAV	1,791.59	5,000.00	5,750.00	5,629.82	5,000.00
0105102 5282	ISTTRAV	4,507.41	10,000.00	5,360.00	4,090.25	10,000.00
0105102 5282	0162 IN-ST TRAV	6,127.95	.00	3,500.00	2,969.11	.00
0105102 5295	PRINT/COPY	.00	27,000.00	26,250.00	.00	10,000.00
0105202 5235	LEGAL SVC	130,000.00	157,600.00	157,600.00	10,000.00	157,600.00
0105202 5239	PROF SVCS	20,791.05	30,000.00	30,000.00	.00	30,000.00
0105202 5251	RECORD FEE	1,000.00	3,000.00	3,000.00	1,650.00	3,000.00
0105202 5282	ISTTRAV	2,813.78	5,000.00	3,500.00	1,897.75	5,000.00
0105202 5291	ADVERTISE	7,345.94	25,000.00	25,000.00	7,090.00	20,000.00
0105302 5281	OT-ST TRAV	.00	500.00	500.00	.00	500.00
0105302 5282	IN-ST TRAV	311.67	1,000.00	1,000.00	314.09	1,000.00
0105312 5239	PROF SRV	6,975.00	25,000.00	14,150.00	2,000.00	25,000.00
0105312 5281	COSTRAV	53.35	1,000.00	1,000.00	.00	1,000.00
0105312 5282	ISTTRAV	2,376.60	6,000.00	5,000.00	3,505.99	6,000.00
0105332 5281	COSTRAV	.00	1,000.00	1,000.00	253.00	1,000.00
0105332 5282	ISTTRAV	426.84	2,500.00	2,307.75	550.64	2,500.00
0105352 5282	0099 IN-ST TRAV	142.26	180.00	180.00	54.18	180.00
0105402 5239	PRF/TCH SV	47,850.00	40,000.00	49,850.00	45,550.00	150,000.00
0105402 5281	OT-ST TRAV	6,973.08	4,000.00	11,500.00	11,006.13	4,000.00
0105402 5282	IN-ST TRAV	2,277.15	1,000.00	2,500.00	938.66	1,000.00
0115342 5241	ED OF EE'S	1,894.00	2,000.00	2,000.00	1,250.00	2,000.00
0115342 5281	OST TRAV	1,696.68	2,500.00	500.00	.00	2,500.00
0115342 5282	IST TRAV	7,091.60	7,000.00	7,000.00	6,043.62	7,000.00
0115342 5294	SHIPPING	177.00	500.00	500.00	116.06	500.00
0115342 5299	MISC CONTR	1,128.00	2,500.00	4,500.00	4,403.00	2,500.00
0135352 5282	IN-ST TRAV	569.04	720.00	720.00	216.72	720.00
0145112 5235	LEGAL SVCS	.00	3,000.00	2,600.00	.00	3,000.00
0145112 5239	PRF/TCH SV	5,240.00	6,000.00	7,000.00	6,805.00	6,000.00
0145112 5282	IN-ST TRAV	314.69	250.00	250.00	109.45	.00
0145112 5291	ADVESTISG	339.68	500.00	500.00	500.00	250.00
0145112 5299	CONTR SRVC	.00	500.00	.00	.00	500.00
0155362 5299	CONTRACTUL	.00	.00	.00	.00	500.00
TOTAL CONTRACTUAL SERVICES		400,162.21	719,250.00	718,917.75	347,565.90	796,750.00
3 SUPPLIES AND MATERIALS						
0105003 5312	HDWRPLMB	.00	100.00	100.00	.00	100.00

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

06/30/2015 16:07 | Barnstable County
| NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2016 FY 2016 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

CAPE COD COMMISSION	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2016 Adopted	COMMENT
0105003 5320 FOOD SUPP	.00	1,000.00	1,000.00	.00	1,000.00	
0105003 5361 POSTAGE	10,514.58	20,000.00	20,000.00	3,023.10	17,500.00	
0105003 5363 REF BOOKS	65.95	1,750.00	1,750.00	745.31	1,750.00	
0105003 5369 OFF SUPPLY	57,605.60	60,000.00	60,000.00	19,910.03	70,500.00	
0105003 5399 SUPPLIES	183.01	10,000.00	10,000.00	3,265.94	5,000.00	
0105313 5303 CAR FUEL	206.30	300.00	300.00	152.69	300.00	
0115343 5399 MISC SUP	8,419.79	5,000.00	5,000.00	1,501.79	5,000.00	
TOTAL SUPPLIES AND MATERIALS	75,995.23	98,150.00	98,150.00	28,598.86	101,150.00	
4 CHARGES & OBLIGATIONS						
0105004 5421 ASSOC DUES	10,480.18	10,000.00	10,000.00	9,605.78	12,500.00	
0105004 5429 SUBS	11,648.17	15,000.00	15,000.00	11,801.73	15,000.00	
0105004 5437 UNEMPLOY	37,058.00	35,000.00	31,300.00	-47.00	35,000.00	
0105004 5452 BUILD RENT	145,588.03	145,600.00	149,300.00	149,261.94	145,600.00	
0105004 5463 EQUIP MAIN	1,221.00	1,500.00	1,500.00	1,221.00	1,500.00	
0105004 5469 MISC RENT	990.00	2,000.00	2,000.00	150.00	2,500.00	
0105004 5499 MISC CHRG	115.00	1,000.00	1,000.00	135.00	1,000.00	
0115344 5499 MISC CHRGS	95.00	500.00	500.00	.00	500.00	
TOTAL CHARGES & OBLIGATIONS	207,195.38	210,600.00	210,600.00	172,128.45	213,600.00	
5 EQUIPMENT						
0105005 5547 F/E	2,715.00	3,500.00	3,500.00	2,270.58	3,500.00	
0105005 5559 MISC DP	13,407.41	20,000.00	20,000.00	10,466.10	20,000.00	
0105005 5599 MISC EQUIP	4,238.88	50,000.00	50,000.00	21,565.60	25,000.00	
0115345 5599 EQUIPMENT	1,287.00	5,000.00	5,000.00	4,220.00	5,000.00	
TOTAL EQUIPMENT	21,648.29	78,500.00	78,500.00	38,522.28	53,500.00	
7 OTHER EXPENDITURES & USES						
0105007 5799 UNPD BILLS	.00	500.00	500.00	193.60	500.00	
TOTAL OTHER EXPENDITURES & U	.00	500.00	500.00	193.60	500.00	
9 FRINGES						
0105009 5981 CONTRB RET	448,170.04	571,103.00	571,103.00	571,103.00	599,658.00	
0105009 5983 GRP INS	399,175.95	488,071.00	488,071.00	381,224.75	488,071.00	
0105009 5984 MEDICARE	34,662.42	41,000.00	41,000.00	34,404.68	41,000.00	
TOTAL FRINGES	882,008.41	1,100,174.00	1,100,174.00	986,732.43	1,128,729.00	
TOTAL CAPE COD COMMISSION	3,834,569.44	5,276,004.00	5,275,671.75	3,906,435.46	5,288,769.00	

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Barnstable County /Cape Cod Commission Joint Initiatives

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS:

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

Communications Program

The Cape Cod Commission and Barnstable County Commissioners have begun implementation of a joint communications strategy. The strategic planning efforts of both organizations identified the need to strengthen and reinforce the branding of the agencies and promote available products and services that benefit towns. The Commission, as part of its 208 wastewater planning agenda, is undertaking a robust public engagement effort to ensure an effective public education campaign involving complex technical material. As a result, the Commission was requested to lead the efforts to develop both internal and external communication strategies in coordination with Barnstable County department managers and staff.

The ability of the Commission and other County departments to meet their missions' many challenges is dependent upon relationships with the community and funding obtained through grants, state and federal agencies. Strategic positioning achieved through the communication strategy will increase the County's and Commission's visibility and credibility at both the state and national level. The value of positive public relations will translate into new and increased resources such as grants, public funding, strategic partnerships and a spirit of cooperation among towns.

Matching the County's contribution, the Commission funds two Special Projects Coordinators and a web content consultant assigned to these initiatives as well as support from the Executive and Deputy Directors.

Specific **TASKS** planned for FY16 include:

- 1) Work with consultant(s) to redesign websites, develop branding and standards guide
- 2) Continue to convene regular communications group working sessions
- 3) Implement the consultant recommendations for the Barnstable County Citizens Academy
- 4) Develop and implement social media best practices guides
- 5) Continue to coordinate with local cable access managers to explore the feasibility of implementing the Cape-wide Capespan channel

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Barnstable County /Cape Cod Commission Joint Initiatives

COST CENTER - GOALS/TASKS **FY16 COST CENTER TASKS:**

Development of Strategic Information Office

With diminishing local resources, it is critical to pursue efficiencies offered through technology advancements and to develop shared solutions to local problems. A governance committee comprised of town managers was convened for the electronic Permits, License and Inspection (ePermitting) project and meets regularly to discuss common concerns and future projects. The towns have executed a data sharing protocol to increase access to consistent and coordinated digital data among towns and the region and are partnering on many important issues common to the region, most recently a regional aerial flyover, ePermitting and access to a regional wide area network.

Matching the County's contribution, the Commission staffs the Strategic Information Office and the governance committee with significant support from the Executive and Deputy Directors as well as technical experts on an as-needed basis. The Commission also added geospatial staffing capacity in FY15.

Specific **TASKS** planned for FY16 include:

- 1) Expansion of ePermitting: Currently, the towns of Yarmouth, Chatham, Harwich and Provincetown are using or developing ePermitting capability, a digital permit, license and inspection program. It is likely that the town of Falmouth or one other town will begin work in the second half of fiscal year 2015. In fiscal year 2016, staff expects to assist an additional one or two towns with implementation of the ePermitting solution. In FY16, substantial software updates will be made available to the participating towns to increase speed, efficiency and ease of use for constituents. Staff also provides participating towns with Tier 2 support, a higher level technical support, saving the towns tens of thousands of dollars in consultant fees.
- 2) Regional Wide Area Network: Funding is requested in FY16 to continue the delivery of high speed internet access to the participating towns (currently 13). The Commission and IT department collaborated with and on behalf of the towns to secure delivery and maintenance of a regional area wide network through CapeNet in partnership with Open Cape. It is anticipated that future local revenue may be expected as towns convert existing contracts for service to this county solution.

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Barnstable County /Cape Cod Commission Joint Initiatives

**COST CENTER - GOALS/TASKS
FY16 COST CENTER TASKS:**

Development of Strategic Information Office (cont'd)

Specific **TASKS** planned for FY16 include:

- 3) Unified Communications: The Commission, IT department and governance committee are exploring the possibilities of establishing a regional municipal unified communications system (or UC system). The project would merge phone and data networks by leveraging existing Barnstable County IT infrastructure to provide telephone services, integrated voicemail and email, video conferencing, instant messaging, and mobility. In addition to modernizing and enhancing the towns' outdated equipment, towns would see reduced operations and maintenance costs. Funding is requested to pilot this project in two towns.
- 4) Technology Survey: The Commission and IT department collaborated on an update to the Cape-wide telecommunications and information technology survey and audit conducted in 2012 by Interisle Consulting Group. An annual update is planned to better inform the SIO as it works with the governance committee to address the region's needs.
- 5) GIS: The Commission will also continue to explore opportunities to deliver a regional enterprise solution for delivery of geographic information system (GIS) software at a cost savings to the towns. Funds requested would be offset with revenue from participating towns (two to three anticipated in the first year.)
- 6) Planimetrics: Continue working with the vendor to obtain regional and local planimetric data from the 2014 regional aerial flyover project.

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

PROGRAM: **PLANNING AND DEVELOPMENT**

SUB-PROGRAM: **COUNTY/CAPE COD COMMISSION JOINT INITIATIVES**

EXPENDITURES:

GROUP	EXPENDED FY2014	APPROVED BUDGET FY2015	APPROVED BUDGET FY2016	% CHANGE
Salaries & Wages	\$ 89,265	\$ 134,603	\$ 143,256	6.4%
Contractual Services	347,516	715,186	326,000	-54.4%
Supplies & Materials	-	-	-	N/A
Charges & Obligations	7,960	8,520	315,480	3602.8%
Equipment	-	-	20,000	100.0%
<i>subtotal</i>	<u>\$ 444,741</u>	<u>\$ 858,309</u>	<u>\$ 804,736</u>	-6.2%
Fringes	23,115	65,839	65,839	0.0%
Capital Improvements	-	-	-	N/A
Other Charges	-	-	-	N/A
TOTAL BUDGET	\$ 467,856	\$ 924,148	\$ 870,575	-5.8%

FUNDING SOURCE:	EXPENDED FY2014	APPROVED BUDGET FY2015	APPROVED BUDGET FY2016	% CHANGE
County General Funds	\$ 467,856	\$ -	\$ 435,575	N/A
Grant Funds	-	-	-	N/A
Department Revenues	-	174,148	435,000	149.8%
Bond Funds	-	750,000	-	-100.0%
License Plate Funds	-	-	-	N/A
Other Funds	-	-	-	N/A
TOTAL SOURCES	\$ 467,856	\$ 924,148	\$ 870,575	-5.8%

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

**Barnstable County /Cape Cod Commission
Joint Initiatives**

PERSONNEL SCHEDULE

POSITION	STATUS (Full/Part Time)
Applications Implementation Manager	Full Time
Communications Coordinator	Full Time
TOTAL BUDGET ED SALARIES	\$143,256

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

06/30/2015 16:07	Barnstable County					
	NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS					
PROJECTION: 2016	FY 2016 COUNTY BUDGET					FOR PERIOD 12
ACCOUNTS FOR:						
		2014	2015	2015	2015	2016
JOINT INITIATIVES		ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	Adopted COMMENT

1	SALARIES & WAGES	-----				
0012601	5100 SAL-REG	89,264.56	134,603.00	134,603.00	129,293.19	143,256.00
	TOTAL SALARIES & WAGES	89,264.56	134,603.00	134,603.00	129,293.19	143,256.00
2	CONTRACTUAL SERVICES	-----				
0012602	5239 PROF/TECH	143,900.00	706,686.00	504,899.80	42,430.00	315,888.00
0012602	5241 ED OF EE'S	.00	.00	.00	.00	2,500.00
0012602	5281 OUT ST TRA	1,584.63	2,500.00	2,500.00	1,695.01	2,500.00
0012602	5282 IN-ST TRAV	2,031.30	6,000.00	6,000.00	2,167.55	6,000.00
0012602	5299 0180 CONTRACTUAL	200,000.00	.00	.00	.00	.00
0052602	5239 PRF/TCH SV	.00	.00	750,000.00	581,597.70	.00
	TOTAL CONTRACTUAL SERVICES	347,515.93	715,186.00	863,399.80	627,890.26	326,000.00
4	CHARGES & OBLIGATIONS	-----				
0012604	5429 SUBSCRIP	.00	.00	8,516.80	8,516.80	315,480.00
0012604	5499 MISC CHGS	7,959.63	8,520.00	11,701.26	-12,034.93	.00
	TOTAL CHARGES & OBLIGATIONS	7,959.63	8,520.00	20,218.06	-3,518.13	315,480.00
5	EQUIPMENT	-----				
0012605	5599 EQUIPMENT	.00	.00	.00	.00	20,000.00
	TOTAL EQUIPMENT	.00	.00	.00	.00	20,000.00
9	FRINGES	-----				
0012609	5981 RETMNT	.00	26,920.00	26,920.00	.00	26,920.00
0012609	5983 GRP INSUR	21,925.47	36,967.00	36,967.00	34,076.31	46,967.00
0012609	5984 MEDICARE	1,189.12	1,952.00	1,952.00	1,786.27	1,952.00
	TOTAL FRINGES	23,114.59	65,839.00	65,839.00	35,862.58	65,839.00
	TOTAL JOINT INITIATIVES	467,854.71	924,148.00	1,084,059.86	789,527.90	870,575.00

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Water Protection Collaborative

COST CENTER - GOALS/TASKS

MISSION STATEMENT:

The Cape Cod Water Protection Collaborative exists to offer a coordinated approach to enhance the water and wastewater management efforts of towns, the Regional Government and the broader community. The Collaborative seeks to protect Cape Cod's shared water resources and to provide access to cost effective and environmentally sound wastewater infrastructure. The Collaborative seeks funding support for the Cape communities, establishes priorities, directs strategy, builds support for action, and fosters regionalism.

The Collaborative functions using the following structure:

- A 17-member *Governing Board* that approves all expenditures, policies and strategies.
- A 6-member Steering Committee that reviews and develops proposed strategies, policies and budget proposals for consideration by Governing Board.
- Ad hoc committee convened on an as-needed basis to support the deliberations of the Governing Board.
- An *Executive Director* to manage day-to-day affairs of the Collaborative.
- Staff functions to be provided on a contract basis by other County operating departments.
- The Governing Board meets bi-monthly

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Water Protection Collaborative

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS:

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

GOAL:

Support the needs of Towns in technical matters pertaining to planning, engineering, finance and other water quality management measures that inform regional management strategies.

TASK:

- 1) Provide technical assistance in the form of engineering and financial planning expertise to enable regional solutions to be considered and developed. Successful if: Renew/rehire technical consultants and make service available to towns on an ongoing and continual basis
- 2) Provide an interface between the towns and UMASS Dartmouth to help delivery and utilization of remaining Technical Reports. Successful if specific town needs are addressed and support is provided by SMAST.
- 3) Provide current information on wastewater management methods to towns and public. Successful if: Meet on an as needed basis with municipal boards; provide information to media outlets; meet on an as requested basis with watershed, business and civic associations.
- 4) Provide funding support to municipal wastewater management projects or measures that both help the requesting town and other town or the county in understanding the opportunities offered by different management techniques. Successful if: support to communities improves understanding of the performance of alternative wastewater management measures, advances implementation of specific measures in a way that pertains to more than one community, support is awarded consistent with the policy adopted by the Governing Board for allocation of municipal support funds.

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Water Protection Collaborative

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS

GOAL:

Represent the needs and interests of the region before state and federal permitting and policy agencies

TASK:

- 1) Provide technical information, including analyses of cost implications of different wastewater management alternatives, to state and federal decision makers. Successful if: Participate in relevant regulatory and administrative proceeding.
 - 2) Clarify the regulatory process for utilizing enhanced natural attenuation as a nitrogen management strategy. Successful if: Towns receive support and guidance that minimizes permitting time and cost.
 - 3) Participate in the development of regulations governing financial assistance. Successful if: New financial assistance rules reflect needs of Cape communities.
-

GOAL:

Establish and implement methods that will enable and support long-term assessment of the effect of nitrogen management measures on coastal water quality.

TASK:

- 1) Oversee the collection and management of water quality data for Nantucket Sound pursuant to contract issued in FY 14. Successful if: water quality monitoring network is maintained, access to data is open and transparent and guidelines for utilization of data to inform adaptive management are developed in concert with CCC, towns and data managers.
 - 2) Streamline and coordinate the collection and publication of water quality information to the general public. Successful if: Central approach to collection and publication of water quality data is developed and implemented that improves public access to data.
-

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Water Protection Collaborative

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS

GOAL: Establish a county wide water quality monitoring program in partnership with the Commonwealth that provides uniform collection and analytical protocols and easy and consistent public access to data.

TASK:

- 1) Identify and secure state bond funds to match county funding of monitoring program
 - 2) Procure services for monitoring of sentinel stations around the Cape and ensure public access to data
-

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

PROGRAM: PLANNING AND DEVELOPMENT

SUB-PROGRAM: WATER QUALITY INITIATIVES

EXPENDITURES:

GROUP	EXPENDED FY2014	APPROVED BUDGET FY2015	APPROVED BUDGET FY2016	% CHANGE
Salaries & Wages	\$ -	\$ -	\$ -	
Contractual Services	179,416	102,000	102,000	-
Supplies & Materials	-	-	-	
Charges & Obligations	169,229	325,000	400,000	23.1%
Equipment	-	-	-	
<i>subtotal</i>	\$ 348,645	\$ 427,000	\$ 502,000	17.6%
Fringes	-	-	-	
Capital Improvements	-	-	-	
Other Expenditures	-	-	-	
TOTAL BUDGET	\$ 348,645	\$ 427,000	\$ 502,000	17.6%

FUNDING SOURCES:

GROUP	EXPENDED FY2014	APPROVED BUDGET FY2015	APPROVED BUDGET FY2016	% CHANGE
County General Funds	\$ 348,645	\$ 427,000	\$ 502,000	17.6%
Grant Funds	-	-	-	
Department Revenues	-	-	-	
Bond Funds	-	-	-	
License Plate Funds	-	-	-	
Other Funds	-	-	-	
TOTAL SOURCES	\$ 348,645	\$ 427,000	\$ 502,000	17.6%

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

06/30/2015 16:07	Barnstable County NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS					
PROJECTION: 2016 FY 2016 COUNTY BUDGET				FOR PERIOD 12		
ACCOUNTS FOR:						
WATER QUALITY INITIATIVES	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2016 Adopted COMMENT	

2	CONTRACTUAL SERVICES					

0015602 5239	79,500.00	77,000.00	103,401.00	103,300.00	102,000.00	_____
0015602 5291	.00	25,000.00	.00	.00	.00	_____
0015602 5299	.00	.00	24,400.00	19,656.66	.00	_____
0015602 5299 0179	99,916.00	.00	.00	.00	.00	_____
TOTAL CONTRACTUAL SERVICES		179,416.00	102,000.00	127,801.00	122,956.66	102,000.00 _____
4	CHARGES & OBLIGATIONS					

0015604 5490 0106	169,229.40	325,000.00	455,770.60	362,797.35	400,000.00	_____
TOTAL CHARGES & OBLIGATIONS		169,229.40	325,000.00	455,770.60	362,797.35	400,000.00 _____
TOTAL WATER QUALITY INITIATI		348,645.40	427,000.00	583,571.60	485,754.01	502,000.00 _____

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

SHARED COSTS & DEBT SERVICE

Group Health Insurance (Retirees)

Salary Reserve

Retirement

Miscellaneous & Contingency

Reserve Fund

Stabilization Fund

Prior Year Bills

Non-Contributory Retirement

Debt Service

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Shared Costs & Debt Service

MISSION STATEMENT:

This program, Shared Costs & Debt Service, supports costs which are not applicable to specific County departments. These types of costs include County insurance coverage, group insurance for retirees, contingencies, and non-contributory retirement costs.

The program budget for Barnstable County is designed to accurately portray the costs of service delivery for each department. All applicable costs have been allocated to the proper sub-program and cost center. As in the previous years' budgets, these costs associated with employee benefits are allocated to each sub-program or department. Some elements of these programs properly remain in Shared Costs. The following sub-programs are included in Shared Costs and Debt Service:

1) Group Insurance (Retiree)

The funding included in the sub-program Group Insurance provides the County contribution for retiree health care plans. Funding includes health, dental and life insurance for County retirees through the County's membership in Cape Cod Municipal Health Group and the Barnstable County Group Life Insurance Plan. The County contributes seventy-five percent (75%) of the cost of the health and dental component for retirees. Retirees who become Medicare-eligible are required to immediately enroll in a Medicare Plan offered by the County therefore reducing costs.

Note: County contribution for active employees is budgeted within each department.

2) Salary Reserve

The salary reserve is used to fund contractual increases and also potential re-grades and reclassifications. The budget includes funding for a two percent (2%) cost-of-living adjustment (COLA) for FY2016.

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

PROGRAM: SHARED COSTS AND DEBT SERVICE

SUB-PROGRAM: ALL SHARED COSTS AND DEBT SERVICE OBLIGATIONS

EXPENDITURES:

BUDGET ITEM	EXPENDED FY2014	APPROVED BUDGET FY2015	APPROVED BUDGET FY2016	% CHANGE
Health/Dental/Life Ins-Retiree	\$ 800,561	\$ 1,044,110	\$ 1,148,521	10.0%
Contributory Retirement	104,904	109,133	120,750	10.6%
Grants to Towns	7,692	-	-	-
Salary Reserve	-	125,000	-	-100.0%
Miscellaneous & Contingency				
Group 1	13,557	-	-	
Group 2	152,090	160,300	160,300	-
Group 3	(2,189)	1,000	1,000	-
Group 4	254,198	268,500	278,000	3.5%
Group 5	510	-	5,000	100.0%
Group 9	87,291	65,000	90,000	38.5%
<i>subtotal</i>	<i>\$ 505,457</i>	<i>\$ 494,800</i>	<i>\$ 534,300</i>	<i>8.0%</i>
Reserve Fund	-	25,000	-	-100.0%
Stabilization Fund	-	25,000	-	-100.0%
Other Expenditures	33,382	5,000	5,000	-
Non-contributory Retirement	1,792	10,000	15,000	50.0%
Debt Service & Interest	-	265,000	315,000	18.9%
TOTAL BUDGET	\$ 1,453,788	\$ 2,103,043	\$ 2,138,571	1.7%

FUNDING SOURCES:

BUDGET ITEM	EXPENDED FY2014	APPROVED BUDGET FY2015	APPROVED BUDGET FY2016	% CHANGE
County General Funds	\$ 1,453,788	\$ 2,103,043	\$ 2,138,571	1.7%
Grant Funds	-	-	-	-
Department Revenues	-	-	-	-
Bond Funds	-	-	-	-
License Plate Funds	-	-	-	-
Other Funds	-	-	-	-
TOTAL SOURCES	\$ 1,453,788	\$ 2,103,043	\$ 2,138,571	1.7%

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

06/30/2015 16:07		Barnstable County					
		NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS					
PROJECTION: 2016		FY 2016 COUNTY BUDGET		FOR PERIOD 12			
ACCOUNTS FOR:							
		2014	2015	2015	2015	2016	
FRINGE BENEFITS		ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	Adopted	COMMENT

1	SALARIES & WAGES						

0019031	5100	SAL NC EMP	1,792.49	10,000.00	10,000.00	.00	15,000.00
TOTAL SALARIES & WAGES			1,792.49	10,000.00	10,000.00	.00	15,000.00
9	FRINGES						

0019009	5981	ERI & HOSP	104,903.87	109,133.00	109,133.00	109,132.41	120,750.00
0019009	5984	MEDICARE	.00	5,000.00	20,000.00	.00	5,000.00
0019019	5983	HDL INS	800,560.85	1,044,110.00	1,192,038.84	752,417.76	1,148,521.00
0019019	5983	0136 HLT MITIG	31,159.23	.00	.00	.00	.00
0019039	5983	GRP INS	.00	.00	10,000.00	.00	5,000.00
0019049	5982	WC	56,131.59	60,000.00	75,619.52	57,979.42	80,000.00
TOTAL FRINGES			992,755.54	1,218,243.00	1,406,791.36	919,529.59	1,359,271.00
TOTAL FRINGE BENEFITS			994,548.03	1,220,243.00	1,416,791.36	919,529.59	1,374,271.00

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

06/30/2015 16:07	Barnstable County	
	NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS	
PROJECTION: 2016	FY 2016 COUNTY BUDGET	FOR PERIOD 12
ACCOUNTS FOR:		
MISC. & CONTINGENCY EXP.	2014 ACTUAL	2015 ORIG BUD
	2015 REVISED BUD	2015 ACTUAL
		2016 Adopted COMMENT

1	SALARIES & WAGES	

0019101 5100 0023 PWD/LKSAL	.00	.00
		4,280.03
		.00
0019101 5110 0012 REG WW SAL	13,557.21	.00
		29,606.23
		16,228.55
0019101 5110 0014 BEACH SAL	.00	.00
		11,401.50
		.00
TOTAL SALARIES & WAGES	13,557.21	.00
		45,287.76
		16,228.55
		.00
2	CONTRACTUAL SERVICES	

0019102 5220 UTILITIES	6,975.00	.00
		9,897.62
		9,897.62
0019102 5221 ELEC CHGS	16.92	1,000.00
		.00
		.00
0019102 5232 ARCH/ENG	.00	.00
		5,000.16
		.00
0019102 5233 A/A SVC	38,109.80	61,500.00
		42,750.00
		42,750.00
0019102 5235 LEGAL SVC	74,847.00	55,000.00
		80,048.12
		54,181.59
0019102 5239 PROF SRVC	.00	.00
		2,535.00
		2,535.00
0019102 5241 ED OF EMP	149.00	10,000.00
		12,031.81
		.00
0019102 5256 OIL CLNUP	5,170.00	8,000.00
		13,849.25
		13,369.20
0019102 5276 0019 WW SFTWR	.00	.00
		1,343.00
		.00
0019102 5282 IN-ST TRAV	.00	2,500.00
		2,500.00
		.00
0019102 5282 0012 REGWW TRV	.00	.00
		1,200.00
		.00
0019102 5282 0019 MWRES TRV	.00	.00
		2,000.00
		.00
0019102 5291 ADVERTISE	17,555.61	16,800.00
		13,260.19
		12,277.40
0019102 5295 PRINT/COPY	.00	500.00
		500.00
		.00
0019102 5299 MISC CONT	3,925.00	5,000.00
		5,107.75
		5,107.75
0019102 5299 0011 WW IMPL	638.47	.00
		.00
		.00
0019102 5299 0012 REGWW MGT	3,588.00	.00
		6,181.00
		.00
0019102 5299 0017 LCP CONTR	.00	.00
		13,633.11
		.00
0019102 5299 0059 MISC CONT	1,115.00	.00
		.00
		.00
TOTAL CONTRACTUAL SERVICES	152,089.80	160,300.00
		211,837.01
		140,118.56
		160,300.00
3	SUPPLIES AND MATERIALS	

0019103 5361 POSTAGE	-2,695.74	1,000.00
		1,000.00
		2,836.68
0019103 5399 MISC SUPP	309.75	.00
		.00
		.00
0019103 5399 0012 SUPPL	196.67	.00
		841.17
		367.00
0019103 5399 0019 WMMGT SUP	.00	.00
		830.00
		.00
TOTAL SUPPLIES AND MATERIALS	-2,189.32	1,000.00
		2,671.17
		3,203.68
		1,000.00
4	CHARGES & OBLIGATIONS	

0019104 5431 LIAB INS	96,139.78	105,000.00
		114,347.18
		106,488.18
		105,000.00

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

06/30/2015 16:07	Barnstable County NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS					
PROJECTION: 2016	FY 2016 COUNTY BUDGET	FOR PERIOD 12				
ACCOUNTS FOR:						
MISC. & CONTINGENCY EXP.						
	2014 ACTUAL	2015 ORIG BUD				
		2015 REVISED BUD				
		2015 ACTUAL				
		2016 Adopted COMMENT				
0019104 5432 BOILER INS	1,424.55	3,500.00	2,264.12	2,090.00	3,000.00	_____
0019104 5433 OFFIC INS	75,419.65	95,000.00	83,478.12	82,626.14	85,000.00	_____
0019104 5434 AUTO INS	29,893.65	30,000.00	41,853.87	40,481.25	50,000.00	_____
0019104 5437 UNEMP INS	49,928.24	30,000.00	35,000.00	33,675.91	30,000.00	_____
0019104 5498 BOND FEES	.00	.00	750.00	750.00	.00	_____
0019104 5499 MISC CHGS	152.92	5,000.00	440.00	.00	5,000.00	_____
0019104 5499 0017 LCP MISC	1,238.75	.00	15,326.25	.00	.00	_____
TOTAL CHARGES & OBLIGATIONS	254,197.54	268,500.00	293,459.54	269,111.48	278,000.00	_____
5 EQUIPMENT						
0019105 5547 OFF EQUIP	510.00	.00	.00	.00	.00	_____
0019105 5559 DP EQUIP	.00	.00	4,450.00	.00	5,000.00	_____
0019105 5559 0012 COMP EQUIP	.00	.00	2,000.00	1,276.50	.00	_____
0019105 5599 0012 REGNW MSC	.00	.00	1,000.26	.00	.00	_____
TOTAL EQUIPMENT	510.00	.00	7,450.26	1,276.50	5,000.00	_____
7 OTHER EXPENDITURES & USES						
0019107 5790 XFER OUT G	25,189.28	.00	.00	.00	.00	_____
0019107 5790 0023 FND/LXE TR	6,353.82	.00	2,460.98	.00	.00	_____
0019107 5799 PY UNPAID	1,839.02	5,000.00	5,506.46	5,506.46	5,000.00	_____
TOTAL OTHER EXPENDITURES & U	33,382.12	5,000.00	7,967.44	5,506.46	5,000.00	_____
TOTAL MISC. & CONTINGENCY EX	451,547.35	434,800.00	568,673.18	435,445.23	449,300.00	_____

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

06/30/2015 16:07	Barnstable County NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS	
PROJECTION: 2016	FY 2016 COUNTY BUDGET	FOR PERIOD 12
ACCOUNTS FOR:		
DEBT SERVICE & INTEREST	2014 ACTUAL	2015 ORIG BUD
	2015 REVISED BUD	2015 ACTUAL
		2016 Adopted COMMENT

7	OTHER EXPENDITURES & USES	

0019207 5780	DEBT PRIN	.00
		65,000.00
		65,000.00
		.00
0019207 5785	DEBT INT	.00
		200,000.00
		200,000.00
		.00
	TOTAL OTHER EXPENDITURES & U	.00
		265,000.00
		265,000.00
		.00
	TOTAL DEBT SERVICE & INTERES	.00
		265,000.00
		265,000.00
		.00
		315,000.00
		315,000.00
		.00
		315,000.00

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

DEPARTMENT GOALS & TASKS

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

GENERAL GOVERNMENT

COUNTY COMMISSIONERS
RESOURCE DEVELOPMENT OFFICE
DEPARTMENT OF FINANCE
INFORMATION TECHNOLOGY

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Barnstable County Commissioners

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS:

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

GOAL:

- 1) Continue to pursue regionalization efforts in the area of Water Quality and Wastewater through the Water Protection Collaborative.

TASK:

- Work with the Collaborative Executive Director to foster regional coordination and implement the Municipal Support Initiative.
 - Assist in the development of financial funding models for consideration by the towns.
-

GOAL:

- 2) Develop the Strategic Information Office and the Regional Umbrella Services Support center to utilize the benefits of the Open Cape project.

TASK:

- Define the scope of RUSS services; evaluate the services, structure, costs and benefits associated with the RUSS.
 - Implementation of one RUSS supported regional service.
-

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Barnstable County Commissioners

COST CENTER -GOALS/TASKS

GOAL:

- 3) Continue to evaluate the organizational assessment of the County's functions and departments.

TASK:

- Define scope of service, issue an RFP and utilize an outside consultant to evaluate the functions of all County departments. Prepare a report summarizing the key functions of each department, areas of overlap and opportunities to improve efficiency and effectiveness.
-

GOAL:

- 4) Continue to implement the recommendations of the Strategic Plan.

TASK:

- Prioritize the Strategic Plan recommendations. Follow-up on Plan progress.
 - Secure and prioritize resources. Develop staff assignments and foster collegiality across County departments to ensure success.
-

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Resource Development Office

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS:

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

BC Strategic Plan Cost Effective Regional Services-3.7.2 BC Strategic Plan 2.1.4

GOAL: Research and identify County and Town Resource Development opportunities. Increase County and Town revenue, County and/or Town capacity and expand regional services through the acquisition of grant funds and other priority resources.

TASK: Identify funding sources and match grant program with prioritized regional needs as well as grant writing, program and service planning, and technical assistance to Barnstable County Departments and Towns.

MEASURES:

- 1) Development opportunities are documented through technical assistance forms, website requests, e-mail requests and telephone calls. Increasing grant revenues and documenting increases on the Grant Development log.
 - 2) All RDO grant development activities are documented and measured by the number of grants submitted, pending, unfunded grants, repackaged grants, as well as amount received, County and/or Town match are tracked and documented using the grant development report.
-

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Resource Development Office

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS:

BC Strategic Plan Cost Effective Regional Service-3.7.6 BC Strategic Plan 2.1.4

GOAL: Supervise, administer and successfully operate the AmeriCorps Cape Cod residential, environmental and disaster preparedness and response program in compliance with all federal, state, county and local mandates and provisions.

TASK: Completion of 1700 hours each of service performed by 32 or more AmeriCorps members each year for a total of 54,400 or more per year. The primary service areas are: Natural Resource Management (Land and water based conservation), Disaster Preparedness and Response, Volunteer Engagement and Community Outreach and Education.

MEASURES:

- 1) Service activities identified and measured by new national performance measures and documented by community service partners on individual and group service project proposals and monitored and evaluated by staff and service partners on post service reports and logs.
 - 2) Disaster Services-AmeriCorps Cape Cod provided community disaster education lessons to 569 individuals. Of the 569 tested, 457 individuals scored 20 points higher on post-tests than pre –tests after receiving a disaster education lesson.
 - 3) Natural Resource Management, Land and Water Conservation-The total number of trails, beaches and/or waterways being made accessible and safer for use by the public and/or exhibiting improved habitat for at risk and endangered species and/or demonstrating improved ecological and environmental health.
 - 4) Environmental Stewardship-Measures in miles and acres. Acres completed through service activities will result in those acres being more accessible and safer for use by the public and/or maintained to preserve historic sites and or exhibit improved habitat for at risk and endangered species and/or demonstrate improved ecological and environmental health and/or being at reduced risk of wildfire.
-

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Resource Development Office

COST CENTER –GOALS/TASKS

FY16 COST CENTER TASKS:

GOAL: Supervise, administer and successfully operate and AmeriCorps “Fire Crew” through the AmeriCorps Cape Cod Natural Resources and Disaster Preparedness and Response focus of the program.

TASK: Agreement with the Cape Cod National Seashore, NPS Fire Management Division and with the County’s Cooperative Extension Service to recruit and train 6 additional AmeriCorps members to perform regional fire mitigation service activities.

MEASURES:

- 1) Service activities identified and documented by community service partners on group placement and monitored and evaluated by staff on post service reports and logs. Performance measures implemented by NPS and ACC
- 2) Service activities are tracked by miles and acres, on National Park, Town owned property, County property, Conservation land and other public lands on the Project Log for land acreage data. AmeriCorps Fire Corps members’ service activities are collected by a code developed for each service activity and documented. Service activities include: Removal of unnatural debris (human made) debris (litter, hazardous waste), etc.). Remove natural debris, such as fallen trees/limbs, make area safer by reducing or controlling hazards (e.g; cut down dead/dying trees, safely pruning, fire hazard reduction)

BC Strategic Plan 2.1.4

GOAL: Improve communication and coordination of function across county departments. Continue to improve the County’s grant financial management system and reporting system.

TASK: Provide professional grant administration including fiscal management to Barnstable County departments and staff. Continue to utilize, update and improve the Barnstable County grant administration system including the Grant Administration manual and Grant Tracking books. Continue to train and educate Barnstable County staff working with grants. Administer, plan and provide grant and program technical assistance for county funded grant initiatives.

MEASURES:

- 1) This goal is measured by the number of grants managed, technical assistance provided, the grant fiscal condition, grant monitoring and the annual grant status feedback conducted by the Assistant Treasurer and the annual Barnstable County audit.

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Resource Development Office

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS:

BC Strategic Plan-3.7.6

GOAL: Management of the Town of Harwich Human Service grants.

TASK: Management of Town Human Service grants assigned to a Resource Development Officer.

MEASURES:

- 1) End of grant profiles are awarded and documented in compliance with all Town provisions.
- 2) Technical assistance with the Request for Proposal process.

GOAL: Continue to improve the County's financial management and reporting functions.

TASK: Provide professional grant administration including fiscal management to Barnstable County Departments and staff. Continue to utilize, update and improve Barnstable County Grant Administration Manual and Grant Tracking binders.

MEASURES:

- 1) This goal is measured by the number of grants administered, the grant fiscal condition, grant monitoring closeout and the annual grant feedback report status from the County Assistant Treasurer and the annual Barnstable County audit.
-

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Resource Development Office

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS:

GOAL: Conduct Resource Development community outreach presentations.

TASK: RDO and AmeriCorps staff and members conduct annual information and outreach sessions in all 15 towns.

MEASURE:

- 1) Track service in pre and post service logs.
-

GOAL: Integrate departmental approaches to conservation and energy.

TASK: Encourage efforts by County Departments to initiate conservation and energy initiatives and support them through grant development, funding mechanisms and AmeriCorps member resources.

MEASURE:

- 1) Grant development initiatives are tracked monthly. Member service activities are measured and monitored by pre and post service logs.
-

GOAL: Continued growth and development and utilization of the Grant Resource Library and Work Center.

TASK: Maintain and improve the Grant Center in the RDO office. Update inventory of resources and suggest purchase of new development materials. Conduct internal workshop for interested Grant Center participants. Advertise the Grant center and resources on RDO's website.

MEASURE:

- 1) Updates and improvements to the Grant Center and grant center resources are reviewed, documented and reported monthly and quarterly at team meetings and staff planning and visioning sessions. A town and county personnel sign in on the Grant Library log are counted and assigned to an RDO Officer.

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Resource Development Office

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS:

BC Strategic Plan-2.2.5; 3.1.2

GOAL: Continue to improve effective and efficient internal grant development and management standards and procedures. Manage Barnstable County grants in compliance with County, State and Federal Guidelines.

TASK: RDO and the Assistant Treasurer work together to review management standards and compliance through MUNIS and the Resource Development Office Grant Management Manual

MEASURES:

- 1) County wide trainings, reviews and updates of Grant Management Manual and Policies in cooperation with the Finance Dept. Successful Barnstable County audits on all county, state and federal grants assigned to the Resource Development Office.
- 2) Management standards are measured and documented in compliance with the Barnstable County Grant Management Manual binder (one assigned to each active grant).

GOAL: Advance and continuously improve the capacity of the County Resource Development Office, County Departments and the AmeriCorps Cape Cod program in order to provide and increase needed resources and services to the community.

TASK: Research and secure internal capacity building grants and resource development opportunities for RDO, AmeriCorps and County departments.

MEASURE:

- 1) Requests for grant writing, management and technical assistance and AmeriCorps member service are documented, evaluated, research and implemented by assigned staff. Service, grant writing and technical assistance are documented and evaluated at quarterly staff Planning and Visioning sessions.
-

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Resource Development Office

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS:

BC Strategic Plan 2.1.4

GOAL: Increase County and Town resources, revenue and expand regional services through the acquisition of grant funds.

TASK: Identify funding sources and match grant programs with regional needs as well as provide grant writing, program and services planning, capacity building and technical assistance to Barnstable County departments and towns.

MEASURE:

- 1) Increase grant writing time for two Resource Development officers in order to increase revenue, resources, capacity and technical assistance for departments and towns for prioritized services. Documented and tracked in the Grant Development Log.
-

GOAL: Secure continued grant funding through the Massachusetts Service Alliance and the Corporation for National and Community Service to fund the AmeriCorps Cape Cod program.

TASK: Assess, plan and direct AmeriCorps Cape Cod staff, members and program. Write competitive grant proposals for national federal funding.

MEASURE:

- 1) All program service activities are qualified, quantified and measured by the new national performance measures and standards are established, documented and monitored for compliance monthly.
-

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Resource Development Office

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS:

GOAL: Plan and conduct one or more funding focused grant writing and/or other resource workshops for County Departments and Towns.

TASK: Respond to Town requests to conduct grant writing and resource development types of workshops. Plan a workshop on grant writing, writing Requests for Proposals, grant research, funding sources and other resource development workshop and training opportunities. Maintain a database of prospective applicants for future conferences, workshops and share with County Departments.

MEASURE:

- 1) Conduct at least one workshop for the benefit of County Departments and Towns. Participants document feedback on surveys, completed by workshop participants.
-

GOAL: To share specialized knowledge and understanding of grant writing and grant administration by providing a broad range of workshops and trainings, education programs and other resources to the Cape Cod community.

TASK: Research, review and track a variety of federal, state and local funding opportunities. New funding notices and grant applications are routed through interoffice mail. Grant Development and Management activities are tracked and documented by Resource Development Officers and reviewed quarterly at staff Planning and Visioning sessions.

MEASURE:

- 1) One or more grant writing workshops are conducted each year by the RDO for the Towns and also each new group of AmeriCorps Cape Cod members. Workshops are documented and evaluated by surveys completed by participants.
-

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
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Resource Development Office

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS:

GOAL: Continue to identify needed municipal services, including grant technical assistance and resource needs.

TASK: Make forms available on the RDO website for County departments and Towns. Conduct municipal trainings and workshops as requested. AmeriCorps members will also be assigned to provide municipal resources through individual and group service project development.

MEASURE:

- 1) Grants, resources and technical assistance data are tracked by RDO Officers and documented on the technical assistance and grant development report forms. Member service is tracked on pre and post service logs, national performance measures, individual placements, service partner and staff evaluations, COD day and group service logs.
-

GOAL: Continue renovations of the two greenhouses in the County complex.

TASK: Funds provided through RDO to the Facilities Dept. to repair and renovate the greenhouses. AmeriCorps staff and members will assess the needs of the greenhouses to be completely operational. Members will be assigned greenhouse assessment and implementation service activities.

MEASURE:

- 1) Draft of an operational plan between the Cooperative Extension and AmeriCorps Cape Cod for a completely operational regional greenhouse operation.
-

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Resource Development Office

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS:

GOAL: Build the capacity of County departments and towns to deliver regional services. Conduct quarterly RDO Planning and Visioning sessions that track progress and measurement of goals

TASK: Review and report on the increased capacity and progress during monthly staff meetings and quarterly Planning and Visioning sessions.

MEASURE:

- 1) Grant Development occurs throughout the year. A Grant Development log tracks the number of grants funded, submitted, pending notification, total revenue and the status of each grant submitted by RDO.
- 2) All grant management, grant development, outreach, capacity building and technical assistance activities are documented and measured on the grant management report, the monthly team meeting track performance and the quarterly staff planning and visioning sessions.

BC Strategic Plan Cost Effective Regional Service-3.7.6 BC Strategic Plan 2.1.4

GOAL: Advance and improve the capacity of the Barnstable County departments and towns through capacity building of the Resource Development Office and the AmeriCorps Cape Cod program.

TASK: Train, utilize AmeriCorps members in grant development, research, writing and technical assistance to support direct program service. Research and secure internal capacity building grants/opportunities. Continue to improve office communications and information through working groups, technology and development plans.

MEASURE:

- 1) Documenting and tracking the number of trainings, member and hours dedicated to capacity building, grant writing and developing resources toward community development. 10% allowable hours only of member service hours.

**BARNSTABLE COUNTY
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Resource Development Office

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS:

GOAL: Conduct four or more regional AmeriCorps events each year.

TASK: Staff and AmeriCorps members will plan and develop four regional events each year including: Martin Luther King Day of Service, Canal Cleanup, and AmeriCorps Week. Presentations to all 15 towns' selectmen at town meetings by members and staff.

MEASURE:

- 1) Each event is evaluated and measured by the number of participants, volunteers and the service is documented on service logs monitored monthly. National Performance measures for each goal is tracked, measured and documented by staff on service logs.
-

GOAL: Continue to conduct and coordinate resources and grant funding search for the green rehabilitation and renovation of building number 11 at the Highland Center within the Cape Cod National Seashore.

TASK: Draft compelling case statement. Continue to research and secure project funding and resources for the rehabilitation and green renovation of building number 11 at the Highlands Center. Individual placement and group service provided by AmeriCorps members assigned

MEASURE:

- 1) Member tracks service hours at member placement on weekly timecards, submit grants, research funding opportunities, attend monthly meetings reviewing program partner progress and attend monthly meeting with staff to guide the project goals. Supervise the AmeriCorps member assigned.
-

**BARNSTABLE COUNTY
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Resource Development Office

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS:

BC Strategic Plan Cost Effective Regional Service-3.7.6 BC Strategic Plan 2.1.4

GOAL: Program technical assistance provided by the Resource Development Officers assigned to strengthen the performance measures, needs, fire management initiative and Disaster response.

TASK: Technical assistance and training provided by RDO. Program technical assistance recommendation on national performance measures, critical needs, fire management initiative service activities and building the Disaster Preparedness and Response infrastructure with the County and community service partners.

MEASURES:

- 1) Providing training, program technical assistance for staff and members and implementing tracking measures and documentation.
-

GOAL: Plan and develop AmeriCorps Cape Cod Annual Report to Community.

TASK: Staff and members plan and produce the Annual Report to the Community documenting a year of service.

MEASURES:

- 1) Staff and members write articles and plan a yearlong report documenting a year of service. Published and distributed at graduation.
 - 2) Lists over 54,000 hours of service performed by region and town throughout the community.
 - 3) Tracking all annual report service activities are tracked by miles and acres on our AmeriCorps performance measures pre and post logs.
-

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Resource Development Office

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS:

BC Strategic Plan: Public Safety and Emergency Preparedness 3.6.2

GOAL: Draft, plan and develop a grant development report each year.

TASK: Staff will collaborate to design and produce a report on the grants awarded each year through the Barnstable County Resource Development Office

MEASURE:

- 1) A draft Grant Development Profile Report highlighting the number of grants awarded over a two year period and a brief summary of the grant beneficiary and total amount.
-

GOAL: Formalize Emergency Preparedness and Response agreements between the Barnstable County AmeriCorps Cape Cod program with the Barnstable County Regional Emergency Planning Committee (REPC) and the Red Cross.

TASK: Review member feedback from sheltering operations and training. Discuss shelter operations procedures, policies and preferred protocols with REPC and Red Cross. Draft Memorandum of Understanding with appropriate agencies for AC deployment.

MEASURE:

- 1) Develop and train staff and members on new Disaster Preparedness and Response operations and procedures. Signed Memorandum of Understanding with REPC and Red Cross.
 - 2) Discuss and insure integration of member service activities into national Disaster Preparedness and Response performance measures.
 - 3) Continue to provide RDO technical assistance to increase the capacity through a volunteer REPC Coordinator position. To recruit, train and oversee volunteers before, during and after disasters.
-

**BARNSTABLE COUNTY
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Resource Development Office

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS:

BC Strategic Plan: Public Safety and Emergency Preparedness 3.6.

GOAL: Review and create a draft assessment and definitions of Disaster Preparedness and Response service activities to be performed by AmeriCorps Cape Cod members.

TASK: In compliance with all grant funded member service activities, list all Disaster Preparedness and response service including wildfire, natural and man-made disasters and environmental disasters.

MEASURE:

- 1) All disaster events are tracked, measured and documented.
-

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Department of Finance

COST CENTER -GOALS/TASKS

FY16 COST CENTER TASKS:

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

GOAL:

- 1) **Ensure the timely and accurate accounting of Septic Betterment Loan information.**

TASK:

- Provide account statements, prepare pre-payment materials, process invoices.
 - Monthly account statements, Bi-weekly invoices.
-

GOAL:

- 2) **Prepare documents necessary for Septic Betterment Loans through the State revolving Fund.**

TASK:

- Prepare and review closing documents for bond issuance through Water Pollution Abatement Trust. Ensure timely payment of debt service.
 - Annual Bond Issuance completion, bi-annual debt service payments.
-

GOAL:

- 3) **Manage the Finances of the Cape and Vineyard Electrical Cooperative through the Services Agreement which will be updated in FY16.**

TASK:

- Maintain Income Statement, Balance Sheets, account balances. Pay invoices. Engage Audit firm and complete audit for FY2015.

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
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Department of Finance

COST CENTER - GOALS/TASKS

GOAL:

4) Quarterly management reports and monthly budget reports

TASK:

- Prepare and distribute quarterly management and budget reports within 30 days of the close of the period.
 - Reports completed and distributed within 30 days of the close of the period.
-

GOAL:

5) Annual Statement of Revenues and Expenses

TASK:

- Prepare and distribute quarterly management and budget reports within 30 days of the close of the period.
 - Reports completed and distributed within 30 days of the close of the period.
-

GOAL:

6) Annual Statement of Revenues and Expenses

TASK:

- Ensure the accurate and timely processing of biweekly payroll and weekly accounts payable.
-

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Information Technology

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS:

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

GOAL:

1) Expand and enhance Virtualization / Cloud infrastructure.

TASK:

- a. Continue to scale out a robust private cloud infrastructure.
 - In order to stay ahead of the technological curve and continue to provide not only a competitive, but leading capability to provide services on, additional hardware and licensing must be obtained.
 - ➡ Measures: Increased capacity for providing hosted services.
- b. Increase hosting capabilities through multi-tenancy.
 - Secure multi-tenancy will allow systems to host the virtual infrastructure for divergent organizations, and allow for better interoperability which will benefit the County's internal operations.
 - ➡ Measures: Larger target audience for providing services, increased business continuity capabilities.
- c. Leverage cloud hybridization for business continuity.
 - Hybridizing the County's private cloud with a public cloud provider will allow for the seamless shifting of workloads, whether in response to a natural disaster or to temporarily compensate for a traffic increase with a particular hosted application.
 - ➡ Measures: Tested ability to move production systems to and from a 3rd party service as needed.

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Information Technology

COST CENTER - GOALS/TASKS

TASK (cont'd)

- d. Offer all services as virtual/cloud services.
 - Fully utilize expanded infrastructure to provide virtual infrastructure/datacenter, platforms, and applications as services both internally and externally.
 - ➡ Measures: Increased amount of divergent services available in catalog.

- e. Extend services to include desktop virtualization (VDI).
 - Desktop virtualization will reduce the money spent on upgrading and maintaining workstations. It will also improve security, accessibility and reliability.
 - ➡ Measures: Better user experience and flexibility of IT in provisioning workstations.

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Information Technology

COST CENTER - GOALS/TASKS

GOAL:

2) Upgrade network infrastructure.

TASK:

- a. Increase wireless coverage.
 - Wireless coverage exists in most conference rooms across the County's main campus. Coverage will be expanded to fill in gaps, and extend to remote offices.
 - ➡ Measures: User experience, and actual percentage of coverage.
- b. Increase BYOD (Bring Your Own Device) support.
 - BYOD allows for more flexibility with what devices can or cannot be supported. Administrative tasks on the side of IT are also streamlined, and many important security related operations are automated. Additional infrastructure and training is required for IT staff.
 - ➡ Measures: User experience, fewer hours spent by IT staff network management.
- c. Continue plans to upgrade core network.
 - The primary parts of the network need to be upgraded with faster equipment to allow for the better delivering of high-bandwidth service. GIS applications, desktop virtualization, video editing are some key services that would benefit.
 - ➡ Measures: Faster turn-around for certain workloads, less waiting for users who typical transfer large amounts of data across the network.

**BARNSTABLE COUNTY
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Information Technology

COST CENTER - GOALS/TASKS

GOAL:

Upgrade network infrastructure (cont'd)

TASK (cont'd)

- d. Improve ISP (Internet Service Provider) fault tolerance.
 - Faster and more reliable infrastructure is needed at the network perimeter in order to provide proper Internet connection failover. This is becoming more necessary as the County continues to rely more heavily on its connections to the internet. Additional/new equipment would remove speed limitations and allow for seamless failover in the event that one connection to the Internet fails.
 - Measures: Less down time, faster internet connectivity, more highly available services externally.

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Information Technology

COST CENTER - GOALS/TASKS

GOAL:

3) Use new technologies to enhance recover and reliability.

TASK:

- a. Leverage virtualization for business continuity.
 - Virtualization will allow for levels of service and high-availability that were previously not possible. Systems can be moved between different infrastructures, across a large geographic area in a manner that is transparent to the users. Currently the County uses 3rd party storage services for off-site cloud backup.
 - Measures: Faster turn-around for certain workloads, less waiting for users who typical transfer large amounts of data across the network.
- b. Establish routing testing of business continuity capabilities.
 - Once in place all backups and failover systems should be tested in regular intervals established by policies.
 - Measures: Successful retrieval of information from off-site backups, faster recovery time upon a failure resulting in minimal, if not no impact to users.

GOAL:

4) Continuously explore hosted solutions.

TASK:

- a. Increase usage of hybrid cloud services.
 - Usage of cloud/infrastructure services should be expanded upon. County already has limited hybridization in place but expansion is needed to fully take advantage
 - Measures: Greater service availability, less down-time, flexibility.
- b. Increase usage of 3rd party cloud hosted applications.
 - Hosted alternatives to services should be evaluated in nearly all scenarios where additional services are needed.
 - Measures: Decreased turn-around time for unanticipated needs.

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Information Technology

COST CENTER - GOALS/TASKS

GOAL:

5) Improve physical plant and facilities housing them.

TASK:

- a. Scale out wide area network.
 - Fiber network is currently being extended to some remote offices. Additional needs for offices that cannot be reached with traditional methods will be reviewed.
 - ➡ Measures: Consolidated management of all networks, decreased Internet utility costs by consolidations, and a drastically improved end user experience at remote offices.
- b. Evaluate power and cooling capabilities of server room.
 - The County's server room is reaching its capacity for the amount cooling and electrical capacity it can provide without major investment. IT will look into what can be done to mitigate this short term, and balance it with other options such as moving servers to a new location.
 - ➡ Measures: Ability to scale out infrastructure while controlling access.
- c. Review alternative IT office and equipment room locations.
 - If problems cannot be addressed that continue to have negative impacts on productivity and service, it may be in the best interest of the County to review alternate locations for IT Staff offices and/or the server room.
 - ➡ Measures: Flooding remediation efforts, power and cooling review for server room, and the cost of alternate locations for staff or equipment.

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Information Technology

COST CENTER - GOALS/TASKS

TASK (cont'd)

- d. Upgrade physical security in key areas.
 - The server room alone houses many hundreds of thousands of dollars of equipment, not to mention sensitive personal information. In other areas around the campus expensive equipment is sometimes placed in heavily traveled publicly accessible areas. An effort to minimize risk, and control/audit access to key areas will proceed.
 - Measures: Lower risk through logged access to server room, locked equipment cabinets in common areas.

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Information Technology

COST CENTER - GOALS/TASKS

GOAL:

6) Provide systems for business collaboration.

TASK:

- a. Extend document management platform capabilities.
 - Solutions such as SharePoint have been deployed at the County, but usage is currently limited to a small subset of users. Apart from utilizing training to facilitate increased buy-in, additional 3rd party add-ons, as well as a system upgrade should be performed.
 - ➡ Measures: Increased buy-in and utilization from the departments, resulting in measurable change in file server, vs. SharePoint connections. Level of service and efficiency of key workflows also affected positively.
- b. Extend capabilities for alternate communication types.
 - Communicating and presenting through technologies like WebEx Meetings, and enterprise message are currently available, but need to be more heavily integrated with existing systems to be fully utilized.
 - ➡ Measures: User experience that is integrated across all mediums, email, voice, voicemail, video conferencing, messaging.
- c. Increase utilization of shared calendars.
 - Calendars tied to email systems are already used, but not uniformly. Sharing of calendars is only used opportunistically or on request. Calendars for reserving conference rooms or borrowing equipment have not been implemented. No integration exists with other systems currently. A combination of policy, training and technical work will enable all of this.
 - ➡ Measures: More efficient use of time when scheduling resources. Reduction errors in scheduling increased visibility from outside parties and more accountability to management.
- d. Centralize management of contacts enterprise-wide.
 - All users currently maintain their own lists of contact. This results in inconsistencies over time. Roles should be given within each department for maintaining a shared list of contacts for other staff to utilize.
 - ➡ Measures: Saved time, and less confusion among staff.

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Information Technology

COST CENTER - GOALS/TASKS

GOAL:

7) Continue to enhance productivity software and related services.

TASK:

- a. Migrate to hosted applications offered by major vendors.
 - Invest in applications provided as services from established 3rd party vendors. Initial deployment should be partial, for testing purposes. This tactic will offset capital project costs associated with large scale application upgrades, by moving the funding to an operation expense, most likely with monthly billing per user, with an annual contract.
 - Measures: Simplified license management, predictable costs, ease of use, and decreased IT management for applications.
- b. Facilitate integration with other services.
 - Services should be chosen that will be compatible with end-user knowhow, and existing systems. Full integration with other systems will be sought after to simplify usage.
 - Measures: Enhanced user experience, simplicity and accessibility.

**BARNSTABLE COUNTY
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Information Technology

COST CENTER - GOALS/TASKS

GOAL:

8) Enhance the County's capacity for development.

TASK:

- a. Catalog technical development needs county wide.
 - Create a list of needs for all County departments that is as specific as possible.
 - ➡ Measures: Clear visibility into overall technical development needs.
- b. Compare costs of all options.
 - Assess value of outsourcing versus other options, such as bringing on additional staff, or retraining existing staff.
 - ➡ Measures: Increased development capabilities, resulting in tangible improvements to sites and services.

**BARNSTABLE COUNTY
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Information Technology

COST CENTER - GOALS/TASKS

GOAL:

9) Expand functionality of IP Telephony system.

TASK:

- a. Unify telepresence and messaging systems.
 - The upgraded voice infrastructure will integrate with existing systems, such as voicemail, email, instant messaging and network authentication.
 - Measures: Improved usability, efficiency through fewer divergent systems both with management and usage.

**BARNSTABLE COUNTY
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Information Technology

COST CENTER - GOALS/TASKS

GOAL:

10) Improve authentication, access, and accountability controls.

TASK:

- a. Implement archiving for email messages.
 - In order to maintain accountability and quickly comply with public record requests, email archiving needs to be implemented to cache all incoming and outgoing messages for the County.
 - ➡ Measures: Less administrative time spent retrieving public records, better relationship with community through improved visibility.
- b. Fully implement content filtering and logging.
 - To be backed by official policy, a content filtration system would increase security and accidental misuse, as well prevent intentional misuse.
 - ➡ Measures: Ability to better address security concerns.
- c. Upgrade and centralize antimalware solution.
 - Although antivirus systems are currently in use, virtualized systems allow for more efficient delivery. Switching platforms would provide lower utilization on shared servers.
 - ➡ Measures: Money saved through lower system utilization. Administrative time saved through more efficient delivery methods.

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Information Technology

COST CENTER - GOALS/TASKS

- d. Enhance network access control capabilities.
- This is a similar concept that will also facilitate BYOD, but will allow for more sweeping control of access to County networks. This will enforce and be backed by policies.
 - Measures: Greater flexibility for access from the users' perspective, and increased visibility and management of network access from the administrative side.
- e. Implement enterprise-wide single-sign-on support.
- Single-sign-on is a key technology that facilitates integration across otherwise incompatible systems. This service is one that can be provided by a 3rd party as a subscription/Cloud service.
 - Measures: Ease of access, internally and externally via a single set of credentials, increased security and shorter turn-around time for account setups.
- f. Monitor Continuously and Audit Regularly.
- Development of a regular security check/audit performed by key personnel is necessary, and supported by policies.
 - Measures: Increased preventability and accountability concerning security breaches.
- g. Utilize external resources for detection of security threats.
- The County currently has memberships in organizations such as the Center for Internet Security's Multi-state security agency which provides this free of charge. Other avenues such as training should be explored.
 - Measures: Faster response time due to advanced notice of threats, more regular prevention of zero-day exploits.

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Information Technology

COST CENTER - GOALS/TASKS

GOAL:

11) Increase the ease of access for users.

TASK:

- a. Streamline VPN and other remote access capabilities.
 - Continuously evaluate emerging technologies that provide for more secure access, while simultaneously working to provide a more streamlined and simplified experience to users.
 - ➡ Measures: Enhanced end-user experience, without compromising security.
- b. More web-based services from the County and 3rd parties.
 - One method of making systems more accessible is to provide them through web application. We should continuously investigate these options both internally and from Cloud providers.
 - ➡ Measures: Increased ability for users to quickly access information from anywhere.
- c. Use single-sign-on to simplify user authentication.
 - A single set of credentials for an account across all systems allows for ease of use for both the end-user and the system administrators.
 - ➡ Measures: More efficient access, setup and deactivation turn-around.

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Information Technology

COST CENTER - GOALS/TASKS

GOAL:

12) Provide an efficient and uniform infrastructure.

TASK:

- a. Continue scale out of enterprise storage.
 - Plans to scale out are underway and dovetail with other upgrade projects.
 - ➡ Measures: Storage consistently meets needs of the user base in the areas of performance, capacity and reliability.
- b. Revisit local workstation storage centralization.
 - Individual desktops/workstations still store much of the data used during a work day for a given staff person. This causes issues with maintaining reliable backups. Centralizing through virtual desktops or other methods would be beneficial.
 - ➡ Measures: More reliable backups, increased visibility into utilization, better accessibility.
- c. Invest in cost effective options for long term archival.
 - Tapes remain to be overall on of the most efficient ways to store massive amounts of information on-premises. Cost should be balanced with ongoing Cloud storage subscription costs.
 - ➡ Measures: Ability to archive information, while still maintaining some level of access.

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Information Technology

COST CENTER - GOALS/TASKS

- d. Streamline workstation deployment process.
 - Apart from the ease of deployment that virtual desktops would afford the County, things can still be done in the meantime to streamline the deployment process of traditional workstations, in regard to setup and configuration.
 - ➡ Measures: Faster turn-around time to workstation deployment requests.
- e. Ramp up efforts for desktop virtualization.
 - Efforts to proceed with virtualizing desktop should proceed as soon as possible with a limited pilot program.
 - ➡ Measures: Use of virtual desktops to 25-50 users in pilot program.
- f. Virtualize where applicable.
 - It is important to not apply a “one-size-fits-all” attitude toward virtual desktop. Current technology doesn’t allow for an ideal desktop experience with certain workloads, such as full screen video editing. Other power-users will be pleasantly surprised by the increased number-crunching ability of the servers their desktop is hosted on.
 - ➡ Measures: Certain users given the option to switch, but may end up opting out of a virtual desktop due to usability issues.
- g. Document and maintain standards.
 - As part of official policy, IT will maintain lists of standards pertaining to all facets of infrastructure.
 - ➡ Measures: Clear visibility into the types of systems being used.

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Information Technology

COST CENTER - GOALS/TASKS

- h. Retire all non-virtualization related servers.
 - Already nearing completion, the County is nearly 95% virtualized on the server side, this effort will continue and the last few standalone servers will be removed from service.
 - ➡ Measures: 100% server virtualization reached

- i. Reevaluate hardware standards on a regular basis.
 - Hardware standardization should be reviewed continuously, with an official approval process occurring annually, by IT management and feedback from user-base.
 - ➡ Measures: Paper trail of documented standards approval.

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Information Technology

COST CENTER - GOALS/TASKS

GOAL:

13) Provide appropriate, competitive software solutions.

TASK:

- a. Support implemented software ecosystems as standards.
 - The Microsoft software ecosystem currently is the de-facto standard within the County. Virtualization infrastructure is standardized on VMware as its platform. Compatibility and user skills all must be accounted for when selecting the appropriate system.
 - Measures: Consistent experience, where knowledge of one system inherently is useful in another.
- b. Research cloud based alternatives as appropriate.
 - Hosted alternatives should be evaluated and pursued carefully.
 - Measures: Enhanced usability and management.
- c. Reevaluate software standards on a regular basis.
 - Software standardization should be reviewed continuously, with an official approval process occurring annually, by IT management, and feedback from user base.
 - Measures: Paper trail of documented standards approval.

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Information Technology

COST CENTER - GOALS/TASKS

GOAL:

14) Provide clear user policies for the County's systems.

TASK:

- a. Formalize and implement IT policies.
 - Have policies signed off by the appropriate officials and proceed with efforts to educate users on them.
 - ➡ Measures: Administration sign-off and County staff sign-off.
- b. Establish standards and a review cycle.
 - Accompanying policies will a set of more variable standards documents. This will allow for minor strategic adjustments in response to changes in technology without having to repeatedly seek approval.
 - ➡ Measures: Clear documentation of technological standards that are supported.

**BARNSTABLE COUNTY
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Information Technology

COST CENTER - GOALS/TASKS

GOAL:

15) Support the County's mission of providing regional services.

TASK:

- a. Develop a catalog of regional IT services.
 - A catalog of services that can be provided to regional municipalities will be compiled. Most services will be both inward and outward facing, using technologies already implemented and used within the County.
 - ➡ Measures: A concise plain-English document containing a “menu” of IT services that can be chosen from.

- b. Assist departments to augment existing regional services.
 - Many existing services can benefit from technological assistance. IT should conduct outreach to align efforts and provide the appropriate tools.
 - ➡ Measures: Increased level of service to the region by County departments.

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Information Technology

COST CENTER - GOALS/TASKS

GOAL:

16) Help improve the public face of the County.

TASK:

- a. Support the consolidation of other public-facing websites where applicable.
 - As needed, help to uniform the face of departmental websites.
 - ➡ Measures: Seamless browsing between sites from user prospective, dynamic information present from other department sites.
- b. Task parties with updating and managing content.
 - Assist in the assignment of site content management tasks within departments, to help ensure content is accurate and straight forward.
 - ➡ Measures: Individual staff members taking ownership of site content.
- c. Assist in Joint Communications Program.
 - Assist in the Joint Communications initiative that was recently put into place, to create a formal effort to uniformly market the County's services.
 - ➡ Measures: Achievement of strategically aligned goals and objectives.

**BARNSTABLE COUNTY
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Information Technology

COST CENTER - GOALS/TASKS

GOAL:

17) Formalize governance surrounding IT issues.

TASK:

- a. Create subcommittees of IT working group for specific technical needs.
 - To enhance the effectiveness of the group, subject areas may need to be broken out among subsets of users.
 - ➡ Measures: Focus groups effectively contributing to new technical strategies and ensuring wise-decision making.

- b. Programmatically manage IT across department lines.
 - Since IT related positions exist outside of the IT department, there is a need to coordinate with them, or at least manage aspects of their relevant duties.
 - ➡ Measures: Efficiency gained through knowledge sharing and less duplication of efforts.

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Information Technology

COST CENTER - GOALS/TASKS

GOAL:

18) Increase outreach for group trainings (teaching and learning).

TASK:

- a. Share opportunities for formal trainings.
 - Coordination of group buy-in for outsourced trainings could be efficient in many ways.
 - ➡ Measures: Larger groups of users being trained formally on new technology, and passing on information to their coworkers.
- b. Invest in more technology for meeting rooms for internal trainings.
 - Aside from meetings and presentations, shared equipment, like laptops, smart boards, and projectors are also useful for training purposes.
 - ➡ Measures: Fewer requests to move equipment between buildings to allow trainings, more using dedicated resources to given room.
- c. Continue user-driven approach to providing trainings.
 - Currently group trainings on a number of topics are provided by IT, most of which were in reaction to requests, or by survey. This should be expanded.
 - ➡ Measures: Trainings provided that match needs.

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
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Information Technology

COST CENTER - GOALS/TASKS

GOAL:

19) Allow for increased purchasing capabilities relative to IT.

TASK:

- a. Better payment options for collecting fees.
 - While PCI (Pay Card Industry) compliance is an option for some, the County's volume of potential transactions does not currently warrant it. Other services that provide credit cards transaction services for a small fee should be investigated.
 - Measures: More options for public to pay for services, perception of flexibility.

**BARNSTABLE COUNTY
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FISCAL YEAR 2016**

Information Technology

COST CENTER - GOALS/TASKS

GOAL:

20) Increase level of support provided to IT customers.

TASK:

- a. Allow for non-IT related trouble tickets to be utilized.
 - Trouble ticketing would be beneficial to provide to other departments as well, such as Facilities.
 - ➡ Measures: A help desk system will be procured that allows multiple organizations to utilize it. Capabilities test favorably with participating department(s).
- b. Utilize surveys and outreach materials.
 - Surveys are already used by IT on a regular basis as part of outreach. The IT newsletter has proven to be a welcome and a popular addition among staff.
 - ➡ Measures: Expanded outreach resulting in a more efficiently functioning department.

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Information Technology

COST CENTER - GOALS/TASKS

GOAL:

21) Increase the County's abilities to manage physical property.

TASK:

- a. Implement new, shared asset management platform.
 - The current asset management platform used by IT is inadequate, and an upgrade must be found.
 - ➡ Measures: Implementation after reviewing options.

- b. Allow for the tracking of non-IT assets.
 - Any department that needs to track physical assets should be allowed to through the same infrastructure.
 - ➡ Measures: Clear presentation of County property, from a single repository.

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Information Technology

COST CENTER - GOALS/TASKS

GOAL:

22) Develop the County's capabilities to properly manage projects.

TASK:

- a. Use existing staff to manage projects opportunistically.
 - Key staff members who already possess project management skills and tools, can manage projects for others as needed, or as time allows.
 - ➡ Measures: Particular important projects stay on track, more transparency on resources consumed by an operation.

- b. Educate key staff on project management.
 - Utilize internal and external training resources to facilitate professional growth among staff, in the area of project management.
 - ➡ Measures: Increased efficiency and department interoperability.

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Information Technology

COST CENTER - GOALS/TASKS

GOAL:

23) Provide stable platform for financial management.

TASK:

- a. Continue to review and optimize functionality of existing ERP solution.
 - Post-upgrade; develop a roadmap for functionality based on needs of existing users. Solicit other towns and individuals through MUNIS users group.
 - Measures: Successful matches of business needs to existing modules.

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Information Technology

COST CENTER - GOALS/TASKS

GOAL:

24) Increase level of paperless workflows and technologies.

TASK:

- a. Continue to advocate and enable tablet usage.
 - Tablets as replacements for stacks of paper allow for the easier dissemination of information.
 - ➡ Measures: Increased productivity and agility.
- b. Digitalize workflows, signatures.
 - A main roadblock to becoming paperless is ability to electronically sign official documents. Consult legal counsel, and 3rd party vendors for SharePoint plugin options. Approvals currently exist within workflows, but more development is needed.
 - ➡ Measures: Obtain help from outside parties to allow efficient workflows that are, if possible, 100% paperless.
- c. Track and optimize power consumption.
 - Look to other organizations for metering capabilities that can not only be utilized to detect problems with power infrastructure, but to track efficiency.
 - ➡ Measures: Better insight into power costs and their sources.

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Information Technology

COST CENTER - GOALS/TASKS

GOAL:

25) Increase level of paperless workflows and technologies (cont'd)

FY16 COST CENTER TASKS:

d. Extend mobile input capabilities.

- Mobile collaboration is an up and coming need for staff. Web based collaboration, and the procurement of specific Apps can facilitate this.

➡ Measures: Efficiency through versatility.

**BARNSTABLE COUNTY
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Information Technology

COST CENTER - GOALS/TASKS

GOAL:

26) Formally reorganize IT staff to reflect needed structure.

TASK:

- a. Continue to review viability of bringing talent in-house, instead of using contractors.
 - There are currently 9 full time staff members within the IT Department, with 2 additional roles being filled by contractors. These contractual positions were sought after in recent years in order to augment the department's staff to meet service demands. Due to the needs not diminishing, these contractors have been used more regularly, and have begun to naturally present themselves as additional positions.
 - ➡ Measures: Easier, more consistent management of personnel, no danger of losing personnel through RFP process.
- b. Review and revise all job descriptions, and re-classify.
 - A structure needs to be formalized for IT Department staff, starting with revisions to all job descriptions, coinciding with the upcoming reclassification. The Countywide reclassification to be undertaken in FY14 should be performed across the board with an eye toward IT aspects of existing positions.
 - ➡ Measures: Simplify management and delegation, allow for structural reorganization.

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Information Technology

COST CENTER - GOALS/TASKS

- c. Establish and formalize internal workflows, responsibilities, areas of expertise and reporting structure.
 - Organizationally, the IT Department has been flat, with all staff and contractors managed by or reporting to the Department head. This has caused bottlenecks in the past, which were then interpreted as a lack of responsiveness. In recent months however, natural and obvious areas of expertise have been established, along with informally imposed workflows.
 - ➡ Measures: Decreased turnaround, less administrative confusion.

- d. Provide additional exempt staffing.
 - Of the IT Department's staff, there is only one exempt salary position. This presents a problem with lengthy, open-ended projects, critical system outages, and on-call availability. The overtime incurred by hourly personnel is often extensive, presenting funding problems.
 - ➡ Measures: Better service provided through increased schedule flexibility.

**BARNSTABLE COUNTY
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FISCAL YEAR 2016**

Information Technology

COST CENTER - GOALS/TASKS

GOAL:

27) Effectively utilize IT staff resources across the County.

TASK:

- a. Foster working relationships with technical staff in other departments.
 - Staffing that is allowed to function in certain capacities without boundaries would improve efficiency and cooperation.
 - ➡ Measures: Cooperation among departments, collaboration on projects.
- b. Include services provided by, and credited to staff outside of IT Department in the full catalog of services for County IT.
 - IT services should be advertised in a uniform fashion.
 - ➡ Measures: Decreased confusion as to who is providing what service.

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Information Technology

COST CENTER - GOALS/TASKS

GOAL:

28) Improve budget manageability for IT.

TASK:

- a. Decentralize procurement to leverage commoditization trends.
 - Expand items allowed to be procured through use of a maintained catalog, outside of IT approvals.
 - ➡ Measures: Decrease time and effort spent purchasing specific IT related goods.
- b. Develop a general 5-year plan for capital expenditures.
 - Although the progression of technology is extremely unpredictable, a general outline for a 5 year plan can be maintained.
 - ➡ Measures: Clear, long-term, high-level roadmap provided for planning.
- c. Centralize procurement for large-scale systems.
 - Offset funding from other departmental budgets in order to more effectively purchase in bulk centrally. One key example of this is workstation procurement.
 - ➡ Measures: Efficient delivery of procured systems.
- d. Continuously evaluate options for revenue generation.
 - Funding offsets could be achieved through extended IT support and infrastructure offerings in the future.
 - ➡ Measures: Ability to provide compensation back to the County.

**BARNSTABLE COUNTY
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COUNTY SERVICES

DEPARTMENT OF FACILITIES
COOPERATIVE EXTENSION SERVICE
REGISTRY OF DEEDS
COUNTY DREDGE SERVICE

**BARNSTABLE COUNTY
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Department of Facilities

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS:

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

COST CENTER 0012058 (Registry of Deeds)

GOAL:

1. Window Replacement
2. Epoxy Coating

TASK:

Replace old windows
Seal exterior handicap ramp and front entrance as well as interior handicap ramp with epoxy coating

COST CENTER 0012088 (Children's Cove)

GOAL:

1. Building Addition
2. New Security Gate

TASK:

Construct 20' x 20' addition for office space
Replace old gate leading to building with new security gate

COST CENTER 0012028 (Second District Courthouse)

GOAL:

1. HVAC Replacement

TASK:

Replace current failing HVAC system

Fire Academy

GOAL:

1. HVAC Replacement
2. New Roof

TASK:

Replace current old, non-functioning HVAC units
Replace original, aged roof

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Cooperative Extension Service

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

GOAL: 4.2.2 Financial Stability and 4.9.3 Resource Development and Grant Writing

Assess future potential new revenue streams and continue to maintain existing outside revenue streams.

TASK:

1. Continue the partnership with UMass Extension and Woods Hole Sea Grant for shared program development and delivery as well as shared funding of some positions.
2. Working in cooperation with the Resource Development Office, write grants to supplement county appropriations. At least two grants will be researched, written and submitted for funding for departmental programs and special projects.

Marine Program Area Mission Statement

The goal of the Cape Cod Cooperative Extension Marine Program is to establish, develop and carry out education programs in marine resource development, to assist with problems concerning coastal industries and the management of coastal resources, and to transfer technological innovations, educational and informational materials to public officials, educators, and marine user groups.

GOAL: 4.3 Environmental Protection

Assist in establishment of interdepartmental work group to address regional environmental issues.

TASK:

1. Bring collective experience of Marine Program staff to interdepartmental work group(s) to help prioritize regional environmental issues and help develop measures to address issues
-

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Cooperative Extension Service

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS

GOAL: Promote continued monitoring of and planning for coastal resource protection, along with continued technical assistance to the towns.

TASK:

1. Shellfish Officer Research and Education (SHORE) program will focus on improving municipal shellfish enhancement practices and resource management. This program will be offered to all Barnstable County towns. Impact: data generated from this program will help identify suitable shellfish growing sites and gauge performance of current propagation areas.
2. The River Herring Network will provide opportunities for herring wardens to network and learn from each other's experiences. One workshop and an annual meeting with speakers will be offered in 2015. Impact: herring wardens will be informed of latest research, state and federal management actions, and experiences in other towns that could assist with managing river herring populations in their jurisdiction.
3. Results from the ongoing Barnstable County Diadromous Fisheries Survey, and the historical research on river herring fisheries being conducted by the Marine Program Americorps member will be compiled into a written report with recommendations. Impact: creation of a valuable reference on local diadromous fish in the County for local, state, and federal fisheries managers.
4. Shellfish Community Action program will assist Barnstable County municipal shellfish propagation programs through trained volunteer corps designed to engage the public and assist municipalities in shellfish resource enhancement. Program volunteers will receive training through workshops offered by Marine Program staff in 2016. Impact: towns will have a trained volunteer corps to assist with their shellfish programs.

GOAL: 4.3.2 Wastewater

Assist in establishment of interdepartmental work group to address regional environmental issues.

TASK:

1. Bring collective experience of Marine Program staff to interdepartmental work group(s) to help prioritize regional environmental issues and help develop measures to address issues.
-

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Cooperative Extension Service

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS

GOAL: 4.3.2.4 Wastewater

Assist towns with evaluation and monitoring of wastewater issues/technologies.

TASK:

1. Marine Program will distribute information on nitrogen values for local shellfish species, quahogs and oysters, to parties interested in utilizing shellfish as a component of n-reduction. Impact: this local data was collected and disseminated for use as an accurate source of information for those seeking nitrogen values for shellfish, particularly municipalities currently addressing wastewater issues.
2. Provide technical presentations at public conferences and meetings which describe and explain the role of shellfish in nitrogen reduction.
3. Continue to distribute electronic and hard copies of Nitrogen Report of n-analysis of local shellfish
4. Continue to develop Mapping Coastal MA website to include nitrogen calculator to be used for quantification of nitrogen in harvest size shellfish

GOAL: 4.3.3 Water Quality

Provide long term water quality analysis for towns and citizens.

TASK:

1. Continue water quality data collection at 4 long term sites in Barnstable County. Data users range from shellfish growers interested in water temperatures and pH or dissolved oxygen to citizens or students needing WQ information. Impact: WQ data readily available to the public from sites representative of Barnstable County. Users have free access to accurate and timely water quality data.
 2. Provide analysis and summary of WQ data for towns and citizens. Impact: ability to respond to specific requests for WQ information.
 3. Deploy and maintain instruments in the field and manage real-time data relays to Cooperative Extension Marine Program website. Impact: public has access to accurate real-time WQ data
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Cooperative Extension Service

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS

GOAL: 4.3.5 Coastal Resources

4.3.5.1 Provide regional analysis and technical assistance to Towns in support of coastal resource protection

TASK:

1. Oyster bed restoration and resource enhancement utilizing cultch deployment and remote setting techniques will continue. Impact: these oysters provide and enhance existing habitat, food resources, WQ improvements, shoreline stabilization throughout Barnstable County's coastal areas.
 2. Continue quantitative field assessment of shellfish habitat at four established sites to determine inter-annual growth and survival variation at sites will continue for the 13th consecutive year. Impact: quantitative shellfish habitat assessment techniques may be utilized when making coastal resource management and wetland regulatory decisions.
 3. The Research Farm Network will continue for an 12th season – testing shellfish culture methods and the development of practical solutions to address common aquaculture issues Impact: most recent work provided growers with information on floating vs. bottom gear for oysters and the culture of razor clams and blood arks as an alternative species.
 4. foster green practices in shellfish aquaculture and develop techniques to increase farm viability and make best use of natural resources
 5. Shellfish Officer Research and Education (SHORE) program will focus on improving municipal shellfish enhancement practices and resource management
 6. Marine Program staff member of Barnstable County Coastal Resources Committee
 7. Marine Program staff will continue to facilitate and serve on the Barnstable County Shellfish Advisory Committee.
 8. County Marine Program staff will continue to serve on the State of Wellfleet Harbor Conference Planning Committee.
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Cooperative Extension Service

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS

GOAL: 4.3.5.2 Wastewater

Promote continued monitoring of and planning for coastal resource protection, along with continued technical assistance to the towns.

TASK:

1. Conduct applied research on coastal resource issues and provide resulting information to appropriate user groups.

GOAL: 4.5 Safe and Healthy Populations

Continue to promote public health and wellness.

TASK:

1. Continue to work with researchers evaluating shellfish for *Vibrio parahaemolyticus* (Vp) levels Impact: this research will lead to a better understanding of *Vibrio* bacteria in our environment and help guide best management practices for shellfish handling and consumption
2. Inform public of findings of *Vibrio* research through public meetings and technical information materials such as bulletins and fact sheets. Impact: a well-informed public will have science-based information to make informed decisions when handling and consuming shellfish, ultimately leading to a reduction in illnesses.
3. Educate public through presentations and printed material the importance of safe seafood handling. Impact: a well-informed public will have science-based information to make informed decisions when handling and consuming shellfish, ultimately leading to a reduction in illnesses.
4. Distribute information to harvesters, sellers, and purchasers of shellfish, as well as restaurants. Impact: a well-informed public will have science-based information to make informed decisions when handling and consuming shellfish, ultimately leading to a reduction in illnesses
5. Continue to work with shellfish aquaculture industry to develop pro-active practices aimed at safe seafood production, in particular, working with Barnstable Shellfish Growers Group and Wellfleet Shellfish Research Committee

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Cooperative Extension Service

COST CENTER -GOALS/TASKS

FY16 COST CENTER TASKS

GOAL: 4.8 Economic Opportunity

4.8.4 Promote expansion of programs and technical assistance that support towns and businesses and encourage purchases from local businesses, including agricultural and artisanal products and fisheries.

TASK:

1. Continue SEMAC Disease Research Network (DRN) to assess presence and severity of shellfish diseases throughout SE MA region and provide results to shellfish growers. Impact: This information will enable growers to make informed decisions about their crops, such as crop management and marketing choices. The DRN includes 12 regional sites, sampling at 8 shellfish aquaculture zones and 4 wild shellfish sites = total 960 oysters tested for disease status.
2. Continue SEMAC Research Farm Network (RFN) for an 12th season – testing shellfish culture methods and the development of practical solutions to address common aquaculture issues. Impact: Increase farm viability and profitability.
3. SEMAC Mini grants provide the opportunity for members of the aquaculture industry to utilize a small grants program to fund an industry-specific idea they have. Results are publicly shared through written reports and synopses on the Cooperative Extension website.
4. Marine Program will continue to explore the feasibility of alternative species as a means to diversify currently farmed species. Particularly, native razor clams and blood arks have been already distributed to participating farms. Impact: provide growers a low-risk opportunity to experiment with new species.
5. Results of the two UMass Dartmouth/Marine Program surveys of wholesale shellfish dealers and shellfish farmers will be disseminated and shared with the aquaculture industry in the County as well as the State of MA. Impact: results and recommendations will inform industry about marketing alternative species and the grower survey will inform state and local officials, as well as regulatory agencies about the economic importance of shellfish aquaculture to the State of MA.
6. Respond to specific questions and situations that arise over the year; mobilize knowledgeable researchers and develop meaningful responses. For example, frequent testing of quahogs at one site revealed the presence of new disease agents contributing to clam mortalities. This ‘discovery’ was made possible through frequent monitoring and collaborations with experts in the field.
7. Commonwealth Quality Program was developed with the MA State Department of Agriculture to bring attention to participating shellfish farms that exceed minimum farm standards and strive to produce the best possible product. Impact: Increased farm viability and profitability.

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Cooperative Extension Service

COST CENTER - GOALS/TASKS

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GOAL: 4.9 Regional Services

4.9.5 Public Education and Technical Assistance

GOAL: 4.9.5 Public Education and Technical Assistance

To conduct courses and workshops and participate in other public venues relevant to marine resource development, such as shellfish resource management, aquaculture, environmental protection, coastal water quality, and coastal processes.

TASK:

1. Water quality monitoring at 4 long term sites in Barnstable County will continue to provide pertinent WQ data
2. An eight-week Fundamentals of Shellfish Farming course will be offered spring 2016. Impact: public will receive education not readily available elsewhere. Course will prepare students to enter into aquaculture business and gain familiarity with the process which includes interfacing with town boards and State regulatory agencies such as MA Division of Marine Fisheries.
3. Marine Program website will be maintained with up-to-date fact sheets, description of program and research activities, photos, live water quality data, and appropriate links to other sites. Impact: public will have easy access to Program's pertinent data, reports, and links.

GOAL: 4.9.5 Public Education and Technical Assistance

Provide a cost effective regional approach for the purchase and distribution of shellfish seed and provide a network for shared information and ideas

TASK:

1. Municipal shellfish propagation program will continue providing shellfish seed purchasing assistance for towns, which includes quahog seed and oyster remote set. Impact: More than 5 million quahog seed and 2,800 oyster remote-set bags = 5,000,000+/- oyster seed will be distributed to Barnstable County towns each year. Since 1999 over 166 million quahog seed have been purchased through this program and since 2003 27,000 bags of remote set oysters have been distributed to Barnstable County towns, representing over 13 million oysters (based on 50% survival). Conservatively, if

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TASK:

2. half of the 166 million (=83 million) quahog seed towns receive through this program since 1999 survived to harvest, the value (@\$.19/clam) would approach \$16 million and the value of the surviving remote set oysters would approach \$7 million (@\$.50/oyster). These municipal propagation efforts enhance the County's natural resources for commercial and recreational shell fishermen alike.
-

GOAL: 4.9.5 Public Education and Technical Assistance

Research, write, develop, and distribute pertinent fact sheets, bulletins, and publications of interest to marine industries, municipalities, individuals, and agencies.

TASK:

1. Safe seafood handling and Vibrio education bulletins/fact sheets will be produced and distributed to towns and citizens. Impact: a well-informed public will have science-based information to make informed decisions when handling and consuming shellfish, ultimately leading to a reduction in illnesses
 2. Workshops on issues related to aquaculture will be developed and provided to industry members, regulators and resource managers.
 3. A Southeastern Massachusetts Aquaculture Center (SEMAC) newsletter will be published. Ongoing refinement of a web-based resource distribution site of current and pertinent materials regarding shellfish culture useful for the southeast region of Massachusetts.
 4. Assemble annual report on the status of the Cape Cod Cooperative Extension marine research programs and develop public workshop to present results.
-

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Cooperative Extension Service

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS

Coastal Geology Program Area Mission Statement

The mission of Barnstable County government is to promote and sustain a pro-active open government that enhances the quality of life for the citizens of Barnstable County.

The goal of the Cape Cod Cooperative Extension Marine Program is to establish, develop and carry out education programs in marine resource development, to assist with problems concerning coastal industries and the management of coastal resources, and to transfer technological innovations, educational and informational materials to public officials, educators, and marine user groups.

Specific Strategic Priorities 2014-2018:

3.2.5 Coastal Resource Protection. The frequency of severe winter storms and resulting damage to public beaches, infrastructure and private property is of growing concern. Predicted sea level rise would only exacerbate storm surge during such events. Advance planning for coastal resource management is needed to protect coastal resources, public and private property, and public health.

GOAL: 4.3.5.1 Coastal Resources

Provide regional analysis and technical assistance to towns in support of coastal resource protection.

4.3.5.2. Promote continued monitoring of and planning for coastal resource protection, along with continued technical assistance to the towns.

GOAL: 4.3.5.1 Coastal Resources

Coastal Resource Protection

TASK:

1. Provide regional analysis and technical assistance to Towns in support of coastal resource protection.

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COST CENTER - GOALS/TASKS

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TASK:

2. Serve as a resource and contact for reference material and technical assistance concerning Implementation of the Wetlands Protection Act, local town by-laws, coastal landscaping, beach, dune and coastal bank restoration and stabilization, coastal processes and other marine issues. Provide technical assistance to communities, coastal resource managers, industry, and the public on coastal processes issues, including shoreline change, erosion control alternatives, coastal hazard mitigation, beach, dune, and coastal bank stabilization and restoration, and techniques on how to minimize human effects on the shore and coastal landforms. Serve as the coastal processes educator for Barnstable County and WHOI Sea Grant Program. Research, write, develop and distribute pertinent fact sheets, bulletins and publications (i.e. appropriate beach nourishment material, sea level rise).
 - a. Measure: A log of events and contacts will provide a measure of the effectiveness in dealing with public officials, and other individuals, when either responding to inquiries, or providing information and/or technical assistance.
 - b. Measure: A log of facts sheet distribution will be recorded. Additionally they will be made available to the general public via publication and a logged web site.

GOAL: 4.3.5.2 Coastal Resources

Coastal Resource Protection

Promote continued monitoring of and planning for coastal resource protection, along with continued technical assistance to the towns.

TASK:

1. Conduct presentations & workshops relevant to coastal processes which will encourage interaction and exchange of information. Hold 2-3 presentations/workshops over the next year. (Ex."Selling Coastal Property" – this presentation/workshop will cover topics relating to understanding coastal resources and coastal hazards in order for real estate agents to become knowledgeable about issues home buyers should know.)

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Cooperative Extension Service

COST CENTER - GOALS/TASKS

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- a. Measure: A list of attendees will be generated and a survey distributed in order to measure satisfaction and determine areas to expand upon.
 2. Generation of interactive web-based mapping applications to provide tools that will inform stakeholders about the regions coastal resources. Create a web mapping application, administer the GIS server site, and manage the services being distributed. (Ex. Aquaculture grant visualization tool, Potential nitrogen removal by shellfish tool, Areas of high potential coastal hazard, etc.)
 - b. Measure: Numbers for how often the web site is utilized, as well as a log on the additional requests for printed resource materials.
 3. Assist coastal resource managers, property owners, and the general public in making informed, effective decisions that will contribute to maintaining the beneficial functions of coastal landform systems by contributing to and providing results of up-to-date coastal processes and hazard mitigation research. Active participation with regional, state and local organizations, industry, and citizens to ensure continuing awareness of technical needs of coastal resource users and managers. (Ex. Local - Pleasant Bay Management Alliance, County – Barnstable County Coastal Resources Committee, State – State Hazard Mitigation Interagency Committee, etc.).
 - c. Measure: Maintain an active log of attended meetings, audiences, and potential impacts.
 4. Conduct applied research on coastal processes issues and provide this information to the appropriate user groups.
 - d. Measure: Final reports will include and evaluation of these research initiatives and record the number of individuals or agencies that accessed or utilized the information.
-

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Cooperative Extension Service

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS

Marine Education Program Area Mission Statement

The Coastal Explorer program educates participants of all ages about our unique marine environment in a discovery learning format. School programs are further tailored to meet state science standards. The marine education program further provides an awareness of coastal processes and organisms.

GOAL: 4.5.5 Expand Services and Programs to Youth and Families

To promote an awareness and understanding of marine organisms and ecosystems and their importance to humans.

TASK:

1. The “Coastal Explorer” program is offered to schools in spring and fall, serving 5,000-6,000 students annually with grade-specific marine topics. Program success is measured by evaluation forms filled out by participating teachers, and by continued and/or advanced reservations for these programs.
 2. The “Coastal Explorer” and one-hour marine science programs offered during summer educates approximately 1,500-2,500 youth and adults annually at libraries, museums, youth camps and beaches. Program success is measured by immediate feedback from participants, and by continued and/or advanced reservations for these programs.
 3. To schedule, maintain and direct the “Coastal Explorer” vehicle containing salt water aquariums, hands-on exhibits and displays.
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COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS

GOAL: 4.5.5 Expand Services and Programs to Youth and Families

To teach the basics and/or theories of marine biology/environmental science to students, teachers and the general public.

TASK:

1. "Coastal Explorer" serves as a resource to approximately 300 teachers annually, providing an informative curriculum guide for follow-up lessons, books, videos, facts sheets and educational displays. Information is kept up to date, and success is measured through evaluation forms and verbal feedback.
 2. "Whale in the Classroom" offered in winter with accompanying curriculum guide educates approximately 500-700 students in grades 3-6 about whale biology and behavior. Program success is measured by evaluation forms filled out by participating teachers and through continued reservations for the program.
-

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Cooperative Extension Service

Horticultural and Natural Resources Mission Statement

The Cape Cod Cooperative Extension Horticulture Program's mission is to provide unbiased research based information to the agricultural, horticultural, or related natural resource enterprises as well as the general public. The Horticulture program provides this information through educational programming, providing technical expertise and by serving as an information resource. This information is crucial for enterprises and the general public to make informed decisions that are both environmentally and financially sustainable.

GOAL: 4.9.5 Public Education and Technical Assistance

Provide unbiased research based information to the agricultural and horticultural industries.

TASK:

1. Attend professional programs to maintain and update knowledge of unbiased research based information.
 2. Write and distribute timely information to green industry professionals
 - a. Fact Sheets
 - b. Bulletins
 - c. Industry Publications
 3. Be a source for resources and contacts for the green industry
-

BARNSTABLE COUNTY
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Cooperative Extension Service

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS

GOAL: 4.9.5 Public Education and Technical Assistance; 4.8.4 Promote Expansion of Programs and Technical Assistance

Provide education to the agricultural and horticultural industry

TASK:

1. Attend professional programs to maintain and update knowledge of unbiased research based information.
2. Collaborate with industry to provide educational opportunities and as a resource for other organizations.
3. Conduct and organize educational programs for industry professionals

GOAL: 4.9.5 Public Education and Technical Assistance; 4.8.4 Promote Expansion of Programs and Technical Assistance

Provide technical assistance to agricultural and horticultural industries.

TASK:

1. Offer diagnostic services to green industry professionals.
 2. Offer technical assistance and be a resource for unbiased research based information.
 3. Conduct educational programs.
 4. Distribute technical publications.
-

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Cooperative Extension Service

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS

GOAL: 4.9.5 Public Education and Technical Assistance

Provide unbiased information and technical assistance to the general public on appropriate horticultural practices

TASK:

1. Maintain a group of volunteers to assist with outreach – Master Gardeners
 - a. Recruit new volunteers
 - b. Train new volunteers
 - c. Provide continuing education for volunteers
 2. Maintain and provide accessible resources of unbiased information
 - a. Horticulture Clinic
 - i. Diagnostic services Soil, Plant, Insect, Disease, etcetera
 - ii. Fact Sheets - website
 3. Master Gardener Program Outreach
 - a. Staffing displays
 - b. Demonstration Garden
 4. Write and distribute publications for the general public
-

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Cooperative Extension Service

COST CENTER - GOALS/TASKS

GOAL: 4.8.4 Promote Expansion of Programs and Technical Assistance

Increase the knowledge and awareness of the general public to reduce the inappropriate use of fertilizers, pesticides, and water.

TASK:

1. Conduct and organize educational programs for the general public on horticultural subjects.
 2. Maintain a group of volunteers to assist with outreach to public – Master Gardeners
 3. Master Gardener Program Delivery / Development
 - a. Backyard Horticulture classes
 - b. Speakers Bureau
 - c. Spring Seminar
 - d. Evening in the Garden Program
 - e. Horticulture Clinic
 - i. Diagnostic services Soil, Plant, Insect, Disease, etc.,
 - ii. Unbiased information distribution,
 4. Write and distribute publications for the general public.
-

GOAL: 4.8.4 Promote Expansion of Programs and Technical Assistance

Implement a research project focusing on an agricultural or horticultural local need or concern.

TASK:

1. Evaluate possible needs of local agriculture or horticulture professionals.
 2. Develop a research project based on the needs.
 3. Seek funding to implement a research project.
-

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Cooperative Extension Service

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS

Deer Tick Project and Entomology Program Area Mission Statement

The mission of the Cape Cod Cooperative Entomology program is to develop and implement research and outreach programs to support the prevention of tick-borne diseases, general entomology and integrated pest management for fruit and vegetable pests.

GOAL: 4.5.3 Safe and Healthy Populations

Provide best available information to key stakeholder groups and the general public on the prevention of tick bites and reducing the risk of tick-borne diseases. Provide public support on general entomology.

TASK:

1. Update and develop printed literature on ticks including a guide to the effective use of repellents. Improve website content and functionality.
2. Workshops for key stakeholder groups including library programs and senior centers. Collaborate with Cape Cod Healthy Communities to develop outreach events for public employees. Provide research updates to the Cape & Island Health Care Coalition.
3. Support Outreach and Legislation Monitoring efforts of the Barnstable County Lyme/Tick-Borne Diseases Task Force. Distribution of the results of a five-year research study on Cape & Island tick infection rates to the Cape & Island Medical Community.
4. Continue to monitor Cape retail outlets to expand availability of permethrin-based repellents.
5. Surveillance for Lone Star Tick to determine extent of establishment. Test ticks for infection through the Laboratory of Medical Zoology, UMass-Amherst.
6. Serve as county resource for information on entomology including insect/tick identification and recommendations as appropriate. Provide educational support to the Master Gardener program.

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Cooperative Extension Service

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS

GOAL: 4.8.4 Promote Expansion of Programs and Technical Assistance

Survey and develop management strategies for key fruit/vegetable pests.

TASK:

1. Evaluate newly commercialized artificial lure/trapping system for Spotted Wing Drosophila. Supply trap count data to cooperating growers and the UMass-Amherst Extension state surveillance network. Develop management guidelines for the general public.
2. Surveys for Brown Marmorated Stinkbug by way of a pheromone trap line, supporting the UMass-Amherst Extension state surveillance network.
3. Monitor blueberry farms for winter moth egg hatch via weekly bud dissections. Provide hatch data to Cape Farmers, Master Gardeners, Cape Cod Landscape Association and Garden Centers.

OAL: 4.9.5 Public Education and Technical Assistance; 4.8.4 Promote Expansion of Programs and Technical Assistance

To serve as a clearinghouse of information, technical assistance and resources on wetland topics, land management, wildfire planning and implementation, natural resource topics and insect and diseases affecting both natural and planted landscape.

TASK:

1. Organize and conduct periodic training workshops for conservation and natural resource officials.
2. Development an RFP and offer a competitive land management grant program to county municipalities.
3. At least three municipal wildfire protection plans will be implemented through a competitive grant program. Wildfire prevention will be promoted.
4. Unbiased information and technical assistance on plant selection and maintenance and pest management will be provided to municipal employees, and agricultural and landscape professionals.
5. Provide fertilizer training and certification programs for the green industries throughout

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Barnstable County.

Cooperative Extension Service

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS

Nutrition Education Program Area Mission Statement

The Nutrition Education Program (NEP) provides individuals, families and communities with the knowledge and skills that empower them to make informed choices about healthy diets, efficiently manage food resources, and reduce the risks of chronic diseases and foodborne illness. The education provided draws upon nutrition recommendations presented in the U.S. Dietary Guidelines for Americans and USDA's MyPlate food guidance. Extension educators target consumers and families, municipal employees, food handlers, low-income and high-risk individuals, older adults and agencies that serve these populations.

GOAL: 4.8.4 Promote Expansion of Programs and Technical Assistance

To increase food handlers' knowledge of safe food handling practices and food safety regulations.

TASK:

1. Food safety workshops and displays will be offered throughout Barnstable County.
 - a. Five short programs will be conducted for 100 participants, including consumers and food handlers.
 2. Food safety certification programs (ie. ServSafe) will be conducted Cape-wide to meet local regulatory requirements. Four food safety programs leading to nationally recognized certification will be conducted regionally across the County, totaling approximately 100 participants.
-

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Cooperative Extension Service

COST CENTER - GOALS/TASKS

GOAL: 4.5.3 Safe and Healthy Population

To increase awareness of safe food handling practices, healthy food choices and to encourage physical activity among youth, adults, and older adults in Barnstable County.

TASK:

1. Lessons and take home materials will be offered to preschool aged children, public and private preschool providers. 250 individuals will receive nutrition education through programs and nutrition newsletters provided.
2. Single session on-site workshops, presentations and displays will be offered to local human service agencies clients and staff (ie: councils on aging and senior centers). 100 individuals will increase knowledge and understanding of current dietary recommendations and safe food handling practices by attending educational opportunities.
3. Wellness activities (ie: Body Walk exhibit, nutrition displays, lesson plans) and educational materials will be offered to local elementary schools as well as technical assistance and support for school wellness initiatives. 250 parents of school-aged children and elementary school staff will receive monthly electronic nutrition newsletters. 1,000 students and school staff will participate in school-wide wellness activities to promote healthy lifestyle choices and safe food handling practices.

GOAL: 4.5.3 Continue to Expand Services to Promote Public Health and Wellness

To increase nutrition knowledge and improve dietary habits in municipal employees with the goal of reducing risk of chronic disease (ie: high cholesterol, diabetes, hypertension, and overweight)

TASK:

1. Printed materials and educational opportunities will be made available to municipal employees in collaboration with Cape Cod Municipal Health Group. One series of lessons will be conducted for municipal employees resulting in positive dietary changes among 50% of participants. Nutrition education will be provided at 15 biometric screenings coordinated

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

by Cape Cod Municipal Health Group.

Cooperative Extension Service

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS

GOAL: 4.8.4 Promote Expansion of Programs and Technical Assistance

Promote and coordinate the use of local farm products directly to consumers as well as through restaurants and other businesses through Buy Fresh Buy Local Cape Cod.

TASK:

1. Working with an appointed advisory group to coordinate Buy Fresh Buy Local through pre-existing nutrition education programs and promotional activities at area farmers markets and community food-related events, workshops, and via social media. Membership will include at least 140 local growers and businesses. Distribution of a monthly electronic newsletter will reach 3000 subscribers in addition to a following of 1,750 individuals through social media platforms. Distribution of 10,000 printed member guides. 3000 people will receive recipes and/or educational materials distributed by Nutrition Educators via electronic newsletters, at farmers markets and events.
-

GOAL: 4.5.3 Continue to Expand Services to Promote Public Health and Wellness

To increase awareness of safe food handling practices, healthy food choices and to encourage physical activity among low income audiences throughout Barnstable County.

TASK:

1. Series of afterschool lessons and school-wide events will be conducted for low-income youth at elementary schools and child care centers through SNAP-Ed grant funding. 500 students, family members, and staff members will participate in nutrition programs offered through this project.
2. A series of lessons and take home materials will be offered to preschool aged children in collaboration with Cape Cod Child Development/Head Star through SNAP-Ed grant funding. 300 children and agency staff will receive nutrition education through programs and newsletters provided.

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Cooperative Extension Service

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS

GOAL: 4.5.3 Continue to Expand Services to Promote Public Health and Wellness

**To increase awareness of safe food handling practices, healthy food choices and to encourage physical activity among low income audiences throughout Barnstable County.
(cont'd)**

TASK:

3. Clients and staff at food pantries will receive nutrition education via displays, healthy cooking demonstrations, single session workshops and through printed nutrition education materials as well as through electronic communication. Nine cooking demonstrations and two workshops will be provided at local food pantries and low income food programs. 600 individuals will receive monthly nutrition newsletters at food pantries, transitional assistance offices, and senior centers. Nutrition education and support will be provided to 30 food pantries of the Cape Cod Hunger Network and the Healthy Pantries Initiative through continued technical assistance.

4. Single session on-site workshops, presentations and displays will be offered to transitional assistance offices and local human service agencies clients and staff (ie: Brown Bag Programs at Councils on Aging and low income housing authorities). 150 individuals will increase knowledge and understanding of current dietary recommendations and safe food handling practices by attending educational opportunities.

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Cooperative Extension Service

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS

Household Hazardous Waste, Recycling, and Water Quality Program Mission Statement

The Hazardous Waste & Water Quality Program provides public education and regional collection programs to address the needs associated with household hazardous materials and difficult-to-manage waste. The ultimate goal of the Hazardous Material and Water Quality program is to prevent hazardous products from entering Cape Cod's environment through public education and regional collection programs

GOAL: 4.3.6.1 Promote Cost Effective Regional Options; 4.3.6.3 Expand Support for disposal of Hazardous Materials and Sharps

Coordinate and operate Household Hazardous Waste (HHW) collections for all 15 towns within Barnstable County during the 2015 calendar year.

TASK:

1. Solicit, acquire, and approve new regional bid and contract for HHW collection hauler.
2. Create and distribute 2015 HHW flyer throughout Barnstable County with collection dates and educational information.
3. Provide public outreach, education and advertising for collection by distributing posters and flyers in communities, run public service announcements, press releases and print advertisement in local media.
4. Provide staff for collections.
5. Educate, survey, and sort every vehicle that participates in collections.
6. Aggregate and interpret data from collections and provide to towns.

MEASURE OF TASK:

- Fully executed contract signed by County Commissioners and HHW hauler in hand.
- Delivery of town-specific educational flyer to each Barnstable County town.
- Electronically survey participants to determine how they heard about the collection and evaluate results of survey to determine more effective methods of outreach.
- Adequate staff at each collection including greeter, surveyor, sorter and site supervisor.
- Data used to modify outreach and collection methods and appropriate staffing.
- Complete data compilation of HHW final report with data from collection within each town in 2015.

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Cooperative Extension Service

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS

GOAL: 4.3.6.1 Promote Cost Effective Regional Options...;4.3.6.3 Expand Support for disposal of Hazardous Materials and Sharps

Operate county-wide sharps (needle) collection program for in home use

TASK:

1. Provide sharps containers to towns for residents and visitors to properly dispose of residentially generated sharps (needles, lancets, syringes).
2. Collect used sharps containers at 18 sites and aggregate at Barnstable County facility for most cost efficient disposal.
3. Monitor and assist with maintenance sharps collection kiosk in Falmouth Fire Department.
4. Educate Barnstable County residents regarding hazards of improper sharps disposal
5. Track sharps containers distributed and collected.
6. Dispose of sharps through licensed hazardous waste vendor.

MEASURE OF TASK:

- Year-round availability of sharps containers at 18 distribution sites within 15 towns.
 - Cost of used sharps aggregate disposal compared to onsite vendor pickup.
 - Quantity of sharps containers collected and distributed at site and condition of kiosk.
 - Conduct three or more educational sessions regarding sharps and sharps disposal.
 - Complete data sheet with end-of-year sharps data.
 - Contract and dispose used sharps with licensed medical waste vendor.
-

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Cooperative Extension Service

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS

GOAL: 4.3.6.1 Promote Cost Effective Regional Options; 4.3.6.2 Evaluate Implications of Food Waste Diversion ; 4.3.6.3 Expand Support for disposal of Hazardous Materials and Sharps

Provide technical assistance on solid waste, recycling, and organic material management needs to Barnstable County towns via a dedicated full-time county employee (Municipal Assistance Coordinator or MAC) paid for by the Massachusetts Department of Environmental Protection. Focus on waste reduction, regional collaboration, and best practices.

TASK:

1. Schedule technical assistance project scoping meetings with appropriate town staff, collaborate to collect necessary data, and assist with detailed program/cost analyses.
2. Attend local committee and boards meetings with elected officials as requested.
3. Organize quarterly workshops for town officials and recycling committees on relevant waste reduction topics.
4. Notify towns of changes in the recycling markets and opportunities for regional procurement for solid waste and recycling vendors.
5. Publish monthly e-newsletter to keep town officials and residents informed about regional waste reduction efforts.
6. Assist towns with applying for and implementing DEP grants for transfer station equipment, services, and educational programs.
7. Explore options for regionalization of solid waste programs and services, such as private hauler permitting and food waste composting.

MEASURE OF TASK:

- Confirmed notification and development of scope-of-work document outlining project, as well as % of projects completed with final reports submitted to MassDEP.
- Quantity of local committee and board meetings attended.
- Number of participants at quarterly regional solid waste workshops.
- Number of towns utilizing County Purchasing to develop solid waste and recycling bids.
- Readership and feedback from monthly newsletters subscribers and readers.
- Number of towns applying for and receiving DEP solid waste grants in the region.
- Convene one or more regional stakeholder meetings to gauge interest in regionalization of private hauler permitting and food waste composting.

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Cooperative Extension Service

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS

GOAL: 4.3.6.1 Promote Cost Effective Regional Options...;4.3.6.3 Expand Support for disposal of Hazardous Materials and Sharps

Operate WET Festivals for 4th -6th grade students in public schools on Cape Cod.

TASK:

1. Provide 12 one day education seminars to a total of 2,000 4th-6th grade school children.
2. Operate and maintain 20 different education stations at each WET Festival.

MEASURE OF TASK:

- Schedule and conduct 12 WET Festivals for 2,000 Cape Cod elementary and middle school students.
- Meet MCAS / Common Core requirements and standards while educating students on groundwater, wastewater, and the water cycle processes on Cape Cod and beyond.

GOAL: 4.3.6.1 Promote Cost Effective Regional Options...;4.3.6.3 Expand Support for disposal of Hazardous Materials and Sharps

Operate county-wide mercury collection and education program to reduce potential for release of elemental mercury into environment.

TASK:

1. Collaborate with 15 Cape Cod towns to maintain free drop off sites for residents to recycle mercury and/or mercurial products, such as household thermostats, thermometers, electric relay switches, blood pressure gauges, and bilge pump float switches.
2. Facilitate additional mercury collection sites at private businesses within the county.
3. Educate residents on mercury hazards and proper disposal of mercury products.
4. Inventory mercury products recovered.
5. Dispose of mercury products through licensed mercury hauler / recycler.
 - Maintain mercury drop-off sites in every Transfer Station / ISWM facility within county.
 - Establish and maintain collection sites in 30 HVAC business and 20 marinas for mercury products/devices.
 - Conduct at least three community presentations featuring mercury and mercury disposal.
 - End-of-year mercury data sheet created for each town with total pieces and aggregate elemental mercury collected.
 - Haul and dispose via licensed mercury hauler / recycler.

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Cooperative Extension Service

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS

GOAL: 4.3.6.1 Promote Cost Effective Regional Options; 4.3.6.3 Expand Support for disposal of Hazardous Materials and Sharps

Operate regional road and marine flare collection and education program to reduce potential of perchlorate contamination in the region.

TASK:

1. Collect road and marine flares from each town in Barnstable County.
2. Educate residents on perchlorate found in flares, and advertise flare collection sites.
3. Inventory all flares collected.
4. Dispose of flares through licensed hazardous waste vendor.

MEASURE OF TASK:

- Maintain 18 flare collection sites within 15 towns.
 - Conduct three or more community educational sessions on flares and flare disposal.
 - Annual flares data created for each town including total flares collected.
 - Contract and haul with licensed hazardous waste vendor.
-

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Cooperative Extension Service

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS

GOAL: 4.3.6.1 Promote Cost Effective Regional Options...;4.3.6.3 Expand Support for disposal of Hazardous Materials and Sharps

Support regional unwanted medication disposal program to reduce pharmaceutical contamination of groundwater and reduce potential for illegal diversion of unwanted medications in Barnstable County.

TASK:

1. Print and distribute tear sheets and informational brochures to local pharmacies and community locations that provide information on disposal of pharmaceuticals.
2. Provide assistance and support to towns collecting unwanted medications via police department drop boxes.
3. Provide technical assistance and current information to public agencies and elected officials on rules surrounding disposal of unused medication.

MEASURE OF TASK:

- Quantity of tear sheets distributed and number of education sites within county.
 - Number of drop sites and collection days for disposal of accumulated medications.
 - Frequency and number of requests for assistance on unwanted medication disposal..
-

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Cooperative Extension Service

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS

4-H Program Area Mission Statement

The Barnstable County 4-H Program provides youth with numerous opportunities to achieve by offering them adult mentors and role models, a safe and enriching environment, skills needed to become productive and contributing members of society and the social and academic experiences to engage them in a life time of learning and supporting their communities through community service projects. The 4-H Youth Development Program offers these through a variety of 4-H delivery modes and curricula and collaborations through experiential learning.

GOAL: 4.5.5 Expand Services and Program to Youth and Families

Provide opportunities for youth to engage in community service, citizenship, and leadership and communication through focus areas.

TASK:

1. Organize, promote and implement numerous 4-H projects such as the annual 4-H Food Drive etc. to serve local community needs encouraging “Hands to Larger Service”: 85% of 4-Hers will participate.
2. Promote SET Science Engineering opportunities in all 4-H after school programs and 4-H clubs to increase self-confidence and inspire our future work force: 80% of 4-Hers will participate in these opportunities. Offer Healthy Lifestyle projects/programs to all 4-H clubs and 4-H gathering to provide movement, healthy snacks and food and decision making skills to learn to make healthy choices to celebrate the 4th H: working with Tufts University Obesity study.
3. Plan, train and conduct annual 4-H Visual Presentation teaching youth and adults public speaking skills and resume/portfolio workshops that youth will use throughout the year in school, jobs, college applications, scholarship requests and speaking to groups: Over 75% of 4-H clubs and volunteers will participate. Continue to train 4-H teens to serve as 4-H Ambassadors implementing a plan for monthly public speaking opportunities.
4. Promote leadership programs for youth including club officers, Junior leader positions, 4-H Leadership Camp and National 4-H Conference and Congress to increase job readiness and recognize teen issues.

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Cooperative Extension Service

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS

GOAL: 4.5.5 Expand Services and Program to Youth and Families

Provide technical assistance to Cape schools and other organizations to promote in school enrichment and afterschool programs, in SET, Life Skills, and more.

TASK:

1. Continued outreach and communication to schools while assisting them in organizing 4-H afterschool projects.
 2. Continue collaboration as a 21st Century Learning Grant partner through the Department of Elementary and Secondary Education (DESE), introducing new 4-H curricula and other teaching tools for their “tool box”.
 3. Participate in local partnerships to improve outreach to youth and illuminate 4-H youth development and community service opportunities.
-

GOAL: 4.5.5 Expand Services and Program to Youth and Families

Provide 4-H opportunities for youth and Military families.

TASK:

1. Collaborate with military staff, volunteers and military parents at Joint Base Cape Cod providing 4-H opportunities and experiences for 200 youth and families; providing them with nurturing environments and educational learning programs and role modeling.
2. Offer local opportunities and resources to veterans and their families in collaboration with Operation Military Kids and 4-H Military Grants.
3. Continue program development for military youth, in collaboration with OMK, and including after school projects, summer camp programs, and family day events.
4. Work with statewide OMK team to continue our focus on military families and to share training, resources, trends, and other valuable current information that helps us serve them better.

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Cooperative Extension Service

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS

GOAL: 4.5.5 Expand Services and Program to Youth and Families

To maintain the 4-H Volunteer Management System to ensure the quality and safety as well as following and adhering to all policies and procedures consistent with MA 4-H and National 4-H Standards

TASK:

1. Provide support, orientation, and training for all 4-H volunteers who will be monitored through a screening process to work effectively with and safely with children, parents and other volunteers.
 2. Manage and report data accurately and efficiently and complete documentation for all county, regional and state and national reports. Establish secure files and complete application process for 100% of all active 4-H Volunteers. Maintain data base for all enrolled 4-H members and short term programs as well as 4-H Club documentation to adhere to all standards and best practices.
 3. Volunteers are encouraged to develop their potential to help market their skills to achieve awards and recognition and to increase their resume building for potential opportunities. Mentoring programs are in place to support and advise new volunteers. Provide recognition and award programs to recognize their achievements.
 4. Expose volunteers to experiential learning and delivery modes using juried curricula and provide mentoring for continued success working with children. Trainings and meetings are held monthly to increase communication and provide resources. Promote on-line training program achieving 50% participation.
-

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Cooperative Extension Service

COST CENTER GOALS/TASKS

FY16 COST CENTER TASKS

GOAL: 4.5.5 Expand Services and Program to Youth and Families

Continue to develop County-wide targeted recruitment campaign to increase 4-H members and volunteers by 15%.

TASK:

1. Select specific communities and groups to increase member diversity and target 4-H alumni as potential volunteers. Promotional exhibits and displays will be held at 10 locations across the county for significant exposure for awareness.
 2. Evaluate and assess various marketing avenues working with the Massachusetts 4-H Foundation to integrate a branding strategy and expand media coverage. Develop promotional packet documenting the positive impact of 4-H with MA 4-H and MA 4-H Foundation resources.
 3. Work closely with the Barnstable County 4-H Advisory Council to maintain and support events and programs sustaining the resources needed. Events include 4-H Awards & Recognition, Fairs, festivals and community activities, Visual Presentation, Winter Workshop, Equine and agricultural educational contests, community service events and others.
 4. Continue to offer 4-H afterschool enrichments to those youth who are interested in participating, and expose them to other 4-H opportunities, with extended opportunities to youth at risk and any other special circumstances youth.
-

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
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Registry of Deeds

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS:

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

GOAL:

To maintain level of services with current staff with minimal budget increases.

TASK:

Utilize advances in technology to streamline operations.

- 1) Consolidate job functions to shorten recording and customer wait times.
- 2) Increase E-filing acceptance and implementation to further reduce document processing costs.
- 3) Encourage more customers to utilize the registry website credit card function, minimizing the need for registry personnel to handle copy requests and input funds into customer accounts.
- 4) Work with County IT to maximize the potential of our current equipment and determine what, if any, changes to current processes can be made to accomplish this.

**BARNSTABLE COUNTY
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County Dredge Service

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS:

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

GOAL:

Provide cost effective dredging services to the Towns.

TASK:

- a. Ensure all equipment is functioning prior to and during the dredge season
- b. Develop project schedule and mobilize/demobilize equipment in a manner that stays on schedule
- c. Continue to participate in regional working group on permit windows, provide data as

GOAL:

Raise the dredge rate by \$2.00 per cubic yard to fund the purchase of a new dredge. The Dredge Advisory Committee has voted to increase the dredge rates to \$9.00 per cubic yard for short pipeline work and \$13.00 per cubic yard for long pipeline with booster pump work.

Ensure that the new dredge is operational and fully functional.

TASK:

- a. Inspect, field test new dredge. Perform punch list testing and report all deficiencies to manufacturer for correction.

GOAL:

Remove and replace the super structure on the dredge “Cod Fish”.

TASK:

- a. Have replacement superstructure for dredge Cod Fish fabricated.
 - b. Remove old structure from the Cod Fish.
 - c. Install new superstructure.
-

**BARNSTABLE COUNTY
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HEALTH AND HUMAN SERVICES

DEPARTMENT OF HEALTH AND ENVIRONMENT
HUMAN SERVICES
HUMAN RIGHTS COMMISSION
CHILDREN'S COVE – CHILD ADVOCACY CENTER

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016**

Department of Health and Environment

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS:

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

COST CENTER: Administration

GOAL: Administration serves as the gateway for obtaining services from the Department. The goal for Administration is facilitate the delivery of services to the boards of health and the citizenry of Barnstable County by supporting the field operations of the Department.

TASK:

- 1) Serve as a first point of contact for all individuals seeking the services of the Department;
 - 2) Conduct all administrative tasks in an efficient manner to support payroll, purchasing and other aspects of field operations;
 - 3) Maintain all records in such a manner as to allow for inspections and audits;
 - 4) Prepare budgets and capital plans that will facilitate the completion of field operations and missions into the future;
 - 5) Continually reassess the needs of the boards of health relative to support assistance and determine strategies to meet identified needs.
-

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Department of Health and Environment

COST CENTER - GOALS/TASKS

COST CENTER: Public Health Nursing

GOAL: Conduct public health nursing outreach to clients visiting food pantries across the county.

TASK:

- 1) Assign a public health nurse to each food pantry biweekly to provide one-on-one health education, appropriate vaccinations for at risk individuals, and health screenings;
 - 2) Provide information on available human services;
 - 3) Pursue grant monies to address critical needs that are otherwise not being met.
 - 4)
-

GOAL: Skin cancer has significantly higher prevalence in 13 of the 15 Cape towns. The goal is to prevent skin cancers among vulnerable populations.

TASK:

- 1) Offer sun safety/skin cancer awareness program prior to prom and the summer season to all high schools county-wide;
 - 2) Utilize the UV skin analyzer to allow students to observe sun damage on their skin;
 - 3) Discourage indoor tanning practices and encourage youth and adults to use sunscreen;
 - 4) Distribute brochures and flyers and provide one-on-one sun safety consultations;
 - 5) Administer the "Tanning Survey" to track the number of students screened and assess behavioral trends regarding the use of tanning devices (to allow focusing of efforts).
 - 6)
-

GOAL: Increase public health nursing services to all county residents by stationing a county public health nurse in each town health department six hours per week.

TASK:

- 1) Work with town health agents to utilize all health resources in an effective manner to best serve the residents in each town;
 - 2) Assist in refining education and outreach program for the town health departments that incorporate the latest information on existing and emerging public health concerns.
-

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Department of Health and Environment

COST CENTER - GOALS/TASKS

COST CENTER: Public Health Nursing (*cont'd*)

GOAL: Prevent the infection of residents by tick- borne parasites such as Lyme disease, Babesiosis and Ehrlichiosis.

TASK:

- 1) Continue education regarding Lyme and other tick-borne diseases and deliver programs to at-risk individuals and occupations (joint effort with Cooperative Extension and other BCDHE staff);
- 2) Present a similar program in all schools that request it. Establish a presence at health fairs and other public opportunities to further education regarding Lyme and other tick-borne diseases;
- 3) Distribute appropriate information to town halls, chambers of commerce and other visitor centers (in conjunction with the Cape Cod Chapter of the Massachusetts Association of Public Health Nurses and Cape Cod Extension).
- 4)

GOAL: Provide appropriate immunizations to Cape Cod Community College students and the general public.

TASK:

- 1) Maintain a supply of affordable vaccines for insured and uninsured students and the public seeking required immunizations;
- 2) Provide opportunities for students and the general public who need immunizations and documentation of vaccines administered.

GOAL: Monitor reportable disease in Barnstable County through the Massachusetts Virtual Epidemiological Network.

TASK:

- 1) Support the Town of Provincetown in their disease case management;
 - 2) Provide the public with simple real-time statistics on reportable diseases upon request and when applicable;
 - 3) Continue to offer all towns lower cost disease surveillance monitoring.
-

BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016

Department of Health and Environment

COST CENTER - GOALS/TASKS

COST CENTER: Public Health Nursing (*cont'd*)

GOAL: Continue wellness screening for public safety personnel, municipal employees, food pantry clients and low-income housing residents to reduction in preventable diseases.

TASK:

- 1) Conduct wellness screenings for high blood pressure, cholesterol, skin cancer, osteoporosis, diabetes, bladder cancer and hearing;
- 2) Educate participants on prevention strategies and health advocacy;
- 3) Continue to pursue grant monies to purchase a vision screener and body-mass index scale.

GOAL: Prevent communicable diseases among public safety employees who are on the front line of emergency services. Maintain a readiness to assist and administer a pre- exposure regimen for employees at risk of rabies exposure.

TASK:

- 1) Respond to all requests for vaccinations and disease prevention methodologies for public safety and health personnel including Hepatitis A & B, tuberculosis, pneumonia, seasonal and pandemic influenza, tetanus and rabies (pre- exposure);
 - 2) Purchase vaccines directly from pharmaceutical companies to obtain lowest prices and provide for savings to towns.
-

BARNSTABLE COUNTY

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Department of Health and Environment

COST CENTER - GOALS/TASKS

COST CENTER: Health and Environment

GOAL: Support community sanitation efforts during the seasonal influx of residents such that all public food establishments, swimming pools and other facilities used by the public meet applicable public health standards.

TASK:

- 1) Provide training for seasonal inspectors in food sanitation and applicable public health laws;
- 2) Deploy inspectors to towns for supplemental inspectional services;
- 3) Deploy senior staff during times when local health agents are absent;
- 4) Maintain appropriate certifications and licenses for all field staff;
- 5) Remain current of situations in all towns relative to public health concerns, and develop staff resources in accordance with anticipated town needs.

GOAL: Monitor the compliance of all alternative onsite septic systems and assist local officials in obtaining compliance with regulations requiring operation and maintenance contracts.

TASK:

- 1) Maintain the web-based performance monitoring reporting system;
- 2) Contact owners and service providers in cases of non-compliance;
- 3) Issue appropriate enforcement orders and report findings to local boards of health.
- 4)

GOAL: Respond to, assess and resolve all inquiries at municipal and private facilities relating to Indoor Air Quality (IAQ), thereby protecting individuals and preventing environmental, health or safety problems. IAQ involves situations of mold, fumes and respiratory inflammation.

TASK:

- 1) Respond in a timely manner to all emergency/life threatening incidents with appropriate resources;
 - 2) Communicate and coordinate with local agencies and officials to move toward resolution;
 - 3) Assist with monitoring, sampling and technical interpretation of results;
 - 4) Conduct complete assessments as needed for emergency and non-emergency situations.
-

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Department of Health and Environment

COST CENTER - GOALS/TASKS

COST CENTER: Health and Environment (cont'd)

GOAL: Respond to, assess, resolve and assist in compliance regarding issues relating to Environmental Health and Safety (EHS) Occupational Safety and Health (OSH) in Barnstable County (particularly for municipal operations).

TASK:

- 1) Conduct thorough EHS audits in conjunction with municipal officials to resolve issues such as hazardous materials storage, use and disposal, worksite safety, risk reduction etc.;
 - 2) Assist in the monitoring of compliance;
 - 3) Identify areas of non-compliance to resolve issues such as hazardous work processes or conditions, unsafe worksite practices and encourage risk reduction through elimination/substitution, engineering, administrative or other controls
 - 4) Conduct facility-specific training;
 - 5) Assist in developing Standard Operating Procedures (SOPs), by offering standardized OSHA safety trainings and facilitating advance OSHA trainings where necessary;
 - 6) Involve local agencies in activities to facilitate long term sustainable health and safety compliance.
-

GOAL: Maintain presence on state advisory task groups and policy making committees.

TASK:

- 1) Participate in State Title 5 and technical advisory committee, Lyme disease, Rabies Task Force, Hoarding Task Force, State Emergency Response Committee, and others.
 - 2)
-

GOAL: Assist towns in the monitoring of water and soil air at their decommissioned landfills (continuing activity) in order to protect the public health from unintended consequences of landfill contamination migration.

TASK:

- 1) Perform monitoring of groundwater and soil gasses near landfills;
 - 2) Maintain appropriate certifications and licenses for all field staff involved in monitoring operations and maintain field and instrumentation necessary to complete Task 1.
-

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Department of Health and Environment

COST CENTER - GOALS/TASKS

COST CENTER: Health and Environment (cont'd)

GOAL: Provide loans to Barnstable County residents for the removal of residential underground storage tanks (RUST) and the replacement/repair of tank fuel lines in order to prevent potential fuel oil leaks and groundwater contamination.

TASK:

- 1) Maintain the promotion and administration of the RUST removal loan program;
 - 2) Make all appropriate logs at BCDHE and filings with the Attorney General of the Commonwealth to ensure continuation of the program.
-

GOAL: Sensitively raise awareness of compulsive hoarding through the Cape Cod Hoarding Task Force (CCHTF) and provide education and support for those affected by hoarding through accessible tools, referrals and resources. Develop a coordinated response and forge a cooperative arrangement among county, town, community organizations and private services.

TASK:

- 1) Provide leadership and direction for the Task Force;
 - 2) Expand and build membership and partnerships;
 - 3) Build an education program that supports people affected by hoarding and professionals who work with them;
 - 4) Provide guidance and leadership using the Joint Service Plan model in the management of hoarding cases on Cape Cod;
 - 5) Expand services to those individuals affected by hoarding disorder.
-

GOAL: Help prevent the spread of rabies on Cape Cod and possibly eradicate the disease from locations east of the Cape's bridges.

TASK:

- 1) Continue to facilitate convening of the Rabies Task Force;
 - 2) Support vaccine baiting for indigenous wildlife, and facilitate continued USDA baiting and logistical support;
 - 3) Develop alternative strategies for rabies containment as federal funding wanes.
-

**BARNSTABLE COUNTY
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Department of Health and Environment

COST CENTER - GOALS/TASKS

COST CENTER: Health and Environment (cont'd)

GOAL: Provide electronic pre-registration services for municipal vaccination clinics and develop this tool for use in the event of a need for mass vaccinations (epidemic influenza or bioterrorism).

TASK:

- 1) Develop and maintain web-based application to allow residents to pre-register for vaccination clinics.
 - 2) Work with towns presently using the system to refine essential elements that allow registrants to print pre-filled vaccination consent forms.
 - 3) Provide a record of registrants to clinic administrators before the start of the clinic.
-

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

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Department of Health and Environment

COST CENTER - GOALS/TASKS

COST CENTER: Emergency Planning

GOAL: To facilitate the maintenance of a Regional Emergency Planning Committee (REPC) for the readiness of constituent towns in case of natural or man-made emergencies.

TASK:

- 1) Provide staff and logistical support for the REPC;
- 2) Prepare and secure grants to support goals developed by the Committee;
- 3) Maintain and update the Hazardous Material Emergency Plan to fulfill SARA Title III requirements;
- 4) Coordinate and conduct emergency drills to ensure readiness of all emergency response assets;
- 5) Monitor over 340 hazardous chemical reporting facilities (Tier 2 required reporters) for the Emergency Planning Community Right-to-Know Act (EPCRA);
- 6) Provide annual compliance, hazardous material safety and awareness trainings for these facilities;
- 7) Provide and sustain an emergency planning and response registry for residents with disabilities in Barnstable County;
- 8) Maintain and refine the regional sheltering plan and program that is implemented during times of emergency and disaster;
- 9) Implement a regional Multi-Agency Coordination Center (MACC) for response to emergencies and disasters using the Barnstable County Incident Management Team;
- 10) Coordinate medical volunteers through the Cape Cod Medical Reserve Corps;
- 11) Assist the 15 Towns in Barnstable County with the submission of disaster reimbursement documentation to the Federal Emergency Management Agency after declared emergency events;
- 12) Provide assistance and support to the 15 municipal emergency managers with the update and submission of the Local Comprehensive Emergency Management Plans to the Massachusetts Emergency Management Agency;
- 13) Assist with and execute procurement bids and contracts for local municipal access for post storm and disaster emergency services;
- 14) Research and prepare a draft regional post-disaster economic recovery and community resiliency plan for Barnstable County;
- 15) Draft and implement an emergency response and continuation of operations plan for Barnstable County departments;
- 16) Process additional volunteer resources through Volunteer Reception Centers (VRC) when requested to support ongoing emergency response efforts.

**BARNSTABLE COUNTY
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Department of Health and Environment

COST CENTER - GOALS/TASKS

COST CENTER: Emergency Planning (continue from prev. page)

GOAL: Successfully coordinate the composition of public health emergency plans for every town in Barnstable, Dukes and Nantucket Counties. Facilitate the towns' readiness to manage public health emergencies. Serve as active participants during public health emergencies for the mitigation of effects.

TASK:

- 1) Maintain grant funding for the support of public health nurse consultants to work with each of the towns to compose and maintain their public health emergency plans;
- 2) Coordinate all activities relating to the composition and exercising of plans;
- 3) Ensure that all deliverable products required by the Massachusetts Department of Public Health (DPH) are completed and that the towns are readied for public health emergencies;
- 4) Facilitate monthly health agent meetings and trainings to collaboratively enhance communities' capacity to share resources and respond to public health emergencies.

GOAL: Maintain a cadre of trained, credentialed and registered volunteers in the Medical Reserve Corp (MRC) to assist towns in the event of public health emergency needs.

TASK:

- 1) Recruit, train, credential and perform background checks as appropriate for volunteers;
 - 2) Conduct regular drills and training sessions to keep volunteers engaged;
 - 3) Develop creative ways to maintain volunteer engagement so that readiness to emergencies is achieved.
-

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
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Department of Health and Environment

COST CENTER - GOALS/TASKS

COST CENTER: LABORATORY

GOAL: Analyze or facilitate analyses of all environmental samples from Barnstable County waters and provide timely turnaround for information. Provide interpretation of all data generated such that decisions regarding environmental issues can proceed with good scientific foundation.

TASK:

- 1) Maintain all present analytic certifications of the analytical laboratory;
 - 2) Perform analysis on all environmental samples submitted;
 - 3) Prepare and refine capital improvement plans that anticipate the analytical needs of all stakeholders that have responsibility to manage groundwater and surface water resources.
-

GOAL: Maintain ability to respond in an emergency manner to all requests by water departments and municipalities regarding critical water quality problems that affect continuation of service.

TASK:

- 1) Develop and maintain staffing and training plans that allow the laboratory to meet the stated goal.
-

**BARNSTABLE COUNTY
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Department of Health and Environment

COST CENTER - GOALS/TASKS

COST CENTER: Septic Loan Program

GOAL: Provide loans for the upgrade of onsite septic systems for Barnstable County residents in need of such assistance.

TASK:

- 1) Maintain the Septic Loan Betterment Program, continue to improve the efficiency and service of those loans, and make all appropriate filings with the Commonwealth to ensure continuation of the program.
-

GOAL: Implement a septic loan program that accommodates the needs of small businesses.

TASK:

- 1) Pilot additional loans in this category using the interest payments under the original State Revolving Fund Loan Program.
-

GOAL: To pilot a modification of the septic loan program to accommodate the changing needs of the towns and to address the nutrient loading issue.

TASK:

- 1) Pursue interest monies collected for the upgrade of septic systems in nitrogen-sensitive areas prior to their actual failure (presently, septic loan monies can only be used for repair of failed systems), thereby facilitating nutrient reductions in a more timely fashion.
-

**BARNSTABLE COUNTY
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Department of Health and Environment

COST CENTER - GOALS/TASKS

COST CENTER: Tobacco Control Program (State Grant and CDC Funded)

GOAL: Reduce access to tobacco by underage youth and promote a tobacco-free life decision for the citizenry.

TASK:

- 1) Conduct vendor awareness of tobacco regulations relating to youth access, conduct compliance checks and sting operations, coordinate with communities to limit youth access to tobacco products.
-

GOAL: Increase the number of Barnstable County residents who live in smoke-free multi-unit housing developments. Promote the Massachusetts Smoker's Quitline, 1-800-QUITNOW, to all residents of multi-unit housing, public and private.

TASK:

- 1) Educate housing authorities, their directors, private landlords, and residents about the benefits of adopting smoke-free housing policies;
 - 2) Provide technical assistance to such entities;
 - 3) Offer smoking cessation resources to residents that would like to quit smoking.
-

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Department of Health and Environment

COST CENTER - GOALS/TASKS

COST CENTER: Massachusetts Alternative Septic System Test Center

(Grant and subscriber funded)

GOAL: To provide the best information regarding nutrient and contaminants of emerging concern removal from onsite wastewater systems in order to inform local Comprehensive Wastewater Management Plan (CWMP) components.

TASK:

- 1) Continue operation of the Massachusetts Alternative Septic System Test Center in such a manner as to encourage the testing of promising nutrient reduction technologies;
- 2) Obtain research grants necessary to answer questions regarding nutrients, pathogens and contaminants of emerging concern.
- 3) Report findings to communities through open forums and publications.
- 4) Remain current of all pertinent research being conducted in the field of onsite septic system technology;
- 5) Maintain a website where the public can access all results of research and testing.
- 6) Continue to sustain funding of all operations and staff;
- 7) Conduct research regarding non-proprietary systems for nutrient removal using funds supplied under grants from various sources.

GOAL: To develop a long term plan for the continuation or decommissioning of the Test Center.

TASK:

- 1) Enter discussions with various entities to explore options for continuing operation of the Test Center as a joint endeavor with research and development entities (New England Water Innovation Network-NEWIN, University of Massachusetts, and others).
 - 2) Draft budgets to reflect infrastructure upgrades, long term staffing needs and future equipment needs to use when engaging in above discussions.
 - 3) Draft Memorandum of Agreement with Barnstable County that can be used when relationship with partner agency is considered.
 - 4) Alternately develop a decommissioning schedule, plan and budget for decommissioning the Test Center.
-

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Human Services

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS:

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

GOAL: 4.1.3 Policy, Planning and Capacity Building

Task: 4.1.3.1 Annual Strategic Planning and Process Review

- 1) Develop Annual Human Service Plan.
 - a. The Department, with the assistance of the Health and Human Services Advisory Committee, will develop an annual plan to outline the department's areas of focus for the year and related activities and communicate human service needs and priorities to public, elected officials and county government. Solicit feedback from HHSAC members to identify emerging trends by use of an annual questionnaire, results will be shared with chief elected officials and County Administrator.

Outcome Measures:

- (i) Plan developed with input from the HSSAC to be reviewed bi-annually with articulated strategic focus areas.

Task: 4.1.3.4 Foster Regional Collaborations through issue based work.

- 1) Convene Health and Human Services Advisory Council
 - a. Solicit and build representative base
 - b. Appointment by County Commissioners
 - c. Convene quarterly

Outcome Measures:

- (i) Annual Plan
- (ii) Annual meetings with chief elected officials on results of Emerging Trends Report

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

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Human Services

COST CENTER - GOALS/TASKS

Task: 4.1.3.4 Foster Regional Collaborations through issue based work (*cont'd*)

- 2) Convene Regional Network to Address Homelessness
 - a. Convene/Coordinate Regional Network, provide administrative and infrastructure support
 - b. Fund a part time coordinator
 - c. Support quarterly forums/networking/training opportunities for Client Coordination Council
 - d. Improve website & flow of information to regional network
 - e. Improve regional data collection
 - f. Identify prevention strategies and opportunities to promote regional prevention message
 - g. Continue to act as fiscal agent and provide coordination of Regional Network's response for Town of Yarmouth
 - h. Provide planning function for the Continuum of Care (*FY 15 new)

- 3) Cape and Islands Suicide Prevention Coalition:
 - a. Provide structure and leadership for Coalition
 - b. Promote gatekeeper training to community
 - c. Disseminate regional training and resource opportunities
 - d. Promote and support public education campaigns
 - e. Provide accurate data to CISPC and public
 - f. Respond to all media requests
 - g. Provide public information and materials to all residents
 - h. Promoting a public health message re: depression and older adults.
 - i. Supervise the work of the CISPC Coordinator

- 4) Crisis Response Team Coordination - Postvention
 - a. Coordinate postvention response with DMH when determined necessary
 - b. Share local postvention practices
 - c. Build capacity at town level to respond to suicides in their communities
 - d. Publish crisis response cards for first responders
 - e. Promote use of crisis response cards with first responders
 - f. Re-establish coordination of response and communication for FY 14

- 5) Aging and Disability
 - a. Working collaboratively with Cape Cod Community College Workforce Education Center co-sponsor a series of professional development courses for those working with elders and people with disabilities

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Human Services

COST CENTER - GOALS/TASKS

Task: 4.1.3.4 Foster Regional Collaborations through issue based work (*cont'd*)

- 6) Oral Health Collaborative
 - a. Convene Oral Health Collaborative 4 x per year
 - b. Develop and assist in the execution of the OHEC Strategic Plan
- 7) Regional Substance Abuse Council
 - a. Convene planning group of stakeholders
 - b. See Section 4.5.4, (2) for additional detail

Task: 4.1.3.5 Branding and consistency among county departments, joint communication strategy

- 1) Department staff will participate on the Communication working group and the IT working group
 - 2) Department Project Specialist is designing and revamping all departmental materials.
-

GOAL: 4.5 Safe and Healthy Populations

Task 4.5.1 Establish inter departmental working group to evaluate opportunities for greater coordination.

- 1) Department staff will participate in working group, TDB 2106

Task: 4.5.2. Continue data collection and analysis to monitor conditions among vulnerable populations on Cape Cod and to design and monitor program effectiveness.

- 1) The Department provides technical assistance on data acquisition, research and evaluation methodology and strategies for program quality improvement.

Measureable Outcomes:

 - (a) Requests for information will be recorded and tracked in a uniform manner.
 - (b) Service-related surveillance: the department will initiate analyses and subsequent service program and policy recommendations that are responsive to verifiable health and human service needs of the Cape Cod population.

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Human Services

COST CENTER - GOALS/TASKS

Task: 4.5.2. Continue data collection and analysis to monitor conditions among vulnerable populations on Cape Cod and to design and monitor program effectiveness (*cont'd*)

2) The Department will undertake an evaluation of the Navigator Pilot Project.

Measureable outcome:

- (a) Evaluation will identify the costs associated with the project's services versus the estimated system-wide costs averted by keeping the clients out of crisis.
- (b) The evaluation will seek heretofore unidentified unserved and vulnerable adults needing assistance.
- (c) Evaluation will be published and promoted within the cape cod human service community and will be intended as a tool for use to advise funding of subsequent services and as a tool to advise system-level policy change.

3) The Department will undertake a data collection project on the topic of substance abuse, capturing data from a variety of data sources including both prevalence and community assets.

Measureable outcomes:

- (a) An inventory of organizations and services addressing substance abuse on Cape Cod will be compiled.
- (b) An inventory of prior publications, assessments, and analyses of substance abuse on Cape Cod will be compiled and reviewed for relevancy.
- (c) A report/SWOT analysis of substance abuse incidence, prevalence, and treatment options on-cape will be produced.
- (d) Additional data will be compiled and vetted in accordance with established priorities for services and for inter-agency coordination.

4) Prepare and publish a substance abuse and use report for the region.

Measureable outcomes:

- (a) Report will be published.

5) Respond to requests for data from other county departments, towns, human service providers and county residents.

Measurable outcome:

- (a) Responses to data requests will be prioritized and every effort will be made to respond within two weeks and in such a way as to both provide the information requested and to build capacity within our community by educating the requestor on how to source the information in the future and to follow up their inquiry themselves.

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Human Services

COST CENTER - GOALS/TASKS

Task: 4.5.2. Continue data collection and analysis to monitor conditions among vulnerable populations on Cape Cod and to design and monitor program effectiveness (*cont'd*)

- 6) Support local county health departments and sub-agents of the DPH infectious disease surveillance system with data analyses and interpretation, if and as requested.
- 7) Update the demographic and Socio Economic Landscape report on a periodic basis.
Measurable outcomes:
 - (a) The publication will be updated every 5 years.
 - (b) The report will be accessible online

Task: 4.5.3 Promote public health and wellness

- 1) Combatting Chronic Disease.
The Department will monitor and advocate for community based methods of controlling chronic disease which make use of appropriate staff and curricula in the most effective service setting
Measurable Outcomes:
 - (a) Respond to and participate in, and /or support local, state and federal grant opportunities that will allow inter-agency collaboration to combat prioritized chronic disease on Cape Cod.
 - (b) Department is lead coordinating partner for DPH funded Prevention and Wellness Trust Fund, working with clinical and community partners to improve health outcomes for county residents in the areas of fall prevention, hypertension and diabetes.
 - (c) Perform chronic disease surveillance for Cape Cod population. Initiate analyses and subsequent service program and policy recommendations that are responsive to verifiable health and wellness needs of the residents of Cape Cod.
- 2) NACO Dental and Prescription Drug Program.
 - a) On a periodic basis distribute program information to the region through established dissemination methods.

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

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Human Services

COST CENTER - GOALS/TASKS

Task: 4.5.4 Coordinate to expand services for vulnerable populations

1) Behavioral Health.

Behavioral Health is an umbrella for the Department's work in the areas of Substance Abuse and Mental Health, inclusive of Suicide Prevention.

- (a) Continue analysis, summarization and distribution of data aggregated from data sets maintained by entities such as DPH.
- (b) Collect, analyze and report on qualitative and unmet needs.
- (c) Introduce Community Based Social Marketing methods to campaign development, such as for enhancement of Real Men. Real Depression activities and in support of the stigma reduction campaigns.
- (d) Collaborate with DMH and others to improve access to mental health services

2) Substance Abuse

- (a) Convene and staff regional Substance Abuse Council
- (b) Coordinate region in order to be better aligned and prepared for grants and funding opportunities
- (c) Establish communication infrastructure
- (d) Identify gaps and disparities in the service system
- (e) Maximize interagency collaboration

Measurable Outcomes:

- (i) Additional funding for substance abuse prevention and/or treatment comes to the region
- (ii) Adoption of evidence based practices and programs
- (iii) Learning Community created
- (iv) Advocacy statements developed and publicized

3) SHINE

- (a) Provide staffing and administrative support for Regional SHINE program
- (b) Develop outreach and marketing plan, specifically targeting underserved populations
- (c) Monitor and analysis client contact and utilization reports generated by SHIP Talk
- (d) Develop sustainability plan and seek additional funding to fully fund program budget 100%.
- (e) Staff and program development
- (f) Train and maintain an adequate number of volunteers

Measurable Outcomes:

- (i) Additional funding is secured
- (ii) Outreach plan is finalized and implemented
- (iii) Training plan is finalized and implemented
- (iv) Client contact and utilization reports are analyzed

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Human Services

COST CENTER - GOALS/TASKS

Task: 4.5.4 Coordinate to expand services for vulnerable populations (*cont'd*)

4) Navigator Pilot Project

- (a) Assist in building capacity within existing service systems to provide long term supports to those clients existing the NPP

Measurable Outcomes:

- (i) Results of NPP evaluation are published
(ii) Research and conduct analysis of ongoing long term sustainability options for NPP services, including opportunities offered by payment reform and other insurance reimbursement changes due to the ACA.

5) Human Rights Commission

- (a) The Department provides administrative support to the Human Rights Commission.

Task: 4.5.5 Expand services and programs for youth and families

- 1) TBD 2015 - 2018

Task: 4.5.6 Regional information clearinghouse/referral system

- 1) www.find.bchumanservices.net. In 2012/2013 the Department established a new website and launched four resource directories, staff will continue to populate data and records, provide tutorials to the public and improve system search ability.
- 2) www.bchumanservices.net The Department's website is a clearinghouse of health and human service information. In FY 15 the Department will continue to expand and improve the website and populate it with relevant human service information.
- 3) Communication to the wider human services community. The Department publishes a bi-weekly e-newsletter of upcoming events and trainings relevant to the health and human services community.
- 4) Network of Care Health and Wellness and Behavioral Health web portals. The Department will continue to build and publicize its newest web based information clearinghouse which contains county level data on 170 health indicators.

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Human Services

COST CENTER - GOALS/TASKS

Task: 4.5.7 Monitor federal and state budgets and polices to improve planning and better respond to health and human service needs.

- 1) Identify resources to assist department to monitor federal and state budgets, funding opportunities and assist in regional health and human service planning efforts – 2016
-

GOAL: 4.6 Affordable Housing/Low Income Rentals

TASK: 4.6.1 Promote creation of affordable and low income housing opportunities

- 1) TBD 2016 see new initiative proposal
-

GOAL: Regional Services

Task: 4.9.2 Transportation Planning

- 1) Community needs assessments consistency identify barriers to transportation and/or lack of access to transportation as having a disparate impact on low income and vulnerable populations. The Department participates in regional human service transportation meetings convened by the CCRTA.

Task: 4.9.3 Resource Development and Grant Writing

- 1) Department staff will work with RDO staff, when appropriate, to respond to funding opportunities.
 - 2) Department staff will respond to funding opportunities relevant to areas of focus. Department staff will undertake grant writing or assist in coordinating responses from multiple entities.
-

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2016

Human Rights Commission

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS:

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

GOAL: 4.5.2: Continue data collection and analysis to monitor conditions among vulnerable populations on Cape Cod, and to design and monitor program effectiveness. AND 4.5.3: Continue to expand services to promote public health and welfare.

TASK:

Continue to respond to all complaints within 48 hours, gather information from client, and seek a mediated solution to the problem. Where appropriate, refer client to appropriate agencies such as MCAD and EEOC Office.

ACTIONS:

- 1) *Create and maintain accurate log of inquiries, complaints, and the time/personnel required for each. Track the reasons/subject area of complaints.*
 - *Measure: 12-month complete log.*
- 2) *Conduct, as part of every monthly HRC meeting, training in aspects of housing, healthcare, employment, education, elder law, ADA application, investigative techniques, etc. to increase commissioners' and town representatives' background knowledge and skills. Also conduct two training sessions outside of regular meetings.*
 - *Measure: Complete eleven training updates and two three-hour training sessions for Commissioners and Town Representatives.*
- 3) *Actively work with the Chiefs of Police and outside human rights groups to build bridges between police and community that might help avoid crisis or violence in the face of a critical event.*
 - *Measures: Attend quarterly meeting of Chiefs of Police Association. Sponsor a subsequent gathering with a coalition of human rights and community representatives and police department representatives to develop a response plan to any future critical event.*

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Human Rights Commission

COST CENTER - GOALS/TASKS

GOAL: 4.5.2: Continue data collection and analysis to monitor conditions among vulnerable populations on Cape Cod, and to design and monitor program effectiveness. AND 4.5.3: Continue to expand services to promote public health and welfare (cont'd)

TASK:

Increase visibility as an effective ally to undocumented residents seeking citizenship or legal status, potentially some 3,000 people.

ACTIONS:

- 1) *Continue to table at events such as Multicultural Festival and Diversity Day, gathering contact information from visitors.*
- 2) *Expand outreach through faith communities to Brazilian, Haitian, and other immigrant communities.*
 - *Measure: Increase HRC mail list by 50 names.*

GOAL: 4.5.5 Expand services and programs for youth and families.

TASK:

Support the growth of the Human Rights Academy throughout the County.

ACTIONS:

- 1) *BC HRC members will make direct contact with non-participating schools.*
 - *Measure: Personal contact with at least nine schools.*
- 2) *Develop a separate Human Rights Academy for middle school students.*
 - *Measure: Present two Fall 2015 HRA sessions (middle, high school)*

TASK:

Educate the community on human rights issues.

ACTIONS:

- 1) *Produce RFP for external presenters to teach at the Human Rights Academy.*
 - *Measure: Include two external presenters in Fall 2015 HRA.*
 - 2) *Invite town and community leaders to attend the Human Rights Academy.*
 - *Measure: 12 leaders at Fall 2015 HRA.*
-

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Human Rights Commission

COST CENTER - GOALS/TASKS

GOAL: 4.1.3.4 Foster regional collaboration and communication through issue-based work groups.

TASK:

Work with Health and Human Services Advisory Council (as requested by County Commissioner Sheila Lyons) to improve translation/ interpretation of health-related materials and other official communications in the areas of housing, education, and emergency preparedness.

ACTIONS:

- 1) *Research availability of health-related and housing materials in languages other than English.*
 - ***Measure:** Evaluation of materials from at least three agencies.*
- 2) *Communicate with agencies/organizations the human rights requirement of access to information for Limited English Proficiency individuals.*
 - ***Measure:** Printing of one flyer/brochure.*

TASK:

Advocate for and monitor progress in the use of translation and interpreter services in all areas of human services.

ACTIONS:

- 1) *Commissioners will attend/join coalition meetings to keep the issue of accessibility for LEP residents on the agenda of all programs.*
 - ***Measure:** Progress reports on work of at least five coalitions such as HHSAC, BC Emergency Preparedness Committee, Cape Cod Joint Transportation Committee and new coalitions addressing economic development/job training and affordable housing.*

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Human Rights Commission

COST CENTER - GOALS/TASKS

GOAL: 4.1.3.4 Foster regional collaboration and communication through issue-based work groups (cont'd)

TASK:

Educate the Human Rights Commission (HRC) and Town Representation Council (TRC) about the significant issue of affordable housing and rental housing in each of the fifteen (15) Barnstable County towns.

ACTIONS:

- 1) *Gather existing information on the status of affordable/rental housing in each town.*
 - 2) *Determine the planning status of future housing development in each town*
 - ***Measure:** a comprehensive reference report for use by HRC and TRC.*
 - 3) *Partner with housing advocacy organizations and town and County organizations to provide a human rights perspective and an HRC Commissioner/TRC representative to support those efforts where appropriate.*
 - ***Measure:** Attendance of HRC/TRC representative at meetings of housing agencies in at least five towns in Barnstable County.*
 - 4) *Pay special attention to the housing needs of women and children housed in emergency shelters as a result of domestic violence and their support needs as they transition to community housing.*
 - ***Measure:** Participation of at least one HRC/TRC member in work of Independence House and possibly other agencies assisting women and children escaping abusive situations.*
-

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Human Rights Commission

COST CENTER - GOALS/TASKS

GOALS: 4.5.3 Continue to expand services to promote public health and wellness.

4.5.4 Coordinate/expand services for vulnerable populations.

TASK:

Reach out to health care groups such as CHNA 27 (Community Health Care Network 27), Cape Cod Healthcare, Duffy Health Center, and HopeHealth, to seek a partner in improving health literacy within Barnstable County.

ACTIONS:

- 1) *Review ten (10) publications from local healthcare organizations for usability, plain language, and availability in multiple languages. [3.7.5, 4.5.4]*

TASK:

Support Barnstable County's efforts to improve emergency preparedness by incorporating accessibility to underserved populations (including those with Limited English Proficiency and the homeless.) [2.1.3, 2.2.2, 3.7.5, 4.5.3, 4.7.3]

ACTIONS:

- 1) *Ensure that every emergency shelter has interpreter services appropriate to the local population.*

TASK:

Fill every vacancy and support the increased effectiveness of the Town Representation Council.

ACTION:

- 1) *Personal outreach to every town with a vacancy on the TRC, including the Mashpee Wampanoag Tribal Council.
➤ **Measure:** A full 16-member Town Representation Council.*

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Human Rights Commission

COST CENTER - GOALS/TASKS

GOAL: 4.1.3.5: Re-enforce County brand by representing all departments as part of unified county organization.

TASK:

Strengthen working relationships with elected County officials, umbrella groups and services, including Cape Cod Commission, HHSAC, CCRTA, Emergency Preparedness Team, and allied groups such as Chambers of Commerce, Commission on the Status of Women, Cape Organization for the Rights of the Disabled, etc.

ACTIONS:

- 1) *Continue periodic updates to County Commissioners and Assembly of Delegates.*
 - ***Measure:** A total of five (5) presentations at meetings or written communications regarding new endeavors of HRC, events sponsored by HRC, and program briefs.*
 - 2) *Improve distribution of HRC publications, all three versions (English, Spanish, and Portuguese) throughout communities and to town leadership.*
 - ***Measure:** HRC publications available in five new locations in each BC town.*
 - 3) *Develop basic brochure describing the HRC and its growing role in quality of life for residents of Barnstable County. Print it in three languages: English, Spanish, and Portuguese. Distribute widely.*
 - ***Measure:** Distribution of new brochure to 10-15 locations in each of the Cape's fifteen towns.*
-

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Human Rights Commission

COST CENTER - GOALS/TASKS

GOAL: 4.5.2.8: Codify the County's administrative policies.

TASK:

Ensure that Barnstable County is a model employer in respecting and supporting its employees' human rights.

ACTION:

- 1) *Work with County Administrator in updating County's personnel policies re: bullying and leave for survivors of domestic abuse.*
 - ***Measure:** Inclusion of appropriate language in Barnstable County Personnel Policies.*

TASK:

Advocate to prevent exploitation of immigrant and seasonal/guest workers.

ACTIONS:

- 1) *Develop a workers' rights handbill and wallet card for distribution at J1 welcome parties, transportation hubs, and immigrant congregations.*
 - ***Measure:** Production and posting/distribution of 75 handbills and 200 wallet cards.*
-

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
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Children's Cove

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS:

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

GOAL:

Children's Cove will maintain a formal comprehensive, multidisciplinary response designed to meet the needs of child abuse victims and their families and increase the number of child abuse disclosures and maximize referrals for the child's wellbeing.

TASK:

- 1) Multidisciplinary team expansion-increase alliances through capacity building and existing partnerships.
- 2) Work with Advisory Board on plan to include goals included in individual Cove strategic plan.
- 3) Work to adhere to National Children's Alliance Accreditation Standards in order to ensure comprehensive and coordinated best practices.

GOAL:

Children's Cove will provide victims and families with appropriate regional services and/or referrals and facilitate healing for the child victim and their non-offending family members.

TASK:

- 1) Continue with development of mental health program and new TIP Network to integrate training, outreach and referrals in the community. Continue assessing gaps and needs in community regarding mental health services.
 - 2) Promote continued education and outreach to community agencies and partner agencies in order to increase the resource and referral capacity for child victims and family members. Evaluate needs in training and outreach to assess gaps and underserved communities.
-

**BARNSTABLE COUNTY
APPROVED OPERATING AND CAPITAL BUDGET
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Children's Cove

COST CENTER - GOALS/TASKS

FY16 COST CENTER TASKS:

GOAL:

Children's Cove will increase community awareness and community understanding of child abuse.

TASK:

- 1) Promote and support ongoing trainings in the community and to partner agencies to include emerging trends in the field (i.e. Child trafficking, sex tourism, etc.)
 - 2) Continue work with marketing agency on Awareness Campaign to address issues around child abuse.
 - 3) Continued community awareness events and trainings to enhance the understanding and reporting of child abuse. (i.e. First responder trainings, Child Trafficking trainings, mandated reporter trainings, Children's Cove annual conference, etc.)
-

GOAL:

Children's Cove will formalize a plan for fund development.

TASK:

- 1) The Cove has hired a Development Coordinator to highlight the development needs and implement a development plan.
 - 2) Creation of a Development Committee, which as a committee of the Governance Board will carry out its due diligence function related to assuring fiscal health through philanthropy and fund development.
 - 3) Develop a team of strong legislative ambassadors.
-

**BARNSTABLE COUNTY
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PUBLIC SAFETY PROGRAM

FIRE & POLICE TRAINING ACADEMY

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

Fire Training Academy

COST CENTER – GOALS/TASKS

FY16 COST CENTER TASKS:

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

GOAL:

Maintain current and up to date fire training needs, continue to provide recruit training program, continue incident command system training to all municipal levels in accordance with Federal Standards, provide outreach to non-emergency municipal departments (DPW, Health, Water, etc.)

TASK:

- 1) Meeting with Fire Chiefs and Training Officers to evaluate department's needs, while maintaining programs to national standards.
- 2) Communicating with Public Safety and municipal agencies on ICS training needs.
- 3) Communicating with municipal agencies to assess training needs that can be provided by the academy

GOAL:

Implement Fire & Rescue education and awareness programs for the general public. Implement a hand held fire extinguisher training program for civilians while increasing our exposure to the general public through press releases.

TASK:

- 1) Offer a Citizens Fire Academy and provide our services for public speaking engagements.
 - 2) Offer a fire extinguisher program to civilians if budget allows.
-

**BARNSTABLE COUNTY
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APPENDIX

FY2016 Approved Budget Ordinances

- Ordinance 15-05
- Ordinance 15-02

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

BARNSTABLE COUNTY ASSEMBLY OF DELEGATES

In the Year Two Thousand Fifteen

Proposed Ordinance 15-05

To authorize the County to purchase capital equipment, purchase a conservation restriction and implement capital improvements for use in conducting the business of the County and to borrow money to pay therefore;

Barnstable County hereby ordains:

Section 1. The Board of County Commissioners is hereby authorized to purchase capital equipment, purchase a conservation restriction and implement capital improvements for use in conducting the business of the County as follows:

- a.) Purchase the following equipment for the Health and Environment Department for use in conducting business specific to the operations and services of the Barnstable County Commissioners.

		<u><i>Finance Account Number</i></u>
- Replacement of Gas Chromatograph Mass Spectrophotometer (GCMS)	\$ 89,000	0053028 5838
- Replacement of small equipment	<u>\$ 8,000</u>	0053028 5839
Total cost	\$ 97,000	

- b.) Purchase a conservation restriction by the Cooperative Extension Department for use in conducting specific services of the Barnstable County Commissioners.

		<u><i>Finance Account Number</i></u>
- ARC Conservation Restriction Purchase	\$ 250,000	0052308 5864
Total cost	<u>\$ 250,000</u>	

- c.) Purchase the following equipment for the Information Technology Department for use in conducting business specific to the operations and services of the Barnstable County Commissioners.

		<u><i>Finance Account Number</i></u>
- Software licensing	\$ 325,000	0051058 5849
Total cost	\$ 325,000	

- d.) Implement the following capital improvements for the Facilities Department for use in conducting business specific to the operations and services of the Barnstable County Commissioners.

		<u><i>Finance Account Number</i></u>
- First District window \$ 60,000 Replacement		0052018 5817

**BARNSTABLE COUNTY
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		<u><i>Finance Account Number</i></u>
- County Complex redesign	\$ 250,000	0052048 5829
- Superior Courthouse heating	\$ 269,000	0052038 5802
- Registry of Deeds windows	\$ 150,000	0052058 5817
- Registry of Deeds epoxy	\$ 15,000	0052058 5830
- Children's Cove addition	\$ 72,500	0052088 5808
- Children's cove security gate	\$ 12,000	0052088 5812
- County Complex -paving and and new drains	\$ 165,000	0052048 5815
- Fire Academy HVAC replacement	\$ 30,000	0052168 5802
- Fire Academy new roof	<u>\$ 60,000</u>	0052168 5801
Total cost	\$ 1,083,500	

Total cost of equipment, improvements, and projects = \$ 1,755,500 -and;

Section 2. For the purposes set forth in Section 1., the County Treasurer, with the approval of the County Commissioners, may borrow from time to time, on the credit of the County, such sums as may be necessary, and may issue bonds or notes of the County therefore;

Section 3. All bonds or notes issued pursuant to this proposed ordinance shall be signed by the County Treasurer and countersigned by a majority of the County Commissioners. The County may sell securities at public or private sale upon such terms and conditions as the County Commissioners may deem proper but not at a price of less than par value. Indebtedness incurred under this proposed ordinance shall, except as herein provided, be subject to chapter thirty-five of the Massachusetts General Laws.

(Submitted by the Board of Regional Commissioners at a regular Assembly of Delegates meeting held on 6/3/15)

BARNSTABLE COUNTY APPROVED OPERATING AND CAPITAL BUDGET FISCAL YEAR 2016

BARNSTABLE COUNTY

In the Year Two Thousand and Fifteen

Ordinance 15-02

To make appropriations for Barnstable County's operating budget for the Fiscal Year 2016 , including the operations of the County Assembly, Executive branch, County agencies, boards, commissions, departments and institutions and the maintenance of certain County functions; for interest, reserve funds and serial bond requirements of the County, and for County Capital improvements and to borrow money to pay therefore.

BARNSTABLE COUNTY hereby ordains:

Section 1. To provide for the operations of the County Assembly, Executive branch, the several agencies, boards, commissions, departments and institutions of the County, and for sundry other functions, and to meet certain requirements of law, the sums set forth in Sections Two and Section Three for the several purposes and subject to the conditions specified in Sections Four through thirteen, are hereby appropriated from the County General Fund; the Cape Cod Environmental Protection Fund (CCEP Fund) established by Section 18 of the Acts of 1989, Chapter 716, as amended; the License Plate Fund; Grants and authorized borrowing, subject to provisions of Massachusetts General Laws regulating the disbursement of public funds and the approval thereof, for the fiscal year ending June thirtieth, two thousand and sixteen.

GENERAL GOVERNMENT

Section 2.

(a) To appropriate a total of \$4,029,226 for General Government; \$3,613,766 is from the County General Fund, Other Funding of \$90,460 and Bonds of \$325,000 for the purposes set forth below:

EXECUTIVE

The mission of the County is to promote and sustain a pro-active open government that enhances the quality of life for the citizens of Barnstable County. The budget established each year for Barnstable County is based on the program priorities and objectives of each County department. The emphasis in the fiscal year 2016 budget process has been on finding ways to enhance the delivery of services in a cost control environment and to maintain the delivery of vital services to the towns and residents of Barnstable County. Goals and objectives are developed in conjunction with the budgets for each department.

As outlined in Article 3 of the Barnstable County Home Rule Charter, the Executive powers of the County shall be vested solely in the Board of County Commissioners and may be exercised either directly by such Board, or through the several County agencies under its direction and supervision. The Board of County Commissioners shall cause this Charter, the laws, ordinances and orders for the government and administration of the County to be enforced. The Chief Administrative Officer for the County shall be the County Administrator, who shall be appointed by a majority vote of the County Commissioners to serve for an indefinite term. The County

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Administrator shall have, possess and may exercise all the powers, rights, and duties commonly associated with the office of chief administrator of a local government.

The Barnstable County Commissioners meet weekly on Wednesdays at the Superior Courthouse on Route 6A in Barnstable. Through these meetings the County Commissioners make County policy, establish the goals of the County, and conduct the day-to-day business of the County.

RESOURCE DEVELOPMENT OFFICE

The Resource Development Office, founded in the belief that common problems can be solved through regional solutions, is committed to the advancement of grant programs and creative uses of existing resources on Cape Cod. Since 1994 the office has worked to build, strengthen and expand the capacity of Barnstable County departments and the 15 towns. The objective of the department is to develop methods that facilitate communication between County officials, the public, and local officials, share information and develop partnerships to further enhance regional efforts and innovations. The mission of the office is achieved through Grant Administration within Barnstable County department, Grant Development to assist the 15 Cape Cod towns, and Outreach and Education to share specialized knowledge and understanding of grant writing and grant administration to the Cape Cod community.

AmeriCorps Cape Cod is dedicated to offering a diverse group of 32 or more community service focused adults an opportunity to enhance their personal development, foster civic values, build community leadership and to address environmental and disaster preparedness and response risks in Barnstable County communities. AmeriCorps members serving in this coastal, rural residential living experience are dedicated to: Natural Resource Management and Fire Mitigation, Land and Water Conservation, Disaster Preparedness and Response, Volunteer Engagement, and Community Outreach and Education.

ASSEMBLY OF DELEGATES

The Barnstable County Assembly of Delegates is the legislative branch of County Government. As the County's law-making body, the Assembly's work takes the form of ordinances and resolutions which may be initiated by Delegates, Assembly committees, the Board of County Commissioners or by an initiative petition. The Assembly of Delegates appropriates the County's annual operating and capital budgets and supplemental requests. At the direction of the Speaker and the Chair of the Standing Committee on Finance, each Standing Committee of the Assembly participates in the review of the County budget. The Standing Committees meet with department managers and discuss the effectiveness of each program being operated within Barnstable County and also examine future needs for regional services within the County.

Because it is difficult to forecast the number and/or complexities of legislative initiatives that the Assembly of Delegates will be required to deal with, it is impossible to predict what the volume of output or priorities will be in any given year. The budget is designed to assure that the functions of the Assembly of Delegates are carried out and that the public is well served.

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DEPARTMENT OF FINANCE

The Finance Department is responsible for the oversight of all financial activities of the County including financial reporting and auditing, management of County funds, administration of debt, processing of payroll and accounts payable, and the annual development and ongoing monitoring of the County operating and capital budgets.

The Department is also charged with the management of purchasing and group insurance programs, as well as the provision of information systems and data processing. The services provided by the Department enable the County to coordinate financial and analytic activities, control costs, and improve the overall operational effectiveness of the County with its object to identify, prioritize and provide services on a regional basis in areas of need.

INFORMATION TECHNOLOGY OFFICE

The mission of the Information Technology Office is to provide the County of Barnstable with high quality advice and support in the high technology and communication field. The IT staff will maintain the infrastructure needed to keep the County working productively. The IT staff also administers the County's networks and multi-user systems.

COUNTY SERVICES

(b) To appropriate a total of \$9,262,254 for County Services; \$5,871,958 is from the County General Fund, Grants of \$319,065, Other Funding of \$1,697,504, Bonds of \$1,333,500, and License Plate Funds of \$40,227, for the purposes set forth below:

DEPARTMENT OF FACILITIES

The Department of Facilities is responsible for all physical plant operations, general maintenance, and planning within the County Complex, Second District Courthouse in Orleans, Children's Cove, Extension Farmhouse, White House Administration building (formerly Sheriff's Administration building), and certain county residences.

COOPERATIVE EXTENSION SERVICE

Cape Cod Cooperative Extension is Barnstable County's Education Department. County Extension programs are conducted in Barnstable County in cooperation with the University of Massachusetts in Amherst, the United States Department of Agriculture and the Woods Hole Oceanographic Institution Sea Grant Program. Cooperative Extension is supported by county, federal and state funds and operates under county, federal, state laws and agreements. The Extension staff serves as a direct link with the University of Massachusetts and the Woods Hole Oceanographic Sea Grant Program. New research findings are translated into practical applications and shared with people and communities through workshops, conferences, field demonstrations, technical assistance, educational materials, exhibits, newspaper articles, radio and television. Education programs focus on horticulture/agriculture, aquaculture, shellfish management, coastal processes, natural resources, nutrition and food safety, water quality

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conservation and management, recycling, hazardous products, and 4-H youth development issues facing the County.

REGISTRY OF DEEDS

The mission of the Registry of Deeds is to deliver effective and efficient services to all users of the Registry of Deeds. The primary responsibility of the Registry of Deeds is to receive for recording instruments, documents and plans, pertaining to the titles of real estate in Barnstable County. The Registry indexes and scans these instruments, creating a database of landowners, lien holders and all other interested parties. These records are available to be researched in both book and computer formats. The Registry of Deeds has continued to expand its base of information retrieval and storage to better assist the public in its recording and research needs. Computerization of these functions has progressed a long way in allowing the Registry of Deeds to successfully handle the volume of plans and instruments processed for recording.

COUNTY DREDGE

Fiscal Year 2016 will be the twentieth year of operation of the Barnstable County Dredge. In 1996, the County Dredge, the "Codfish" began operating to maintain the channels and harbors of the towns of Cape Cod. Through a \$1 million grant from the Massachusetts Department of Environmental Management (DEM), the County was able to capitalize the acquisition of equipment, and pass the resulting cost savings on to the Towns in the form of lower dredging rates.

The County Dredge is a 670 Series Dragon Model cutterhead dredge built by Ellicott International. The dredge is capable of dredging to a depth of 26 feet and has a rated pumping capacity of 245 cubic yards per hour. The dredge is 69 feet long and 20 feet wide. The County also owns and operates a dredge tender boat, the J. W. Doane, and a booster pump.

The dredge is managed and operated by the County with input from the Dredge Advisory Committee. The Committee is comprised of the County and a representative from each of the fourteen participating towns. The Committee provides guidance on the operational aspects of the dredge program.

HEALTH AND HUMAN SERVICES

(c) To appropriate a total of \$4,644,548 for Health and Human Services; \$3,379,765 is from the County General Fund, Grants of \$749,627, Other Funding of \$418,156 and Bonds of \$97,000 for the purposes set forth below:

DEPARTMENT OF HEALTH & THE ENVIRONMENT

The Department of Health and the Environment's objective is to protect the public health and environment and to promote the physical and mental health and well being of the residents of Barnstable County. The population growth in the region has presented unprecedented challenges to local Boards of Health to address public health, water quality, community sanitation, wastewater disposal, workplace safety, hazardous materials, and a host of other environmental

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and public health issues that have heightened regional-specific significance. In addition, world events have underscored the need for preparing for emergencies that could undoubtedly challenge the public health emergency response resources. The Department addresses the public health needs of the citizenry as identified primarily by the Boards of Health, and maintains a very high level of expertise to assist both logistically and administratively to carry out programs that protect the public health and environment. Barnstable County is used by the State DPH as a model of regional efficiency as it continues its initiative to implement regionalization statewide for health department services based in part on the successes in Barnstable County. The Department's mission is supported by four divisions within the Department: Administration, Public Health Nursing, Laboratory and Environmental Health.

DEPARTMENT OF HUMAN SERVICES

The Barnstable County Human Services department plans, develops, and implements programs that enhance the overall delivery of human services in Barnstable County, and promotes the health and social well being of County residents through regional efforts designed to improve coordination and efficiency of human services and designed to strengthen the fabric of community care available to all.

CHILDREN'S COVE

Children's Cove's provides coordinated and comprehensive multidisciplinary services to child victims of sexual abuse/serious physical abuse and their families.

COUNTY ASSISTANCE TO HUMAN SERVICES PROVIDERS

Elder Services of Cape Cod and the Islands, Inc. is a not-for-profit, community based organization dedicated to promoting the welfare, enhancing the quality of life, and maintaining the dignity of elder residents of Barnstable, Nantucket, and Dukes Counties (with the exception of the Town of Gosnold). The organization works through communities and their citizens to identify and respond to the needs, problems and concerns of elders and their families.

Elder Services acts as a central resource for information and referral; as an advocate, collaborator, and catalyst for elder services; as a coordinator of services and care; as an educator; and as a provider of direct services such as Meals on Wheels.

PUBLIC SAFETY

(d) To appropriate a total of \$1,812,163 from the General Funds for the purposes set forth below:

COUNTY CONTRIBUTION TO THE SHERIFF'S DEPARTMENT

The County is mandated by the state to appropriate \$1,282,808 for the unfunded pension liability associated with Sheriff's retirees, in accordance with transfer legislation.

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FIRE & RESCUE TRAINING ACADEMY

The Fire and Rescue Training Academy provides current, high-quality, safe and realistic fire and rescue training from beginning to the most advanced levels. As technology changes so does the Fire Service. The Fire and Rescue Training Academy continually reviews each program to see that they meet the most recent accepted standards. The staff of the Academy strives through continued training, practical experience, and education to be highly professional in their course presentations. The Academy designs and builds training props and scenarios that offer the student the opportunity to experience real life situations that they will have to mitigate. The Academy starts with students just entering the Fire and Rescue service offering the very basic courses. The Academy offers to the motivated students many advanced courses that are mentally and physically demanding, requiring a high amount of dedication to the Fire and Rescue Services.

PLANNING & DEVELOPMENT

(e) To appropriate a total of \$6,661,344 for Planning and Development; \$937,575 is from the County General Fund, \$4,088,189 is from the Cape Cod Environmental Protection Fund (CCEPF), and \$1,200,580 is from Grants, and Other Funding of \$435,000 for the purposes set forth below:

CAPE COD COMMISSION

Recognizing that Barnstable County possesses unique natural, coastal, historical, architectural and other values and that there is regional, state and national interest in preserving these values, Chapter 716 of the Acts and Resolves of 1989, as amended by Chapter 2 of the Acts and Resolves of 1990, created the Cape Cod Commission as the regional planning and land use agency for Barnstable County. The Commission was granted authority to prepare and oversee the implementation of a regional land use policy plan, to recommend for designation specific areas of Cape Cod as districts of critical planning concern, and to review and regulate developments of regional impact. The purpose of the Cape Cod Commission is to further: the conservation and preservation of natural undeveloped areas, wildlife, flora and habitats for endangered species; the preservation of coastal resources including aquaculture; the protection of groundwater, surface water and ocean water quality, as well as the other natural resources of Cape Cod; balanced economic growth; the provision of adequate capital facilities, including transportation, water supply and solid and hazardous waste disposal facilities; the coordination of the provision of adequate capital facilities with the achievement of other goals; the development of an adequate supply of fair affordable housing; the preservation of historical, cultural, archaeological, architectural, and recreational values.

ECONOMIC DEVELOPMENT COUNCIL

The Cape Cod Economic Development Council (CCEDC) provides financing, through grants, for activities that lead to the development of a healthy year-round economy, compatible with the Cape Cod environment and culture.

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WATER QUALITY INITIATIVES

During fiscal year 2004 Barnstable County created the Blue Ribbon Committee on regional wastewater. This committee was tasked with determining the scope of responsibilities with which a regional wastewater entity would be charged. The committee's mission also was to examine potential funding sources and options that may be created to fund water quality improvement projects on Cape Cod. The product of these efforts is the Cape Cod Water Protection Collaborative.

The objective of the Cape Cod Water Protection Collaborative is: to offer a coordinated approach to enhance the wastewater management efforts of towns, the Regional Government and the Community; and to provide cost effective and environmentally sound wastewater infrastructure, thereby protecting Cape Cod's shared water resources. The Collaborative seeks funding support for the Cape communities, establishes priorities, directs strategy, builds support for action, and fosters regionalism.

SHARED COSTS AND DEBT SERVICE

(f) To appropriate a total of \$2,138,571 from the General Fund for the several purposes set forth below:

This program supports costs, which are not applicable to specific county departments. These types of costs include County insurance coverage, group insurance for retirees, contingencies, and non-contributory retirement costs.

The program budget for Barnstable County is designed to accurately portray the costs of service for each department. All applicable costs have been allocated to the proper sub-program and cost center. Costs associated with employee benefits are allocated to each sub-program or department. Some elements of these programs properly remain in the Shared Costs. The following sub-programs are included in Shared Costs and Debt Service:

GROUP INSURANCE

Funding for Group Insurance includes health, dental and life insurance for County retirees through the Barnstable County Group Insurance Plan (the County contribution for active employees is budgeted within each department). The County contributes 75% of the cost of the health and dental components. The funding included in this sub-program provides the County contribution for retirees' health care plans.

SALARY RESERVE

This item is used to fund contractual increases, potential re-grades and reclassifications.

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MISCELLANEOUS COSTS/OTHER COSTS

This sub-program provides funds for miscellaneous architectural and engineering services, auditing services, general counsel and special counsel services, printing and distributing the County Annual Report, insurance premiums, conducting the County's Self-Insured Workers Compensation Program, reserves for unforeseen emergencies, funding for non-contributory pensions; and for the payment of bills from prior years.

DEBT SERVICE AND INTEREST

The County continues to have outstanding debt through the Commonwealth of Massachusetts Water Pollution Abatement Trust for the Septic Betterment Loan Program. The loan repayment proceeds will cover debt payments in principal amounts due in FY2016. The debt through the Water Pollution Abatement Trust is zero interest.

TOTAL FY2016 OPERATING & CIP BUDGET

Section 3.

To appropriate a total of \$28,548,106 to fund the Operating and Capital Improvement Plan budget for Fiscal Year 2016, to include \$ 17,753,798 from the General Fund, \$4,088,189 from the CCEPF, \$2,269,272 from grants, \$2,641,120 from Other Funds, \$1,755,500 from Bonds, and \$40,227 from the License Plate Fund according to the schedule set forth on the following pages.

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Section 4 DEPT. #	SUB PROGRAM	GRP. #	BUDGET AMOUNT	GENERAL FUND	FUNDING SOURCE CCEFF FUND	GRANTS	OTHER	BONDS	LICENSE PLATE FUND
100	GENERAL GOVERNMENT COUNTY COMMISSIONERS	1	266,193						
		2	94,400						
		3	4,500						
		4	13,000						
		5	500						
		9	78,513						
			457,106	457,106					
110	RESOURCE DEVELOPMENT OFFICE	1	463,297						
		2	102,892						
		3	46,800						
		4	45,500						
		5	3,000						
		7	54,920						
		8	18,000						
		9	219,849						
			954,258	954,258					
105	INFORMATION TECHNOLOGY	1	670,481						
		2	338,400						
		3	10,000						
		4	500						
		5	96,000						
		8	150,000						
		9	217,844						
			1,483,225	1,067,765			90,460	325,000	
130	ASSEMBLY OF DELEGATES	1	95,023						
		2	44,545						
		3	1,500						
		4	536						
		5	600						
		9	173,775						
			315,979	315,979					
140	DEPARTMENT OF FINANCE	1	514,635						
		2	60,625						
		3	14,550						
		4	16,900						
		5	1,000						
		6	-						
		9	201,948						
			818,658	818,658					
	GENERAL GOVERNMENT TOTAL		4,829,226	3,613,766			90,460	325,000	

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DEPT. #	SUB PROGRAM	DEPT. #	GRP. #	BUDGET AMOUNT	FUNDING SOURCE			OTHER	BONDS	LICENSE PLATE FUND	
					GENERAL FUND	CCEFF FUND	GRANTS				
200	COUNTY SERVICES DEPARTMENT OF FACILITIES		1	1,021,043							
			2	914,020							
			3	153,240							
			4	23,600							
			5	11,800							
			8	151,700							
			9	435,172							
				2,710,582	1,586,855					1,083,500	40,227
230	COOPERATIVE EXT. SVCS.		1	1,196,104							
			2	212,596							
			3	67,700							
			4	57,650							
			5	13,000							
			6	-							
			9	534,079							
				2,080,929	1,511,864	319,065				250,000	
240	REGISTRY OF DEEDS		1	1,754,632							
			2	176,000							
			3	30,000							
			4	4,385							
			5	8,250							
			6	-							
			9	299,972							
				2,773,239	2,773,239						
250	COUNTY DREDGE		1	491,125							
			2	179,250							
			3	221,500							
			4	115,000							
			5	5,000							
			7	468,500							
			8	-							
			9	215,129							
				1,697,504						1,697,504	
COUNTY SERVICES TOTAL			9,262,254	5,871,958	319,065	1,697,504	1,333,500	40,227			

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DEPT. #	SUB PROGRAM	GRP. #	BUDGET AMOUNT	FUNDING SOURCE GENERAL FUND	CCEPF FUND	GRANTS	OTHER	BONDS	LICENSE PLATE FUND
BARNSTABLE COUNTY Ordinance 15-02: Barnstable County's Operating and Capital Budget for FY2016 April 15, 2015									
300	HEALTH & HUMAN SERVICES DEPT. OF HEALTH & ENVIRONMENT	1	1,903,253						
		2	266,736						
		3	194,884						
		4	6,400						
		5	28,500						
		8	97,000						
		9	628,253						
			3,175,526	2,318,744		311,626	418,156	97,000	
310	HUMAN SERVICES	1	376,230						
		2	182,250						
		3	17,035						
		4	5,260						
		5	5,000						
		9	77,800						
			663,521	565,770		157,751			
320	CHILDREN'S COVE	1	500,158						
		2	74,720						
		3	13,000						
		4	3,000						
		5	-						
		6	-						
		9	129,623						
			765,501	515,251		250,250			
330	COUNTY GRANTS TO HUMAN SERVICE PROVIDERS	2	40,000						
			40,000	40,000					
			4,644,548	3,379,765		749,627	418,156	97,000	
HEALTH & HUMAN SERVICES TOTAL									
450	PUBLIC SAFETY COUNTY CONTRIBUTION TO SHERIFF'S DEPARTMENTS	9	1,282,808						
			1,282,808	1,282,808					
450	PUBLIC SAFETY TRAINING	4	-						
460	FIRE & POLICE ACADEMY	1	292,869						
		2	36,200						
		3	47,700						
		4	4,800						
		5	17,810						
		6	-						
		7	8,500						
		8	45,000						
		9	76,476						
			529,355	529,355					
			1,812,163	1,812,163					
PUBLIC SAFETY TOTAL									

BARNSTABLE COUNTY

APPROVED OPERATING AND CAPITAL BUDGET

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DEPT. #	SUB PROGRAM	GRP. #	BUDGET AMOUNT	GENERAL FUND	FUNDING SOURCE CCEPF FUND	GRANTS	OTHER	BONDS	LICENSE PLATE FUND
500	PLANNING & DEVELOPMENT CAPE COD COMMISSION	1 2 3 4 5 7 9	2,864,540 796,750 101,150 213,600 53,500 500 1,128,729						
500	CAPE COD COMMISSION SALARY RESERVES	1	130,000 5,288,769		4,088,189	1,200,580			
	COUNTY/COC JOINT INITIATIVES	1 2 4 5 9	143,256 326,000 315,480 20,000 65,832 870,575	435,575			435,000		
560	WATER QUALITY INITIATIVES	1 2 4 5 9	102,000 400,000 - - -						
	PLANNING & DEVELOPMENT TOTAL		502,000	502,000	4,088,189	1,200,580	435,000		
	SHARED COSTS & DEBT SERVICE		6,661,344	937,575	4,088,189	1,200,580	435,000		
901	Group Health Ins.	9	1,148,521						
930	Salary Reserves	1	-						
900	Contributory Retirement	9	120,750						
910	Miscellaneous & Contingent	2	160,300						
		3	1,000						
		4	278,000						
		5	5,000						
930	Reserve Fund	9	90,000						
930	Stabilization Fund	7	-						
910	Prior Years Bills	7	5,000						
903	Non-Contributory Pensions	1	15,000						
		9	-						
	SHARED COSTS & DEBT SERVICE TOTAL		1,823,571	1,823,571					
920	Debt Service	7	315,000	315,000					
	SHARED COSTS & DEBT SERVICE TOTAL		2,138,571	2,138,571					

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BARNSTABLE COUNTY Ordinance 15-02: Barnstable County's Operating and Capital Budget for FY2016 April 15, 2015	DEPT. #	SUB PROGRAM	GRP. #	BUDGET AMOUNT	GENERAL FUND	CCEFF FUND	GRANTS	OTHER	BONDS	LICENSE/PLATE FUND
TOTAL FY 2015 BARNSTABLE COUNTY BUDGET										
				28,548,166	17,753,798	4,088,189	2,369,272	2,641,128	1,755,508	40,227

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APPROVED OPERATING AND CAPITAL BUDGET

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Section 5.

(a) Appropriations shown according to numbered groups within departmental Budget Items and Programs are made for expenditure for general purposes as follows:

Category A - Group 1 - for salaries and other compensation for personal services;
Category B - Group 8 - for capital structures, improvements and CIP;
Category C - Group 9 - for fringe benefits; and
Category D - Group 2 - for contractual services, Group 3 - for supplies and materials,
Group 4 - for other current charges, Group 5 - for equipment and CIP Equipment and
Obligations, and Group 7 - for not otherwise classified.

(b) Funds appropriated in any category may not be transferred to another category without the prior written approval of the Board of County Commissioners and the ratification of such approval by a majority vote of the Assembly of Delegates. Such ratification may be by Resolution.

Section 6. No liability in excess of the total appropriations for any departmental Budget Item or Program as provided in this ordinance shall be incurred by any official of the County except in cases of emergency and then only upon the prior written approval of the Board of County Commissioners. The amount and circumstances of any such liability approved by the Board of County Commissioners, the Assembly of Delegates shall act on said approval by Resolution.

Section 7. No transfers shall be made from the Capital Stabilization Fund (Budget Item 930) except pursuant to a supplemental appropriation ordinance.

Section 8. Transfers to departmental Budget Items or Programs may be made from the Reserve Fund (Budget Item 930) for extraordinary, unforeseen, necessary, non-recurring liabilities, provided that any such transfer shall be approved by the Board of County Commissioners and by a vote of the Assembly of Delegates, representing a majority of the population of Barnstable County.

Section 9.

(a) Transfers from the Reserve for Salary Adjustments (Budget Items 930 and 500) may be made only for increases in compensation for personal services in accordance with the Barnstable County personnel compensation plan approved in writing by the Board of County Commissioners or pursuant to the terms of any collective bargaining agreement covering employees of Barnstable County executed by the Board of County Commissioners.

(b) Transfers within the General Fund for fringe benefits (Group 9) may be made from sub-programs with excess appropriations in Group 9 to sub-programs where original appropriations are insufficient to cover the direct allocation of group insurance costs, retirement assessments, workers' compensation claims, and payroll tax contributions. Such transfers shall be determined by the Director of Finance/Treasurer, with approval of the County Commissioners.

Section 10. Usual expenses of travel, including highway tolls and parking fees, necessary for the performance of the duties of any County official or employee, other than travel from home to

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the regular workplace of such official or employee, shall be eligible for reimbursement, provided that no expenditure shall be made for the reimbursement of expenses of travel outside the Commonwealth unless such travel shall have been approved in advance in writing by the department head or other County official designated by the Board of County Commissioners to determine the expenditure of funds appropriated for such Budget Item. Such travel by any department head or other such designated official shall have been so approved by the Board of County Commissioners. The Board of County Commissioners shall from time to time promulgate a schedule of standard mileage rates for reimbursement of travel by private automobile designed fairly to reflect the full, actual costs of motor vehicle operation. Such funds shall be expended from the department budget.

Section 11. Notwithstanding any other provision of this ordinance, expenditures from the appropriation for the Assembly of Delegates (Budget Item 130) shall be as determined by the Assembly of Delegates which may authorize the Speaker or the Deputy Speaker or a designee of the Assembly to approve for payment any expenditure or liability incurred by any Delegate or by any officer, employee or consultant of the Assembly in the proper performance of his duties as such.

Section 12. The Board of County Commissioners may borrow money in anticipation of, and to be repaid from, the County tax for the fiscal year ending June thirtieth, two thousand and fifteen levied pursuant to Section thirty and thirty-one of Chapter thirty-five of the general laws, and obligated state revenues to be paid to the County for said fiscal year. Such borrowing shall not exceed the sum of (i) one half the amount of such tax plus (ii) the amount of such state revenues. They may issue therefore County notes maturing within one year after the date of the loan for which they are issued is incurred. Such notes, if issued for less than one year, may be renewed from time to time; provided, that the period from the date of the original loan to the date of maturity of any refunding loan shall not exceed one year. Notes issued hereunder may be sold at such discount or bear such rate, or rates, of interest as the County Treasurer may deem proper with the approval of the County Commissioners; any discount to be treated as interest paid in advance, pursuant to Section thirty-seven of Chapter thirty-five of the general laws, Article 4, Section 4-2 (1) of the Barnstable County Home Rule Charter and Section 2.6 of the Administrative Code of Barnstable County. Such notes shall be signed by the Treasurer or Assistant Treasurer, countersigned by a majority of the Board of County Commissioners, and shall expressly be made payable from the taxes or state revenues of said fiscal year, but shall nevertheless be negotiable.

Section 13.

(a) The Board of County Commissioners is hereby authorized to make necessary repairs, replacements and improvements to, and to purchase and install equipment for use in, building and facilities of the County, and to employ professional services for the design of such repairs, replacements, improvements and for the specifications of such purchases and installation of equipment, as presented in the FY 2016 Capital Improvement Plan and appropriated in the FY 2016 departments' budgets.

(b) For the purpose set forth in section 12(a), the County Treasurer, with the approval of the County Commissioners, may borrow from time to time, on the credit of the County, such sums as may be necessary but not exceeding in the aggregate, two million, eight hundred fifty one

