

Houston Forensic Science Center, Inc.

MEETING OF BOARD OF DIRECTORS
MINUTES

February 10, 2017

The undersigned, being the duly appointed Secretary of the Houston Forensic Science Center, Inc., (the "Corporation"), hereby certifies that the following are true and correct minutes of the February 10, 2017 meeting of the Board of Directors (the "Board"), of the Corporation.

- A. In a manner permitted by the Corporation's Bylaws, the meeting was called by providing all Directors with notice of the date, time, place, and purposes of the meeting more than three days before the date of the meeting.
- B. In accordance with Chapter 551, Texas Government Code, which Chapter is made applicable to the Corporation by Section 431.004, Texas Transportation Code, a notice of the meeting was duly filed on February 7, 2017, in the same manner and location as required by law of the City of Houston, Texas (the "City").
- C. The meeting was called to order by Nicole B. Cásarez, Chairwoman of the Board, at approximately 9:00 a.m. on Friday, February 10, 2017, in the Council Annex Chambers, 900 Bagby St. (Public Level), Houston, Texas 77002.
- D. Ms. Ashley Chapman called the roll. The following Directors were present: Nicole B. Cásarez, Anthony Graves, David M. Feldman, Janet Blancett, Dr. Robert "Bob" H. McPherson, Dr. Stacey A. Mitchell, and Sandra Guerra Thompson.

The following Director was absent: Tom P. Allen (ex-officio).

Chairwoman Cásarez announced that a quorum of the Directors was present.

- E. Chairwoman Cásarez noted that a draft of the minutes of the Corporation's meeting on January 13, 2017 had been distributed to the board. Dr. Mitchell made a motion to approve the minutes of the January 13, 2017 meeting, and the motion was seconded by Mr. Feldman. The motion passed unanimously, and the minutes of the January 13, 2017 meeting was adopted.
- F. Chairwoman Cásarez asked if any members of the public wished to address the board. She noted that no one asked to address the board and the meeting continued.
- G. Chairwoman Cásarez provided a Chair's report. She thanked Vice Chairwoman Thompson and Dr. McPherson for continuing to arrange meetings with the University of Houston regarding potential collaborations with the Houston Forensic Science Center (HFSC). She thanked Vice Chairwoman Thompson for accompanying her to meet with Councilmember Jack Christie and reported that he will be touring the HFSC laboratory. Chairwoman Cásarez thanked Dr. Mitchell for attending a tour of the HFSC laboratory with Councilmember Steve Le. She reported that she and HFSC staff met with Councilmember Brenda Stardig, Chair of the Public Safety and Homeland Security Committee, and Councilmember Stardig asked that HFSC

invite the entire committee to tour the HFSC. Chairwoman Cásarez noted that Vice Chairwoman Thompson and Mr. Graves had been named to District Attorney Kim Ogg's Transition Team. Chairwoman Cásarez noted that Dr. Peter Stout, President and Chief Executive Officer, and Ms. Renee Byas, General Counsel, for the HFSC were absent because they had traveled to Austin to attend the Texas Forensic Science Commission (TFSC) meeting. As a result, contract negotiations with Dr. Stout will be addressed at the March board meeting. Chairwoman Cásarez reported that Dr. Stout recently had a productive meeting with the Chief of the Houston Police Department, Art Acevedo. Chairwoman Cásarez congratulated Dr. Dayong Lee, manager of HFSC's toxicology section, for being awarded the Irving Sunshine Award from the American Academy of Forensic Science (AAFS) for her research and early career achievements. Chairwoman Casarez and the board also congratulated Dr. Lee for becoming a Fellow of the American Board of Forensic Toxicology.

- H. Mr. Darrell Stein, manager of the firearms section, provided the operations report for February 2017. He compared the total average turnaround time (TAT), requests received, and total average process time from the last 12 months compared to prior 12 months. He reviewed the average total TAT, backlogged requests, average process TAT, and wait gap since the start of the HFSC. Mr. Stein reviewed the monthly average of requests received at the HFSC. He reviewed the major initiatives, including the progress of the forensic biology Lean Six Sigma project, the progress of the blind quality control (BQC) program, and progress on the implementation of the new laboratory information management system. Mr. Stein provided an update on current staffing at the HFSC. He reported that 16 positions are on hold and HFSC is actively recruiting for three positions to support the crime scene unit (CSU). Mr. Stein reported that Ms. Melissa Nally, senior firearms examiner, received her certification by the Association of Firearm and Tool Mark Examiners in the area of Firearms Evidence Examination of Identification. He reported that Ms. Rosaura Rodriguez, controlled substances supervisor, received her certification as a fellow by the American Board of Criminalistics. Mr. Stein provided an update on current grant proposals underway. He provided an update on the activities and casework of all HFSC sections. The board discussed the backlog in the latent prints section and related funding issues. Mr. Feldman noted that it will be important to discuss the history of outsourcing latent print cases and HFSC's associated cost savings when presenting the proposed FY'18 budget. Mr. Jerry Pena, Crime Scene/Digital and Multimedia Evidence Director, introduced Ms. Carina Haynes, the new supervisor in CSU.
- I. Mr. David Leach, Treasurer and Chief Financial Officer, provided a Treasurer's report. He reviewed the FY'17 budget versus FY'17 actual spending, noting costs for personnel, supplies, and services. Mr. Leach reviewed the spending details for the period of July 1, 2016 through January 31, 2017, the year-to-date (YTD) versus budget, and the full year budget amount and percentage spent YTD. Mr. Leach provided the balance sheet and a report on the Center's grants as of January 31, 2017.
- J. Mr. Charles Evans, Director of Business Development, presented a HFSC/City of Houston (COH) Multi-Year Agreement Strategy proposal. The board discussed the opportunities and obstacles associated with the proposal. Mr. Feldman made a motion that the HFSC Board of Directors support, by way of a resolution, the multi-year agreement strategy as per the proposal presented by Mr. Evans. Dr. McPherson seconded the motion. The motion passed unanimously.

- K. Mr. Leach presented a proposed supplemental budget request for FY'17 and a proposed FY'18 budget request. Mr. Feldman made a motion to approved the proposed \$1.24M supplemental budget request for FY'17 as presented by Mr. Leach. Dr. McPherson seconded the motion. The motion passed unanimously.

Mr. Leach presented the proposed FY'18 budget request. The board discussed components of the proposed FY'18 budget request in detail. The board discussed grants for the HFSC and how to present these opportunity revenue streams to the COH in the budget proposal. Ms. Blancett made a motion to approve the proposed FY'18 budget request of \$28.3M as presented by Mr. Leach. Dr. McPherson seconded the motion. The motion passed unanimously.

[The FY'17 supplemental budget request and the FY'18 budget request are available on the HFSC website as an attachment to the February 10, 2017 board meeting minutes.]

- L. Mr. Feldman left the meeting at approximately 10:49 a.m.
- M. Ms. Lori Wilson, Quality Director, provided a Quality Division Update for January 2017. Ms. Wilson reviewed testimony monitoring, proficiency tests, and the BQC program. She reported that quality division staff will discuss the BQC program at the AAFS Annual Scientific meeting in February. Ms. Wilson reported that the quality division conducted yearly internal audits of the controlled substances and trace sections. Ms. Wilson reported that CSU is focused on training staff and writing and revising standard operating procedures. She reported that in December 2016 and January 2017, three crime scene investigators completed training and received authorization to process scenes independently. Ms. Wilson updated the board on the self-disclosures and complaints discussed during the TFSC meeting. She reported that the TFSC noted that HFSC's desire to be transparent helped guide decisions and the TFSC appreciates that the HFSC publicly posts complaints and self-disclosures.
- N. Dr. Mitchell left the meeting at approximately 11:26 a.m. and Mr. Graves left the meeting at approximately 11:27 a.m.
- O. Ms. Blancett, liaison to the Technical Advisory Group (TAG), reported that Dr. Bruce Budowle, who was recently appointed to the TFSC, has decided he can no longer serve on the HFSC TAG. Ms. Blancett and Vice Chairwoman Thompson are searching for a new TAG member with expertise in DNA analysis.
- P. Dr. McPherson made a motion to adjourn the meeting and Ms. Blancett seconded the motion. There being no other business, the meeting was ADJOURNED at 11:47 a.m.

Houston Forensic Science Center, Inc.

By: Ashley Chapman

Ashley Chapman

Secretary

HFSC's FY18 Budget Request

Getting to the RIGHT ANSWER at the RIGHT TIME

Components of \$1.24M supplemental request

Description			% of FY17 Budget
HFSC Personnel costs FCST	1,492		
From Fund 2213 FCST	(940)		
Net Employee cost increase (sum of the next 4 lines)		552	2%
Latent Prints (6 examiners, necessary to address latent property crime backlog)	161		
Other Current open positions (including biology, quality, toxicology, digital/AV)	150		
CSU increase (necessary to address CSU service shortfalls)	94		
Other Employee wages changes (insurance changes, and all other wage changes)	148		
Outsource Toxicology (necessary for 300 sexual assault toxicology related work)		209	1%
Laboratory Supplies (directly related to increase in biology requests completed)		344	2%
LIMS cash outflow move to FY18		(400)	-2%
Net Other Changes to Budget		533	2%
<i>FY17 Supplement Budget Request</i>		1,239	5%

Components of \$28.3M FY18 budget (efforts that tie to supplemental request)

Base Business FY18	26,546
CSU Improvement	745
Latent Print Examiners (backlog reduction and increase capacity)	548
MorphoTrac units (4) (latent print capacity)	120
Additional personnel in Toxicology (1), Quality (1) and Digital (1)	281
Small lab equipment (e.g. crosslinkers, turbovaps, centerifuges)	80
Total	28,320

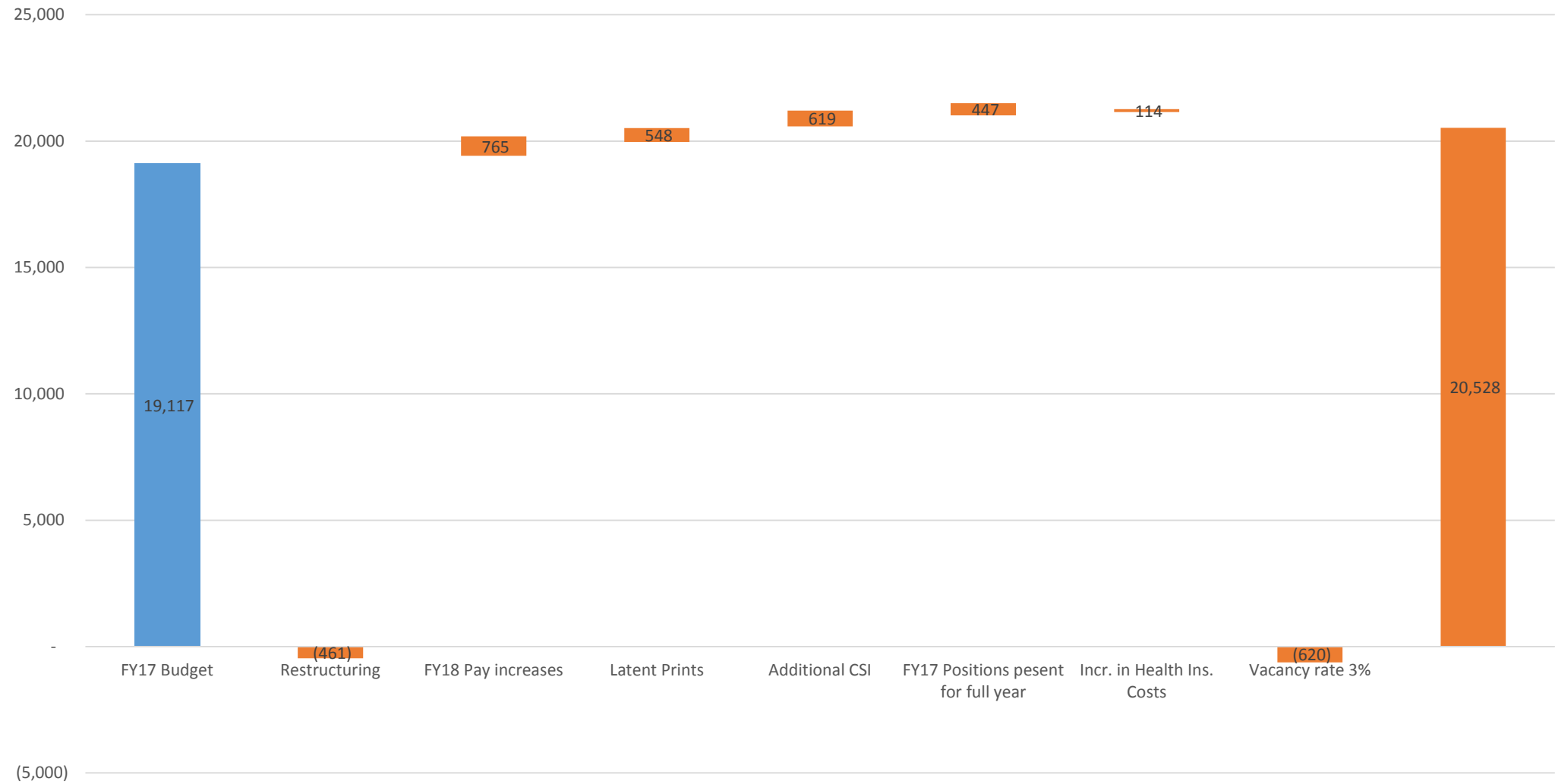
HFSC – Cost of Providing the Right Answer at the Right Time

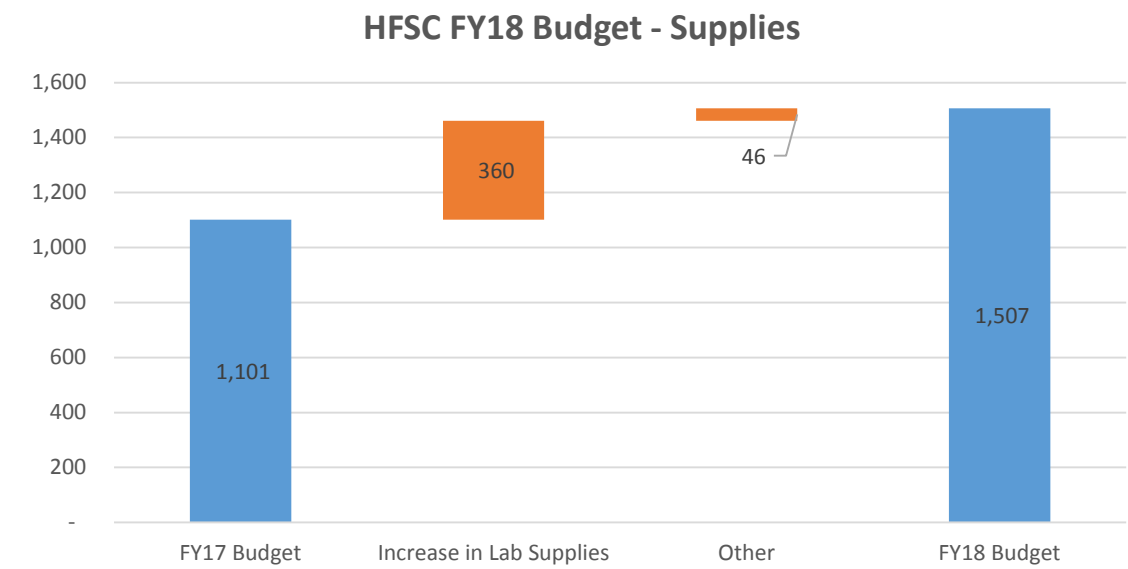
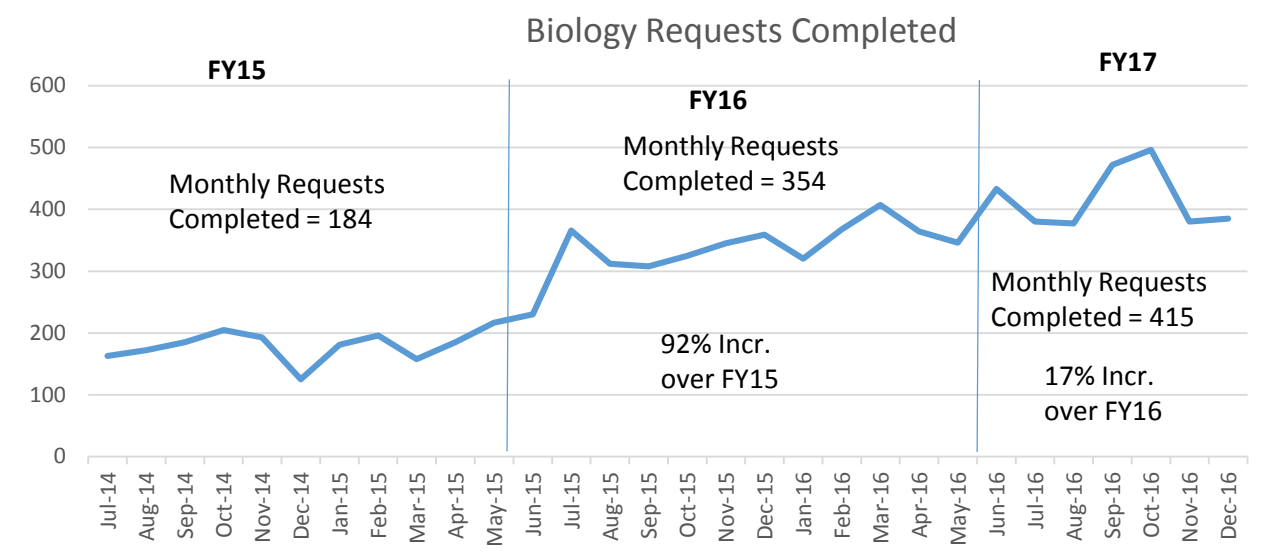
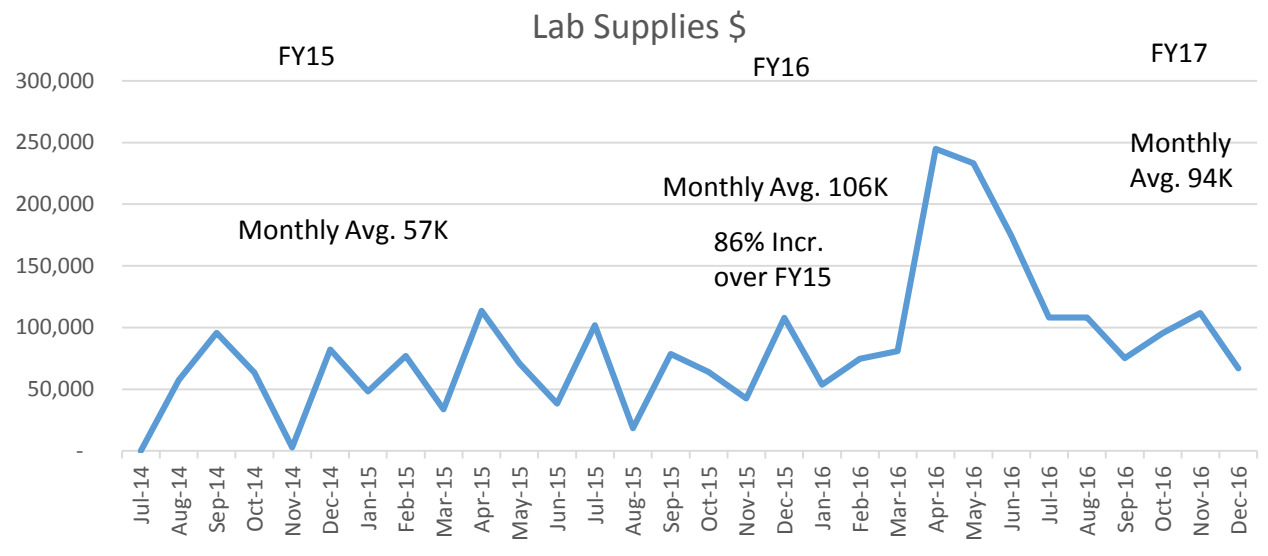
	FY16 Actual	Original FY17 Budget	Forecast FY17	Proposed FY18 Budget
HFSC	11,321	14,135	14,135	17,473
Fund 2213	11,359	8,545	8,545	5,207
Grants	350	1,021	1,125	-
Other	127	160	29	55
Total Cash In	23,157	23,861	23,834	22,735
Personnel (HFSC)	9,177	10,572	12,064	15,459
Services (CoH/Fund 2213)	9,014	8,545	7,605	5,207
Persaonnel - Total (HFSC + CoH)	18,191	19,117	19,670	20,666
Supplies	1,529	1,101	1,475	1,507
Services (Non CoH)	3,385	2,794	3,705	3,212
Non-Capital Expenditures	430	216	163	280
Capital Expenditures	788	1,910	2,051	1,195
Grant and Training Expenses		1,061	-	-
Total Cash Expenditures	24,324	26,199	27,063	26,860
Net Cash in / (out)	(1,167)	(2,337)	(3,229)	(4,124)
Beginning Cash		1,990	1,990	-
Ending Cash		(348)	(1,239)	(4,124)
% change in total cash expenditures		8%	11%	3%
% change in people cost		5%	8%	5%
CASH BASIS, NO DEPRECIATION OR 1.46m OVERHEAD CHARGE				

What happens if
HFSC's Budget is
not increased

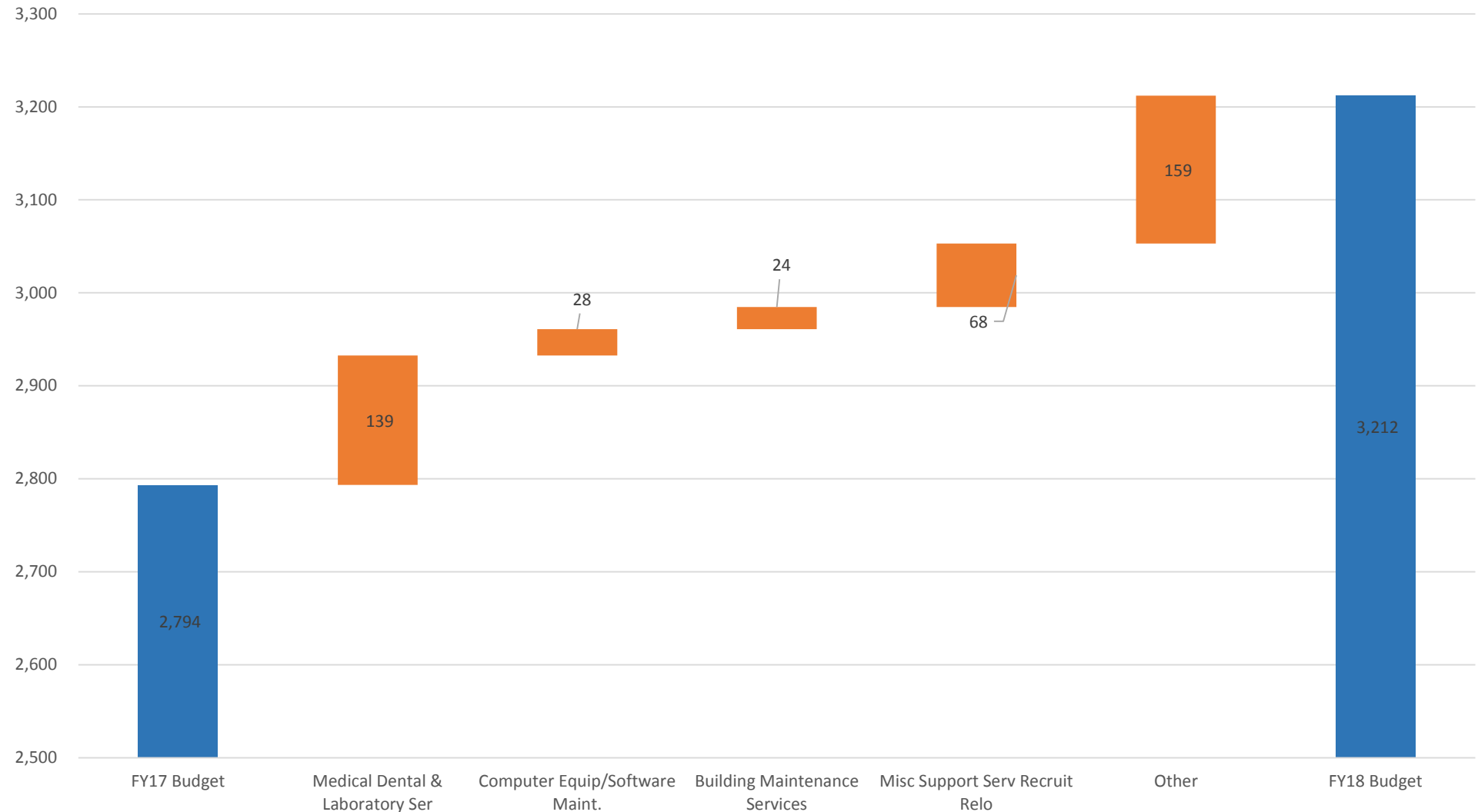
			FY15 Actual	FY16 Actual	FY17B	FY17 FCST	FY18B	FY19	FY20
Revenue:									
HFSC			13,848	11,321	14,135	14,135	17,473	-	-
Fund 2213			7,400	11,359	8,545	8,545	5,207	-	-
City of Houston Direct OH-Appro			1,460	1,460	1,460	1,460	1,460	-	-
Training Services			5	37	50	16	-	-	-
Grants			10	350	1,021	1,125	-	-	-
Forensic Services			0	56	100	9	50	-	-
Other			234	34	10	4	5	-	-
Total Revenue:			22,958	24,617	25,321	25,294	24,195	-	-
Expenses:									
Personnel			4,684	9,177	10,572	12,064	15,459	16,077	16,721
Supplies			883	1,529	1,101	1,475	1,507	1,577	1,649
Services (Non CoH)			2,153	3,385	2,794	3,705	3,212	3,156	3,249
Services (CoH/Fund 2213)			10,738	9,014	8,545	7,605	5,207	5,415	5,632
Non-Capital Expenditures			224	430	216	163	280	230	230
Capital Expenditures			980	788	1,910	2,051	1,195	350	660
City of Houston Direct OH-Appro			1,460	1,460	1,460	1,460	1,460	1,460	1,460
Grants & Training Expense			10	350	1,061	-	-	-	-
Depreciation			226	320	375	-	-	-	-
Total Expense After Depreciation			21,359	26,454	28,033	28,523	28,320	28,265	29,601
Net Cash Out			1,825	(1,517)	(2,337)	(3,229)	(4,124)	(28,265)	(29,601)
3 yr. Contract amounts							28,600	29,000	30,000
Yr. over Yr. % increase in Expenses				24%	6%	8%	1%	0%	5%
Increase in cost to CoH year over year							18%	1%	3%

HFSC FY18 Budget - Employees Wages & Benefits

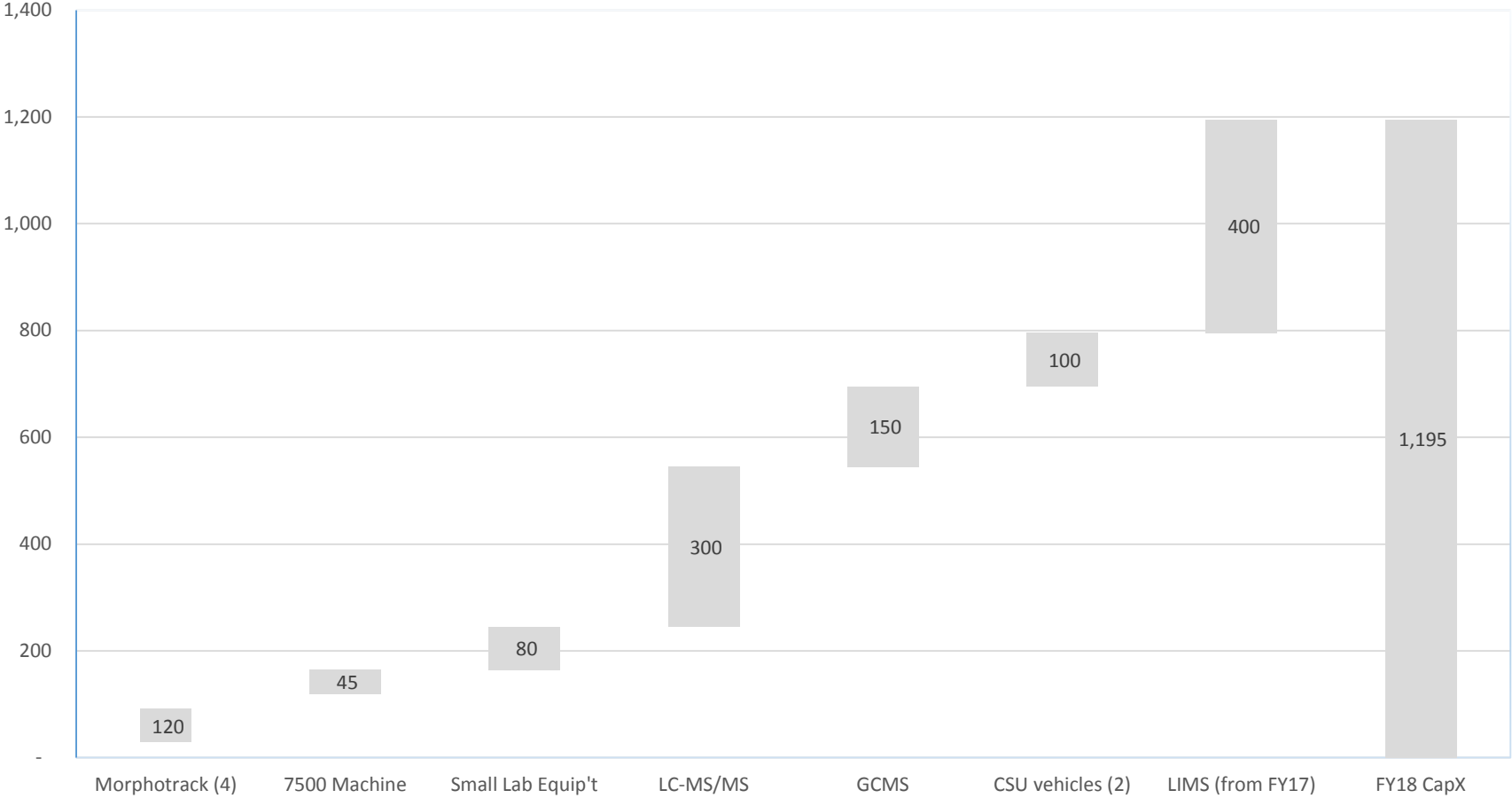




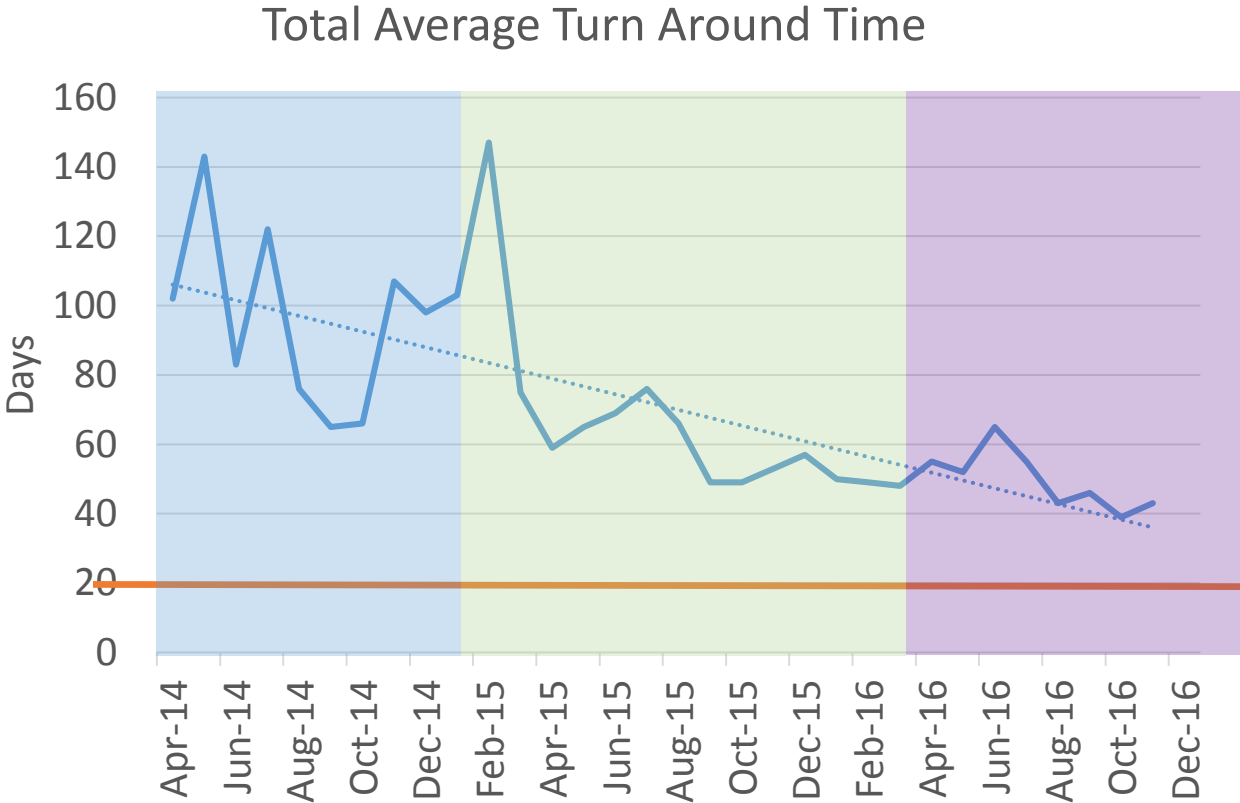
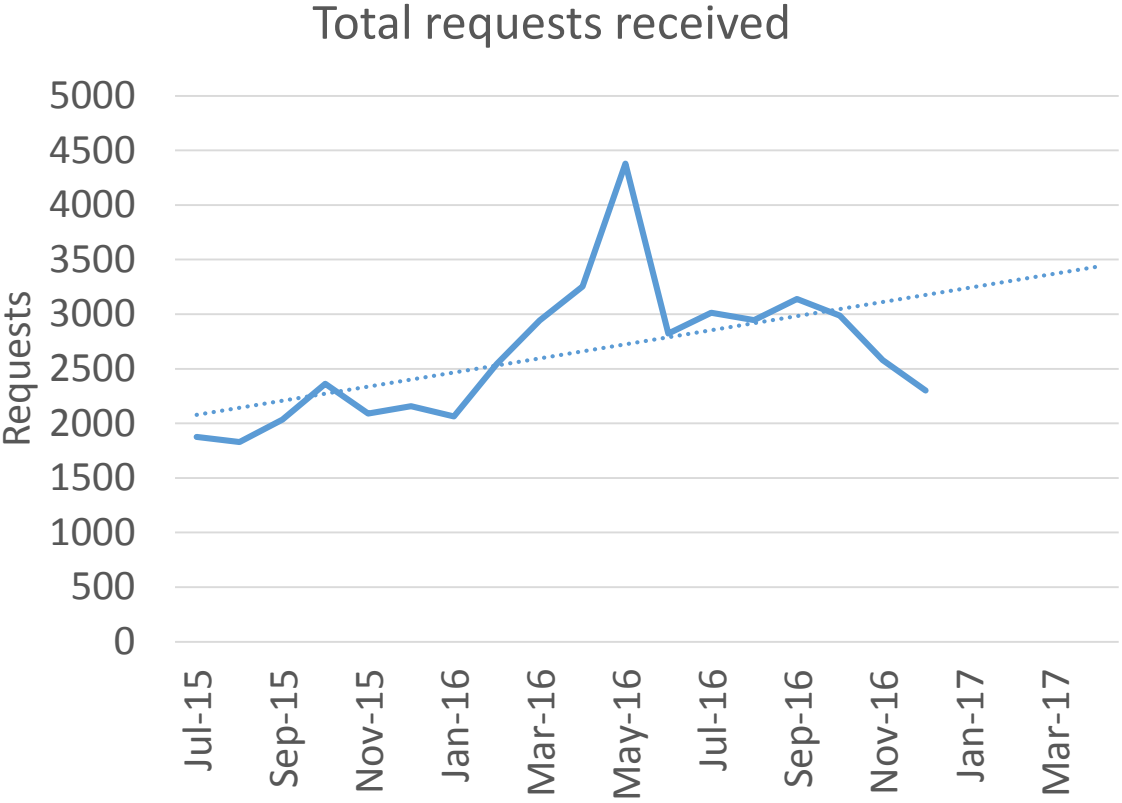
HFSC FY18 Budget - Services



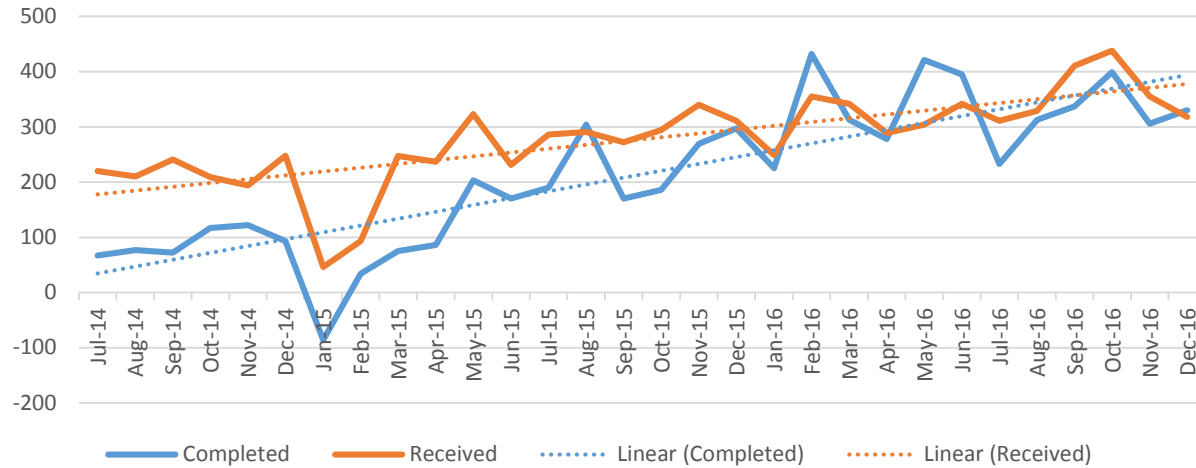
Capital Spending



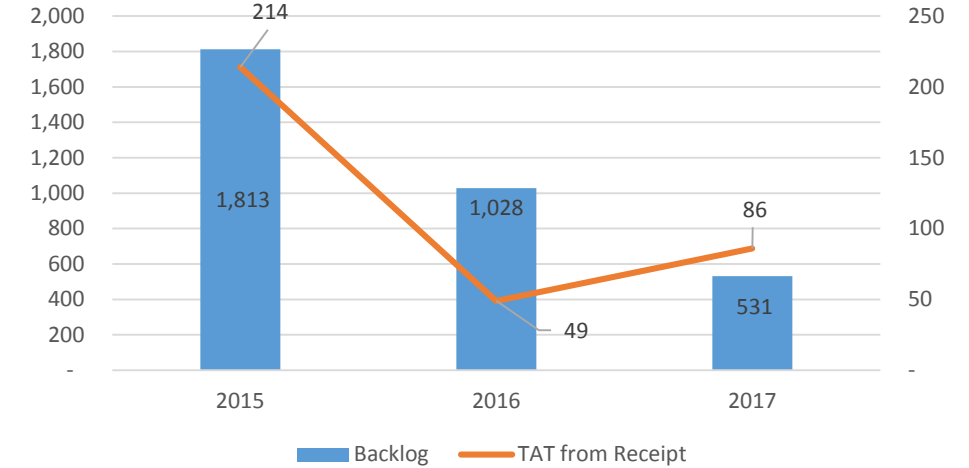
Requests received



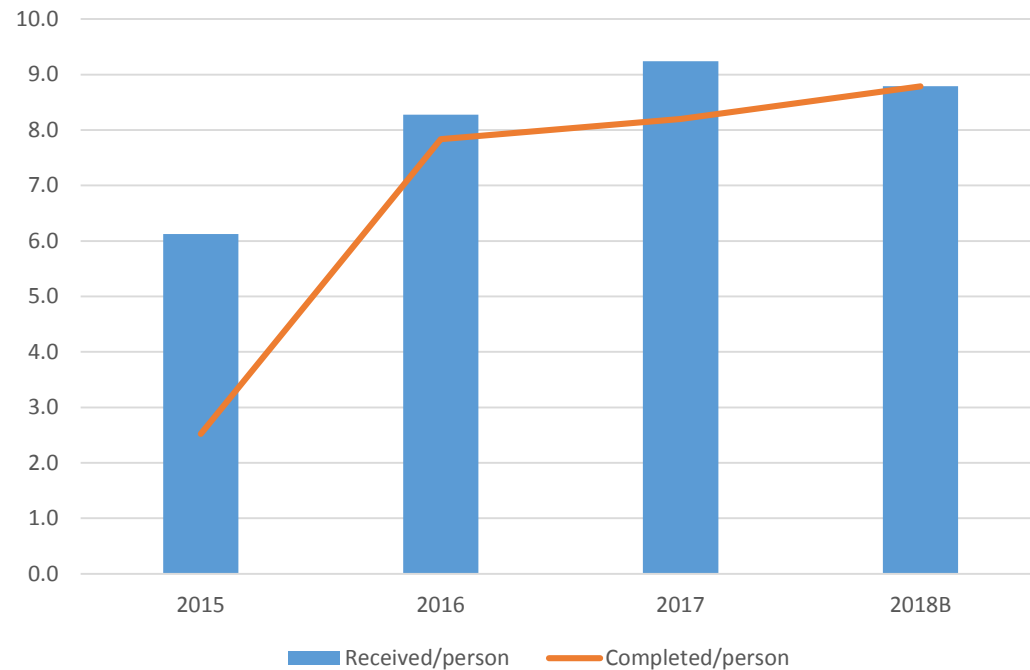
Biology



Biology-Backlog and TAT

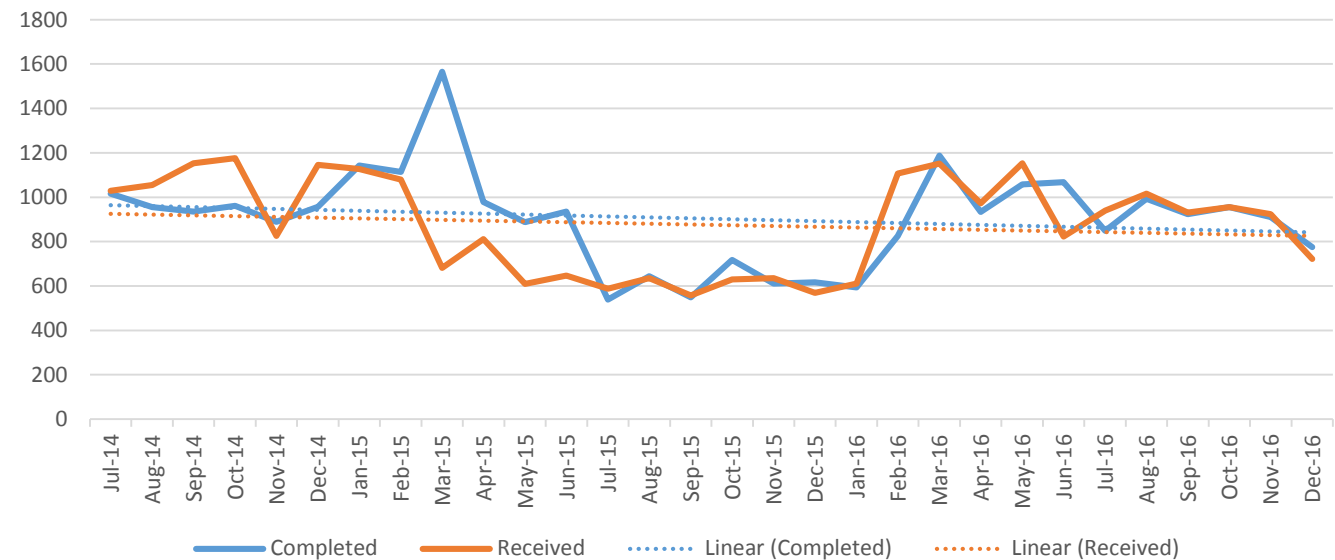


Biology - Cases per Person

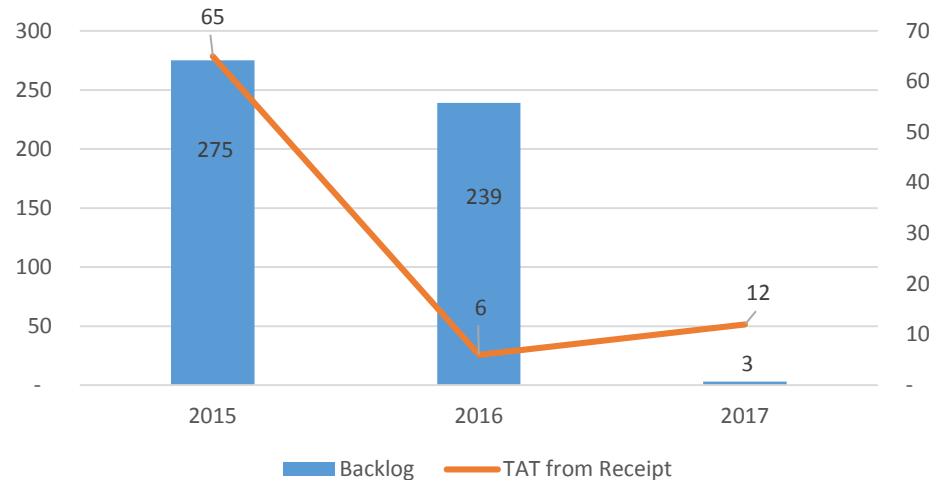


	Monthly Average			
Biology	2015	2016	2017	2018B
Completed	86	290	320	360
Received	208	306	360	360
People	34	37	39	41
Completed		238%	10%	13%
Received		47%	18%	0%
People		9%	5%	5%
	2015	2016	2017	2018B
Received/person	6.1	8.3	9.2	8.8
Completed/person	2.5	7.8	8.2	8.8
Backlog	1,813	1,028	531	
TAT from Receipt	214	49	86	

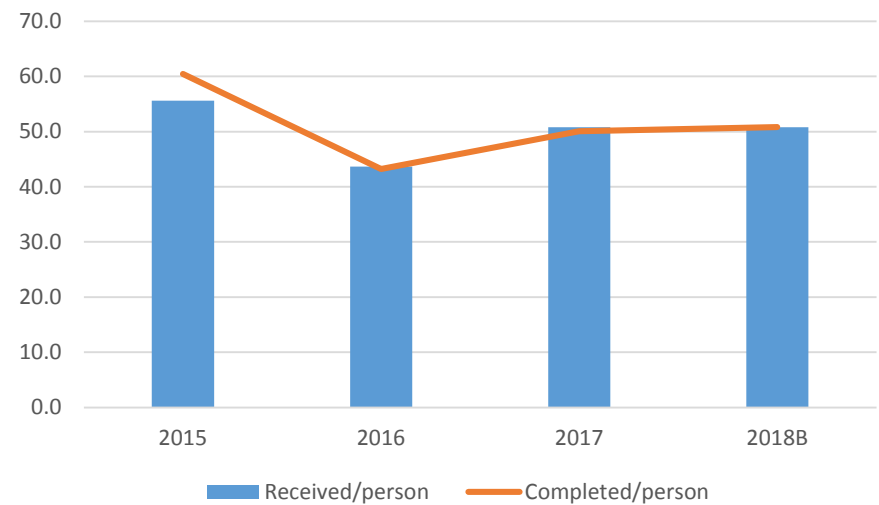
Controlled Substances



Controlled Substances

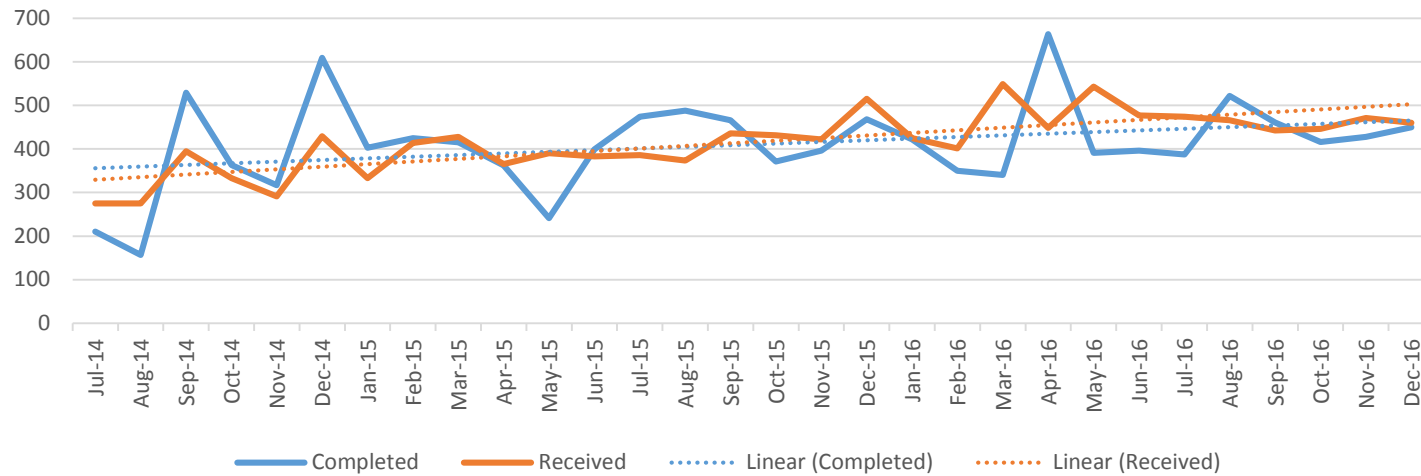


Controlled Substances - Cases per Person

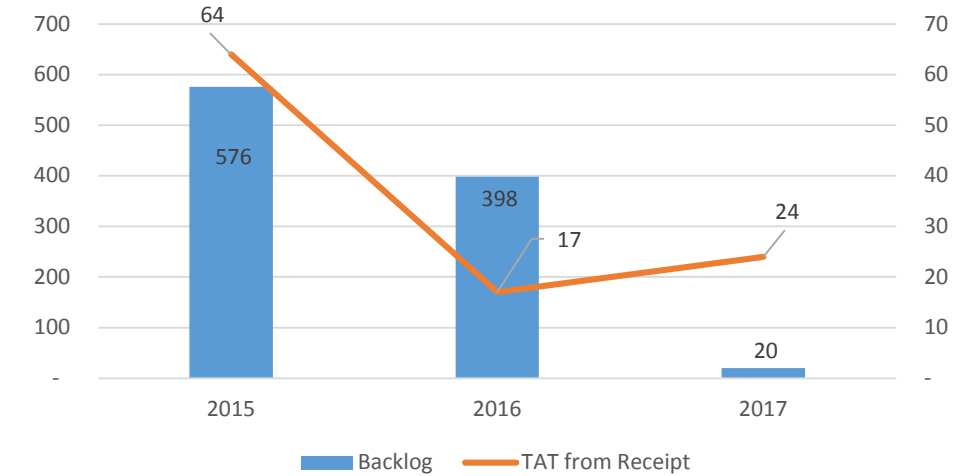


	Monthly Average			
Controlled Subst.	2015	2016	2017	2018B
Completed	1,028	778	901	915
Received	945	786	915	915
People	17	18	18	18
Completed		-24%	16%	2%
Received		-17%	16%	0%
People		6%	0%	0%
	2015	2016	2017	2018B
Received/person	55.6	43.7	50.8	50.8
Completed/person	60.5	43.2	50.0	50.8

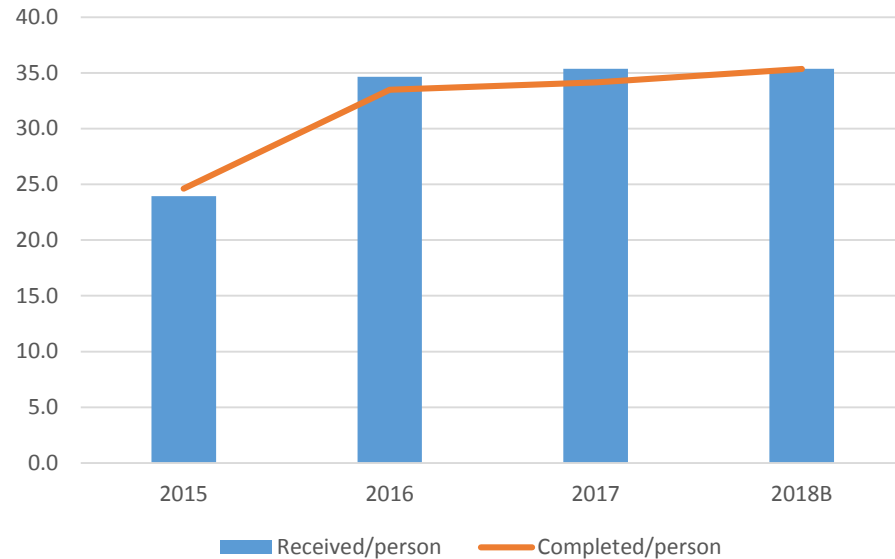
Firearms



Firearms

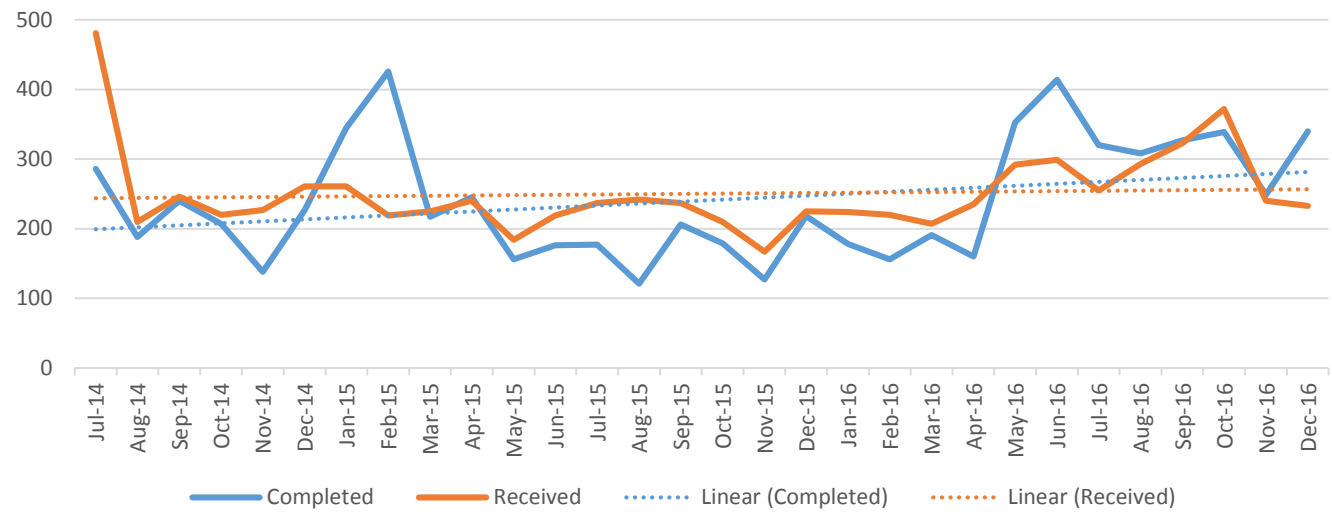


Firearms - Cases per Person

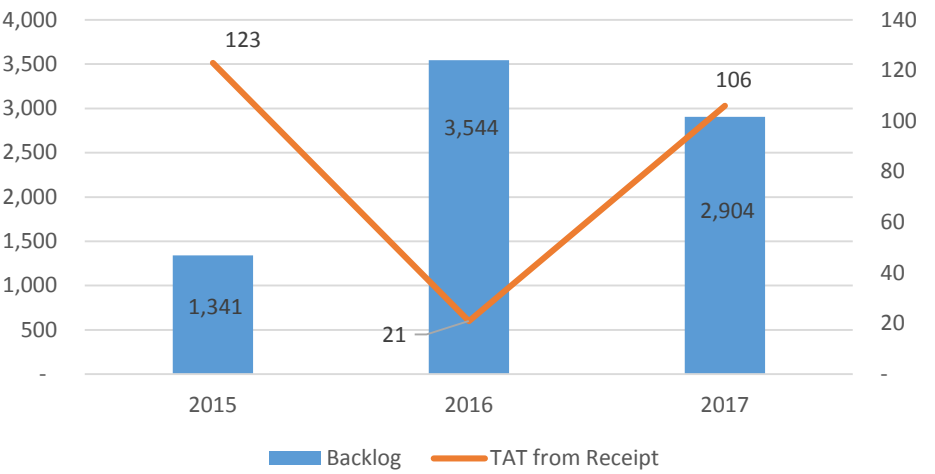


	Monthly Average			
Firearms	2015	2016	2017	2018B
Completed	369	435	444	460
Received	359	451	460	460
People	15	13	13	13
Completed		18%	2%	4%
Received		25%	2%	0%
People		-13%	0%	0%
	2015	2016	2017	2018B
Received/person	24.0	34.7	35.4	35.4
Completed/person	24.6	33.5	34.2	35.4

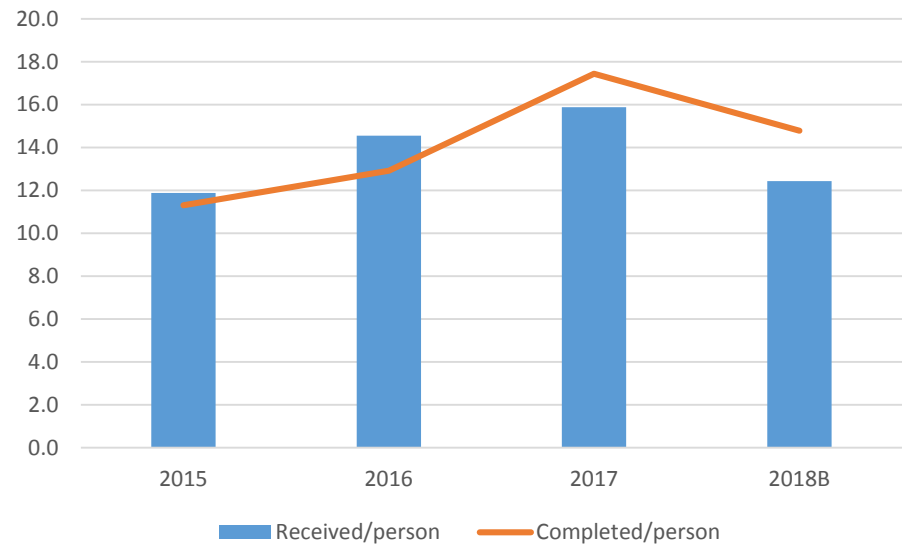
Latent Prints



Latent

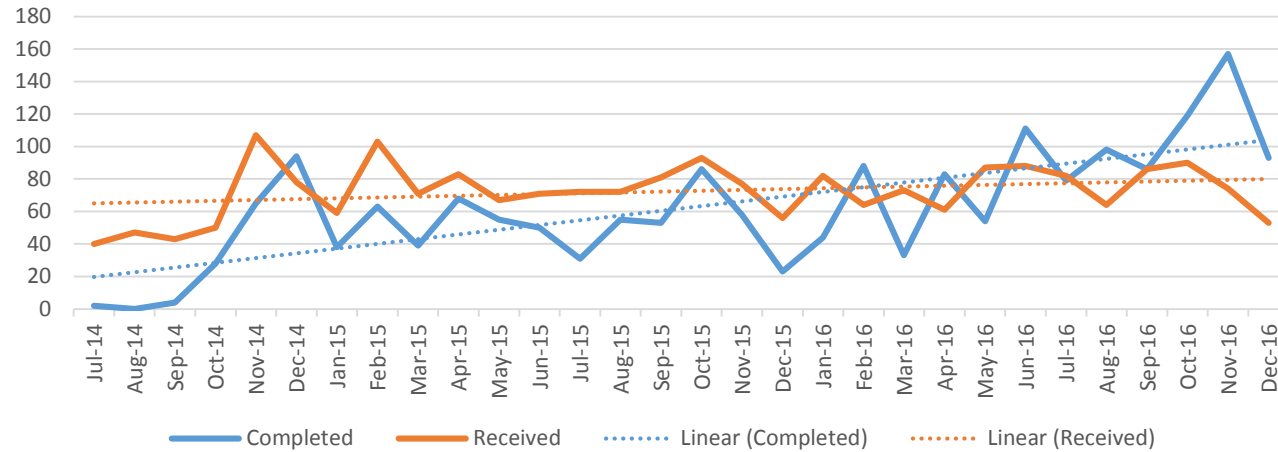


Latent - Cases per Person

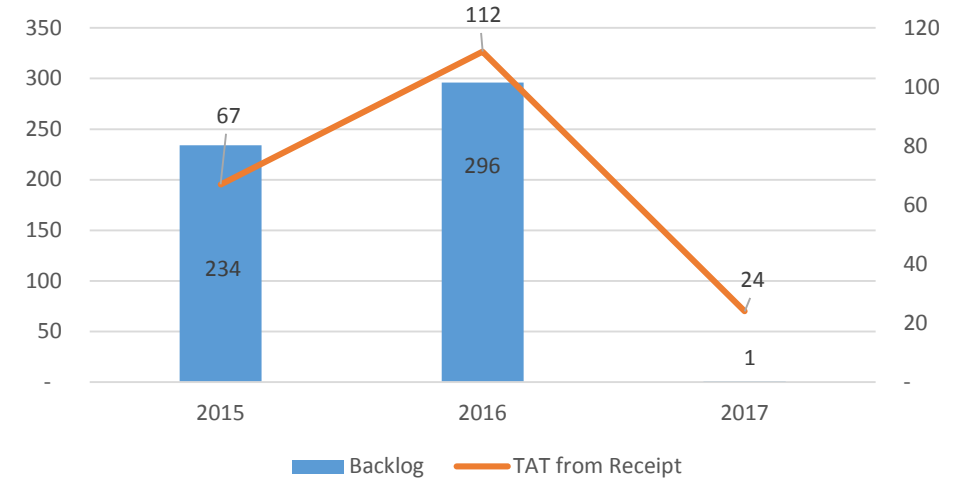


	Monthly Average			
Latent Prints	2015	2016	2017	2018B
Completed	238	207	314	340
Received	249	233	286	286
People	21	16	18	23
Completed		-13%	52%	8%
Received		-7%	23%	0%
People		-24%	13%	28%
	2015	2016	2017	2018B
Received/person	11.9	14.6	15.9	12.4
Completed/person	11.3	12.9	17.4	14.8

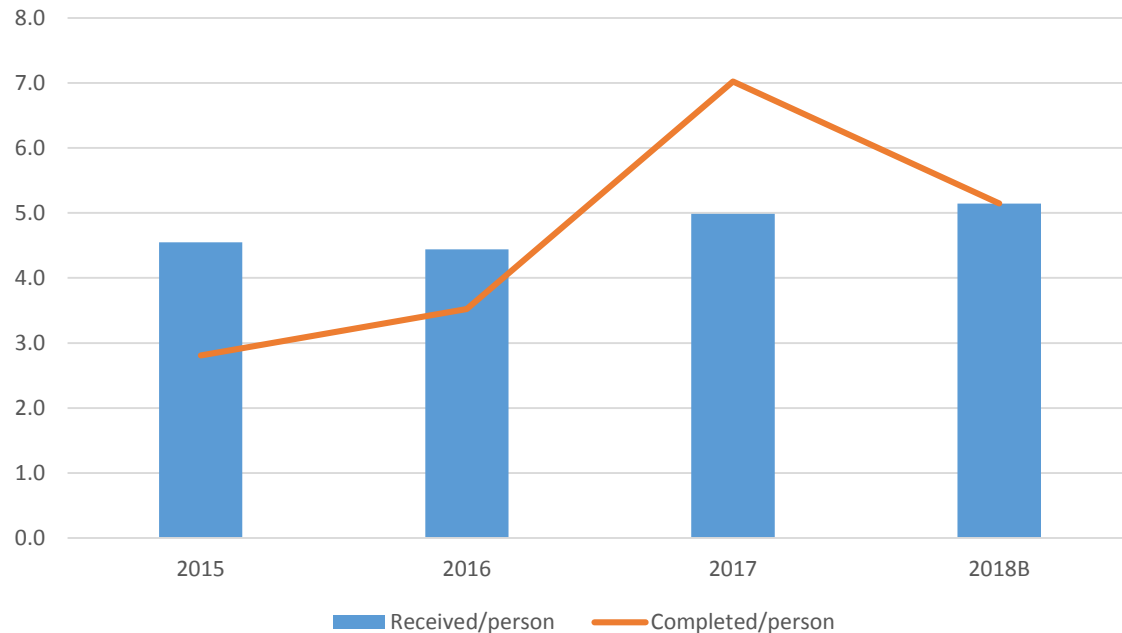
Digital and Multimedia



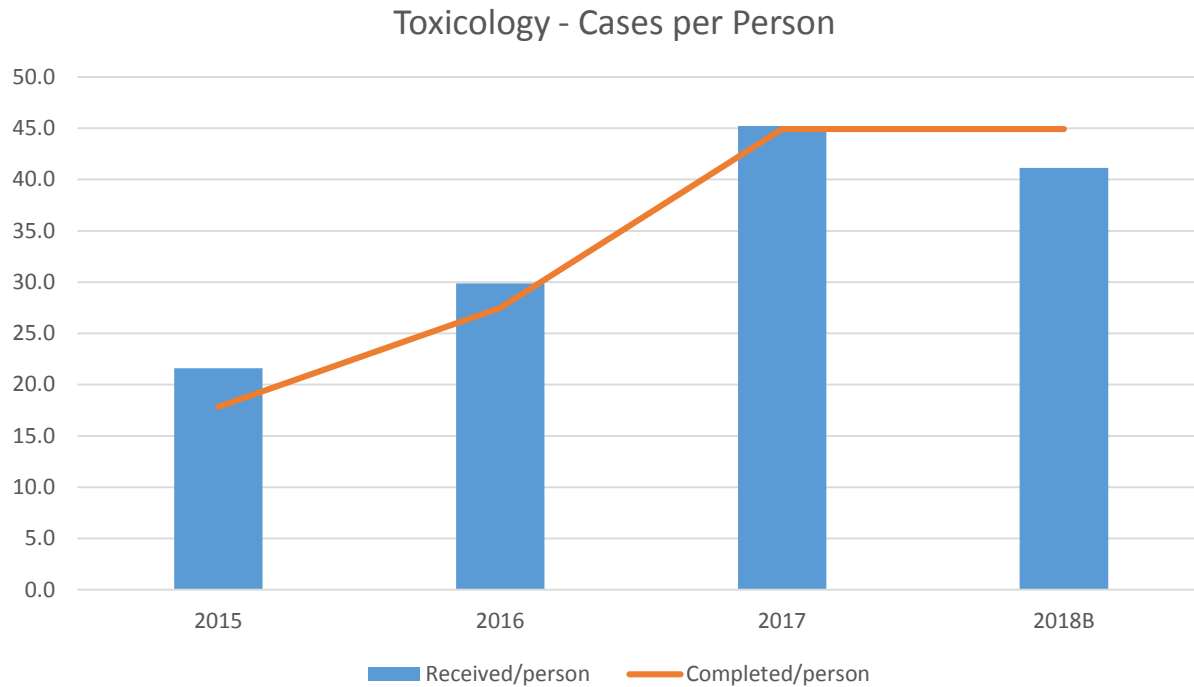
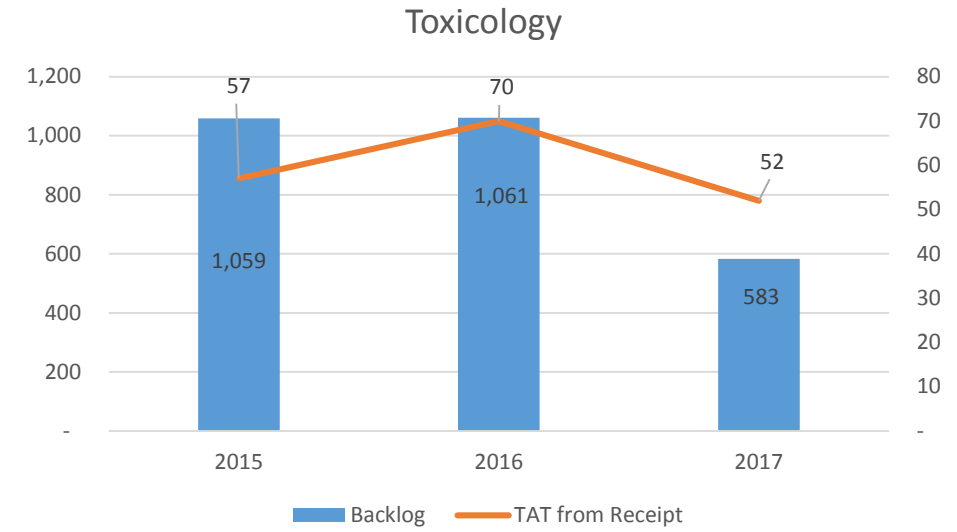
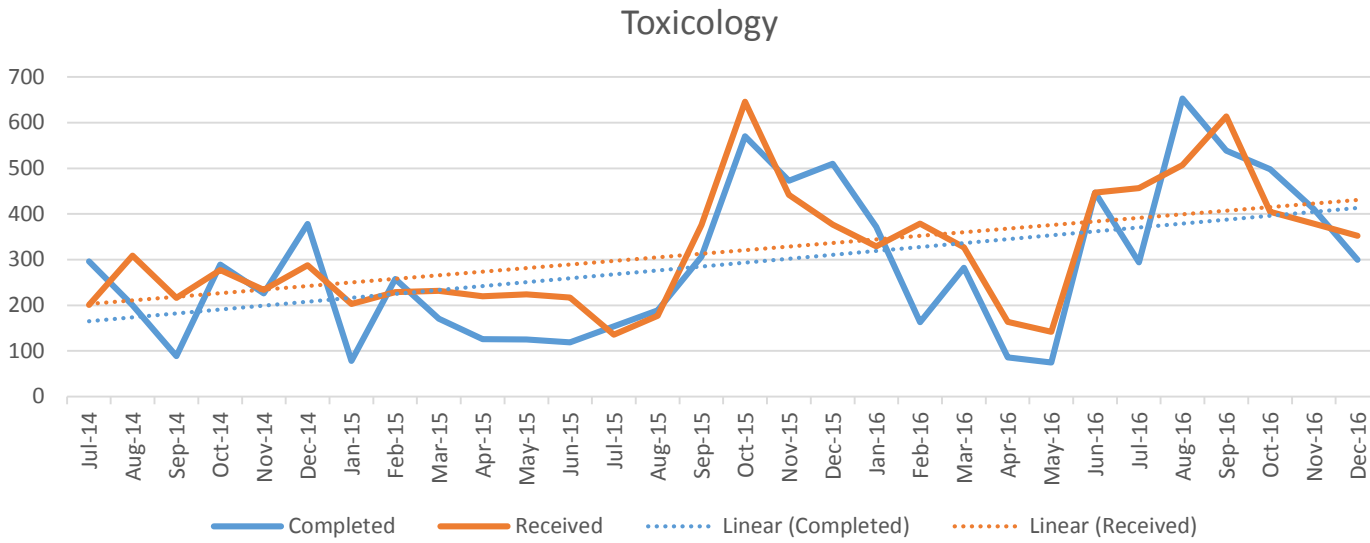
Digital Multi Media



Digital and Multimedia - Cases per Person



	Monthly Average			
Digital/MultiMedia	2015	2016	2017	2018B
Completed	42	60	105	82
Received	68	76	75	82
People	15	17	15	16
Completed		42%	76%	-22%
Received		11%	-1%	10%
People		13%	-12%	7%
	2015	2016	2017	2018B
Received/person	4.6	4.4	5.0	5.1
Completed/person	2.8	3.5	7.0	5.1
Backlog	234	296	13	
TAT from Receipt	67	112	24	



	Monthly Average			
Toxicology	2015	2016	2017	2018B
Completed	196	302	449	494
Received	238	329	452	452
People	11	11	10	11
Completed		54%	49%	10%
Received		38%	38%	0%
People		0%	-9%	10%
	2015	2016	2017	2018B
Received/person	21.6	29.9	45.2	41.1
Completed/person	17.8	27.5	44.9	44.9
Backlog	1,059	1,061	583	
TAT from Receipt	57	70	52	

Components of \$28.3M FY18 budget (efforts that tie to supplemental request)

Base Business FY18	26,546
CSU Improvement	745
Latent Print Examiners (backlog reduction and increase capacity)	548
MorphoTrac units (4) (latent print capacity)	120
Additional personnel in Toxicology (1), Quality (1) and Digital (1)	281
Small lab equipment (e.g. crosslinkers, turbovaps, centerifuges)	80
Total	28,320

						FY17 FCST			
					Current	as of Nov. 16			
			FY15 Actual	FY16 Actual	FY17B	FY17 FCST	FY18B	FY18 vs. FY17B	FY18 vs. FY17FCST
411000		City of Houston-Appropriations	\$21,248,199	\$ 22,680,344	\$22,680,344	\$ 22,680,344	\$22,680,344	\$ -	\$ -
		Fund 2213	13,848,182	11,321,432	8,545,134	8,545,134	5,207,051	(3,338,083)	(3,338,083)
		HFSC Operations	7,400,017	11,358,912	14,135,210	14,135,210	17,473,293	3,338,083	3,338,083
415000		City of Houston Direct OH-Appro	1,460,000	1,460,000	1,460,000	1,460,000	1,460,000	-	-
416000		City of Houston - Safe funds	15,306	8,952				-	-
420000		Donations	500					-	-
425000		In-Kind Donations	209,022	7,499				-	-
426000		Training Services	4,655	36,709	50,000	15,790	-	(50,000)	(15,790)
440000		Grants	10,070	349,651	1,021,047	1,124,959		(1,021,047)	(1,124,959)
450000		Forensic Services	90	56,254	100,000	8,968	50,000	(50,000)	41,032
450001		Miscellaneous Copy Fees	38					-	-
450002		Interest Income	9,623	17,313	10,000	4,000	5,000	(5,000)	1,000
			22,957,503	24,616,722	25,321,391	25,294,061	24,195,344	(1,126,047)	(1,098,717)

							FY17 FCST		
						Current	as of Nov. 16		
				FY15 Actual	FY16 Actual	FY17B	FY17 FCST	FY18B	FY18 vs. FY17B FY18 vs. FY17FCST
	Personnel:								
500010		Salary Base - Civilian	3,812,278	7,572,031	8,569,312	9,782,176	12,410,990	3,841,678	2,628,813
501070		Pension - Civilian	251,000	446,383	534,556	634,240	774,201	239,645	139,961
502010		FICA - Civilian	278,736	532,841	616,503	703,885	892,885	276,382	189,001
503010		Health Insurance - Active Civil	299,954	514,097	680,030	761,146	1,132,625	452,595	371,479
503015		Basic Life Ins - Active Civil	77,308	44,129	48,448	144,402	70,167	21,719	(74,235)
503060		Long Term Disability - Civilian	-	245	684	-	990	307	990
503090		Workers Comp - Civilian Adm	-	59,317	111,281	16,552	161,168	49,888	144,616
504010		Pension - GASB 27 Accrual	(50,400)	-				-	-
504031		Unemployment Taxes - Admin	15,176	8,277	11,089	21,994	16,060	4,971	(5,934)
			4,684,052	9,177,320	10,571,902	12,064,394	15,459,087	4,887,186	3,394,693

						FY17 FCST		
					Current	as of Nov. 16		
			FY15 Actual	FY16 Actual	FY17B	FY17 FCST	FY18B	FY18 vs. FY17B FY18 vs. FY17FCST
	Supplies:							
511010		Chemical Gases & Special Fluids	8,890	11,202	7,558	11,061	12,371	4,813 1,311
511040		Audio Visual Supplies	-	1,032	1,032	-	688	(344) 688
511045		Computer Supplies	41,731	69,829	37,942	52,723	68,826	30,884 16,103
511050		Paper & Printing Supplies	25,997	29,628	40,453	28,526	30,253	(10,200) 1,727
511055		Publications & Printed Material	14,863	17,566	15,335	15,207	22,937	7,601 7,729
511060		Postage	977	1,029	1,251	1,005	1,040	(210) 35
511070		Miscellaneous Office Supplies	80,399	78,069	60,306	103,493	100,261	39,955 (3,231)
511080		General Laboratory Supply	683,570	1,274,435	847,879	1,191,825	1,207,694	359,815 15,869
511085		Drugs & Medical Chemicals	-			353		- (353)
511090		Medical & Surgical Supplies	184		3,000	-	426	(2,574) 426
511095		Small Technical & Scientific Eq	2,101	11,791	9,176	23,696	20,779	11,603 (2,917)
511110		Fuel	20	-	20	-	-	(20) -
511120		Clothing	1,040	8,929	47,692	17,838	15,906	(31,786) (1,932)
511125		Food/Event Supplies	15,051	23,966	16,571	16,571	23,818	7,247 7,247
511130		Weapons Munitions & Supplies	4,561	5,995	5,813	2,469	4,243	(1,570) 1,774
511145		Small Tools & Minor Equipment	3,351	6,567	7,186	4,469	5,757	(1,429) 1,288
511150		Miscellaneous Parts & Supplies	-	610		5,515	4,077	4,077 (1,438)
			882,737	1,529,446	1,101,215	1,474,751	1,506,705	405,491 31,954

						FY17 FCST			
						Current	as of Nov. 16		
			FY15 Actual	FY16 Actual	FY17B	FY17 FCST	FY18B	FY18 vs. FY17B	FY18 vs. FY17FCST
	Services:								
520100		Temporary Personnel Services	32,633	1,987	-	11,128	-	-	(11,128)
520105		Accounting & Auditing Svcs	33,906	32,354	31,496	27,547	33,426	1,930	5,879
520106		Architectural Svcs	-	179,472	-	8,500	-	-	(8,500)
520107		Computer Info/Contracting Svcs	3,881	3,788	50,000	-	8,500	(41,500)	8,500
520109		Medical Dental & Laboratory Ser	25,507	174,182	36,002	483,170	175,000	138,998	(308,170)
520110		Management Consulting Services	674,754	333,506	100,000	349,191	100,000	-	(249,191)
520112		Banking Services	433	2,773	1,042	3,376	3,616	2,574	239
520113		Photographic Services	5,759	-	5,759	477	318	(5,442)	(160)
520114		Misc Support Serv Recruit Relo	169,884	111,701	30,000	80,914	98,145	68,145	17,231
520115		Real Estate Rental	115,793	957,408	1,027,611	1,010,135	1,060,642	33,031	50,507
520118		Refuse Disposal	5,492	-	3,780	2,313	1,542	(2,238)	(771)
520119		Computer Equip/Software Maint.	202,972	403,358	269,877	298,344	298,344	28,467	(0)
520121		IT Application Services	42,487	38,189	23,936	30,045	45,489	21,553	15,444
520123		Vehicle & Motor Equip. Services	-	7,571	986	4,775	7,574	6,588	2,799
520124		Other Equipment Services	248,222	158,336	225,970	243,794	248,889	22,918	5,095
520143		Credit/Bank Card Svcs	2,517	1,364	1,933	1,320	1,583	(350)	264
520145		Criminal Intelligence Services	-	-			-	-	-
520520		Printing & Reproduction Serv.	19,698	14,224	12,968	11,660	13,880	912	2,220
520605		Public Information Svcs	5,070	3,386	7,342	11,243	9,846	2,504	(1,397)
520705		Insurance (Non-Medical)	22,660	120,210	143,661	143,661	142,000	(1,661)	(1,661)
520760		Contributions	2,815	-	1,500	1,000	1,000	(500)	-

						FY17 FCST		
					Current	as of Nov. 16		
			FY15 Actual	FY16 Actual	FY17B	FY17 FCST	FY18B	FY18 vs. FY17B FY18 vs. FY17FCST
	Services:							
520765		Membership & Prof. Fees	11,142	19,865	39,327	39,327	42,748	3,421 3,421
520805		Education & Training	105,818	112,135	131,678	131,678	131,678	- -
520815		Tuition Reimbursement	28,651	17,236	32,130	18,953	19,462	(12,668) 509
520905		Travel - Training Related	103,125	143,177	129,738	129,738	129,738	- -
520910		Travel - Non-training Related	18,782	16,571	20,000	17,799	20,000	- 2,201
521405		Building Maintenance Services	5,132	75,209	6,781	57,753	30,650	23,868 (27,103)
521505		Utilities	654	9,707	12,000	31,864	16,106	4,106 (15,759)
521605		Data Services	10,326	29,769	11,007	55,462	48,145	37,138 (7,317)
521610		Voice Services, Equip & Labor	47,134	76,187	48,937	45,035	77,982	29,045 32,947
521630		EGIS Services	-	-		-	-	- -
521705		Vehicle/Equipment Rental/Lease	32,000	19,432	3,000	4,546	13,110	10,110 8,564
521715		Office Equipment Rental	-			-		- -
521725		Other Rental Fees	3,624	5,336	2,294	18,499	12,802	10,508 (5,698)
521730		Parking Space Rental	63,998	140,831	190,642	137,219	147,873	(42,769) 10,654
521905		Legal Services	-	16,536	50,000	16,272	25,000	(25,000) 8,728
522205		Metro Commuter Passes	34,327	61,196	52,500	55,523	64,256	11,756 8,733
522305		Freight	4,316	14,977	5,268	24,212	24,579	19,310 367
522430		Misc. Other Services & Chrgs	69,939	83,469	84,356	198,193	158,062	73,706 (40,131)

						FY17 FCST			
						Current	as of Nov. 16		
				FY15 Actual	FY16 Actual	FY17B	FY17 FCST	FY18B	FY18 vs. FY17B FY18 vs. FY17FCST
	Services:								
532000		Sub-Contractor (COH)	10,737,920	9,013,670	8,545,134	7,605,124	5,207,051	(3,338,083)	(2,398,073)
532100		Civilian Payroll	5,026,040	3,443,342				-	-
532101		Civilian Salaries	3,368,651	2,355,678				-	-
532102		Civilian Benefits	1,696,386	1,087,663				-	-
532200		Classified Payroll	5,659,908	5,536,653				-	-
532201		Classified Salaries	3,960,306	3,654,310				-	-
532202		Classified Benefits	1,664,270	1,882,343				-	-
532300		Supplies	10,367	-				-	-
532400		Services	41,605	33,674				-	-
			12,891,372	12,399,111	11,338,655	11,309,789	8,419,033	(2,919,622)	(2,890,756)
			2,153,452	3,385,441	2,793,521	3,704,665	3,211,982	418,461	(492,683)

						FY17 FCST		
					Current	as of Nov. 16		
			FY15 Actual	FY16 Actual	FY17B	FY17 FCST	FY18B	FY18 vs. FY17B FY18 vs. FY17FCST
			35,331					-
561230		Depreciation	226,463	320,296	374,739	-	-	(374,739) -
620000		HPD-Reimbursed Expenses	-					- -
669000		Reconciliation Discrepancies	-					- -
			19,924,250	24,644,295	25,512,283	27,062,582	26,859,826	1,347,543 (202,756)
								- -
		Net Ordinary Income	3,033,253	(27,572)	(190,892)	(1,768,521)	(2,664,482)	(2,473,590) (895,961)
			(70,663)					- -
								- -
610000		City of Houston Direct Overhead	1,460,000	1,460,000	1,460,000	1,460,000	1,460,000	- (0)
		Grant and Training Expense			1,061,047	-		(1,061,047) -
								- -
			(35,331)	(1,487,572)	(2,711,939)	(3,228,521)	(4,124,482)	(1,412,543) (895,961)
			1,608,584					- -
		Total CASH Expenditures	19,662,456	24,323,999	26,198,592	27,062,582	26,859,826	
		Year's Cash			(2,337,201)	(3,228,521)	(4,124,482)	
		Beginning Cash Balance			1,989,605	1,989,605	-	
		End of Year Cash / (Deficit)			(347,596)	(1,238,916)	(4,124,482)	