



AGENDA
REGULAR BOARD MEETING
February 14, 2019
1940 Linwood Blvd, Oklahoma City
11:30 a.m.

- I. Introduction of Guests and Visitors: Ryan O'Toole, President**
- II. Firststep Presentation**
- III. Roll Call and Call to Order: Susan Martin, Corporate Business Manager**
- IV. Minutes of Regular Board Meeting and Executive Session January 17, 2019**
Review and approve: Action Needed
- V. Financial Reports (December) Review and Approve: Diane Strube**
Action Needed
- VI. Consent Docket: Items as listed were sent in advance to board members for review:**
Reports from PIA, Men and Women's Firststep, Executive Director and Chief Operation
Officer.
Review and approve. Action Needed.
- VII. Staff Reports**
 - a. Program Reports: Jennifer Francis, Women's Firststep, Mike Cody, Men's Firststep**
 - b. COO Report: Suzanne Graham**
 - c. Executive Director Report: Connie Schlittler, Executive Director**
- VIII. Committee Reports:**
 - a. Beans and Cornbread Fundraising Committee, Connie Weber**
- IX. President's Report: Ryan O'Toole, President**
- X. New Business**
- XI. Adjournment**

REGULAR BOARD MEETING MINUTES
1940 Linwood Blvd., OKC, OK 73106
Meeting of January 17th, 2019
MINUTES

- I. **Introduction of Guests and Visitors:** Keith Pirtle, Major Nick Elias, Tracey Strader, Nancy Anthony, Alicia Cervantes, social work student

Staff in attendance: Connie Schlittler, Suzanne Graham, Susan Martin, Michael Cody, Jennifer Francis, Shilmila White.
- II. **Presentation of OCCF Wellness Grant Award:** Tracey Strader and Nancy Anthony of the Oklahoma Community Foundation presented OKC Metro Alliance board \$6,000 check, half of the \$12,000 grant award. The grant will benefit the Women's Firststep and encourage a healthy lifestyle focusing on fitness. The grant will allow purchase of shoes, as well as equipment and fitness and nutrition classes. Mrs. Anthony also provided a short presentation on the partnership between OKC Metro Alliance and the community foundation. She distributed a financial report on the current endowment at the foundation.
- III. **Roll Call and Call to Order:** Susan Martin Corporate Business Manager called roll. A quorum was present. President Ryan O'Toole called the meeting to order at 11:45 p.m.
Board Members Present: Ryan O'Toole, Connie Weber, Diane Strube, Chief Jeff Becker, Kevin Combs, Jimmy Durant, Charles Freede, Bonny Green, Gary Wood, Barbara Young
Absent: Chad Alexander, Scott Brown, Catt Burton, Linda Cravens, William Kerr
- IV. **Minutes of Regular Board Meeting and Executive Session:** Kevin Combs made the motion to accept the minutes. Barbara Young seconded the motion. **YES VOTES:** Ryan O'Toole, Connie Weber, Diane Strube, Chief Becker, Kevin Combs, Jimmy Durant, Charles Freede, Bonny Green, Gary Wood, Barbara Young. **NO VOTES:** None. Motion passed unanimously
- V. **Financial Report: December:** The Financial Report was given by Diane Strube. Ms. Strube stated financials are really good six months into the fiscal year. She noted our accounts payable. We ended the month with a deficit. The agency made a \$23,000 match payment on two new vans through the Department of Human Services. There are also several invoices pending payments from the City of Oklahoma City for Men's Lodge. Connie Weber made the motion to approve, Kevin Combs seconded the motion. **YES VOTES:** Ryan O'Toole, Connie Weber, Diane Strube, Chief Becker, Kevin Combs, Jimmy Durant, Charles Freede, Bonny Green, Gary Wood, Barbara Young. **NO VOTES:** None. Motion passed unanimously
- VI. **Consent Docket:** The Consent Docket items were sent in advance for board review. Docket Items included: PIA December 2018 Report, Men's and Women's Firststep Report for

December 2018, Chief Operating Officer Report, -December 2018, and Executive Director Report. Motion was made Diane Strube and seconded by Barbara Young. **YES VOTES:** Ryan O'Toole, Connie Weber, Diane Strube, Chief Becker, Kevin Combs, Jimmy Durant, Charles Freede, Bonny Green, Gary Wood, Barbara Young. **NO VOTES:** None. Motion passed unanimously

VII. STAFF REPORTS:

- a) **Program Reports:** Jennifer Francis, Women's Firststep, Mike Cody, Men's Firststep
Women's Report: Jennifer Francis reported that the women had a fantastic Christmas. Every child had a gift as well as a pair of pajamas. The women that were on campus this year invited their families out and they were able to have a nice Christmas dinner together.
She also stated the numbers that are testing for the GED are higher than ever. They will have a graduation ceremony on campus for those that receive their GED while at Firststep.
Men's Report: Suzanne Graham gave report for Men's, and the men really enjoyed their Christmas gifts, including leisure pants and socks from the board. They also visited Chickasha Festival of the Lights this year.
- b) **COO REPORT:** Suzanne advised the board that she had passed out surveys to all of the clients. She will have a report on those at the next board meeting.
- c) **Executive Director Report:** Powerpoint presentation was presented summarizing some of the previous year's achievements including increased donations, groundbreaking on Men's Lodge, fundraiser, and grant received. Connie reported on the short term PIA grant received this past fall. Funding for Keith Pirtles's position, funded under the grant, is set to end in the next week. Pirtle will be meeting with Arnall Family Foundation as well as Chief Becker and others to report on his findings. The PIA data has been entered into our case management information system, Apricot. We have a contractor entering data for 2018 into the system. So far there are 1,300 detainee records entered for first 7 months of the year. Based on the study findings, the agency is seeking private funding for two full time case managers and possibly two part time recovery support specialists to assist PIA detainees with short-term needs and referrals to services. Schlittler also reported on donations received and ability to track through the Donor Perfect software system. Schlittler provided a short update on the Women's Firststep kitchen and Men's Lodge projects. In regard to the Women's Kitchen, A pre-bid conference is scheduled for January 28. There is a planned meeting February 4 with Arnall Family Foundation to review the cost estimate created by Bill White and seek a funding commitment. As for the Men's Lodge, construction has started. The construction team is holding an owner's meeting every other Monday afternoon at the Men's Firststep. The General Contractor is estimating completion 200 days from the time they start, possibly by September.

VIII. COMMITTEE REPORTS:

a) **Beans and Cornbread Fundraising Committee Connie Weber:** Argus Hamilton has been confirmed to be guest speaker at Luncheon. Robyn Healy has produced a Firststep video which will be shown at the event. We will again recognize employers as previously done. The theme is "Live, Laugh, Love, Recover,(Dance)". The Save the Date cards will be going out very soon. Barbara Young is going to contact Rev. Bob Long to provide the invocation. Gary Wood said that Mike Turpen will again emcee the event. Jimmy Durant requested that we invite Glenn Johnson, classmate of Argus Hamilton.

IX. PRESIDENTS REPORT: Ryan reported working closely with the Executive Director on agency issues. He reported that a lot of great things are going on. He also thanked Deputy Chief Becker and OKCPD for all they are doing. Ryan stated the continuing support through grant and donations has been much appreciated and the "NEED" is there.

X. Executive Session to discuss Department of Labor findings: Jimmy Durant made the motion, Chief Becker seconded. **YES VOTES:** Ryan O'Toole, Connie Weber, Diane Strube, Chief Becker, Kevin Combs, Jimmy Durant, Charles Freede, Bonny Green, Gary Wood, Barbara Young. **NO VOTES:** None. Motion passed unanimously.
Board went into executive session.

XI. New Business: None

XII. Adjournment: Ryan O'Toole adjourned meeting at 1:00 p.m.

Jeffries Advisory Group, PLLC

CERTIFIED PUBLIC ACCOUNTANTS

13937 Technology Dr Ste A
Oklahoma City, OK 73134

Telephone (405) 242-4739
Fax (405) 286-0056

Accountant's Compilation Report

Board of Directors

OKC Metro Alliance, Inc.

Oklahoma City, OK 73106

Dear Board of Directors:

Management is responsible for the accompanying financial statements of Oklahoma City Metro Alliance, Inc., which comprise the balance sheet as of January 31, 2019, and the related statement of financial position and cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America. We have performed compilation engagements in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. We do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

Management has elected to omit substantially all the disclosures required by accounting principles generally accepted in the United States of America. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the company's financial position, results of operations, and cash flows. Accordingly, the financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to OKC Metro Alliance, Inc.

February 11, 2019

Jeffries Advisory Group PLLC

JEFFRIES ADVISORY GROUP, PLLC

Amanda Jeffries

Amanda Jeffries
Partner

OKC METRO ALLIANCE, INC.
Statement of Financial Position
As of January 31, 2019

	Jan 31, 19
ASSETS	
Current Assets	
Checking/Savings	
Housing Trust Fund	144,590.14
Cash on Hand	400.00
Credit Card Account	75.54
Money Market Account	120,917.13
OKCMA Housing	1,715.23
Operating Account	329.73
Payroll Account	20,237.82
Special Projects	60,136.75
Total Checking/Savings	348,402.34
Accounts Receivable	
Accounts Receivable	66,338.08
Total Accounts Receivable	66,338.08
Other Current Assets	
Prepaid Insurance	8,551.44
Total Other Current Assets	8,551.44
Total Current Assets	423,291.86
Fixed Assets	
Land	34,600.00
Buildings	355,508.91
Green House	81,053.13
Leasehold Improvements	1,675,809.04
Vehicles and Equipment	797,340.22
Accumulated Depreciation	
Accum Depr - Buildings	-151,662.67
Accum Depr - Green House	-77,971.77
Accum Depr - Leasehold Impr	-601,545.58
Accum Depr - Vehicles & Equip	-694,046.93
Total Accumulated Depreciation	-1,525,226.95
Total Fixed Assets	1,419,084.35
Other Assets	
Work in Process	57,923.50
Deposits	2,850.00
Interest in asset held OCCF	33,542.15
Total Other Assets	94,315.65
TOTAL ASSETS	1,936,691.86
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	60,459.12
Total Accounts Payable	60,459.12
Other Current Liabilities	
Payroll Liabilities	13,516.98
Deferred Revenue	90,376.82
LOC-Bancfirst	20,000.00
Total Other Current Liabilities	123,893.80
Total Current Liabilities	184,352.92

SEE ACCOUNTANTS' COMPILATION REPORT

OKC METRO ALLIANCE, INC.
Statement of Financial Position
As of January 31, 2019

	<u>Jan 31, 19</u>
Long Term Liabilities	
Loan Payable Grant	106,801.42
Total Long Term Liabilities	<u>106,801.42</u>
Total Liabilities	291,154.34
Equity	
Retained Earnings	1,740,124.25
Net Income	-94,586.73
Total Equity	<u>1,645,537.52</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,936,691.86</u></u>

SEE ACCOUNTANTS' COMPILATION REPORT

OKC METRO ALLIANCE, INC.
Statement of Activities by Month
July 2018 through January 2019

	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18
Income					
City Contract Income	23,928.60	23,928.60	23,928.60	23,928.60	23,928.60
Contract Services	121,116.32	134,032.82	130,290.12	145,488.62	112,659.12
Client Fees	38,377.80	115,822.79	81,239.85	83,062.48	75,489.37
Firststep Art	0.00	0.00	0.00	595.00	-595.00
Fundraiser Income	115.00	105.00	105.00	105.00	105.00
Gifts and Grants	10,584.83	12,527.33	16,905.23	88,095.08	115,943.62
Greenhouse Utilities	200.00	200.00	200.00	200.00	200.00
In-Kind Gifts	13,898.00	21,369.21	23,176.31	16,176.72	18,876.16
Interest Income	295.94	300.40	260.98	335.64	312.71
Misc. Refunds/Reimbursements	3,819.42	3,844.58	6,771.75	4,462.78	4,503.69
OKCMA Housing Rent	0.00	60.55	187.95	187.95	347.40
Remerge	5,400.00	5,400.00	5,850.00	4,800.00	3,125.00
Room and Board/Rent	1,000.00	800.00	700.00	600.00	600.00
Vending	0.00	622.43	0.00	444.41	0.00
Total Income	218,735.91	319,013.71	289,615.79	368,482.28	355,495.67
Gross Profit	218,735.91	319,013.71	289,615.79	368,482.28	355,495.67
Expense					
401K	762.79	1,141.49	822.22	858.68	836.75
Accounting and Audit Services	750.00	750.00	750.00	750.00	3,875.00
Advertising	1,200.00	0.00	0.00	0.00	0.00
PIA Grant Expense	0.00	0.00	745.16	3,013.77	7,120.30
Auto-Purchase, Repair and Tags	2,752.96	8,207.89	2,390.28	2,822.42	2,149.29
Auto Mileage	781.92	1,889.55	1,638.36	949.32	820.26
Bank Fees	79.84	97.03	66.95	69.12	159.98
Cab PIA	372.50	447.75	-63.00	-223.00	18.05
Capital Expenditures	7,499.95	49,790.25	18,507.10	21,546.62	625.00
Conference, Training, Education	2,098.96	2,046.91	789.38	2,180.00	195.00
Depreciation	10,085.92	10,085.92	10,085.92	10,085.92	10,085.92
Dues & Subscriptions	385.00	150.00	1,008.00	337.00	875.00
Firststep Grants	1,686.41	0.00	0.00	0.00	0.00
Food	24,386.56	32,325.41	35,676.72	25,772.82	28,047.00
Fundraiser	0.00	10,000.00	0.00	1,137.50	2,270.00
Gasoline	9,580.15	7,637.18	5,758.73	9,280.58	4,675.10
Insurance	15,990.49	18,291.34	19,153.24	32,613.02	18,023.77
Meals & Entertainment	300.49	212.47	357.20	2,333.79	70.66
Medical	81.44	3,713.06	2,772.65	3,458.79	195.00
Miscellaneous	723.93	6,864.39	5,110.28	4,860.78	5,669.59
OKCMA Housing Expense	4,050.00	4,050.00	4,050.00	4,050.00	4,050.00
Payroll Services	1,565.52	796.07	980.23	1,125.18	1,137.53
Postage	208.99	100.00	289.54	285.25	314.07
Printing	516.85	332.39	0.00	322.62	0.00
Professional, Contract & Legal	0.00	2,586.49	575.78	747.50	500.00
Repair and Maintenance	1,718.15	3,211.86	1,375.78	2,098.12	2,453.04
Small Equipment	1,808.92	0.00	0.00	256.34	0.00
Supplies	5,204.55	11,853.65	6,086.86	8,294.26	8,298.00
Taxes	12,471.38	18,632.62	12,521.10	12,634.94	12,323.53
Telephone and Internet	2,674.47	2,713.53	2,358.25	2,808.29	2,714.17
Utilities	9,573.52	10,957.76	8,210.73	8,276.75	3,904.44
Wages	71,928.96	233,312.30	156,643.86	158,567.41	154,435.98
Firststep Art Expense	0.00	0.00	0.00	0.00	0.00
Total Expense	191,240.62	442,197.31	298,661.32	321,313.79	275,842.43
Net Income	27,495.29	-123,183.60	-9,045.53	47,168.49	79,653.24

SEE ACCOUNTANTS' COMPILATION REPORT

OKC METRO ALLIANCE, INC.
Statement of Activities by Month
July 2018 through January 2019

	Dec 18	Jan 19	TOTAL
Income			
City Contract Income	23,928.60	23,928.60	167,500.20
Contract Services	106,099.57	110,729.62	860,416.19
Client Fees	70,603.89	91,808.58	556,404.76
Firststep Art	300.00	0.00	300.00
Fundraiser Income	2,560.00	205.00	3,300.00
Gifts and Grants	17,783.09	38,373.33	300,212.51
Greenhouse Utilities	200.00	200.00	1,400.00
In-Kind Gifts	23,045.76	13,776.40	130,318.56
Interest Income	272.54	277.94	2,056.15
Misc. Refunds/Reimbursements	2,834.96	3,899.42	30,136.60
OKCMA Housing Rent	0.00	254.80	1,038.65
Remerge	9,925.00	6,100.00	40,600.00
Room and Board/Rent	1,150.00	925.00	5,775.00
Vending	0.00	0.00	1,066.84
Total Income	<u>258,703.41</u>	<u>290,478.69</u>	<u>2,100,525.46</u>
Gross Profit	258,703.41	290,478.69	2,100,525.46
Expense			
401K	838.40	1,288.02	6,548.35
Accounting and Audit Services	5,750.00	750.00	13,375.00
Advertising	0.00	0.00	1,200.00
PIA Grant Expense	2,711.25	5,556.25	19,146.73
Auto-Purchase, Repair and Tags	1,315.89	652.17	20,290.90
Auto Mileage	223.02	374.38	6,676.81
Bank Fees	55.74	76.68	605.34
Cab PIA	-151.80	99.00	499.50
Capital Expenditures	37,691.24	21,668.51	157,328.67
Conference, Training, Education	0.00	0.00	7,310.25
Depreciation	10,085.92	10,085.92	70,601.44
Dues & Subscriptions	275.00	437.00	3,467.00
Firststep Grants	0.00	0.00	1,686.41
Food	25,835.88	25,809.83	197,854.22
Fundraiser	0.00	0.00	13,407.50
Gasoline	4,482.86	3,328.23	44,742.83
Insurance	6,928.65	39,194.34	150,194.85
Meals & Entertainment	0.00	55.82	3,330.43
Medical	3,836.03	219.71	14,276.68
Miscellaneous	7,009.88	4,375.96	34,614.81
OKCMA Housing Expense	4,050.00	4,050.00	28,350.00
Payroll Services	1,141.25	1,227.68	7,973.46
Postage	287.64	182.56	1,668.05
Printing	21.66	1,758.05	2,951.57
Professional, Contract & Legal	130.89	220.00	4,760.66
Repair and Maintenance	838.84	1,265.56	12,961.35
Small Equipment	0.00	0.00	2,065.26
Supplies	12,576.12	7,283.45	59,596.89
Taxes	12,582.33	11,020.34	92,186.24
Telephone and Internet	2,634.57	2,660.44	18,563.72
Utilities	10,031.93	6,330.81	57,285.94
Wages	157,246.84	207,339.72	1,139,475.07
Firststep Art Expense	116.26	0.00	116.26
Total Expense	<u>308,546.29</u>	<u>357,310.43</u>	<u>2,195,112.19</u>
Net Income	<u>-49,842.88</u>	<u>-66,831.74</u>	<u>-94,586.73</u>

SEE ACCOUNTANTS' COMPILATION REPORT

OKC METRO ALLIANCE, INC.
Statement of Activities by Class

January 2019

	Men's	Women's	G&A	PIA	Greenhouse	PP&E	COC	TOTAL
Income								
City Contract Income	0.00	0.00	0.00	23,928.60	0.00	0.00	0.00	23,928.60
Contract Services	84,931.72	25,742.90	0.00	0.00	55.00	0.00	0.00	110,729.62
Client Fees	65,895.84	25,912.74	0.00	0.00	0.00	0.00	0.00	91,808.58
Fundraiser Income	52.50	152.50	0.00	0.00	0.00	0.00	0.00	205.00
Gifts and Grants	919.50	31,825.36	0.00	0.00	0.00	0.00	5,628.47	38,373.33
Greenhouse Utilities	0.00	0.00	0.00	0.00	200.00	0.00	0.00	200.00
In-Kind Gifts	5,810.00	7,366.40	0.00	600.00	0.00	0.00	0.00	13,776.40
Interest Income	0.00	0.00	277.94	0.00	0.00	0.00	0.00	277.94
Misc. Refunds/Reimbursements	1,016.23	909.97	1,973.22	0.00	0.00	0.00	0.00	3,899.42
OKCMA Housing Rent	254.80	0.00	0.00	0.00	0.00	0.00	0.00	254.80
Remerge	0.00	6,100.00	0.00	0.00	0.00	0.00	0.00	6,100.00
Room and Board/Rent	200.00	225.00	0.00	0.00	500.00	0.00	0.00	925.00
Total Income	159,080.59	98,234.87	2,251.16	24,528.60	755.00	0.00	5,628.47	290,478.69
Gross Profit	159,080.59	98,234.87	2,251.16	24,528.60	755.00	0.00	5,628.47	290,478.69
Expense								
401K	227.31	291.99	633.63	135.09	0.00	0.00	0.00	1,288.02
Accounting and Audit Services	250.00	250.00	0.00	250.00	0.00	0.00	0.00	750.00
PIA Grant Expense	0.00	0.00	0.00	5,556.25	0.00	0.00	0.00	5,556.25
Auto-Purchase, Repair and Tags	404.20	247.97	0.00	0.00	0.00	0.00	0.00	652.17
Auto Mileage	245.16	98.54	0.00	30.68	0.00	0.00	0.00	374.38
Bank Fees	0.00	0.00	76.68	0.00	0.00	0.00	0.00	76.68
Cab PIA	0.00	0.00	0.00	99.00	0.00	0.00	0.00	99.00
Capital Expenditures	0.00	21,668.51	0.00	0.00	0.00	0.00	0.00	21,668.51
Depreciation	0.00	0.00	0.00	0.00	0.00	10,085.92	0.00	10,085.92
Dues & Subscriptions	0.00	0.00	437.00	0.00	0.00	0.00	0.00	437.00
Food	14,465.84	10,712.98	0.00	631.01	0.00	0.00	0.00	25,809.83
Gasoline	2,264.86	1,063.37	0.00	0.00	0.00	0.00	0.00	3,328.23
Insurance	13,293.70	11,761.60	6,671.15	7,467.89	0.00	0.00	0.00	39,194.34
Meals & Entertainment	0.00	19.62	36.20	0.00	0.00	0.00	0.00	55.82
Medical	219.71	0.00	0.00	0.00	0.00	0.00	0.00	219.71
Miscellaneous	2,936.75	928.05	506.92	4.24	0.00	0.00	0.00	4,375.96
OKCMA Housing Expense	0.00	0.00	0.00	0.00	0.00	0.00	4,050.00	4,050.00
Payroll Services	409.23	409.23	204.60	204.62	0.00	0.00	0.00	1,227.68
Postage	60.85	60.85	0.00	60.86	0.00	0.00	0.00	182.56
Printing	1,067.87	690.18	0.00	0.00	0.00	0.00	0.00	1,758.05
Professional, Contract & Legal	110.00	110.00	0.00	0.00	0.00	0.00	0.00	220.00
Repair and Maintenance	250.48	890.08	0.00	125.00	0.00	0.00	0.00	1,265.56
Supplies	2,008.23	2,943.83	183.62	2,147.77	0.00	0.00	0.00	7,283.45
Taxes	5,835.94	2,845.96	1,453.80	884.64	0.00	0.00	0.00	11,020.34
Telephone and Internet	797.74	902.24	152.72	807.74	0.00	0.00	0.00	2,660.44
Utilities	3,588.83	2,065.66	0.00	676.32	0.00	0.00	0.00	6,330.81
Wages	107,751.57	53,914.52	28,201.26	15,893.90	0.00	0.00	1,578.47	207,339.72
Total Expense	156,188.27	111,875.18	38,557.58	34,975.01	0.00	10,085.92	5,628.47	357,310.43
Net Income	2,892.32	-13,640.31	-36,306.42	-10,446.41	755.00	-10,085.92	0.00	-66,831.74

OKC METRO ALLIANCE, INC.
Statement of Activities by Class
July 2018 through January 2019

	Men's	Women's	G&A	PIA	Greenhouse	PP&E	COC	TOTAL
Income								
City Contract Income	0.00	0.00	0.00	167,500.20	0.00	0.00	0.00	167,500.20
Contract Services	633,281.34	225,429.85	0.00	0.00	1,705.00	0.00	0.00	860,416.19
Client Fees	372,469.76	183,935.00	0.00	0.00	0.00	0.00	0.00	556,404.76
Firststep Art	0.00	300.00	0.00	0.00	0.00	0.00	0.00	300.00
Fundraiser Income	717.50	2,582.50	0.00	0.00	0.00	0.00	0.00	3,300.00
Gifts and Grants	148,329.63	87,217.37	0.00	22,320.00	0.00	0.00	42,345.51	300,212.51
Greenhouse Utilities	0.00	0.00	0.00	0.00	1,400.00	0.00	0.00	1,400.00
In-Kind Gifts	42,141.71	86,475.85	0.00	1,701.00	0.00	0.00	0.00	130,318.56
Interest Income	0.00	0.00	2,056.15	0.00	0.00	0.00	0.00	2,056.15
Misc. Refunds/Reimbursements	12,321.11	6,431.72	11,383.77	0.00	0.00	0.00	0.00	30,136.60
OKCMA Housing Rent	988.65	0.00	0.00	0.00	0.00	0.00	50.00	1,038.65
Remerge	0.00	40,600.00	0.00	0.00	0.00	0.00	0.00	40,600.00
Room and Board/Rent	1,450.00	825.00	0.00	0.00	3,500.00	0.00	0.00	5,775.00
Vending	618.80	448.04	0.00	0.00	0.00	0.00	0.00	1,066.84
Total Income	1,212,318.50	634,245.33	13,439.92	191,521.20	6,605.00	0.00	42,395.51	2,100,525.46
Gross Profit	1,212,318.50	634,245.33	13,439.92	191,521.20	6,605.00	0.00	42,395.51	2,100,525.46
Expense								
401K	1,212.32	1,490.95	3,124.60	720.48	0.00	0.00	0.00	6,548.35
Accounting and Audit Services	4,458.34	4,458.34	833.33	3,624.99	0.00	0.00	0.00	13,375.00
Advertising	600.00	600.00	0.00	0.00	0.00	0.00	0.00	1,200.00
PIA Grant Expense	0.00	0.00	0.00	19,146.73	0.00	0.00	0.00	19,146.73
Auto-Purchase, Repair and Tags	13,180.80	7,110.10	0.00	0.00	0.00	0.00	0.00	20,290.90
Auto Mileage	5,450.76	1,094.84	0.00	131.21	0.00	0.00	0.00	6,676.81
Bank Fees	0.00	0.00	605.34	0.00	0.00	0.00	0.00	605.34
Cab PIA	0.00	0.00	0.00	499.50	0.00	0.00	0.00	499.50
Capital Expenditures	86,850.89	70,477.78	0.00	0.00	0.00	0.00	0.00	157,328.67
Conference, Training, Education	1,080.66	2,979.45	399.99	2,850.15	0.00	0.00	0.00	7,310.25
Depreciation	0.00	0.00	0.00	0.00	0.00	70,601.44	0.00	70,601.44
Dues & Subscriptions	546.00	521.00	2,203.00	197.00	0.00	0.00	0.00	3,467.00
Firststep Grants	822.64	863.77	0.00	0.00	0.00	0.00	0.00	1,686.41
Food	100,176.72	94,382.59	0.00	2,741.49	0.00	0.00	553.42	197,854.22
Fundraiser	6,678.75	6,728.75	0.00	0.00	0.00	0.00	0.00	13,407.50
Gasoline	29,593.27	15,149.56	0.00	0.00	0.00	0.00	0.00	44,742.83
Insurance	52,664.53	47,150.39	20,885.37	29,494.56	0.00	0.00	0.00	150,194.85
Meals & Entertainment	2,265.64	650.96	70.67	343.16	0.00	0.00	0.00	3,330.43
Medical	8,046.33	6,211.73	0.00	0.00	0.00	0.00	18.62	14,276.68
Miscellaneous	22,245.63	10,659.04	1,481.15	228.99	0.00	0.00	0.00	34,614.81
OKCMA Housing Expense	0.00	0.00	0.00	0.00	0.00	0.00	28,350.00	28,350.00
Payroll Services	2,679.23	2,679.23	1,141.34	1,473.66	0.00	0.00	0.00	7,973.46
Postage	570.44	577.15	0.00	520.46	0.00	0.00	0.00	1,668.05
Printing	1,499.70	1,444.65	0.00	7.22	0.00	0.00	0.00	2,951.57
Professional, Contract & Legal	2,465.67	1,971.50	162.50	160.99	0.00	0.00	0.00	4,760.66
Repair and Maintenance	5,947.71	5,900.03	0.00	1,113.61	0.00	0.00	0.00	12,961.35
Small Equipment	2,065.26	0.00	0.00	0.00	0.00	0.00	0.00	2,065.26
Supplies	12,708.84	32,728.95	2,707.42	9,341.94	0.00	0.00	2,109.74	59,596.89
Taxes	51,318.35	25,137.92	9,715.83	6,014.14	0.00	0.00	0.00	92,186.24
Telephone and Internet	4,964.30	6,881.78	1,067.84	5,649.80	0.00	0.00	0.00	18,563.72
Utilities	30,383.19	23,374.27	0.00	3,528.48	0.00	0.00	0.00	57,285.94
Wages	608,977.65	308,313.04	136,103.85	76,609.82	0.00	0.00	9,470.71	1,139,475.07
Firststep Art Expense	0.00	116.26	0.00	0.00	0.00	0.00	0.00	116.26
Total Expense	1,059,453.62	679,654.03	180,502.23	164,398.38	0.00	70,601.44	40,502.49	2,195,112.19
Net Income	152,864.88	-45,408.70	-167,062.31	27,122.82	6,605.00	-70,601.44	1,893.02	-94,586.73

OKC METRO ALLIANCE, INC.
Statement of Cash Flows
July 2018 through January 2019

	Jul '18 - Jan 19
OPERATING ACTIVITIES	
Net Income	-94,586.73
Adjustments to reconcile Net Income to net cash provided by operations:	
Accounts Receivable	8,361.52
CD - Bancfirst 2	30,519.71
CD - Bancfirst	50,827.93
Prepaid Insurance	-1,903.82
Accounts Payable	-15,693.81
Accrued Payroll	-41,252.98
Payroll Liabilities	11,256.09
Deferred Revenue	-29,118.51
N/P - Bancfirst	-50,000.00
N/P - Bancfirst 2	-30,000.00
Net cash provided by Operating Activities	-161,590.60
INVESTING ACTIVITIES	
Accumulated Depreciation:Accum Depr - Buildings	6,867.63
Accumulated Depreciation:Accum Depr - Green House	404.81
Accumulated Depreciation:Accum Depr - Leasehold Impr	29,369.62
Accumulated Depreciation:Accum Depr - Vehicles & Equip	33,959.38
Net cash provided by Investing Activities	70,601.44
FINANCING ACTIVITIES	
Loan Payable Grant	78,024.42
Net cash provided by Financing Activities	78,024.42
Net cash increase for period	-12,964.74
Cash at beginning of period	361,367.08
Cash at end of period	348,402.34

SEE ACCOUNTANTS' COMPILATION REPORT.

OKC METRO ALLIANCE, INC.
Statement of Activities by Class
July 2018 through January 2019

	Men's	Women's	G&A	PIA	Greenhouse	PP&E	COC	TOTAL
Income								
City Contract Income	0.00	0.00	0.00	167,500.20	0.00	0.00	0.00	167,500.20
Contract Services	633,281.34	225,429.85	0.00	0.00	1,705.00	0.00	0.00	860,416.19
Client Fees	372,469.76	183,935.00	0.00	0.00	0.00	0.00	0.00	556,404.76
Firststep Art	0.00	300.00	0.00	0.00	0.00	0.00	0.00	300.00
Fundraiser Income	717.50	2,582.50	0.00	0.00	0.00	0.00	0.00	3,300.00
Gifts and Grants	148,329.63	87,217.37	0.00	22,320.00	0.00	0.00	42,345.51	300,212.51
Greenhouse Utilities	0.00	0.00	0.00	0.00	1,400.00	0.00	0.00	1,400.00
In-Kind Gifts	42,141.71	86,475.85	0.00	1,701.00	0.00	0.00	0.00	130,318.56
Interest Income	0.00	0.00	2,056.15	0.00	0.00	0.00	0.00	2,056.15
Misc. Refunds/Reimbursements	12,321.11	6,431.72	11,383.77	0.00	0.00	0.00	0.00	30,136.60
OKCMA Housing Rent	988.65	0.00	0.00	0.00	0.00	0.00	50.00	1,038.65
Remerge	0.00	40,600.00	0.00	0.00	0.00	0.00	0.00	40,600.00
Room and Board/Rent	1,450.00	825.00	0.00	0.00	3,500.00	0.00	0.00	5,775.00
Vending	618.80	448.04	0.00	0.00	0.00	0.00	0.00	1,066.84
Total Income	1,212,318.50	634,245.33	13,439.92	191,521.20	6,605.00	0.00	42,395.51	2,100,525.46
Gross Profit	1,212,318.50	634,245.33	13,439.92	191,521.20	6,605.00	0.00	42,395.51	2,100,525.46
Expense								
401K	1,212.32	1,490.95	3,124.60	720.48	0.00	0.00	0.00	6,548.35
Accounting and Audit Services	4,458.34	4,458.34	833.33	3,624.99	0.00	0.00	0.00	13,375.00
Advertising	600.00	600.00	0.00	0.00	0.00	0.00	0.00	1,200.00
PIA Grant Expense	0.00	0.00	0.00	19,146.73	0.00	0.00	0.00	19,146.73
Auto-Purchase, Repair and Tags	13,180.80	7,110.10	0.00	0.00	0.00	0.00	0.00	20,290.90
Auto Mileage	5,450.76	1,094.84	0.00	131.21	0.00	0.00	0.00	6,676.81
Bank Fees	0.00	0.00	605.34	0.00	0.00	0.00	0.00	605.34
Cab PIA	0.00	0.00	0.00	499.50	0.00	0.00	0.00	499.50
Capital Expenditures	86,850.89	70,477.78	0.00	0.00	0.00	0.00	0.00	157,328.67
Conference, Training, Education	1,080.68	2,979.45	399.99	2,850.15	0.00	0.00	0.00	7,310.25
Depreciation	0.00	0.00	0.00	0.00	0.00	70,601.44	0.00	70,601.44
Dues & Subscriptions	546.00	521.00	2,203.00	197.00	0.00	0.00	0.00	3,467.00
Firststep Grants	822.64	863.77	0.00	0.00	0.00	0.00	0.00	1,686.41
Food	100,176.72	94,382.59	0.00	2,741.49	0.00	0.00	553.42	197,854.22
Fundraiser	6,678.75	6,728.75	0.00	0.00	0.00	0.00	0.00	13,407.50
Gasoline	29,593.27	15,149.56	0.00	0.00	0.00	0.00	0.00	44,742.83
Insurance	52,664.53	47,150.39	20,885.37	29,494.56	0.00	0.00	0.00	150,194.85
Meals & Entertainment	2,265.64	650.96	70.67	343.16	0.00	0.00	0.00	3,330.43
Medical	8,046.33	6,211.73	0.00	0.00	0.00	0.00	18.62	14,276.68
Miscellaneous	22,245.63	10,659.04	1,481.15	228.99	0.00	0.00	0.00	34,614.81
OKCMA Housing Expense	0.00	0.00	0.00	0.00	0.00	0.00	28,350.00	28,350.00
Payroll Services	2,679.23	2,679.23	1,141.34	1,473.66	0.00	0.00	0.00	7,973.46
Postage	570.44	577.15	0.00	520.46	0.00	0.00	0.00	1,668.05
Printing	1,499.70	1,444.65	0.00	7.22	0.00	0.00	0.00	2,951.57
Professional, Contract & Legal	2,465.67	1,971.50	162.50	160.99	0.00	0.00	0.00	4,760.66
Repair and Maintenance	5,947.71	5,900.03	0.00	1,113.61	0.00	0.00	0.00	12,961.35
Small Equipment	2,065.26	0.00	0.00	0.00	0.00	0.00	0.00	2,065.26
Supplies	12,708.84	32,728.95	2,707.42	9,341.94	0.00	0.00	2,109.74	59,596.89
Taxes	51,318.35	25,137.92	9,715.83	6,014.14	0.00	0.00	0.00	92,186.24
Telephone and Internet	4,964.30	6,881.78	1,067.84	5,649.80	0.00	0.00	0.00	18,563.72
Utilities	30,383.19	23,374.27	0.00	3,528.48	0.00	0.00	0.00	57,285.94
Wages	608,977.65	308,313.04	136,103.85	76,609.82	0.00	0.00	9,470.71	1,139,475.07
Firststep Art Expense	0.00	116.26	0.00	0.00	0.00	0.00	0.00	116.26
Total Expense	1,059,453.62	679,654.03	180,502.23	164,398.38	0.00	70,601.44	40,502.49	2,195,112.19
Total	152,864.88	-45,408.70	-167,062.31	27,122.82	6,605.00	-70,601.44	1,893.02	-94,586.73
Percent of G&A Expense	-33,412.46	-33,412.46	167,062.31	-100,237.39				0.00
Net Income	119,452.42	-78,821.16	0.00	-73,114.57	6,605.00	-70,601.44	1,893.02	-94,586.73

SEE ACCOUNTANTS' COMPILATION REPORT

OKC METRO ALLIANCE, INC.
Profit & Loss Budget vs. Actual
July 2018 through January 2019

	Jul 18	Budget	\$ Over Budget	% of Budget
Income				
City Contract Income	23,928.60	24,371.72	-443.12	98.2%
Contract Services	121,116.32	108,333.37	12,782.95	111.8%
Client Fees	38,377.80	77,635.13	-39,257.33	49.4%
Firststep Art	0.00			
Fundraiser Income	115.00	8,333.37	-8,218.37	1.4%
Gifts and Grants	10,584.83	25,416.63	-14,831.80	41.6%
Greenhouse Utilities	200.00	50.00	150.00	400.0%
In-Kind Gifts	13,898.00	16,415.14	-2,517.14	84.7%
Interest Income	295.94	128.59	167.35	230.1%
Misc. Refunds/Reimbursements	3,819.42	2,854.46	964.96	133.8%
OKCMA Housing Rent	0.00	64.22	-64.22	0.0%
Remerge	5,400.00	4,833.37	566.63	111.7%
Room and Board/Rent	1,000.00	733.37	266.63	136.4%
Unrealized Gain (loss) On Asset	0.00	0.00	0.00	0.0%
Vending	0.00	180.16	-180.16	0.0%
Total Income	218,735.91	269,349.53	-50,613.62	81.2%
Gross Profit	218,735.91	269,349.53	-50,613.62	81.2%
Expense				
401K	762.79	562.83	199.96	135.5%
Accounting and Audit Services	750.00	1,438.66	-688.66	52.1%
Advertising	1,200.00	416.63	783.37	288.0%
PIA Grant Expense	0.00			
Auto-Purchase, Repair and Tags	2,752.96	3,666.63	-913.67	75.1%
Auto Mileage	781.92	762.96	18.96	102.5%
Bad Debts	0.00	0.00	0.00	0.0%
Bank Fees	79.84	172.53	-92.69	46.3%
Cab PIA	372.50	134.73	237.77	276.5%
Capital Expenditures	7,499.95	3,467.50	4,032.45	216.3%
Conference, Training, Education	2,098.96	750.00	1,348.96	279.9%
Depreciation	10,085.92	11,048.55	-962.63	91.3%
Dues & Subscriptions	385.00	236.13	148.87	163.0%
Firststep Grants	1,686.41	2,370.75	-684.34	71.1%
Food	24,386.56	22,716.59	1,669.97	107.4%
Fundraiser	0.00	1,666.63	-1,666.63	0.0%
Gasoline	9,580.15	6,627.01	2,953.14	144.6%
Insurance	15,990.49	19,581.08	-3,590.59	81.7%
Lease Payment	0.00	1,500.00	-1,500.00	0.0%
Meals & Entertainment	300.49	500.00	-199.51	60.1%
Medical	81.44	2,819.87	-2,738.43	2.9%
Miscellaneous	723.93	410.48	313.45	176.4%
OKCMA Housing Expense	4,050.00	3,963.88	86.12	102.2%
Payroll Services	1,565.52	1,763.91	-198.39	88.8%
Postage	208.99	208.37	0.62	100.3%
Printing	516.85	166.63	350.22	310.2%
Professional, Contract & Legal	0.00	5,269.95	-5,269.95	0.0%
Repair and Maintenance	1,718.15	2,266.18	-548.03	75.8%
Small Equipment	1,808.92	2,196.87	-387.95	82.3%
Supplies	5,204.55	8,216.43	-3,011.88	63.3%
Taxes	12,471.38	11,830.87	640.51	105.4%
Telephone and Internet	2,674.47	2,542.52	131.95	105.2%
Utilities	9,573.52	8,254.13	1,319.39	116.0%
Wages	71,928.96	141,916.19	-69,987.23	50.7%
Firststep Art Expense	0.00			
Total Expense	191,240.62	269,445.49	-78,204.87	71.0%
Net Income	27,495.29	-95.96	27,591.25	-28,652.9%

OKC METRO ALLIANCE, INC.
Profit & Loss Budget vs. Actual
July 2018 through January 2019

	Aug 18	Budget	\$ Over Budget	% of Budget
Income				
City Contract Income	23,928.60	24,371.72	-443.12	98.2%
Contract Services	134,032.82	108,333.33	25,699.49	123.7%
Client Fees	115,822.79	77,635.17	38,187.62	149.2%
Firststep Art	0.00			
Fundraiser Income	105.00	8,333.33	-8,228.33	1.3%
Gifts and Grants	12,527.33	25,416.67	-12,889.34	49.3%
Greenhouse Utilities	200.00	100.00	100.00	200.0%
In-Kind Gifts	21,369.21	16,415.14	4,954.07	130.2%
Interest Income	300.40	128.59	171.81	233.6%
Misc. Refunds/Reimbursements	3,844.58	2,854.42	990.16	134.7%
OKCMA Housing Rent	60.55	64.22	-3.67	94.3%
Remerge	5,400.00	4,833.33	566.67	111.7%
Room and Board/Rent	800.00	733.33	66.67	109.1%
Unrealized Gain (loss) On Asset	0.00	0.00	0.00	0.0%
Vending	622.43	180.16	442.27	345.5%
Total Income	319,013.71	269,399.41	49,614.30	118.4%
Gross Profit	319,013.71	269,399.41	49,614.30	118.4%
Expense				
401K	1,141.49	562.83	578.66	202.8%
Accounting and Audit Services	750.00	1,438.66	-688.66	52.1%
Advertising	0.00	416.67	-416.67	0.0%
PIA Grant Expense	0.00			
Auto-Purchase, Repair and Tags	8,207.89	3,666.67	4,541.22	223.9%
Auto Mileage	1,889.55	762.91	1,126.64	247.7%
Bad Debts	0.00	0.00	0.00	0.0%
Bank Fees	97.03	124.82	-27.79	77.7%
Cab PIA	447.75	134.69	313.06	332.4%
Capital Expenditures	49,790.25	3,467.50	46,322.75	1,435.9%
Conference, Training, Education	2,046.91	750.00	1,296.91	272.9%
Depreciation	10,085.92	11,048.55	-962.63	91.3%
Dues & Subscriptions	150.00	236.17	-86.17	63.5%
Firststep Grants	0.00	2,370.75	-2,370.75	0.0%
Food	32,325.41	22,716.62	9,608.79	142.3%
Fundraiser	10,000.00	1,666.67	8,333.33	600.0%
Gasoline	7,637.18	6,627.05	1,010.13	115.2%
Insurance	18,291.34	19,581.09	-1,289.75	93.4%
Lease Payment	0.00	1,500.00	-1,500.00	0.0%
Meals & Entertainment	212.47	500.00	-287.53	42.5%
Medical	3,713.06	2,819.84	893.22	131.7%
Miscellaneous	6,864.39	410.46	6,453.93	1,672.4%
OKCMA Housing Expense	4,050.00	3,963.89	86.11	102.2%
Payroll Services	796.07	1,763.97	-967.90	45.1%
Postage	100.00	208.33	-108.33	48.0%
Printing	332.39	166.67	165.72	199.4%
Professional, Contract & Legal	2,586.49	5,269.93	-2,683.44	49.1%
Repair and Maintenance	3,211.86	2,266.14	945.72	141.7%
Small Equipment	0.00	2,196.83	-2,196.83	0.0%
Supplies	11,853.65	8,216.48	3,637.17	144.3%
Taxes	18,632.62	11,830.87	6,801.75	157.5%
Telephone and Internet	2,713.53	2,542.50	171.03	106.7%
Utilities	10,957.76	8,254.13	2,703.63	132.8%
Wages	233,312.30	141,916.22	91,396.08	164.4%
Firststep Art Expense	0.00			
Total Expense	442,197.31	269,397.91	172,799.40	164.1%
Net Income	-123,183.60	1.50	-123,185.10	-8,212,240.0%

OKC METRO ALLIANCE, INC.
Profit & Loss Budget vs. Actual
July 2018 through January 2019

	Sep 18	Budget	\$ Over Budget	% of Budget
Income				
City Contract Income	23,928.60	24,371.72	-443.12	98.2%
Contract Services	130,290.12	108,333.33	21,956.79	120.3%
Client Fees	81,239.85	77,635.17	3,604.68	104.6%
Firststep Art	0.00			
Fundraiser Income	105.00	8,333.33	-8,228.33	1.3%
Gifts and Grants	16,905.23	25,416.67	-8,511.44	66.5%
Greenhouse Utilities	200.00	50.00	150.00	400.0%
In-Kind Gifts	23,176.31	16,415.14	6,761.17	141.2%
Interest Income	260.98	128.59	132.39	203.0%
Misc. Refunds/Reimbursements	6,771.75	2,854.42	3,917.33	237.2%
OKCMA Housing Rent	187.95	64.22	123.73	292.7%
Remerge	5,850.00	4,833.33	1,016.67	121.0%
Room and Board/Rent	700.00	733.33	-33.33	95.5%
Unrealized Gain (loss) On Asset	0.00	0.00	0.00	0.0%
Vending	0.00	180.16	-180.16	0.0%
Total Income	289,615.79	269,349.41	20,266.38	107.5%
Gross Profit	289,615.79	269,349.41	20,266.38	107.5%
Expense				
401K	822.22	562.83	259.39	146.1%
Accounting and Audit Services	750.00	1,438.66	-688.66	52.1%
Advertising	0.00	416.67	-416.67	0.0%
PIA Grant Expense	745.16			
Auto-Purchase, Repair and Tags	2,390.28	3,666.67	-1,276.39	65.2%
Auto Mileage	1,638.36	762.91	875.45	214.8%
Bad Debts	0.00	0.00	0.00	0.0%
Bank Fees	66.95	102.97	-36.02	65.0%
Cab PIA	-63.00	134.69	-197.69	-46.8%
Capital Expenditures	18,507.10	3,467.50	15,039.60	533.7%
Conference, Training, Education	789.38	750.00	39.38	105.3%
Depreciation	10,085.92	11,048.55	-962.63	91.3%
Dues & Subscriptions	1,008.00	236.17	771.83	426.8%
Firststep Grants	0.00	2,370.75	-2,370.75	0.0%
Food	35,676.72	22,716.62	12,960.10	157.1%
Fundraiser	0.00	1,666.67	-1,666.67	0.0%
Gasoline	5,758.73	6,627.05	-868.32	86.9%
Insurance	19,153.24	19,581.09	-427.85	97.8%
Lease Payment	0.00	1,500.00	-1,500.00	0.0%
Meals & Entertainment	357.20	500.00	-142.80	71.4%
Medical	2,772.65	2,819.84	-47.19	98.3%
Miscellaneous	5,110.28	410.46	4,699.82	1,245.0%
OKCMA Housing Expense	4,050.00	3,963.89	86.11	102.2%
Payroll Services	980.23	1,763.97	-783.74	55.6%
Postage	289.54	208.33	81.21	139.0%
Printing	0.00	166.67	-166.67	0.0%
Professional, Contract & Legal	575.78	5,269.93	-4,694.15	10.9%
Repair and Maintenance	1,375.78	2,266.14	-890.36	60.7%
Small Equipment	0.00	2,196.83	-2,196.83	0.0%
Supplies	6,086.86	8,216.48	-2,129.62	74.1%
Taxes	12,521.10	11,830.87	690.23	105.8%
Telephone and Internet	2,358.25	2,542.50	-184.25	92.8%
Utilities	8,210.73	8,254.13	-43.40	99.5%
Wages	156,643.86	141,916.22	14,727.64	110.4%
Firststep Art Expense	0.00			
Total Expense	298,661.32	269,376.06	29,285.26	110.9%
Net Income	-9,045.53	-26.65	-9,018.88	33,942.0%

OKC METRO ALLIANCE, INC.
Profit & Loss Budget vs. Actual
 July 2018 through January 2019

	Oct 18	Budget	\$ Over Budget	% of Budget
Income				
City Contract Income	23,928.60	24,371.72	-443.12	98.2%
Contract Services	145,488.62	108,333.33	37,155.29	134.3%
Client Fees	83,062.48	77,635.17	5,427.31	107.0%
Firststep Art	595.00			
Fundraiser Income	105.00	8,333.33	-8,228.33	1.3%
Gifts and Grants	88,095.08	25,416.67	62,678.41	346.6%
Greenhouse Utilities	200.00	50.00	150.00	400.0%
In-Kind Gifts	16,176.72	16,415.14	-238.42	98.5%
Interest Income	335.64	128.59	207.05	261.0%
Misc. Refunds/Reimbursements	4,462.78	2,854.42	1,608.36	156.3%
OKCMA Housing Rent	187.95	64.22	123.73	292.7%
Remerge	4,800.00	4,833.33	-33.33	99.3%
Room and Board/Rent	600.00	733.33	-133.33	81.8%
Unrealized Gain (loss) On Asset	0.00	0.00	0.00	0.0%
Vending	444.41	180.16	264.25	246.7%
Total Income	368,482.28	269,349.41	99,132.87	136.8%
Gross Profit	368,482.28	269,349.41	99,132.87	136.8%
Expense				
401K	858.68	562.83	295.85	152.6%
Accounting and Audit Services	750.00	1,438.66	-688.66	52.1%
Advertising	0.00	416.67	-416.67	0.0%
PIA Grant Expense	3,013.77			
Auto-Purchase, Repair and Tags	2,822.42	3,666.67	-844.25	77.0%
Auto Mileage	949.32	762.91	186.41	124.4%
Bad Dabts	0.00	0.00	0.00	0.0%
Bank Fees	69.12	134.48	-65.36	51.4%
Cab PIA	-223.00	134.69	-357.69	-165.6%
Capital Expenditures	21,546.62	3,467.50	18,079.12	621.4%
Conference, Training, Education	2,180.00	750.00	1,430.00	290.7%
Depreciation	10,085.92	11,048.55	-962.63	91.3%
Dues & Subscriptions	337.00	236.17	100.83	142.7%
Firststep Grants	0.00	2,370.75	-2,370.75	0.0%
Food	25,772.82	22,716.62	3,056.20	113.5%
Fundraiser	1,137.50	1,666.67	-529.17	68.2%
Gasoline	9,280.58	6,627.05	2,653.53	140.0%
Insurance	32,613.02	19,581.09	13,031.93	166.6%
Lease Payment	0.00	1,500.00	-1,500.00	0.0%
Meals & Entertainment	2,333.79	500.00	1,833.79	466.8%
Medical	3,458.79	2,819.84	638.95	122.7%
Miscellaneous	4,860.78	410.46	4,450.32	1,184.2%
OKCMA Housing Expense	4,050.00	3,963.89	86.11	102.2%
Payroll Services	1,125.18	1,763.97	-638.79	63.8%
Postage	285.25	208.33	76.92	136.9%
Printing	322.62	166.67	155.95	193.6%
Professional, Contract & Legal	747.50	5,269.93	-4,522.43	14.2%
Repair and Maintenance	2,098.12	2,266.14	-168.02	92.6%
Small Equipment	256.34	2,196.83	-1,940.49	11.7%
Supplies	8,294.26	8,216.48	77.78	100.9%
Taxes	12,634.94	11,830.87	804.07	106.8%
Telephone and Internet	2,808.29	2,542.50	265.79	110.5%
Utilities	8,276.75	8,254.13	22.62	100.3%
Wages	158,567.41	141,916.22	16,651.19	111.7%
Firststep Art Expense	0.00			
Total Expense	321,313.79	269,407.57	51,906.22	119.3%
Net Income	47,168.49	-58.16	47,226.65	-81,101.3%

OKC METRO ALLIANCE, INC.
Profit & Loss Budget vs. Actual
 July 2018 through January 2019

	Nov 18	Budget	\$ Over Budget	% of Budget
Income				
City Contract Income	23,928.60	24,371.72	-443.12	98.2%
Contract Services	112,659.12	108,333.33	4,325.79	104.0%
Client Fees	75,489.37	77,635.17	-2,145.80	97.2%
Firststep Art	-595.00			
Fundraiser Income	105.00	8,333.33	-8,228.33	1.3%
Gifts and Grants	115,943.62	25,416.67	90,526.95	456.2%
Greenhouse Utilities	200.00	50.00	150.00	400.0%
In-Kind Gifts	18,876.16	16,415.14	2,461.02	115.0%
Interest Income	312.71	128.59	184.12	243.2%
Misc. Refunds/Reimbursements	4,503.69	2,854.42	1,649.27	157.8%
OKCMA Housing Rent	347.40	64.22	283.18	541.0%
Rermerge	3,125.00	4,833.33	-1,708.33	64.7%
Room and Board/Rent	600.00	733.33	-133.33	81.8%
Unrealized Gain (loss) On Asset	0.00	0.00	0.00	0.0%
Vending	0.00	180.16	-180.16	0.0%
Total Income	355,495.67	269,349.41	86,146.26	132.0%
Gross Profit	355,495.67	269,349.41	86,146.26	132.0%
Expense				
401K	836.75	562.83	273.92	148.7%
Accounting and Audit Services	3,875.00	1,438.66	2,436.34	269.3%
Advertising	0.00	416.67	-416.67	0.0%
PIA Grant Expense	7,120.30			
Auto-Purchase, Repair and Tags	2,149.29	3,666.67	-1,517.38	58.6%
Auto Mileage	820.26	762.91	57.35	107.5%
Bad Debts	0.00	0.00	0.00	0.0%
Bank Fees	159.98	120.05	39.93	133.3%
Cab PIA	18.05	134.69	-116.64	13.4%
Capital Expenditures	625.00	3,467.50	-2,842.50	18.0%
Conference, Training, Education	195.00	750.00	-555.00	26.0%
Depreciation	10,085.92	11,048.55	-962.63	91.3%
Dues & Subscriptions	875.00	236.17	638.83	370.5%
Firststep Grants	0.00	2,370.75	-2,370.75	0.0%
Food	28,047.00	22,716.62	5,330.38	123.5%
Fundraiser	2,270.00	1,666.67	603.33	136.2%
Gasoline	4,675.10	6,627.05	-1,951.95	70.5%
Insurance	18,023.77	19,581.09	-1,557.32	92.0%
Lease Payment	0.00	1,500.00	-1,500.00	0.0%
Meals & Entertainment	70.66	500.00	-429.34	14.1%
Medical	195.00	2,819.84	-2,624.84	6.9%
Miscellaneous	5,669.59	410.46	5,259.13	1,381.3%
OKCMA Housing Expense	4,050.00	3,963.89	86.11	102.2%
Payroll Services	1,137.53	1,763.97	-626.44	64.5%
Postage	314.07	208.33	105.74	150.8%
Printing	0.00	166.67	-166.67	0.0%
Professional, Contract & Legal	500.00	5,269.93	-4,769.93	9.5%
Repair and Maintenance	2,453.04	2,266.14	186.90	108.2%
Small Equipment	0.00	2,196.83	-2,196.83	0.0%
Supplies	8,298.00	8,216.48	81.52	101.0%
Taxes	12,323.53	11,830.87	492.66	104.2%
Telephone and Internet	2,714.17	2,542.50	171.67	106.8%
Utilities	3,904.44	8,254.13	-4,349.69	47.3%
Wages	154,435.98	141,916.22	12,519.76	108.8%
Firststep Art Expense	0.00			
Total Expense	275,842.43	269,393.14	6,449.29	102.4%
Net Income	79,653.24	-43.73	79,696.97	-182,147.8%

OKC METRO ALLIANCE, INC.
Profit & Loss Budget vs. Actual
 July 2018 through January 2019

	Dec 18	Budget	\$ Over Budget	% of Budget
Income				
City Contract Income	23,928.60	24,371.72	-443.12	98.2%
Contract Services	106,099.57	108,333.33	-2,233.76	97.9%
Client Fees	70,603.89	77,635.17	-7,031.28	90.9%
Firststep Art	300.00			
Fundraiser Income	2,560.00	8,333.33	-5,773.33	30.7%
Gifts and Grants	17,783.09	25,416.67	-7,633.58	70.0%
Greenhouse Utilities	200.00	120.00	80.00	166.7%
In-Kind Gifts	23,045.76	16,415.14	6,630.62	140.4%
Interest Income	272.54	128.59	143.95	211.9%
Misc. Refunds/Reimbursements	2,834.96	2,854.42	-19.46	99.3%
OKCMA Housing Rent	0.00	64.22	-64.22	0.0%
Remerge	9,925.00	4,833.33	5,091.67	205.3%
Room and Board/Rent	1,150.00	733.33	416.67	156.8%
Unrealized Gain (loss) On Asset	0.00	0.00	0.00	0.0%
Vending	0.00	180.16	-180.16	0.0%
Total Income	258,703.41	269,419.41	-10,716.00	96.0%
Gross Profit	258,703.41	269,419.41	-10,716.00	96.0%
Expense				
401K	838.40	562.83	275.57	149.0%
Accounting and Audit Services	5,750.00	1,438.66	4,311.34	399.7%
Advertising	0.00	416.67	-416.67	0.0%
PIA Grant Expense	2,711.25			
Auto-Purchase, Repair and Tags	1,315.89	3,666.67	-2,350.78	35.9%
Auto Mileage	223.02	762.91	-539.89	29.2%
Bad Debts	0.00	0.00	0.00	0.0%
Bank Fees	55.74	154.76	-99.02	36.0%
Cab PIA	-151.80	134.69	-286.49	-112.7%
Capital Expenditures	37,691.24	10,765.08	26,926.16	350.1%
Conference, Training, Education	0.00	750.00	-750.00	0.0%
Depreciation	10,085.92	11,048.55	-962.63	91.3%
Dues & Subscriptions	275.00	236.17	38.83	116.4%
Firststep Grants	0.00	2,370.75	-2,370.75	0.0%
Food	25,835.88	22,716.62	3,119.26	113.7%
Fundraiser	0.00	1,666.67	-1,666.67	0.0%
Gasoline	4,482.86	6,627.05	-2,144.19	67.6%
Insurance	6,928.65	19,581.09	-12,652.44	35.4%
Lease Payment	0.00	1,500.00	-1,500.00	0.0%
Meals & Entertainment	0.00	500.00	-500.00	0.0%
Medical	3,836.03	2,819.84	1,016.19	136.0%
Miscellaneous	7,009.88	410.46	6,599.42	1,707.8%
OKCMA Housing Expense	4,050.00	3,963.89	86.11	102.2%
Payroll Services	1,141.25	1,763.97	-622.72	64.7%
Postage	287.64	208.33	79.31	138.1%
Printing	21.66	166.67	-145.01	13.0%
Professional, Contract & Legal	130.89	5,269.93	-5,139.04	2.5%
Repair and Maintenance	838.84	2,266.14	-1,427.30	37.0%
Small Equipment	0.00	2,196.83	-2,196.83	0.0%
Supplies	12,576.12	8,216.48	4,359.64	153.1%
Taxes	12,582.33	11,830.87	751.46	106.4%
Telephone and internet	2,634.57	2,542.50	92.07	103.6%
Utilities	10,031.93	8,254.13	1,777.80	121.5%
Wages	157,246.84	141,916.22	15,330.62	110.8%
Firststep Art Expense	116.26			
Total Expense	308,546.29	276,725.43	31,820.86	111.5%
Net Income	-49,842.88	-7,306.02	-42,536.86	682.2%

OKC METRO ALLIANCE, INC.
Profit & Loss Budget vs. Actual
 July 2018 through January 2019

	Jan 19	Budget	\$ Over Budget	% of Budget
Income				
City Contract Income	23,928.60	24,371.72	-443.12	98.2%
Contract Services	110,729.62	108,333.33	2,396.29	102.2%
Client Fees	91,808.58	77,635.17	14,173.41	118.3%
Firststep Art	0.00			
Fundraiser Income	205.00	8,333.33	-8,128.33	2.5%
Gifts and Grants	38,373.33	25,416.67	12,956.66	151.0%
Greenhouse Utilities	200.00	200.00	0.00	100.0%
In-Kind Gifts	13,776.40	16,415.14	-2,638.74	83.9%
Interest Income	277.94	128.59	149.35	216.1%
Misc. Refunds/Reimbursements	3,899.42	2,854.42	1,045.00	136.6%
OKCMA Housing Rent	254.80	64.22	190.58	396.8%
Remerge	6,100.00	4,833.33	1,266.67	126.2%
Room and Board/Rent	925.00	733.33	191.67	126.1%
Unrealized Gain (loss) On Asset	0.00	0.00	0.00	0.0%
Vending	0.00	180.16	-180.16	0.0%
Total Income	290,478.69	269,499.41	20,979.28	107.8%
Gross Profit	290,478.69	269,499.41	20,979.28	107.8%
Expense				
401K	1,288.02	562.83	725.19	228.8%
Accounting and Audit Services	750.00	1,438.66	-688.66	52.1%
Advertising	0.00	416.67	-416.67	0.0%
PIA Grant Expense	5,556.25			
Auto-Purchase, Repair and Tags	652.17	3,666.67	-3,014.50	17.8%
Auto Mileage	374.38	762.91	-388.53	49.1%
Bad Debts	0.00	0.00	0.00	0.0%
Bank Fees	76.68	91.05	-14.37	84.2%
Cab PIA	99.00	134.69	-35.69	73.5%
Capital Expenditures	21,668.51	3,467.50	18,201.01	624.9%
Conference, Training, Education	0.00	750.00	-750.00	0.0%
Depreciation	10,085.92	11,048.55	-962.63	91.3%
Dues & Subscriptions	437.00	236.17	200.83	185.0%
Firststep Grants	0.00	2,370.75	-2,370.75	0.0%
Food	25,809.83	22,716.62	3,093.21	113.6%
Fundraiser	0.00	1,666.67	-1,666.67	0.0%
Gasoline	3,328.23	6,627.05	-3,298.82	50.2%
Insurance	39,194.34	19,581.09	19,613.25	200.2%
Lease Payment	0.00	1,500.00	-1,500.00	0.0%
Meals & Entertainment	55.82	500.00	-444.18	11.2%
Medical	219.71	2,819.84	-2,600.13	7.8%
Miscellaneous	4,375.96	410.46	3,965.50	1,066.1%
OKCMA Housing Expense	4,050.00	3,963.89	86.11	102.2%
Payroll Services	1,227.68	1,763.97	-536.29	69.6%
Postage	182.56	208.33	-25.77	87.6%
Printing	1,758.05	166.67	1,591.38	1,054.8%
Professional, Contract & Legal	220.00	5,269.93	-5,049.93	4.2%
Repair and Maintenance	1,265.56	2,266.14	-1,000.58	55.8%
Small Equipment	0.00	2,196.83	-2,196.83	0.0%
Supplies	7,283.45	8,216.48	-933.03	88.6%
Taxes	11,020.34	11,830.87	-810.53	93.1%
Telephone and Internet	2,660.44	2,542.50	117.94	104.6%
Utilities	6,330.81	8,254.13	-1,923.32	76.7%
Wages	207,339.72	141,916.22	65,423.50	146.1%
Firststep Art Expense	0.00			
Total Expense	357,310.43	269,364.14	87,946.29	132.6%
Net Income	-66,831.74	135.27	-66,967.01	-49,406.2%

OKC METRO ALLIANCE, INC.
Profit & Loss Budget vs. Actual
 July 2018 through January 2019

	TOTAL			
	Jul '18 - Jan 19	Budget	\$ Over Budget	% of Budget
Income				
City Contract Income	167,500.20	170,602.04	-3,101.84	98.2%
Contract Services	860,416.19	758,333.35	102,082.84	113.5%
Client Fees	556,404.76	543,446.15	12,958.61	102.4%
Firststep Art	300.00			
Fundraiser Income	3,300.00	58,333.35	-55,033.35	5.7%
Gifts and Grants	300,212.51	177,916.65	122,295.86	168.7%
Greenhouse Utilities	1,400.00	620.00	780.00	225.8%
In-Kind Gifts	130,318.56	114,905.98	15,412.58	113.4%
Interest Income	2,056.15	900.13	1,156.02	228.4%
Misc. Refunds/Reimbursements	30,136.60	19,980.98	10,155.62	150.8%
OKCMA Housing Rent	1,038.65	449.54	589.11	231.0%
Remerge	40,600.00	33,833.35	6,766.65	120.0%
Room and Board/Rent	5,775.00	5,133.35	641.65	112.5%
Unrealized Gain (loss) On Asset	0.00	0.00	0.00	0.0%
Vending	1,066.84	1,261.12	-194.28	84.6%
Total Income	2,100,525.46	1,885,715.99	214,809.47	111.4%
Gross Profit	2,100,525.46	1,885,715.99	214,809.47	111.4%
Expense				
401K	6,548.35	3,939.81	2,608.54	166.2%
Accounting and Audit Services	13,375.00	10,070.62	3,304.38	132.8%
Advertising	1,200.00	2,916.65	-1,716.65	41.1%
PIA Grant Expense	19,146.73			
Auto-Purchase, Repair and Tags	20,290.90	25,666.65	-5,375.75	79.1%
Auto Mileage	6,676.81	5,340.42	1,336.39	125.0%
Bad Debts	0.00	0.00	0.00	0.0%
Bank Fees	605.34	900.66	-295.32	67.2%
Cab PIA	499.50	942.87	-443.37	53.0%
Capital Expenditures	157,328.67	31,570.08	125,758.59	498.3%
Conference, Training, Education	7,310.25	5,250.00	2,060.25	139.2%
Depreciation	70,601.44	77,339.85	-6,738.41	91.3%
Dues & Subscriptions	3,467.00	1,653.15	1,813.85	209.7%
Firststep Grants	1,686.41	16,595.25	-14,908.84	10.2%
Food	197,854.22	159,016.31	38,837.91	124.4%
Fundraiser	13,407.50	11,666.65	1,740.85	114.9%
Gasoline	44,742.83	46,389.31	-1,646.48	96.5%
Insurance	150,194.85	137,067.62	13,127.23	109.6%
Lease Payment	0.00	10,500.00	-10,500.00	0.0%
Meals & Entertainment	3,330.43	3,500.00	-169.57	95.2%
Medical	14,276.68	19,738.91	-5,462.23	72.3%
Miscellaneous	34,614.81	2,873.24	31,741.57	1,204.7%
OKCMA Housing Expense	28,350.00	27,747.22	602.78	102.2%
Payroll Services	7,973.46	12,347.73	-4,374.27	64.6%
Postage	1,668.05	1,458.35	209.70	114.4%
Printing	2,951.57	1,166.65	1,784.92	253.0%
Professional, Contract & Legal	4,760.66	36,889.53	-32,128.87	12.9%
Repair and Maintenance	12,961.35	15,863.02	-2,901.67	81.7%
Small Equipment	2,065.26	15,377.85	-13,312.59	13.4%
Supplies	59,596.89	57,515.31	2,081.58	103.6%
Taxes	92,186.24	82,816.09	9,370.15	111.3%
Telephone and Internet	18,563.72	17,797.52	766.20	104.3%
Utilities	57,285.94	57,778.91	-492.97	99.1%
Wages	1,139,475.07	993,413.51	146,061.56	114.7%
Firststep Art Expense	116.26			
Total Expense	2,195,112.19	1,893,109.74	302,002.45	116.0%
Net Income	-94,586.73	-7,393.75	-87,192.98	1,279.3%

OKC METRO ALLIANCE, INC.
Profit & Loss Budget vs. Actual
 July 2018 through January 2019

	Men's			
	Jul '18 - Jan 19	Budget	\$ Over Budget	% of Budget
Income				
City Contract Income	0.00			
Contract Services	633,281.34	550,582.37	82,698.97	115.0%
Client Fees	372,469.76	328,019.06	44,450.70	113.6%
Firststep Art	0.00			
Fundraiser Income	717.50	2,672.10	-1,954.60	26.9%
Gifts and Grants	148,329.63	78,521.13	69,808.50	188.9%
Greenhouse Utilities	0.00			
In-Kind Gifts	42,141.71	60,166.74	-18,025.03	70.0%
Interest Income	0.00			
Misc. Refunds/Reimbursements	12,321.11	8,874.60	3,446.51	138.8%
OKCMA Housing Rent	988.65	0.00	988.65	100.0%
Remerge	0.00			
Room and Board/Rent	1,450.00	1,500.00	-50.00	96.7%
Unrealized Gain (loss) On Asset	0.00			
Vending	618.80	955.14	-336.34	64.8%
Total Income	1,212,318.50	1,031,291.14	181,027.36	117.6%
Gross Profit	1,212,318.50	1,031,291.14	181,027.36	117.6%
Expense				
401K	1,212.32	993.01	219.31	122.1%
Accounting and Audit Services	4,458.34	4,208.34	250.00	105.9%
Advertising	600.00	37.50	562.50	1,600.0%
PIA Grant Expense	0.00			
Auto-Purchase, Repair and Tags	13,180.80	13,211.94	-31.14	99.8%
Auto Mileage	5,450.76	2,266.59	3,184.17	240.5%
Bad Debts	0.00	0.00	0.00	0.0%
Bank Fees	0.00			
Cab PIA	0.00			
Capital Expenditures	86,850.89	30,426.23	56,424.66	285.4%
Conference, Training, Education	1,080.66	1,349.59	-268.93	80.1%
Depreciation	0.00			
Dues & Subscriptions	546.00	229.67	316.33	237.7%
Firststep Grants	822.64			
Food	100,176.72	95,027.08	5,149.64	105.4%
Fundraiser	6,678.75	175.36	6,503.39	3,808.6%
Gasoline	29,593.27	25,381.80	4,211.47	116.6%
Insurance	52,664.53	45,753.73	6,910.80	115.1%
Meals & Entertainment	2,265.64	1,584.82	680.82	143.0%
Medical	8,046.33	9,591.34	-1,545.01	83.9%
Miscellaneous	22,245.63	4,271.35	17,974.28	520.8%
OKCMA Housing Expense	0.00	0.00	0.00	0.0%
Payroll Services	2,679.23	8,354.87	-5,675.64	32.1%
Postage	570.44	639.87	-69.43	89.1%
Printing	1,499.70	409.35	1,090.35	366.4%
Professional, Contract & Legal	2,465.67	10,466.40	-8,000.73	23.6%
Repair and Maintenance	5,947.71	11,922.53	-5,974.82	49.9%
Small Equipment	2,065.26	12,785.98	-10,720.72	16.2%
Supplies	12,708.84	16,291.97	-3,583.13	78.0%
Taxes	51,318.35	45,380.10	5,938.25	113.1%
Telephone and Internet	4,964.30	4,815.11	149.19	103.1%
Utilities	30,383.19	31,930.00	-1,546.81	95.2%
Wages	608,977.65	539,498.33	69,479.32	112.9%
Firststep Art Expense	0.00			
Total Expense	1,059,453.62	917,002.86	142,450.76	115.5%
Net Income	152,864.88	114,288.28	38,576.60	133.8%

OKC METRO ALLIANCE, INC.
Profit & Loss Budget vs. Actual
 July 2018 through January 2019

	Women's			
	Jul '18 - Jan 19	Budget	\$ Over Budget	% of Budget
Income				
City Contract Income	0.00			
Contract Services	225,429.85	169,493.42	55,936.43	133.0%
Client Fees	183,935.00	195,703.11	-11,768.11	94.0%
Firststep Art	300.00			
Fundraiser Income	2,582.50	2,672.10	-89.60	96.6%
Gifts and Grants	87,217.37			
Greenhouse Utilities	0.00			
In-Kind Gifts	86,475.85	55,391.31	31,084.54	156.1%
Interest Income	0.00			
Misc. Refunds/Reimbursements	6,431.72	2,213.84	4,217.88	290.5%
OKCMA Housing Rent	0.00	0.00	0.00	0.0%
Remerge	40,600.00	19,400.00	21,200.00	209.3%
Room and Board/Rent	825.00	900.00	-75.00	91.7%
Unrealized Gain (loss) On Asset	0.00			
Vending	448.04	771.56	-323.52	58.1%
Total Income	634,245.33	497,127.26	137,118.07	127.6%
Gross Profit	634,245.33	497,127.26	137,118.07	127.6%
Expense				
401K	1,490.95	1,245.41	245.54	119.7%
Accounting and Audit Services	4,458.34	4,208.34	250.00	105.9%
Advertising	600.00	12.50	587.50	4,800.0%
PIA Grant Expense	0.00			
Auto-Purchase, Repair and Tags	7,110.10	4,976.56	2,133.54	142.9%
Auto Mileage	1,094.84	2,230.47	-1,135.63	49.1%
Bad Debts	0.00			
Bank Fees	0.00			
Cab PIA	0.00			
Capital Expenditures	70,477.78	6,450.00	64,027.78	1,092.7%
Conference, Training, Education	2,979.45	2,322.77	656.68	128.3%
Depreciation	0.00			
Dues & Subscriptions	521.00	229.67	291.33	226.8%
Firststep Grants	863.77			
Food	94,382.59	63,707.08	30,675.51	148.2%
Fundraiser	6,728.75	175.35	6,553.40	3,837.3%
Gasoline	15,149.56	18,838.81	-3,689.25	80.4%
Insurance	47,150.39	43,126.82	4,023.57	109.3%
Meals & Entertainment	650.96	1,575.92	-924.96	41.3%
Medical	6,211.73	10,562.78	-4,351.05	58.8%
Miscellaneous	10,659.04	10,750.30	-91.26	99.2%
OKCMA Housing Expense	0.00			
Payroll Services	2,679.23	4,293.86	-1,614.63	62.4%
Postage	577.15	652.16	-75.01	88.5%
Printing	1,444.65	409.35	1,035.30	352.9%
Professional, Contract & Legal	1,971.50	11,274.63	-9,303.13	17.5%
Repair and Maintenance	5,900.03	5,435.92	464.11	108.5%
Small Equipment	0.00	13,576.81	-13,576.81	0.0%
Supplies	32,728.95	25,179.82	7,549.13	130.0%
Taxes	25,137.92	20,559.60	4,578.32	122.3%
Telephone and Internet	6,881.78	6,383.48	498.30	107.8%
Utilities	23,374.27	25,096.29	-1,722.02	93.1%
Wages	308,313.04	261,733.92	46,579.12	117.8%
Firststep Art Expense	116.26			
Total Expense	679,654.03	545,008.62	134,645.41	124.7%
Net Income	-45,408.70	-47,881.36	2,472.66	94.8%

OKC METRO ALLIANCE, INC.
Profit & Loss Budget vs. Actual
 July 2018 through January 2019

	Jul 18	Budget	\$ Over Budget	% of Budget
Income				
City Contract Income	23,928.60	24,371.72	-443.12	98.2%
Contract Services	121,116.32	108,333.37	12,782.95	111.8%
Client Fees	38,377.80	77,635.13	-39,257.33	49.4%
Firststep Art	0.00			
Fundraiser Income	115.00	8,333.37	-8,218.37	1.4%
Gifts and Grants	10,584.83	25,416.63	-14,831.80	41.6%
Greenhouse Utilities	200.00	50.00	150.00	400.0%
In-Kind Gifts	13,898.00	16,415.14	-2,517.14	84.7%
Interest Income	295.94	128.59	167.35	230.1%
Misc. Refunds/Reimbursements	3,819.42	2,854.46	964.96	133.8%
OKCMA Housing Rent	0.00	64.22	-64.22	0.0%
Rermerge	5,400.00	4,833.37	566.63	111.7%
Room and Board/Rent	1,000.00	733.37	266.63	136.4%
Unrealized Gain (loss) On Asset	0.00	0.00	0.00	0.0%
Vending	0.00	180.16	-180.16	0.0%
Total Income	218,735.91	269,349.53	-50,613.62	81.2%
Gross Profit	218,735.91	269,349.53	-50,613.62	81.2%
Expense				
401K	762.79	562.83	199.96	135.5%
Accounting and Audit Services	750.00	1,438.66	-688.66	52.1%
Advertising	1,200.00	416.63	783.37	286.0%
PIA Grant Expense	0.00			
Auto-Purchase, Repair and Tags	2,752.96	3,666.63	-913.67	75.1%
Auto Mileage	781.92	762.96	18.96	102.5%
Bad Debts	0.00	0.00	0.00	0.0%
Bank Fees	79.84	172.53	-92.69	46.3%
Cab PIA	372.50	134.73	237.77	276.5%
Capital Expenditures	7,499.95	3,467.50	4,032.45	216.3%
Conference, Training, Education	2,098.96	750.00	1,348.96	279.9%
Depreciation	10,085.92	11,048.55	-962.63	91.3%
Dues & Subscriptions	385.00	236.13	148.87	163.0%
Firststep Grants	1,886.41	2,370.75	-684.34	71.1%
Food	24,386.56	22,716.59	1,669.97	107.4%
Fundraiser	0.00	1,666.63	-1,666.63	0.0%
Gasoline	9,580.15	6,627.01	2,953.14	144.6%
Insurance	15,990.49	19,581.08	-3,590.59	81.7%
Lease Payment	0.00	1,500.00	-1,500.00	0.0%
Meals & Entertainment	300.49	500.00	-199.51	60.1%
Medical	81.44	2,819.87	-2,738.43	2.9%
Miscellaneous	723.93	410.48	313.45	176.4%
OKCMA Housing Expense	4,050.00	3,963.88	86.12	102.2%
Payroll Services	1,565.52	1,783.91	-198.39	88.8%
Postage	208.99	208.37	0.62	100.3%
Printing	516.85	166.63	350.22	310.2%
Professional, Contract & Legal	0.00	5,269.95	-5,269.95	0.0%
Repair and Maintenance	1,718.15	2,266.18	-548.03	75.8%
Small Equipment	1,808.92	2,196.87	-387.95	82.3%
Supplies	5,204.55	8,216.43	-3,011.88	63.3%
Taxes	12,471.38	11,830.87	640.51	105.4%
Telephone and Internet	2,674.47	2,542.52	131.95	105.2%
Utilities	9,573.52	8,254.13	1,319.39	116.0%
Wages	71,928.96	141,916.19	-69,987.23	50.7%
Firststep Art Expense	0.00			
Total Expense	191,240.62	269,445.49	-78,204.87	71.0%
Net Income	27,495.29	-95.96	27,591.25	-28,652.9%

OKC METRO ALLIANCE, INC.
Profit & Loss Budget vs. Actual
 July 2018 through January 2019

	Aug 18	Budget	\$ Over Budget	% of Budget
Income				
City Contract Income	23,928.80	24,371.72	-443.12	98.2%
Contract Services	134,032.82	108,333.33	25,699.49	123.7%
Client Fees	115,822.79	77,635.17	38,187.62	149.2%
Firststep Art	0.00			
Fundraiser Income	105.00	8,333.33	-8,228.33	1.3%
Gifts and Grants	12,527.33	25,418.67	-12,891.34	49.3%
Greenhouse Utilities	200.00	100.00	100.00	200.0%
In-Kind Gifts	21,369.21	16,415.14	4,954.07	130.2%
Interest Income	300.40	128.59	171.81	233.8%
Misc. Refunds/Reimbursements	3,844.58	2,854.42	990.16	134.7%
OKCMA Housing Rent	60.55	64.22	-3.67	94.3%
Remerge	5,400.00	4,833.33	566.67	111.7%
Room and Board/Rent	800.00	733.33	66.67	109.1%
Unrealized Gain (loss) On Asset	0.00	0.00	0.00	0.0%
Vending	822.43	180.16	442.27	345.5%
Total Income	319,013.71	269,399.41	49,614.30	118.4%
Gross Profit	319,013.71	269,399.41	49,614.30	118.4%
Expense				
401K	1,141.49	562.83	578.66	202.8%
Accounting and Audit Services	750.00	1,438.66	-688.66	52.1%
Advertising	0.00	416.67	-416.67	0.0%
PIA Grant Expense	0.00			
Auto-Purchase, Repair and Tags	8,207.89	3,666.67	4,541.22	223.9%
Auto Mileage	1,889.55	762.91	1,126.64	247.7%
Bad Debts	0.00	0.00	0.00	0.0%
Bank Fees	97.03	124.82	-27.79	77.7%
Cab PIA	447.75	134.69	313.06	332.4%
Capital Expenditures	49,790.25	3,467.50	46,322.75	1,435.8%
Conference, Training, Education	2,046.91	750.00	1,296.91	272.9%
Depreciation	10,085.92	11,048.55	-962.63	91.3%
Dues & Subscriptions	150.00	236.17	-86.17	63.5%
Firststep Grants	0.00	2,370.75	-2,370.75	0.0%
Food	32,325.41	22,716.62	9,608.79	142.3%
Fundraiser	10,000.00	1,666.67	8,333.33	600.0%
Gasoline	7,637.18	6,627.05	1,010.13	115.2%
Insurance	18,291.34	19,581.09	-1,289.75	93.4%
Lease Payment	0.00	1,500.00	-1,500.00	0.0%
Meals & Entertainment	212.47	500.00	-287.53	42.5%
Medical	3,713.06	2,819.84	893.22	131.7%
Miscellaneous	6,864.39	410.48	6,453.93	1,672.4%
OKCMA Housing Expense	4,050.00	3,963.89	86.11	102.2%
Payroll Services	796.07	1,763.97	-967.90	45.1%
Postage	100.00	208.33	-108.33	48.0%
Printing	332.39	166.67	165.72	199.4%
Professional, Contract & Legal	2,586.49	5,269.93	-2,683.44	49.1%
Repair and Maintenance	3,211.86	2,266.14	945.72	141.7%
Small Equipment	0.00	2,198.83	-2,198.83	0.0%
Supplies	11,853.65	8,216.48	3,637.17	144.3%
Taxes	18,632.62	11,830.87	6,801.75	157.5%
Telephone and Internet	2,713.53	2,542.50	171.03	106.7%
Utilities	10,957.76	8,254.13	2,703.63	132.8%
Wages	233,312.30	141,916.22	91,396.08	164.4%
Firststep Art Expense	0.00			
Total Expense	442,197.31	269,397.91	172,799.40	164.1%
Net Income	-123,183.60	1.50	-123,185.10	-8,212,240.0%

OKC METRO ALLIANCE, INC.
Profit & Loss Budget vs. Actual
 July 2018 through January 2019

	Sep 18	Budget	\$ Over Budget	% of Budget
Income				
City Contract Income	23,928.60	24,371.72	-443.12	98.2%
Contract Services	130,290.12	108,333.33	21,956.79	120.3%
Client Fees	81,239.85	77,635.17	3,604.68	104.6%
Firststep Art	0.00			
Fundraiser Income	105.00	8,333.33	-8,228.33	1.3%
Gifts and Grants	16,905.23	25,416.67	-8,511.44	66.5%
Greenhouse Utilities	200.00	50.00	150.00	400.0%
In-Kind Gifts	23,176.31	16,415.14	6,761.17	141.2%
Interest Income	280.98	128.59	132.39	203.0%
Misc. Refunds/Reimbursements	6,771.75	2,854.42	3,917.33	237.2%
OKCMA Housing Rent	187.95	84.22	123.73	292.7%
Remerge	5,850.00	4,833.33	1,016.67	121.0%
Room and Board/Rent	700.00	733.33	-33.33	95.5%
Unrealized Gain (loss) On Asset	0.00	0.00	0.00	0.0%
Vending	0.00	180.16	-180.16	0.0%
Total Income	289,615.79	289,349.41	20,266.38	107.5%
Gross Profit	289,615.79	269,349.41	20,266.38	107.5%
Expense				
401K	822.22	562.83	259.39	146.1%
Accounting and Audit Services	750.00	1,438.66	-688.66	52.1%
Advertising	0.00	416.67	-416.67	0.0%
PIA Grant Expense	745.16			
Auto-Purchase, Repair and Tags	2,390.28	3,666.67	-1,276.39	65.2%
Auto Mileage	1,638.36	762.91	875.45	214.8%
Bad Debts	0.00	0.00	0.00	0.0%
Bank Fees	66.95	102.97	-36.02	65.0%
Cab PIA	-63.00	134.89	-197.89	-46.8%
Capital Expenditures	18,507.10	3,467.50	15,039.60	533.7%
Conference, Training, Education	789.38	750.00	39.38	105.3%
Depreciation	10,085.82	11,048.55	-962.63	91.3%
Dues & Subscriptions	1,008.00	236.17	771.83	426.8%
Firststep Grants	0.00	2,370.75	-2,370.75	0.0%
Food	35,876.72	22,716.62	12,960.10	157.1%
Fundraiser	0.00	1,666.67	-1,666.67	0.0%
Gasoline	5,758.73	6,627.05	-868.32	86.9%
Insurance	19,153.24	19,581.09	-427.85	97.8%
Lease Payment	0.00	1,500.00	-1,500.00	0.0%
Meals & Entertainment	357.20	500.00	-142.80	71.4%
Medical	2,772.65	2,819.84	-47.19	98.3%
Miscellaneous	5,110.28	410.46	4,699.82	1,245.0%
OKCMA Housing Expense	4,050.00	3,963.89	86.11	102.2%
Payroll Services	980.23	1,763.97	-783.74	55.6%
Postage	289.54	208.33	81.21	139.0%
Printing	0.00	166.67	-166.67	0.0%
Professional, Contract & Legal	575.78	5,269.93	-4,694.15	10.9%
Repair and Maintenance	1,375.78	2,266.14	-890.36	60.7%
Small Equipment	0.00	2,196.83	-2,196.83	0.0%
Supplies	6,086.86	8,216.48	-2,129.62	74.1%
Taxes	12,521.10	11,830.87	690.23	105.8%
Telephone and Internet	2,358.25	2,542.50	-184.25	92.8%
Utilities	8,210.73	8,254.13	-43.40	99.5%
Wages	156,643.86	141,916.22	14,727.64	110.4%
Firststep Art Expense	0.00			
Total Expense	298,661.32	269,376.06	29,285.26	110.9%
Net Income	-9,045.53	-26.65	-9,018.88	33,942.0%

OKC METRO ALLIANCE, INC.
Profit & Loss Budget vs. Actual
 July 2018 through January 2019

	Oct 18	Budget	\$ Over Budget	% of Budget
Income				
City Contract Income	23,828.60	24,371.72	-443.12	98.2%
Contract Services	145,488.62	108,333.33	37,155.29	134.3%
Client Fees	83,062.48	77,635.17	5,427.31	107.0%
Firststep Art	595.00			
Fundraiser Income	105.00	8,333.33	-8,228.33	1.3%
Gifts and Grants	88,095.08	25,416.67	62,678.41	346.6%
Greenhouse Utilities	200.00	50.00	150.00	400.0%
In-Kind Gifts	16,176.72	16,415.14	-238.42	98.5%
Interest Income	335.64	128.59	207.05	261.0%
Misc. Refunds/Reimbursements	4,462.78	2,854.42	1,608.36	156.3%
OKCMA Housing Rent	187.95	64.22	123.73	282.7%
Remerge	4,800.00	4,833.33	-33.33	89.3%
Room and Board/Rent	600.00	733.33	-133.33	81.8%
Unrealized Gain (loss) On Asset	0.00	0.00	0.00	0.0%
Vending	444.41	180.16	264.25	246.7%
Total Income	368,482.28	269,349.41	99,132.87	136.8%
Gross Profit	368,482.28	269,349.41	99,132.87	136.8%
Expense				
401K	856.68	562.83	295.85	152.6%
Accounting and Audit Services	750.00	1,438.66	-688.66	52.1%
Advertising	0.00	416.67	-416.67	0.0%
PIA Grant Expense	3,013.77			
Auto-Purchase, Repair and Tags	2,822.42	3,666.67	-844.25	77.0%
Auto Mileage	949.32	762.91	186.41	124.4%
Bad Debts	0.00	0.00	0.00	0.0%
Bank Fees	69.12	134.48	-65.36	51.4%
Cab PIA	-223.00	134.69	-357.69	-165.6%
Capital Expenditures	21,546.62	3,467.50	18,079.12	621.4%
Conference, Training, Education	2,180.00	750.00	1,430.00	290.7%
Depreciation	10,085.82	11,048.55	-962.63	91.3%
Dues & Subscriptions	337.00	236.17	100.83	142.7%
Firststep Grants	0.00	2,370.75	-2,370.75	0.0%
Food	25,772.82	22,716.62	3,056.20	113.5%
Fundraiser	1,137.50	1,666.67	-529.17	68.2%
Gasoline	9,280.58	6,627.05	2,653.53	140.0%
Insurance	32,613.02	19,581.09	13,031.93	166.6%
Lease Payment	0.00	1,500.00	-1,500.00	0.0%
Meals & Entertainment	2,333.79	500.00	1,833.79	466.8%
Medical	3,458.79	2,819.84	638.95	122.7%
Miscellaneous	4,860.78	410.48	4,450.32	1,184.2%
OKCMA Housing Expense	4,050.00	3,963.89	86.11	102.2%
Payroll Services	1,125.18	1,763.97	-638.79	63.8%
Postage	265.25	208.33	76.92	136.9%
Printing	322.62	166.67	155.95	193.6%
Professional, Contract & Legal	747.50	5,269.93	-4,522.43	14.2%
Repair and Maintenance	2,098.12	2,266.14	-168.02	92.6%
Small Equipment	256.34	2,196.83	-1,940.49	11.7%
Supplies	8,294.26	8,216.48	77.78	100.9%
Taxes	12,634.94	11,830.87	804.07	106.8%
Telephone and Internet	2,808.29	2,542.50	265.79	110.5%
Utilities	8,276.75	8,254.13	22.62	100.3%
Wages	158,567.41	141,916.22	16,651.19	111.7%
Firststep Art Expense	0.00			
Total Expense	321,313.79	289,407.57	51,906.22	119.3%
Net Income	47,168.49	-58.16	47,226.65	-81,101.3%

PIA

STATISTICAL REPORT

TO THE BOARD OF DIRECTORS

OKC METRO ALLIANCE, INC

January 2019

Daily Average for this Period: 10

Total Client Count: 305

PERCENTAGE OF INTAKES

MALES INTAKES:	254	MALES ACCOUNTED FOR	83%	OF INTAKES
FEMALE INTAKES:	51	FEMALES ACCOUNTED FOR	17%	OF INTAKES

PERCENTAGE OF Detained

DOWNTOWN DETAINEES:	88	DOWNTOWN DETAINEES ACCOUNTED FOR	28%	OF INTAKES
OTHER DETAINEES:	217	OTHER DETAINEES ACCOUNTED FOR	72%	OF INTAKES
NON-OCPD	24			
JAIL	09	EARLY RELEASES:	0	
EMSA/Hosp	07	ESCAPES:	0	
Taxi Ride	179			

DETAINEES BY NON-OCPD

MWPD	2	BETHANY PD	3	VALLEY BROOK PD	2	OUPD	13
OCUPD	0	WARR ACRES PD	2	VAMC PD	2	COUNTY SHERIFF	0
NHPD	0	NICOMA PD	0	OHP	0	SPENCER	0
VILLAGE PD	0	CHOCTAW PD	0	NEW CASTLE	0	EDMOND PD	0

DETAINEES INTAKES BY DATE

1/01/19	24	1/09/19	06	1/17/19	09	1/25/19	14
1/02/19	07	1/10/19	11	1/18/19	17	1/26/19	17
1/03/19	12	1/11/19	15	1/19/19	15	1/27/19	12
1/04/19	10	1/12/19	10	1/20/19	09	1/28/19	04
1/05/19	09	1/13/19	03	1/21/19	03	1/29/19	10
1/06/19	08	1/14/19	04	1/22/19	10	1/30/19	12
1/07/19	09	1/15/19	05	1/23/19	06	1/31/19	08
1/08/19	06	1/16/19	12	1/24/19	08		

**Women's FIRSTSTEP Work Recovery Program
January 2019**

<u>Jan 2019</u>	<u>FIRSTSTEP</u>	<u>REMERGE</u>	<u>OCDC</u>
# Clients Served for month	44	10	3
Unduplicated Clients	18	2	0
Duplicated Clients	26	8	3
Admissions	18	2	0

<u>Jan 2019</u>	<u>FIRSTSTEP</u>	<u>REMERGE</u>	<u>OCDC</u>
Clients Dismissed	3	0	0
Clients Quit	8	0	1
Clients Graduated	4	3	0
Total Out of Program	15	3	1

Client Volunteer/Community Service Hours	0
Volunteers coming on campus Hours	176
Number of clients attending GED Classes	12
Number of clients who obtained their GED	1
Military service women in the program	0
Number of clients in graduate housing program	17

Program and Facility Activities

- Volunteer Southern Hills bible study on Friday evenings
- Clients attended outside AA/NA meetings on Monday, Wednesday, Friday, Saturday, and Sundays
- NA meeting on campus brought by Tiffany M
- Weekly community meeting on campus Tuesday evenings
- Lifeskills class on campus on Thursday evenings
- On campus Meetings 7 days a week/2 times a day
- SURGE - Graduate led meeting on campus weekly
- Women In Transition class once a week
- Parenting Classes/Rehab Group once a week from Tri City Family
- GED classes once a week w/alternating 2nd class every other week
- Sunny John/SHBC /Equip volunteer to transport clients to church every week
- City wide AA meeting last Saturday of the month
- Family visitation once a week/Superbowl Party
- Community based meetings/MAD Leadership meeting every Sunday
- FREE NIGHT (w/fun and Karaoke) once a month
- SHBC/Equip Ministries/Speakers once a month on campus
- Let's Talk about it Oklahoma Book Club once a month
- Oxford Presentation once a month
- New Years Day Movie Marathon and Popcorn party

Clients Served by County –

Adair-
Alfalfa-1
Atoka-
Beaver-
Beckham-
Blaine-1
Bryan-
Caddo-3
Canadian-
1Carter-2
Cherokee-
Choctaw-1
Cimarron-
Cleveland-2
Coal-
Comanche-
3Cotton-
Craig-
Creek-
Custer-1
Delaware-
Dewey-1

Ellis-
Garfield-
Garvin-
Grady-1
Grant-
Greer-
Harmon-
Harper-
Haskell-1
Hughes-
Jackson-3
Jefferson-
Johnston-
Kay-
Kingfisher-2
Kiowa-
Latimer-
Le Flore-1
Lincoln-
Logan-
Love-2
McClain-

McCurtain-
McIntosh-
Major-
Marshall-
Meyers-
Murray-
Muskogee-
Noble-
Nowata-
Okfuskee-
Oklahoma-18
Okmulgee-9
Osage-
Ottawa-
Pawnee-
Payne-
Pittsburg-
Pontotoc-
2Potawatomie-
Pushmataha-
Roger Mills-
Rogers-

Seminole-
Sequoyah-
Stephens-1
Texas-
Tillman-
Tulsa-
Wagoner-1
Washington-
Washita-
Woods-
Woodward-
Scott Co KS -
Shelby Co IL -
Grayson Co TX-

<u>Ethnicity</u>
Af/ American-6:11%
Caucasian-38: 66%
Hispanic-2:4%
Nat/American-10:18%
Other-1: 1%
<u>Age Range</u>
18-25 y-11: 19%
26-30 y- 13: 23%
31-35 y-12:21%
36-40 y-11: 19%
41-50 y- 8:14%
51+ y-2: 4%

**Men's FIRSTSTEP Work Recovery Program
January- 2019**

MONTH	January
Clients Served for month =	75
Unduplicated Clients =	68
Duplicated Clients =	7
Admissions =	15

Client Volunteer/Community Service Hours	127
Agency Volunteer Hours	24
Number of clients attending GED Classes	9
Number of clients who obtained their GED	1
Military servicemen in the program	4
Number of clients in graduate housing program (CoC)	7

MONTH	January
Clients Dismissed =	5
Clients Quit =	3
Clients Graduated =	9
Total Out of Program =	17

Program and Facility Activities

- Tri City Youth and Family Services conduct on-site groups on Mon, Wed and Thursday.
- Tri City Youth and Family Services conduct on site assessments on Sat. By appt. Clients participate in Peer Centered support groups Mon, Wed, Thursday, Fri, and Sat. Members from AA clubs host a meeting on Sunday and 12 Step Action Mondays evenings.
- GED. Wednesday and Thursday.
- S.T.A.A.R. Lifeskills group Wednesday
- Group therapy Scott McQuirter (Thursday)
- Step Action Monday, Tuesdays, and Thursdays
- Life Church 12 Step Group
- Clients attend offsite 12 step meetings Sat or Sunday. (Sponsors) If Applicable by request.
- Day programming: Discontinued due to no clients on campus.
- Step Action Assistance on Saturdays 12:00

Clients Served by County -

Adair- 0
Alfalfa-
Aloka-
Beaver-
Beckham-
Blaine-
Bryan-
Caddo-
Canadian-2
Carter-
Cherokee-
Choctaw-
Cimarron-
Cleveland- 7
Coal-
Comanche- 5
Cotton-
Craig-
Creek-
Custer-
Delaware-
Dewey-
Eufaula-
Ellis-
Garfield-1

Garvin-
Grady- 2
Grant-
Greer-
Harmon-0
Harper-
Haskell-3
Hutchison-0
Jackson-
Jefferson- 4
Johnston-
Key-1
Kingfisher-1
Kiowa-
Latimer-
Le Flore-
Lincoln-
Logan- 1
Love-
McClain- 2
McCurtain-
McIntosh-1
Major-
Marshall-
Mayer-

Murray-
Muskogee-1
Noble-
Nowata-
Ochiltree-1
Okfuskee-
Oklahoma- 30
Okmulgee-1
Osage-
Ottawa-
Pawnee-
Perryton tx-1
Pittsburg-
Pontotoc-
Pottawatomie-
Pushmataha-2
Roger Mills-
Rogers-
Seminole-
Sequoyah-
Stephens- 5
Texas-2
Tillman-
Tulsa-2

Toront
Wagoner-
Washington-
Washita-
Woods-
Woodward-

<u>Ethnicity</u>
AI/ American- 5
Caucasian- 57
Hispanic- 8
Nat/American- 4
Other- 1 Puerto rican
<u>Age Range</u>
18-25 y- 17
26-30 y- 22
31-35 y- 23
36-40 y- 5
41-50 y- 5
51+ y- 3



Suzanne Graham, Chief Operating Officer
Board Report
February 2019 Board Meeting

Human Resources

Employees: We currently have thirty-two (20 full time and 12 part time) employees. We have 96 (61 Men and 35 Women) clients as of February 4, 2019.

Wage and Hour Compliance Training – We will be attending a Wage and Hour compliance training on February 13, 2019 in Ardmore, OK.

Paychex Time and Attendance – I continue to work with Paychex representative on building Time and Attendance. This process will allow us to enter and report time online as well as track PTO.

Point and Time – Submitted the Point in Time to City of Oklahoma City Planning department for our Graduate Housing Program and the Firststep programs.

Continuum of Care Grant – Received notification that our CoC grant has been approved with an increase from HUD. This grant is begins November 1, 2019. Our annual CoC Audit is scheduled for March 4, 2019 @ 10:00 am.

Impact OK 2019 Grant Application – Submitted November 19, 2019 for assistance with appliances and furnishings for Women’s Kitchen project. We received notification that our grant application scored as one of the finalists in our category. Site visit is scheduled for February 15, 2019.

Training – Program Directors (Jen, Mike and Shilmila) are working together to provide “Customer Service” Training to all staff. This training will be held within this quarter.

PIA

- Continue to monitor and review monthly statistics of PIA.
- Shilmila and I met with OCARTA on January 30, 2019 and provided information in regards to PIA. OCARTA provides Recovery Support Specialist training.
- Room in the Inn – Scheduling a tour of the Room in the Inn – Nashville, TN - February 27, 2019.

Firststep

- Continue to work with Men’s and Women’s Firststep Directors. Please find attached their narrative reports.

Women’s Firststep Director Board Report, February 2019 – Jennifer Francis

I. Client success stories:

- We continue to have ladies take their HiSet exams this month.
- One grad housing client received her GED this month!
- One grad housing client just got all her charges dropped and has re-unified with her children.

- On current client at Firststep was just taken off house arrest (ankle monitor) by Community Sentencing for her stellar performance at Firststep.

II. Work and Resources:

- We are currently pursuing two new worksite locations: Del Real Foods (food production) in Moore and Quad Graphics (print production facility) in south OKC. Keep your fingers crossed for us!
- Update from last month: Lowe's has donated supplies and a team of their employees will be working on improvements to building exteriors and the interior of the program room as soon as the weather dries out. A tentative date has been set for March 1.

III. Program:

- The SURGE group that has been coming out to do a meeting twice a month is now weekly! This group is made up of graduates who return to encourage, support, and model 12-step and supportive groups for current clients. Last week there were 6 graduates who showed up for this group!
- Cidnee Ray (case manager at Women's Firststep) and Lamar Johnson (case manager at Men's Firststep) started a monthly graduate housing group in January at Corporate office. They served dinner, checked in with housing clients, and fostered a peer-support type group. Graduate housing clients received information about resources, how to stay connected to Firststep, and more. This group will be monthly and will hopefully offer encouragement and fellowship for those clients living in graduate housing.
- The Wellness grant from Oklahoma City Community Foundation is getting underway! Last week we opened enrollment for participation, and 26 ladies have signed up so far! More to come!
- I have been invited to share at the 8th Annual Chief Wilma Mankiller Symposium in April, hosted by the OU school of social work. The theme this year is "The Power of Art," and they have invited several agencies to speak about what art has done in their programs. I will be bringing client art work with me to hang in an exhibit, and talking about our art program and how it has worked alongside our recovery mission.
- New spring session of Let's Talk About it, Oklahoma, book club has started. Our theme this time is "Living with Limits." Book titles include *When Breath Becomes Air* by Paul Kalanithi, *Slaughterhouse-Five* by Kurt Vonnegut, *Gilead* by Marilynne Robinson, *Jump and Other Stories* by Nadine Gordimer, and *The Underground Railroad* by Colson Whitehead. As always this theme was chosen by a client vote.

Men's Firststep Director Board Report, February 2019 – Mike Cody

STAFFING:

- Men's continues to need 2 part time drivers, which are difficult to find. However, there are two graduates that are being considered for hiring as drivers at this time.
- The Assistant Director is returning to attend his third semester at UCO to obtain his Master's degree in Mental Health and Substance abuse,

TOURS AND COMMUNITY MEETINGS:

- One Tour was conducted in January, which was for three persons from the Southern Oklahoma addiction Recovery (SOAR) program in Ada Oklahoma. They are preparing to change their business model and wanted to see how Men's Firststep operated.
- The Eagle Scout Project, which as you will recall, they requested to construct a fire pit on campus for campfires, was completed and approved with the request for them to add a screen over the pit.
- The Work/Training Manager and some graduates attended a community input meeting with the City of Oklahoma City regarding affordable housing and the need for additional sober living housing in the community.

LODGE PROJECT STATUS:

- Regarding the new lodge project, officials from Diversified Construction have begun operating heavy equipment to raise the foundation up with dirt due to the elevation of the site on the south needing to be raised for leveling.

OPERATIONS:

- Normal operations continued for this period with increased activity and additional jobs being acquired.
- The Chief Operations Officer attended a Client Community Meeting to conduct an annual survey regarding conditions and perceptions of Men's Firststep.
- A safety drill was conducted to ensure staff and clients are familiar with procedures for a power outage, which was conducted successfully.

CLIENT SPECIAL RECOGNITION:

- Men's has had 5 GED (HSE) graduates with 2 more who are being tested currently.

Executive Director Board Report

February 6, 2019

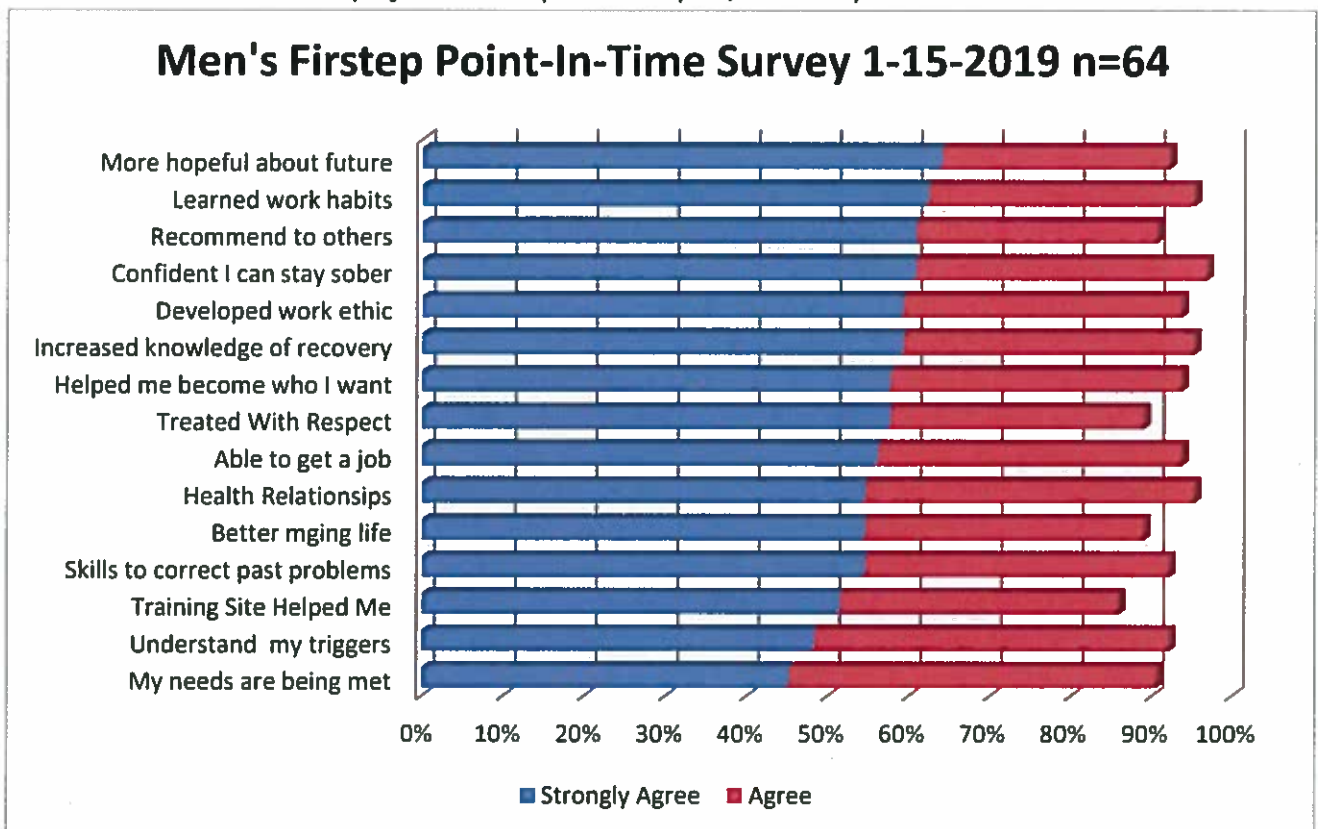
Customer Perspective

Be the leader in PIA and work recovery in Oklahoma

- *Keith Pirtle has completed his contract with us. He continues to work on data analysis for completion of a final project report.*
- *A team from Metro Alliance and City Care will visit the "Room at the Inn" Nashville end of February. The program combines PIA and medical respite facility.*

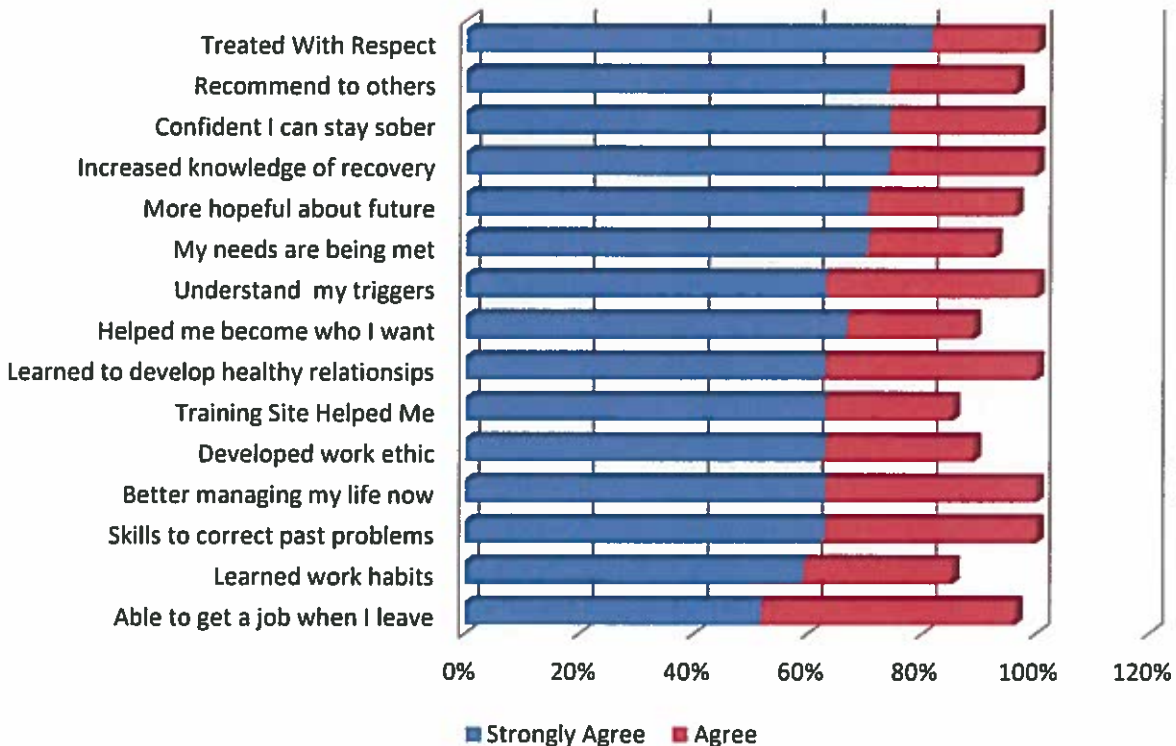
Offer consistently high quality programs.

- *Surveys completed and analyzed. Good results for both Men's and Women's Firststep. (below). We will be working on a follow up survey with all Firststep participants in 2018. This will be shared with stakeholders and in our performance improvement plan/annual report.*



Women's Firststep Point-In-Time Survey 1-15-2019

n=27



Internal Operations

Develop new programs and services

- Jennifer and the Women's Firststep team are working to implement the new wellness grant and make grant purchases..
- Men's Lodge construction continues. We need to have plans reviewed and approved by Magellan due to the easement at Men's. We are meeting every other Monday afternoon.
- Women's Kitchen: construction documents are completed and bid was issues. Pre-bid conference was held in January 28 with 4 companies in attendance. Project cost estimate came in \$750,000. Met with Sue Ann Arnall and Lindsay Laird at Arnall Family Foundation on February 6 to discuss the project and get funding commitment.
- Arnall Family Foundation seemed interested in funding pilot project for the PIA. We met with them in January to discuss what our needs are. Since AmeriCorp grant was not recommended to be funded this year, we requested two case managers to be funded and two recovery support

specialist. City County Health Department and OCARTA are interested in working with us on a pilot project.

Create value added partners

- *Since the last meeting, Suzanne Graham and Shilmila have met with the Recovery Center (TRC) and OCARTA to discuss partnership with PIA.*
- *CityCare has been funded for a new emergency shelter in Oklahoma City. Adam Luck, their Executive Director, plans to travel to Nashville with our staff and board members to visit a PIA type facility that includes a medical respite component.*
- *Eight of our staff attended Leah's Hope fundraiser January 23. Laura Kerr is the new Executive Director of this MWC nonprofit benefiting women and children in need.*
- *Students from the University of Oklahoma "Big Event" committee toured Men's and Women's Firststep on February 5 to plan a volunteer workday on April 13.*
- *Sam Shepelwich, a future Eagle Scout from Norman, completed his Eagle Scout project this month: built a fire pit for Men's Firststep.*
- *I will be participating at Ladies in the News on April 5. Nonprofits benefiting from this year's event include Girl Scouts and YWCA emergency shelter.*

Meet or exceed environmental quality standards

- *Although we had hoped the lagoon at Men's Firststep would be closed, the City has re-opened it to help manage their sites at the lake. I visited the site a few weeks ago and the lagoon is very low- 5 to 6 feet below previous levels.*
- *Please send Chris Browning a thank you note for the waste water management system installed at Men's Firststep.*

Compliance

- *We are working on a memo to the US Department of Labor. Positive meeting with U.S. Department of Labor on January 24. I provided them a memo on our position, copy of the independent audit and IRS 990 for justification of costs.*
- *Meeting held with City of Oklahoma City attorneys on January 18. Melvin Hall and I briefed them on current status of two year old Department of Labor case. There were no issues with Firststep compliance or issues with Firststep lease agreement. City Planning Department was represented at the meeting. I have been informed that our pending CDBG grant will be considered.*
- *Management team attended wage and hour training on February 13 with U.S. Department of Labor.*
- *Suzanne is working on reports for AHP and OHFA. City of Oklahoma City will have monitoring visit for grants on March 4.*

Learning and Growth

Recruit, select, and develop board members

- *Oklahoma Center for Nonprofits has board member training available. We will be working to update our board member web site in the next 30 days for our new board member, Bonny and for current board members.*
- *Catt Burton has nominated a new board member. I will be contacting her to schedule a lunch or after work meeting.*

Integrate IT solutions into all business processes:

- *PIA information management system was created and most duplicates eliminated. We now have to create a confidential record of all 2018 detainees. We can use that record create standardized reports.*
- *Annual Report data for 2018 has been analyzed and a report is being prepared.*

Financial

Increase revenue in support of the mission

- *Census*

Census is down at both Men's and Women's Firststep. We need new referrals and new admission to maintain financial stability.
- *Contracts*
 - *Conference call was held with Chief Becker and Major Elias regarding contract increase for the PIA in Fiscal Year 2020 (starting July 1, 2019). This request includes raise for PIA staff and Apricot licenses for all PIA personnel.*
- *Grants*
 - *IMPACT Oklahoma has advanced our \$100,000 grant to the next level. A site visit is scheduled for February 15 at 9 am. Grant would fund Women's Kitchen equipment and furnishings. Board members are strongly encouraged to attend the site visit. Very competitive grant and we are pleased to get to the final three in our category.*
 - *Planning Department for City of Oklahoma City has \$1,000,000 available for community projects. We applies for \$139,000. This will pay for road improvement, sidewalks, etc.*
 - *We plan to submit \$750,000 grant Arnall Family Foundation for women's kitchen. We need to identify some other sources of funding if Arnall is not interested in fully funding.*
 - *We are applied for \$25,000 from the Kerr Foundation to support the Women's Kitchen equipment.*

- **Fundraising**

- *Sponsorship letters will be mailed last week. "Save the Date" card for Beans and Cornbread will be sent by mid-February with invitations in mid-March.*
- *Tasting scheduled at VAST on February 21 for Steve Ford luncheon.*

2019 Events

- *Beans and Cornbread, May 9, 2019 at St. Luke's*
- *2019 A Conversation with Steve Ford is scheduled for October 3, 2019. This will be a ticketed event with estimated audience of 220 at Vast (other venues were already booked for this date).*