Eddie Baza Calvo
Governor
Ray Tenorio
Lieutenant Governor

**Department of Youth Affairs**
Dipåttamenton Asunton Manhoben
Government of Guam
P.O. Box 23672
Barrigada, Guam 96921
Tel: (671)735-5010 Fax: (671)734-7536

Peter Alecxis D. Ada
Director
Krisinda C. Aguon
Deputy Director

April 26, 2018

MEMORANDUM

GL#34-18-1811
Speaker Benjamin J.F. Cruz

APR 2 7 2018
Time: 2:50 [ ] AM [ ] PM File No. 34-1846
Received By: Elena

To: ***Honorable Speaker Benjamin J.F. Cruz***
34th Guam Legislature

From: Director, Department of Youth Affairs

Subject: **2nd Quarter FY 2018 Reports**

*Håfa Adai Speaker Cruz,*

Pursuant to 5 GCA §10306, attached are the following **2nd Quarter FY 2018 Reports** for Department of Youth Affairs (DYA) for the period ending March 31, 2018.

1. Financial Report
2. Non-Profit Organization Report
3. Non-Appropriated Fund Report
4. Staffing Patterns
5. Prior Year Obligation Report

An electronic submission of the stamp received copy of these reports from OPA and Speaker's Office will be sent to speaker@senatorbjcruz.com and a copy to the Office of the Public Auditor at admin@guamopa.com. These reports will be posted on DYA's website at www.dya.guam.gov.

Please contact 735-5010 should you have any questions or concerns.

*Si Yu'os Ma'åse'*

2018 APR 26 AM 8:03

**Peter Alecxis D. Ada**

Attachments

Cc: Office of the Public Auditor

1811

# Department of Youth Affairs

## DYA Financial Report
## FY 2018
## 2nd QUARTER REPORT
## Ending March 31, 2018

## For Appropriation/Expenditure Report pursuant to 5 GCA §10306

Government of Guam

## FY 2018 2nd Qtr Appropriation/Expenditure Report ending 03/31/2018

DEPARTMENT OF YOUTH AFFAIRS

| Fund 5100A1820 | Object Category | Appropriations | YTD Allotment | Expenditures | Outstanding Encumbrances | Funds Available | Unalloted Balance |
|---|---|---|---|---|---|---|---|
| GENERAL FUND | REGULAR SALARY | 3,712,191.00 | 1,856,106.00 | 1,657,742.48 | 0.00 | 198,363.52 | 1,856,085.00 |
| | OVERTIME SALARY | 100,749.00 | 50,381.00 | 25,020.23 | 0.00 | 25,360.77 | 50,368.00 |
| | FRINGE | 1,428,063.00 | 714,043.00 | 567,132.54 | 0.00 | 146,910.46 | 714,020.00 |
| | CONTRACT | 550,069.00 | 550,069.00 | 172,307.34 | 318,322.06 | 59,439.60 | 0.00 |
| | SUPPLIES | 163,112.00 | 122,334.00 | 42,332.28 | 33,695.97 | 46,305.75 | 40,778.00 |
| | EQUIPMENT | 18,554.00 | 18,554.00 | 7,135.00 | 0.00 | 11,419.00 | 0.00 |
| | DRUG TESTING | 3,800.00 | 3,800.00 | 0.00 | 0.00 | 3,800.00 | 0.00 |
| | MISC | 12,500.00 | 12,500.00 | 0.00 | 0.00 | 12,500.00 | 0.00 |
| | POWER UTILITY | 165,000.00 | 165,000.00 | 73,551.41 | 91,448.59 | 0.00 | 0.00 |
| | WATER UTILITY | 31,500.00 | 31,500.00 | 8621 | 12,879.00 | 10,000.00 | 0.00 |
| | TELEPHONE | 32,000.00 | 32,000.00 | 16,744.24 | 8,512.67 | 6,743.09 | 0.00 |
| | CAPITAL OUTLAY | 22,000.00 | 22,000.00 | 21,975.00 | 0.00 | 25.00 | 0.00 |
| **GENERAL FUND Fund Totals:** | | **6,239,538.00** | **3,578,287.00** | **2,592,561.52** | **464,858.29** | **520,867.19** | **2,661,251.00** |
| **Fund 5100A1720** | CONTRACT | 41,620.83 | 41,620.83 | 727.50 | 35,528.28 | 5,365.05 | 0.00 |
| GENERAL FUND | SUPPLIES | 18,828.12 | 18,828.12 | 244.50 | 1,862.04 | 16,721.58 | 0.00 |
| | EQUIPMENT | 43,239.38 | 43,239.38 | 37,601.40 | 5,477.98 | 160.00 | 0.00 |
| | TELEPHONE | 2,079.35 | 2,079.35 | 0.00 | 2,079.35 | 0.00 | 0.00 |
| **GENERAL FUND Fund Totals:** | | **105,767.68** | **105,767.68** | **38,573.40** | **44,947.65** | **22,246.63** | **0.00** |
| **Fund 5602A1820** | REGULAR SALARY | 58,133.00 | 29,068.00 | 6,554.08 | 0.00 | 22,513.92 | 29,065.00 |
| | FRINGE | 20,269.00 | 10,139.00 | 2,415.68 | 0.00 | 7,723.32 | 10,130.00 |
| | EQUIPMENT | 3,917.00 | 3,917.00 | 0.00 | 0.00 | 3,917.00 | 0.00 |
| **GENERAL FUND Fund Totals:** | | **82,319.00** | **43,124.00** | **8,969.76** | **0.00** | **34,154.24** | **39,195.00** |
| **Fund 5602C1620** | REGULAR SALARY | 20,091.87 | 20,091.87 | 19,065.40 | 0.00 | 1,026.47 | 0.00 |
| | FRINGE | 8,055.31 | 8,055.31 | 7,362.77 | 0.00 | 692.54 | 0.00 |
| | CONTRACT | 22,672.00 | 22,672.00 | 0.00 | 7,291.95 | 15,380.05 | 0.00 |
| | SUPPLIES | 18.00 | 18.00 | 0.00 | 0.00 | 18.00 | 0.00 |
| | EQUIPMENT | 14,891.91 | 14,891.91 | 13,954.20 | 569.97 | 367.74 | 0.00 |
| **GENERAL FUND Fund Totals:** | | **65,729.09** | **65,729.09** | **40,382.37** | **7,861.92** | **17,484.80** | **0.00** |

| Fund 5101___20 | Object Category | Appropriations | YTD Allotment | Expenditures | Outstanding Encumbrances | Funds Available | Unalloted Balance |
|---|---|---|---|---|---|---|---|
| FEDERAL GRANT | REGULAR SALARY | 31,289.23 | 31,289.23 | 0.00 | 0.00 | 31,289.23 | 0.00 |
| | OVERTIME SALARY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | FRINGE | 11,297.61 | 11,297.61 | 0.00 | 0.00 | 11,297.61 | 0.00 |
| | TRAVEL | 16,998.46 | 16,998.46 | 6,746.00 | 0.00 | 10,252.46 | 0.00 |
| | CONTRACT | 118,629.10 | 118,629.10 | 28,950.00 | 17,150.00 | 72,529.10 | 0.00 |
| | SUPPLIES | 19,693.12 | 19,581.30 | 2,908.45 | 103.84 | 16,569.01 | 111.82 |
| | EQUIPMENT | 45,302.77 | 45,302.77 | 3,785.00 | 0.00 | 41,517.77 | 0.00 |
| | SUB-RECIPIENT/GRANTS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | MISCELLANEOUS | 37,387.00 | 37,387.00 | 750.00 | 0.00 | 36,637.00 | 0.00 |
| | CAPITAL OUTLAY | 53,953.00 | 53,953.00 | 0.00 | 0.00 | 53,953.00 | 0.00 |
| | INDIRECT COST - FEDERAL | 9,179.34 | 9,179.34 | 0.00 | 0.00 | 9,179.34 | 0.00 |
| **FEDERAL GRANT FUND Fund Totals:** | | **343,729.63** | **343,617.81** | **43,139.45** | **17,253.84** | **283,224.52** | **111.82** |

| Fund 5100A1620 | Object Category | Appropriations | YTD Allotment | Expenditures | Outstanding Encumbrances | Funds Available | Unalloted Balance |
|---|---|---|---|---|---|---|---|
| GENERAL FUND | CONTRACT | 25,024.72 | 25,024.72 | 0.00 | 25,024.72 | 0.00 | 0.00 |
| **GENERAL FUND Fund Totals:** | | **25,024.72** | **25,024.72** | **0.00** | **25,024.72** | **0.00** | **0.00** |
| **Closed Z accounts** | | | | | | | |
| 5100Z142000WR401 | | | 0.04 | | 0.04 | | |
| | | | 0.04 | - | 0.04 | - | - |

| | Appropriations | YTD Allotment | Expenditures | Outstanding Encumbrances | Funds Available | Unalloted Balance |
|---|---|---|---|---|---|---|
| **TOTALS DYA Current APPROPRIATIONS:** | **6,862,108.12** | **4,161,550.34** | **2,723,626.50** | **559,946.46** | **877,977.38** | **2,700,557.82** |

# Department of Youth Affairs

## Non-Profit Organization
## FY 2018
## 2nd QUARTER REPORT
## Ending March 31, 2018

# SANCTUARY INCORPORATED OF GUAM

*"Helping Youth and Families Help Themselves" since 1971*

Address: 406 Maimai Rd., Chalan Pago, Guam 96910
Tel: 475-7101 * Fax: 477-3117 * Crisis Hotline: 475-7100


Ada 4/10/18
cc: Grace and Jeanette

April 10, 2018

TO: Mr. Peter Alexis Ada, Director
Department of Youth Affairs
#169 San Isidro St.
Mangilao Guam 96923

RE: Quarterly Program Status Report

*Hafa Adai* Mr. Ada:

Attached is the quarterly status report for the period of **January 1, 2018-March 31, 2017**. If you should have any questions or require more information, please feel free to contact me at 475-7101.

*Si Yu'os Ma'åse.'*

THERESA C. ARRIOLA
Executive Director

Department of Youth Affairs
APR 10 2018
3:44 pm
Director's Office

# Sanctuary, Incorporated of Guam

***A Non-profit Organization Established in 1971***

406 MaiMai Road Chalan Pago, Guam 96910 • Administrative Office (671)475-7101
Crisis Hotline (671)475-7100 • Fax (671)477-3117 • Email: sanctuar@ite.net
www.sanctuaryguam.org


April 05, 2018

Mr. Peter Alexis Ada
Director of Youth Affairs
P.O. Box 236371 GMF
Barrigada, Guam 96921

Dear Mr. Ada:

Hafa Adai! The information listed below is for the Runaway Homeless and Abused Program (2nd Quarter of Fiscal Year 2018) from January 01, 2018 thru March 31, 2018.

We have listed all expenditures for services and equipment that were $5,000 or greater.

| | |
|---|---|
| Services | -0- |
| Equipment | -0- |
| Inventory Property | -0- |

Please let us know if you have any questions.

Sinseramente,

Theresa C. Arriola
Executive Director

**Non Profit Organization Receiving Appropriations from Government of Guam**
**Pursuant to P.L. 31-77 (Sanctuary, Incorporated)**
**FY 2018 (January 1, 2018 - March 31, 2018)**
**2nd Quarter Expenditure Report**
**Department of Youth Affairs**
**Runaway Homeless Program**

| Fund | Contract Amount | Object Classification | Expenditure |
|---|---|---|---|
| General/Federal | $ 332,150 | | |
| | | Salary | 43,779.26 |
| | | Benefits | 4,458.64 |
| | | Travel | - |
| | | Contractual | 589.33 |
| | | Supplies & Materials | 2,337.33 |
| | | Equipment | - |
| | | Utilities | 9,204.17 |
| | | Miscellaneous | 4,038.41 |
| | | Vehicle Lease | - |
| | | **Grand Total** | **$ 64,407.14** |

I CERTIFY THAT THIS IS A TRUE AND CORRECT STATEMENT OF THE EXPENDITURES FOR FISCAL YEAR 2018 FOR THE PROJECT ABOVE.

SIGNATURE OF AUTHORIZED OFFICIAL:

THERESA C. ARRIOLA
EXECUTIVE DIRECTOR

DATE: 4/6/18

**FY 2017-2018 RUNAWAY HOMELESS YOUTH (RHY) BASIC CENTER**

**Department of Youth Affairs**

**QUARTERLY PERFORMANCE REPORT FORM**

| | |
|---|---|
| **ORGANIZATION/AGENCY:** Sanctuary Incorporated of Guam | |
| **VENDOR NUMBER:** S1456001 | |
| **PERSON COMPLETING REPORT:** Lakretia Castro-Santos | |
| **TELEPHONE:** 475-7101 | **FAX:** 477-3117 |
| **REPORT PERIOD:** January 1, 2018-March 31, 2018 | **DATE OF REPORT:** April 10, 2018 |

**Project Description:**

The Runaway Homeless Youth (RHY) CO-ED shelter is a community based program specifically designed to assist runaway, homeless, victims of abuse and other similarly troubled youth and their families. The program provides a 24-hour shelter and care as a safe home for runaway, homeless and victims of abuse for up to 30 days during which case management services are provided in resolving their issues of conflict in times of crisis at the same time keeping focus on strengthening the family as a collective unit. The case management unit includes crisis intervention, individual program planning, group and family counseling, aftercare, outreach and referrals. The primary purpose of the program is to 1) provide a viable temporary safe alternative to the natural home, detention center or the streets; and 2) to facilitate the problem solving process of case management by lowering the level of tension in the family to a point in which constructive dialog may begin.

**Project Goals and Objectives; Project Activities; Project Performance Measures; Project Outcomes:**

| | |
|---|---|
| **Goal:** The overall goal of the CO-ED is to provide professional services for up to 200 who are runaways, homeless, or victims of abuse.<br><br>Decrease recidivism and problems of runaways and homeless youth.<br><br>**Objective 1.** To increase the awareness of available services and issues related to Runaway and Homeless youth and victims of abuse by conducting outreach efforts directed at youth, parents, and community agencies through a 24-hour crisis hotline, presenting information through the local media (newspapers, television & radio), public presentations, bus stop murals, school presentations, door-to-door street outreach, and informational displays at shopping centers throughout the island.<br><br>**Indicator/Outcomes/Periodicity:** *Awareness of available services for run away and troubled youth for the community of Guam as a whole.* | - For this reporting period, our agency provided services for Twenty seven (27) youth in the community. Two (2) of which were victims of physical/sexual abuse, One (1) that ran away from home, Seven (7) were victims of neglect, Eight (8) were on temporary timeouts, and nine (9) were on extended furlough from the Department of Youth Affairs. |

| | |
|---|---|
| **Activity A:**<br>The Emergency Shelter program will provide individual supportive counseling at least twice a week for each youth residing in the shelter.<br><br>**Time Line:** Daily; ongoing daily sessions<br><br>**Responsible Parties:** Case Manager and Residential Assistants | **Results:**<br><br>• During, this reporting period, eleven (11) youth resided in the shelter during the month of January. Ten (10) youth resided in the shelter during the month of February. Twenty (20) youth resided in the month of March. At least two hundred and eighty seven (287) individual supportive counseling sessions were conducted that included educational, health and personal growth. |
| **Activity B:**<br>To provide therapeutic and recreational activities for youth to promote personal well being.<br><br>**Timeline:** Daily<br><br>**Responsible Parties:**<br>Case Manager and/or and Residential Assistants | **Results:**<br>• On a weekly basis, the program facilitates various support activities for therapeutic and recreational purposes such as life skills to include money management, cooking skills, home management, mentoring, and exercise to promote social skills and personal growth. |
| **Objective II.**<br>To increase crisis intervention services to runaway and homeless youth and their families by providing 24 hours services to 200 youth parent and/or community members.<br><br>**Indicators/Outcomes/Periodicity:** *Accessibility of children and their families in crisis situations who use Emergency Shelter services.*<br><br>**Activity A**: 24-hour crisis hotline is open to the general public to provide immediate feedback, assessments and referrals to appropriate agencies.<br><br>**Time line:** on-going<br><br>**Responsible Parties:** Crisis Intervention Worker and Case Manager II | **Results:**<br>• Roughly two hundred and thirty (230) contacts were made via 24-hour crisis hotline.<br>• Household and family dynamics, beyond control, physical abuse, neglect, runaway, homelessnesss, and sexual abuse were the top issues of concern for youth who accessed the crisis hotline. |
| **Activity B:**<br>Provide referral services for all youth and their family members assessed for services needed from other agencies.<br><br>**Timeline:** on-going | **Results:**<br>• An estimation of two hundred and three (203) referrals were made to other agencies, organizations, such as Guam Behavioral Health and Wellness Center (GBHWC), Healing Hearts, Guam Police Department, Sanctuary D&A, Child Protective Services, I |

| | |
|---|---|
| **Responsible Parties:**<br>Crisis Intervention Worker, Case Manager I and Case Manager II | famagu'on-ta, GALA , Alee shelter, New Beginnings, Lighthouse Recovery Center and Island Girl Power. |
| **Objective III:**<br>To reduce the problems of youth 12-17 who are runaway, homeless and victims of abuse by providing temporary shelter and aftercare services for up to 10 youth at any given time while they resolve problematic issues.<br><br>**Indicators/Outcomes/Periodicity:** *Accessibility of emergency 24hr placement for runaway and homeless youth needing assistance/guidance to begin the reunification process.*<br><br>**Activity A:**<br>The project will provide temporary shelter and aftercare service for 10 youth 12-17 years of age for up to 30 days while providing the youth with supportive counseling and connecting youth and families with other agencies.<br><br>**Activity B:** The project will provide basic necessities such as food, clothing, shelter, and transportation services to and from school and appointments while also providing supportive counseling and guidance to promote reunification and reconciliation.<br><br>**Timeline:** ongoing<br><br>**Responsible Parties:** Case Manager II, Case Manager I | **Results:** During this quarter a total of twenty seven (27) youth received shelter services. There were nineteen (19) new intakes admitted to shelter. Eight (8) youth continued to receive shelter services into the month of April. Five (5) clients placed in aftercare services after being exited from this shelter.<br><br>During this reporting quarter eight (8) clients transitioned into the care of their biological parents, nine (9) were transitioned to a family relative, three (3) clients were placed back into the custody of the Department of Youth Affairs, and one(1) was transitioned into another treatment facility. A total of twenty one (21) youth were exited from the COED Emergency shelter.<br><br>**Results:** During this quarter all youth who were admitted into shelter met their basic needs, and referred to appropriate agencies or organizations to further meet the youth and family's needs. The Case Managers and Executive Director worked with other agencies and organizations in the field of human services to help work towards promoting reunification and reconciliation between the youth and family. |
| **Objective IV**<br>To strengthen family relationships of 120 youth and their families through individual family and group counseling to resolve conflicts that will lead to familial reconciliation and reunification.<br><br>**Indicators/Outcomes/Periodicity:** *Conflict Mediation skills of children and their families*<br><br>**Activity A:**<br>Provide family skills training sessions for youth and | **Results:**<br>A total of twelve (12) family skills training sessions were provided this reporting period to youth and their families experiencing crisis. Family sessions were conducted as well to develop a reunification plan. During this quarter all other youth transitioned back home to a parent/legal guardian, the Department of Youth Affairs, or other youth center facilities. |

| | |
|---|---|
| their families experiencing crisis situations through Sanctuary's 24-hour crisis hotline or Emergency Shelter Program.<br><br>**Time line:** ongoing<br><br>**Responsible Parties:**<br>Crisis Intervention Worker, Case Manager | |
| **Activity B:**<br>The Project will conduct 45 Anger Management groups for children in crisis situations to learn assertive, non-violent ways of channeling their anger.<br><br>**Timeline:** ongoing<br><br>**Responsible Parties:** AmeriCorps facilitators and volunteers. | **Results:**<br>• A total of twelve (12) Middle/High School YAM classes were conducted during this reporting period with a total of thirty nine (39) youth in attendance at the Astumbo Midddle School and Main Office at Sanctuary Incoporated of Guam. These youth were mentored by Sanctuary's AmeriCorps Volunteers during the group session. The group's participants consisted of youth in Sanctuary programs, as well as outside referrals from other agencies such as GDOE, I Famagu'on-ta, Probation as well as self referrals. |
| **Objective V:**<br>To decrease recidivism and problems of runaway and homeless youth and their families to assist with their transition back home and meet their long-term needs.<br><br>**Indicators/Outcomes/Periodicity:** *Availability of supportive services to children and their families in crisis situations.*<br><br>**Activity A:**<br>The project will provide individual supportive counseling for youth and their parent/legal guardians assisting them in making appropriate decisions relative to their family dynamics.<br><br>**Timeline:** ongoing<br><br>**Responsible Parties:** Crisis worker and Case-Manager | **Results:**<br>Individual supportive counseling sessions were provided this reporting period to assist youth and their parent/legal guardians to make appropriate decisions relative to their family dynamics. The breakdown of the sessions are as follow:<br>- Two hundred and seventy eight (278) youth individual supportive counseling sessions.<br>- Twelve (12) parent individual supportive counseling sessions.<br>- IPP completion rate for this quarter is at 66.6% |
| **Activity B:** The project will provide case management services for youth and their families that will enhance stabilize and strengthen their relationships. | **Results:**<br>Twenty seven (27) youth received case management services via the Co-Ed Shelter and five (5) participated in Aftercare services. |

| | |
|---|---|
| **Timeline:** ongoing<br><br>**Responsible Parties:** Case Manager II | |

**Problems Encountered:**

A challenge encountered this quarter is once again not being able to identify an alternate placement in a timely manner for youth who are wards of the state due to exhaustion of alternate familial placement and limited foster care placement. The youth and parent are always encouraged to sign up for aftercare services to help with the transition back home easier when problems arise. Unfortunately most clients who have exited our care this quarter opted not to participate in aftercare, but were still provided with a transitional plan to be used at their discretion. Parent involvement in programs (groups and supportive counseling) is limited; parents do not participate in all the services we recommend despite agreeing to participate and access other services upon intake of client. Lastly, parents and/or guardians failed to make contact with their child while in the shelter. It was hard to establish communication and schedule family time due to parents and/or guardians being out of reach.

**Future Plans:**

The Case Management and Counseling departments continue to develop corrective action plans to address several gaps in services such as improving placement time periods, monitoring of case management activities, and case updates. Sanctuary continues to partner with agencies such as Child Protective Services and the Department of Youth Affairs by increasing day to day communication to discuss ways to better serve clients in shelter. We now also have funding through the Basic Center grant to assist in funding self referrals in shelter. To assist with these plans we continue to increase our staff population, and currently have a new case manager I in training. This writer is now the new case manager II, with a Bachelor in Social Work and started in October of 2017. Executive Director Theresa C. Arriola continues to find innovative ways to access support services that directly benefit the COED Emergency shelter. We also have secured another source of funding under the VOCA grant to assist victims of crimes which we often encounter.

Performance Measures:

| | |
|---|---|
| Social Competence | Case Manager and shelter staff have reported to observe improvement in social interactions and, defined as maintaining positive relationships with others 22 of 27 (81%) clients served within this reporting period. Observations are based on demeanor and nature of client interactions as documented using daily client progress reports. |
| Family Relationships | Noted improvements in family relationships, defined as willingness to address family issues, and improved styles of communication, has been reported by case manger 17 of 27 (63%) based on parents verbal feedback to the Case Manager. Several of the clients during this reporting period were wards of the state. The number provided above only includes clients who were able to work towards reunification with a family member or foster parent. It is challenging to work on a family relationship when a family member or foster parent is not identified. More than 30 days are needed to work on fostering a positive relationship when working with CPS clients and their family |

| | |
|---|---|
| | members or foster parent. |
| Families Satisfied with Program | A total of 13 out of 27 family members reported verbal feedback during this reporting period. Of the total number of family members who have reported 92% have stated to be satisfied with all aspects of the program including, 84% of families stating that they will access Sanctuary services for future familial issues. Again the numbers above only include cases in which parental involvement is present. Areas surveyed include:<br>1) Noted quality in family relationships<br>2) Future access of services<br>3) Accessibility and response time<br>4) Overall rating of services<br>5) Recommending services to others |
| Client Satisfaction | Of all clients who have completed satisfaction survey, 86% have reported an increased quality in familial relationships. A total of 86% have stated that they had good or very good access to services with prompt response time. A total of 84% have rated overall services as good or very good and 88% of clients surveyed have indicated that they would likely or very likely refer others to Sanctuary for services needed. |

| Performance Measures | Data |
|---|---|
| **Performance Measures: Number and Percent of program youth committed to correctional facility.**<br>Definition: The number of program youth who have been ordered to a correctional facility. Include youth mandated to any secure residential facility including juvenile correctional and adult correctional facilities. Official records are the preferred data source. | |
| **Reporting Format:**<br>A. The number of program youth enrolled in a correctional facility | 9 |
| B. Number of youth in the program. | 27 |
| C. Percent (A/B) | 33.3% |
| **Performance Measures** (Description) **Number and percent of program youth completing program requirements**<br>Definition: The number and percent of program youth who have successfully fulfilled all program obligations and requirements. Program obligations will vary by program, but should be a pre-defined list of requirements or obligations that clients must meet prior to program completion. Program records are the preferred data source. | |
| **Reporting Format:**<br>A. The number of program youth who exited the program having completed program requirements. | 6 |
| B. Number of youth who left the program. | 10 |
| C. Percent (A/B) | 60% |

# Department of Youth Affairs

## Non-Appropriated Funds
## FY 2018
## 2nd QUARTER REPORT
## Ending March 31, 2018

# Banking Summary - Last quarter

1/1/2018 through 3/31/2018

| Category Description | 1/1/2018-3/31/2018 |
|---|---|
| **INCOME** | |
| Change Fund | 1.78 |
| Foster Care Income | 1,812.96 |
| **TOTAL INCOME** | **1,814.74** |
| **EXPENSES** | |
| Clothing | 115.00 |
| Medical | |
| Doctor | 558.00 |
| TOTAL Medical | 558.00 |
| Medical Other | 240.56 |
| Repairs | 275.00 |
| **TOTAL EXPENSES** | **1,188.56** |
| **OVERALL TOTAL** | **626.18** |

# Transaction - Last quarter

1/1/2018 through 3/31/2018



| Date | Account | Num | Description | Memo | Category | Tag | Clr | Amount |
|---|---|---|---|---|---|---|---|---|
| **BALANCE 12/31/2017** | | | | | | | | **38,667.50** |
| 1/2/2018 | Checking | 2639 | Guam Radiol... | clnt AA cou... | Medical Other | | R | -42.61 |
| 1/3/2018 | Checking | 2640 | IHP Medical ... | clnt ER clini... | Medical:Doctor | | R | -202.00 |
| 1/18/2018 | Checking | DEP | Department ... | Ck #06416... | Foster Care I... | | R | 1,812.96 |
| 1/18/2018 | Checking | DEP | Glenda Unca... | change fun... | Change Fund | | R | 1.78 |
| 1/23/2018 | Checking | 2641 | Express Care | Clnt dt 11/1... | Medical:Doctor | | R | -356.00 |
| 1/23/2018 | Checking | 2642 | Diagnostic L... | clnt AA 12/... | Medical Other | | R | -67.95 |
| 1/24/2018 | Checking | 2643 | Lucky Locks... | Keyalike 10... | Repairs | | R | -275.00 |
| 2/12/2018 | Checking | 2644 | Carmen A. D... | clnt JC eye... | Medical Other | | R | -130.00 |
| 2/12/2018 | Checking | 2645 | Carmen A. D... | clnt JC sch... | Clothing | | | -115.00 |
| **1/1/2018 - 3/31/2018** | | | | | | | | **626.18** |
| **BALANCE 3/31/2018** | | | | | | | | **39,293.68** |

| | |
|---|---|
| **TOTAL INFLOWS** | **1,814.74** |
| **TOTAL OUTFLOWS** | **-1,188.56** |
| **NET TOTAL** | **626.18** |

# Income/Expense by Category - Last quarter

1/1/2018 through 3/31/2018 (Cash Basis)



| Category Description | 1/1/2018-1/31/2018 | 2/1/2018-2/28/2018 | 3/1/2018-3/31/2018 | OVERALL TOTAL |
|---|---|---|---|---|
| **INCOME** | | | | |
| Change Fund | 1.78 | 0.00 | 0.00 | 1.78 |
| Foster Care Income | 1,812.96 | 0.00 | 0.00 | 1,812.96 |
| **TOTAL INCOME** | **1,814.74** | **0.00** | **0.00** | **1,814.74** |
| **EXPENSES** | | | | |
| Clothing | 0.00 | 115.00 | 0.00 | 115.00 |
| Medical | 558.00 | 0.00 | 0.00 | 558.00 |
| Medical Other | 110.56 | 130.00 | 0.00 | 240.56 |
| Repairs | 275.00 | 0.00 | 0.00 | 275.00 |
| **TOTAL EXPENSES** | **943.56** | **245.00** | **0.00** | **1,188.56** |
| **OVERALL TOTAL** | **871.18** | **-245.00** | **0.00** | **626.18** |

# Department of Youth Affairs

## Staffing Patterns
## FY 2018
## 2nd QUARTER REPORT
## Ending March 31, 2018

**FUNCTIONAL AREA:** Protection of Life and Property

**DEPARTMENT/AGENCY:** Youth Affairs

**PROGRAM:** Director's Office

**FUND:** General Fund 5100A182000GA001 (Per OFB Request)

| | Input by Department | | | | | | | | | | | | | | | Input by Department | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | (A) | (B) | (C) | (D) | (E) | (F) | (G) | (H) | (I) | (J) | (K) | (L) | (M) | (N) | (O) | (P) | (Q) | (R) | (S) |
| | | | | | | | | Increment | | | Benefits | | | | | | | | |
| No. | Position Number | Position Title 1/ | Name of Incumbent | Grade / Step | Salary | Overtime | Special* | Date | Amt. | ( E+F+G+I ) Subtotal | Retirement (J * 27.83%) 2/ | Retire (DDI) ($19.01*26PP) | Social Security (6.2% * J) | Medicare (1.45% * J) | Life 2/ | Medical ( Premium) | Dental ( Premium) | Total Benefits ( K thru Q ) | ( J + R ) TOTAL |
| 1 | 400 | Private Secretary | Diego, Cherika | I-1 | $28,595 | $0 | $1,430 | | 0 | $30,025 | $8,356 | $495 | $0 | $435 | $187 | $6,340 | $373 | $16,186 | $46,211 |
| 2 | 408 | Deputy Director | Aguon, Krisinda C. | ER-1 | 65,623 | 0 | 0 | | 0 | 65,623 | $18,263 | 495 | 0 | 952 | 187 | 1,671 | 229 | 21,797 | 87,420 |
| 3 | 422 | Director | Ada, Peter Alecxis | ES-1 | 70,873 | 0 | 0 | | 0 | 70,873 | $19,724 | 495 | 0 | 1,028 | 187 | 2,512 | 204 | 24,150 | 95,023 |
| 4 | 415 | Public Information Officer | VACANT | M-14 | 0 | 0 | 0 | | 0 | 0 | $0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 5 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 6 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 7 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 8 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 9 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 11 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 12 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 13 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 14 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 15 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 16 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 17 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 18 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 19 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 20 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 21 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 22 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 23 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 24 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 25 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | | Grand Total: | — | $165,091 | $0 | $1,430 | — | $0 | $166,521 | $46,343 | $1,485 | $0 | $2,415 | $561 | $10,523 | $806 | $62,133 | $228,654 |

* Night Differential / Hazardous / Worker's Compensation / etc.

1/ Indicate "(LTA)" or "(Temp.)" next to Position Title (where applicable)

2/ FY 2018 GovGuam contribution for Life Insurance is $187 per annum

**FUNCTIONAL AREA:** Protection of Life and Property

**DEPARTMENT/AGENCY:** Youth Affairs

**PROGRAM:** Youth Development

**FUND:** General Fund 5100A182010EI001 (Per OFB Request)

Input by Department

| | (A) | (B) | (C) | (D) | (E) | (F) | (G) | (H) | (I) | (J) | (K) | (L) | (M) | (N) | (O) | Input by Department (P) | (Q) | (R) | (S) |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | Increment | | | Benefits | | | | | | | | |
| No. | Position Number | Position Title 1/ | Name of Incumbent | Grade / Step | Salary | Overtime | Special* | Date | Amt. | (E+F+G+I) Subtotal | Retirement (J * 27.83%) 2/ | Retire (DDI) ($19.01*26PP) | Social Security (6.2% * J) | Medicare (1.45% * J) | Life 2/ | Medical (Premium) | Dental (Premium) | Total Benefits (K thru Q) | (J + R) TOTAL |
| 1 | 404 - YD | Youth Development Adminmistrator | Taitano, Elena Grace | P-09 | $ 73,831 | $0 | $3,692 | 19-May-19 | $0 | $77,523 | $21,575 | $495 | $0 | $1,124 | $187 | $2,512 | $204 | $26,097 | $103,620 |
| 2 | 499 - YD | Social Service Supervisor I | Buendicho, Corrine T. | O-7 | 62,371 | 0 | 3,119 | 18-Dec-18 | 0 | 65,490 | $18,226 | 495 | 0 | 950 | 187 | 2,772 | 373 | 23,003 | 88,493 |
| 3 | 407 - CCMI | Social Worker III | Balajadia, Robinette S. | N-04 | 50,328 | 0 | 4,530 | 25-Apr-18 | 954 | 55,812 | $15,532 | 495 | 0 | 809 | 187 | 4,567 | 269 | 21,859 | 77,671 |
| 4 | 409 - CCMI | Social Worker III | Damian, Carmen A. | N-05 | 52,235 | 0 | 4,701 | 21-Sep-18 | 165 | 57,101 | $15,891 | 495 | 0 | 828 | 187 | 1,246 | 204 | 18,851 | 75,952 |
| 5 | 435 - KRC | Social Worker III | Paulino, Yvonne M. | N-09 | 59,895 | 0 | 5,391 | 5-Feb-19 | 0 | 65,286 | $18,169 | 495 | 0 | 947 | 187 | 1,246 | 204 | 21,248 | 86,534 |
| 6 | 506 - LRC | Social Worker III | Onedera, Sollie T. | N-09 | 59,895 | 0 | 5,391 | 22-Jun-19 | 0 | 65,286 | $18,169 | 495 | 0 | 947 | 187 | 1,986 | 269 | 22,053 | 87,339 |
| 7 | 602- HRC | Social Worker II (in lieu of Social Wkr I) | Borja, Joelyn M. | M-03 | 43,910 | 0 | 3,952 | 3-Aug-18 | 277 | 48,139 | $13,397 | 495 | 0 | 698 | 187 | 6,340 | 373 | 21,490 | 69,629 |
| 8 | 807 - HRC | Social Worker II | Ubedei, Elia M. (LTD) | M-02 | 1,568 | 0 | 0 | 21-Dec-17 | 534 | 2,102 | 585 | 495 | 0 | 30 | 187 | 2,512 | 204 | 4,013 | 6,115 |
| 9 | 473 - DO | Program Coordinator III | Respicio, Rebecca J. | N-04 | 50,328 | 0 | 2,516 | 2-Sep-17 | 165 | 53,009 | 14,752 | 495 | 0 | 769 | 187 | 2,512 | 204 | 18,919 | 71,928 |
| 10 | 500 - DO | Program Coordinator I (in lieu of PC II) | Artero, Gregorio P.C. | K-05 | 39,350 | 0 | 1,968 | 30-Jul-18 | 373 | 41,691 | 11,603 | 495 | 0 | 605 | 187 | 6,340 | 373 | 19,603 | 61,294 |
| 11 | 410 - YCF | Administrative Assistant | Uncangco, Glenda D.A. | J-05 | 36,061 | 0 | 3,245 | 1-Mar-18 | 797 | 40,103 | 11,161 | 495 | 0 | 581 | 187 | 1,246 | 204 | 13,874 | 53,977 |
| 12 | 539 - LRC | Clerk Typist I | Pereira, Angelica C. | D-13 | 28,706 | 0 | 2,584 | 9-Sep-18 | 76 | 31,366 | 8,729 | 495 | 0 | 455 | 187 | 2,512 | 204 | 12,582 | 43,948 |
| 13 | 416 - LRC | Social Worker III | Alig, Fred B. | N-06 | 54,214 | 0 | 4,879 | 2-Jan-19 | 0 | 59,093 | 16,446 | 495 | 0 | 857 | 187 | 0 | 0 | 17,985 | 77,078 |
| 14 | 617 - CCMI | Social Worker II | Flores, Tisha T. | M-05 | 47,301 | 0 | 4,257 | 24-Oct-18 | 0 | 51,558 | 14,349 | 495 | 0 | 748 | 187 | 6,340 | 373 | 22,492 | 74,050 |
| 15 | 658 - HRC | Community Program Aide I (in lieu of Comm Prog Aide II) | Quinata, Del A. | E-17 | 36,037 | 0 | 3,243 | 10/12/2018 | 0 | 39,280 | 10,932 | 495 | 0 | 570 | 187 | 2,512 | 204 | 14,900 | 54,180 |
| 16 | 515 - KRC | Community Program Aide I (In lieu of Administrative Aide) | Crisostomo, Marvin L. | E-01 | 21,095 | 0 | 1,899 | 14-Feb-18 | 533 | 23,527 | 6,548 | 495 | 0 | 341 | 187 | 6,340 | 373 | 14,284 | 37,811 |
| 17 | 447 - KRC | Social Worker II | Lee, Jennifer A. | M-01 | 40,762 | 0 | 3,669 | 26-Jul-18 | 386 | 44,817 | 12,473 | 495 | 0 | 650 | 187 | 1,246 | 0 | 15,051 | 59,868 |
| 18 | 601 - LRC | Social Worker I | Bato, Ashley | L-01 | 37,100 | 0 | 3,339 | 27-Feb-18 | 937 | 41,376 | 11,515 | 495 | 0 | 600 | 187 | 6,340 | 373 | 19,510 | 60,886 |
| 19 | 659 - LRC | Community Program Aide II | NEW VACANT | G-01 | 0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 20 | 660 - LRC | Community Program Aide II | VACANT Vice: Bautista, ML | G-01 | 0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 21 | 661 - KRC | Community Program Aide II | VACANT: Vice: Salenga Jr.,VB., term 10/26/16 | G-01 | 0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 22 | 406 | Social Service Supervisor I | VACANT | N-01 | 0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 23 | 402 | Program Coordinator III | VACANT | N-01 | 0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 24 | 618 - KRC | Social Worker II in lieu of PC II (in lieu of PC III) | VACANT Vice: Respicio, R. J. | M-01 | 0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 25 | 520 | Program Coordinator I (in lieu of YSW I) | VACANT | K-01 | 0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 26 | 521 | Youth Service Worker I to YCF | VACANT | F-01 | 0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 27 | 516 | Data Control Clerk I (in lieu of YSW I) | VACANT | E-19 | 0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 521 | Youth Service Worker I to YCF | VACANT | F-01 | 0 | | | N/A | 0 | | | 0 | | | 0 | 0 | 0 | 0 | |
| | 516 | Data Control Clerk I (in lieu of YSW I) | VACANT | E-19 | 0 | | | N/A | 0 | | | 0 | | | 0 | 0 | 0 | 0 | |
| | | | Grand Total: | --- | $794,986 | $0 | $62,375 | --- | $5,197 | $862,558 | $240,052 | $8,910 | $0 | $12,509 | $3,366 | $58,569 | $4,408 | $327,814 | $1,190,372 |

* Night Differential / Hazardous / Worker's Compensation / etc.

1/ Indicate "(LTA)" or "(Temp.)" next to Position Title (where applicable)

2/ FY 2018 GovGuam contribution for Life Insurance is $187 per annum

**FUNCTIONAL AREA:** Protection of Life and Property

**DEPARTMENT/AGENCY:** Youth Affairs

**PROGRAM:** Youth Corrections

**FUND:** General Fund 5100A182020CE004 (Per OFB Request)

| | Input by Department | | | | | | | | | | | | | | | Input by Department | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | (A) | (B) | (C) | (D) | (E) | (F) | (G) | (H) | (I) | (J) | (K) | (L) | (M) | (N) | (O) | (P) | (Q) | (R) | (S) |
| | | | | | | | | Increment | | | Benefits | | | | | | | | |
| No. | Position Number | Position Title 1/ | Name of Incumbent | Grade / Step | Salary | Overtime | Special* | Date | Amt. | (E+F+G+I) Subtotal | Retirement (J * 27.83%) | Retire (DDI) ($19.01*26PP) | Social Security (6.2% * J) | Medicare (1.45% * J) | Life 2/ | Medical (Premium) | Dental (Premium) | Total Benefits (K thru Q) | (J+R) TOTAL |
| 1 | 413 | Data Control Clerk II (In lieu of Clk Typ III) | Annie C. Rodriguez | F-04 | $25,906 | $0 | $1,036 | 11-Feb-18 | $655 | $27,597 | $7,680 | $495 | $0 | $400 | $187 | $2,512 | $204 | $11,478 | $39,075 |
| 2 | 414 | Youth Service Worker I | Castillo, John Eric M. | FL04-04 | 29,319 | 0 | 3,225 | 16-Jun-18 | 514 | 33,058 | 9,200 | 495 | 0 | 479 | 187 | 2,512 | 204 | 13,077 | 46,135 |
| 3 | 418 | Youth Service Worker I | Lizama, Peter Q. | FL04-12 | 39,672 | 0 | 3,967 | 11-Jul-18 | 347 | 43,986 | 12,241 | 495 | 0 | 638 | 187 | 6,340 | 373 | 20,274 | 64,260 |
| 4 | 419 | Youth Service Worker Asst | Aquino, Neil P. | EL04-01 | 23,318 | 420 | 6,628 | 21-Aug-18 | 243 | 30,609 | 8,519 | 495 | 0 | 444 | 187 | 6,340 | 0 | 15,985 | 46,594 |
| 5 | 434 | Youth Service Supervisor | Santos, Benedette C. | IL04-16 | 55,213 | 557 | 15,693 | 16-Jan-19 | 0 | 71,463 | 19,888 | 495 | 0 | 1,036 | 187 | 3,839 | 229 | 25,674 | 97,137 |
| 6 | 436 | Youth Service Worker I | Palacios Jr., Dino C. | FL04-10 | 38,331 | 663 | 10,896 | 9-Feb-18 | 864 | 50,754 | 14,125 | 495 | 0 | 736 | 187 | 2,512 | 204 | 18,259 | 69,013 |
| 7 | 438 | Youth Service Supervisor | Laguana, Vincent T. | IL04-12 | $48,155 | 486 | 13,688 | 19-Mar-19 | 0 | 62,329 | 17,346 | 495 | 0 | 904 | 187 | 6,340 | 373 | 25,645 | 87,974 |
| 8 | 441 | Youth Service Worker II | Camacho, Ronald S.A. | HL04-10 | $41,947 | 726 | 11,922 | 4-Sep-18 | 122 | 54,717 | 15,228 | 495 | 0 | 793 | 187 | 3,839 | 229 | 20,771 | 75,488 |
| 9 | 442 | Youth Service Worker II | Buendicho, Edward J. | HL04-11 | $43,415 | 751 | 12,340 | 10-Jan-18 | 1,139 | 57,645 | 16,043 | 495 | 0 | 836 | 187 | 1,246 | 204 | 19,011 | 76,656 |
| 10 | 443 | Youth Service Supervisor | Camacho, Jean C. | IL04-16 | $55,213 | 557 | 15,693 | 16-Sep-19 | 0 | 71,463 | 19,888 | 495 | 0 | 1,036 | 187 | 2,512 | 204 | 24,322 | 95,785 |
| 11 | 450 | Youth Service Worker I | George, Francis I. | FL04-10 | $37,034 | 641 | 10,527 | 11-Jun-19 | 0 | 48,202 | 13,415 | 495 | 0 | 699 | 187 | 2,512 | 0 | 17,308 | 65,510 |
| 12 | 452 | Youth Service Worker I | Maravilla, Marcella E | FL04-03 | $27,776 | 481 | 7,895 | 28-Sep-18 | 129 | 36,281 | 10,097 | 495 | 0 | 526 | 187 | 2,512 | 204 | 14,021 | 50,302 |
| 13 | 453 | Youth Service Worker II | Nelson, Shawn J. | HL04-07 | $37,751 | 653 | 10,731 | 11-Jul-18 | 350 | 49,485 | 13,772 | 495 | 0 | 718 | 187 | 6,340 | 373 | 21,885 | 71,370 |
| 14 | 455 | Youth Service Worker I | Meeks, Brandon J. | FL04-03 | $27,776 | 481 | 7,895 | 28-Sep-18 | 129 | 36,281 | 10,097 | 495 | 0 | 526 | 187 | 6,340 | 373 | 18,018 | 54,299 |
| 15 | 457 | Youth Correction Superintendent | Afaisen Jr., David T. | NL04-05 | $54,362 | 0 | 5,437 | 21-Jul-17 | 3,886 | 63,685 | 17,724 | 495 | 0 | 923 | 187 | 0 | 0 | 19,329 | 83,014 |
| 16 | 465 | Youth Service Worker I | Michael, Clara | FL04-04 | $29,319 | 507 | 8,334 | 17-Jun-18 | 514 | 38,674 | 10,763 | 495 | 0 | 561 | 187 | 2,772 | 373 | 15,151 | 53,825 |
| 17 | 467 | Youth Service Worker I | Chogolmad, Paul S. | FL04-05 | $30,862 | 534 | 8,773 | 20-May-18 | 515 | 40,684 | 11,322 | 495 | 0 | 590 | 187 | 6,340 | 373 | 19,307 | 59,991 |
| 18 | 470 | Youth Service Worker II | Camacho, Danielle J. | HL04-10 | $41,947 | 303 | 2,936 | 10-Sep-19 | 0 | 45,186 | 12,575 | 495 | 0 | 655 | 187 | 2,512 | 204 | 16,628 | 61,814 |
| 19 | 483 | Youth Service Worker II | Salas, Celia J. | HL04-05 | $34,955 | 605 | 9,936 | 11-Jan-19 | 0 | 45,496 | 12,662 | 495 | 0 | 660 | 187 | 1,246 | 204 | 15,454 | 60,950 |
| 20 | 488 | Youth Service Worker I | Cruz, Rebecca R. | FL04-21 | $54,069 | 936 | 15,367 | 11-May-18 | 762 | 71,134 | 19,797 | 495 | 0 | 1,031 | 187 | 2,512 | 204 | 24,226 | 95,360 |
| 21 | 493 | Youth Service Worker I | San Miguel, Arlene C. | FL04-21 | $54,069 | 936 | 15,367 | 2-Jan-19 | 0 | 70,372 | 19,585 | 495 | 0 | 1,020 | 187 | 3,839 | 229 | 25,355 | 95,727 |
| 22 | 494 | Youth Svc Wkr I | VACANT Vice: Flores, N. I. | FL04-01 | 0 | 0 | 0 | N/A | 0 | 0 | 0 | 495 | 0 | 0 | 187 | 2,512 | 204 | 3,398 | 3,398 |
| 23 | 495 | Youth Service Worker Asst | Cruz, Bermen J. | EL04-10 | $36,201 | 653 | 10,289 | 3-Apr-18 | 634 | 47,777 | 13,296 | 495 | 0 | 693 | 187 | 4,567 | 269 | 19,507 | 67,284 |
| 24 | 497 | Youth Service Worker I | Rivera, Frank A. | FL04-09 | $35,799 | 620 | 10,175 | 24-Nov-18 | 0 | 46,594 | 12,967 | 495 | 0 | 676 | 187 | 1,246 | 204 | 15,775 | 62,369 |
| 25 | 512 | Youth Service Worker I | VACANT Vice: Ornellas, DAC | FL04-01 | $0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 26 | 513 | Youth Service Worker I | Nimeisa, Hernim A. | FL04-05 | $30,862 | 534 | 8,773 | 6-May-18 | 515 | 40,684 | 11,322 | 495 | 0 | 590 | 187 | 1,246 | 0 | 13,840 | 54,524 |
| 27 | 517 | Youth Service Worker II | VACANT Vice: Laguana, VT | HL04-01 | $0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 28 | 519 | Youth Service Worker I | Aguero, Magdalena P. | FL04-20 | 52,241 | 0 | 14,849 | 2-Jan-19 | 0 | 67,090 | 18,671 | 495 | 0 | 973 | 187 | 0 | 0 | 20,326 | 87,416 |
| 29 | 521 | Youth Service Worker I | Lubasan, Joycelyn T. | FL04-14 | 42,497 | 736 | 12,079 | 19-Oct-19 | 0 | 55,312 | 15,393 | 495 | 0 | 802 | 187 | 6,340 | 373 | 23,590 | 78,902 |
| 30 | 522 | Youth Service Worker I | Mendiola, Richard O. | FL04-19 | 50,474 | 874 | 14,347 | 19-Oct-19 | 0 | 65,695 | 18,283 | 495 | 0 | 953 | 187 | 2,512 | 204 | 22,634 | 88,329 |
| 31 | 523 | Youth Service Worker Asst | Albert, Kinasiro K. | EL04-06 | 30,314 | 547 | 8,617 | 13-Sep-18 | 97 | 39,575 | 11,014 | 495 | 0 | 574 | 187 | 2,512 | 204 | 14,986 | 54,561 |
| 32 | 524 | Youth Service Worker Asst | Branch, Zaani N. | EL04-02 | 24,776 | 447 | 7,042 | 11-Jul-18 | 364 | 32,629 | 9,081 | 495 | 0 | 473 | 187 | 0 | 0 | 10,236 | 42,865 |
| 33 | 526 | Youth Service Worker I | Fred, Nickson N. | FL04-05 | 30,862 | 534 | 8,773 | 6-Jun-17 | 2,470 | 42,638 | 11,866 | 495 | 0 | 618 | 187 | 6,340 | 373 | 19,879 | 62,517 |
| 34 | 528 | Youth Service Worker Asst | Untalan, Jerome B. | EL04-05 | 29,148 | 526 | 8,284 | 25-Mar-18 | 680 | 38,638 | 10,753 | 495 | 0 | 560 | 187 | 0 | 0 | 11,995 | 50,633 |
| 35 | 530 | Youth Service Worker Asst | Cabrera, Aaron | EL04-05 | 29,148 | 526 | 8,284 | 16-Dec-18 | 0 | 37,958 | 10,564 | 495 | 0 | 550 | 187 | 2,512 | 204 | 14,512 | 52,470 |
| 36 | 531 | Youth Service Worker I | Cruz, Thelma M. | FL04-11 | 38,331 | 663 | 10,896 | 10-Apr-18 | 671 | 50,561 | 14,071 | 495 | 0 | 733 | 187 | 2,512 | 204 | 18,202 | 68,763 |
| 37 | 532 | Youth Service Worker Asst | Cruz, Edward A.N. | EL04-04 | 27,691 | 499 | 7,871 | 9-Jun-18 | 486 | 36,547 | 10,171 | 495 | 0 | 530 | 187 | 2,772 | 373 | 14,528 | 51,075 |
| 38 | 535 | Youth Service Worker I | Wynn, Gabriel V. | FL04-02 | 26,232 | 189 | 7,456 | 2-May-18 | 643 | 34,520 | 9,607 | 495 | 0 | 501 | 187 | 3,839 | 229 | 14,858 | 49,378 |
| 39 | 545 | Youth Service Worker Asst | Castro, Shane S. | EL04-04 | 27,691 | 499 | 7,871 | 31-Mar-18 | 850 | 36,911 | 10,272 | 495 | 0 | 535 | 187 | 2,772 | 0 | 14,261 | 51,172 |
| 40 | 550 | Youth Service Worker Asst | Perez, Jessica C. | EL04-01 | 23,318 | 420 | 6,628 | 8-Jan-19 | 0 | 30,366 | 8,451 | 495 | 0 | 440 | 187 | 6,340 | 373 | 16,286 | 46,652 |
| 41 | 551 | Youth Service Worker Asst | Cepeda, Maylene Q. | EL04-11 | 36,201 | 653 | 10,289 | 7-Dec-18 | 0 | 47,143 | 13,120 | 495 | 0 | 684 | 187 | 2,772 | 373 | 17,631 | 64,774 |
| 42 | 552 | Youth Service Worker Asst | Villanueva, Jay A. | EL04-06 | 30,314 | 547 | 8,617 | 1-Oct-18 | 0 | 39,478 | 10,987 | 495 | 0 | 572 | 187 | 1,246 | 204 | 13,691 | 53,169 |
| 43 | 604 | Youth Service Worker Asst | Rivera Jr., Roland C. | EL04-07 | 31,480 | 568 | 8,947 | 13-Jan-19 | 0 | 40,995 | 11,409 | 495 | 0 | 594 | 187 | 1,986 | 269 | 14,940 | 55,935 |

| | | | | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 44 | 605 | Youth Service Worker Asst | Quintanilla, Brandon M. | EL04-07 | 31,480 | 568 | 8,947 | 29-Dec-18 | 0 | 40,995 | 11,409 | 495 | 0 | 594 | 187 | 4,567 | 269 | 17,521 | 58,516 |
| 45 | 609 | Youth Service Worker I | Patawaran, Vivian N. | FL04-15 | 43,985 | 761 | 12,502 | 5-Nov-18 | 0 | 57,248 | 15,932 | 495 | 0 | 830 | 187 | 0 | 0 | 17,444 | 74,692 |
| 46 | 611 | Youth Service Supervisor | Tudela, Stephen E. | IL04-15 | 53,347 | 539 | 15,162 | 11-Apr-19 | 0 | 69,048 | 19,216 | 495 | 0 | 1,001 | 187 | 6,340 | 373 | 27,612 | 96,660 |
| 47 | 645 | Youth Service Worker Asst | Afaisen, Daniel W. | EL04-02 | 24,776 | 447 | 7,042 | 12-Jul-18 | 364 | 32,629 | 9,081 | 495 | 0 | 473 | 187 | 1,246 | 204 | 11,686 | 44,315 |
| 48 | 425 | Youth Service Worker I | Soliva, Ricarte I. | FL04-01 | 24,689 | 427 | 7,017 | 19-Jun-18 | 514 | 32,647 | 9,086 | 495 | 0 | 473 | 187 | 2,512 | 204 | 12,957 | 45,604 |
| 49 | 431 | Youth Service Worker Asst | VACANT Vice: Livesay, DT | EL04-01 | 0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 50 | 525 | Youth Service Worker I | VACANT Vice: Benavente, TL (9/5/15) | FL04-01 | 0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 51 | 537 | Youth Service Worker I | Roby, Rodney | FL04-01 | 24,689 | 427 | 7,017 | 19-Jun-18 | 514 | 32,647 | 9,086 | 495 | 0 | 473 | 187 | 1,671 | 229 | 12,141 | 44,788 |
| 52 | 544 | Youth Service Worker I | Leon Guerrero, Nicole L. | FL04-01 | 24,689 | 427 | 7,017 | 19-Jun-18 | 514 | 32,647 | 9,086 | 495 | 0 | 473 | 187 | 1,671 | 229 | 12,141 | 44,788 |
| 53 | 547 | Youth Service Worker I | Ada, Joseph M.G. | FL04-03 | 27,776 | 481 | 7,895 | 11-Jun-18 | 514 | 36,666 | 10,204 | 495 | 0 | 532 | 187 | 1,246 | 204 | 12,868 | 49,534 |
| 54 | 553 | Youth Service Worker Asst | VACANT Vice: Tebit, GL | EL04-01 | 0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 55 | 576 | Youth Service Supervisor | VACANT Vice: Cruz, J. W. 8/30/13 | IL04-01 | 0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 56 | 608 | Youth Service Worker Asst | VACANT Vice: Quinata, DA | EL04-01 | 0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 57 | 664 | Staff Nurse II | NEW VACANT | NM-1 | 0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 58 | 449 | Youth Service Worker II | VACANT | HL04-01 | 0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 59 | 665 | Youth Service Worker II | VACANT | HL04-01 | 0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 60 | 666 | Youth Service Worker II | VACANT | HL04-01 | 0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 61 | 667 | Youth Service Worker I | VACANT | FL04-01 | 0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 62 | 668 | Youth Service Worker I | VACANT | FL04-01 | 0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 63 | 669 | Youth Service Worker I | VACANT | FL04-01 | 0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 64 | 670 | Youth Service Worker I | VACANT | FL04-01 | 0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 65 | 671 | Youth Service Worker I | VACANT | FL04-01 | 0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 66 | 672 | Youth Service Worker Asst | VACANT | EL04-01 | 0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 67 | 673 | Youth Service Worker Asst | VACANT | EL04-01 | 0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 68 | 674 | Youth Service Worker Asst | VACANT | EL04-01 | 0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 69 | 675 | Youth Service Worker Asst | VACANT | EL04-01 | 0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 70 | 676 | Youth Service Worker Asst | VACANT | EL04-01 | 0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | | Grand Total: | --- | $1,719,420 | $24,349 | $450,972 | --- | $19,999 | $2,214,740 | $616,365 | $24,255 | $0 | $32,111 | $9,163 | $148,196 | $10,533 | $840,623 | $3,055,363 |

* Night Differential / Hazardous / Worker's Compensation / etc.

1/ Indicate "(LTA)" or "(Temp.)" next to Position Title (where applicable)

2/ FY 2018 GovGuam contribution for Life Insurance is $187 per annum

**FUNCTIONAL AREA:** Protection of Life and Property

**DEPARTMENT/AGENCY:** Youth Affairs

**PROGRAM:** Vocational Rehabilitation & Support Services

**FUND:** General Fund 5100A182030EI002 (Per OFB Request)

| | Input by Department | | | | | | | | | | | | | | | Input by Department | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | (A) | (B) | (C) | (D) | (E) | (F) | (G) | (H) | (I) | (J) | (K) | (L) | (M) | (N) | (O) | (P) | (Q) | (R) | (S) |
| | | | | | | | | Increment | | | Benefits | | | | | | | | |
| No. | Position Number | Position Title 1/ | Name of Incumbent | Grade / Step | Salary | Overtime | Special* | Date | Amt. | (E+F+G+I) Subtotal | Retirement (J * 27.83%) | Retire (DDI) ($19.01*26PP) | Social Security (6.2% * J) | Medicare (1.45% * J) | Life 2/ | Medical (Premium) | Dental (Premium) | Total Benefits (K thru Q) | (J+R) TOTAL |
| 1 | 401 - ASU | Admin Services Officer | Toves, Jeannette C. | N-06 | $ 54,214 | $0 | $2,711 | 2-Jun-18 | $685 | $57,610 | $16,033 | $495 | $0 | $835 | $178 | $2,772 | $373 | $20,686 | $78,296 |
| 2 | 454 - ASU | Clerk Typist III | VACANT Vice: Sablan, B A.P. 3/16/18 | F-01 | 14,081 | 0 | 704 | 21-Jul-18 | 220 | 15,005 | 4,176 | 495 | 0 | 218 | 178 | 0 | 0 | 5,067 | 20,072 |
| 3 | 478 - ASU | Office Aide LTA (in lieu of Clerk I) | VACANT Vice: Salenga, VB | C-01 | 0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4 | 456 - ASU | Administrative Assistant | Arceo, Jennifer R. | J-04 | 34,744 | 0 | 1,737 | 31-Mar-18 | 768 | 37,249 | 10,366 | 495 | 0 | 540 | 178 | 2,772 | 373 | 14,724 | 51,973 |
| 5 | 411 - MT | Supply Expediter | Duenas, Jose S. | E-11 | 29,878 | 0 | 1,494 | 4-Oct-19 | 0 | 31,372 | 8,731 | 495 | 0 | 455 | 178 | 1,246 | 204 | 11,309 | 42,681 |
| 6 | 420 - MT | Maintenance Specialist in lieu of Building Custodian | Valdez, Jerome C. | H-03 | 28,568 | 103 | 1,428 | 3-Nov-18 | 0 | 30,099 | 8,377 | 495 | 0 | 436 | 178 | 2,512 | 204 | 12,202 | 42,301 |
| 7 | 428 - MT | Maint Worker (in lieu of Maint Specialist) | Taitingfong, Don P. | H-05 | 30,774 | 111 | 1,539 | 14-Oct-18 | 0 | 32,424 | 9,024 | 495 | 0 | 470 | 178 | 2,512 | 204 | 12,883 | 45,307 |
| 8 | 466 - MT | Auto Mechanic II | VACANT Vice: Blas, Frank C. 9/30 | I-01 | 0 | 0 | 0 | N/A | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 9 | 650 - MT | Electrician I | VACANT | I-01 | 0 | 0 | 0 | N/A | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10 | 651 - MT | Plumber I | VACANT | H-01 | 0 | 0 | 0 | N/A | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 11 | 652 - MT | Refrigeration Mechanic I | VACANT | H-01 | 0 | 0 | 0 | N/A | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 12 | 448 - CU | Cook II | Miranda, Bertha B. | G-11 | 35,025 | 25 | 3,152 | 11-Jun-18 | 370 | 38,572 | 10,735 | 495 | 0 | 559 | 178 | 0 | 0 | 11,967 | 50,539 |
| 13 | 464 - CU | Cook I | Guzman, Jesse J. | E-08 | 27,206 | 20 | 2,449 | 3-Dec-18 | 0 | 29,675 | 8,259 | 495 | 0 | 430 | 178 | 2,512 | 204 | 12,078 | 41,753 |
| 14 | 417 - CU | Cook I | Borja, Ray S. | E-08 | 27,206 | 20 | 2,449 | 20-Dec-18 | 0 | 29,675 | 8,259 | 495 | 0 | 430 | 178 | 1,671 | 229 | 11,262 | 40,937 |
| 15 | 621 - CU | Cook I | Ignacio, Anita M. | E-10 | 28,959 | 21 | 2,606 | 13-Feb-18 | 613 | 32,199 | 8,961 | 495 | 0 | 467 | 178 | 2,512 | 204 | 12,817 | 45,016 |
| 16 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 17 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 18 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 19 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 20 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 21 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 22 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 23 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 24 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 25 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | | Grand Total: | — | $ 310,655 | $300 | $20,269 | — | $2,656 | $333,880 | $92,921 | $4,950 | $0 | $4,840 | $1,780 | $18,509 | $1,995 | $124,995 | $458,875 |

* Night Differential / Hazardous / Worker's Compensation / etc.

1/ Indicate "(LTA)" or "(Temp.)" next to Position Title (where applicable)

2/ FY 2018 GovGuam contribution for Life Insurance is $187 per annum

# Department of Youth Affairs

## Prior Year Obligation
## FY 2018
## 2nd QUARTER REPORT
## Ending March 31, 2018

Eddie Baza Calvo
Governor
Ray Tenorio
Lieutenant Governor

**Department of Youth Affairs**
Dipåttamenton Asunton Manhoben
Government of Guam
P.O. Box 23672
Barrigada, Guam 96921
Tel: (671)735-5010 Fax: (671)734-7536

Peter Alecxis D. Ada
Director
Krisinda C. Aguon
Deputy Director

April 26, 2018

MEMORANDUM

To: ***Honorable Speaker Benjamin J.F. Cruz***
34th Guam Legislature

From: Director, Department of Youth Affairs

Subject: **2nd Quarter FY 2018 Prior Year Obligation Payments**

*Håfa Adai Speaker Cruz,*

Pursuant to 5 GCA §10306, please be advised, that the Department of Youth Affairs has no Prior Year Obligation payments in the **2nd Quarter** of **FY 2018** report, ending March 31, 2018.

An electronic submission of the stamp received copy of this report will be sent to speaker@senatorbjcruz.com and a copy to, the Office of the Public Auditor at admin@guamopa.com, and this report will be posted on DYA's Government of Guam website at www.dya.guam.gov.

Please contact 735-5010 should you have any questions or concerns.

*Si Yu'os Ma'åse'*

**Peter Alecxis D. Ada**

Cc: Office of the Public Auditor