

REQUEST TO ESTABLISH DOCKET (Please type or print. File original with CLK.)		
Date:	3/6/2019	
1. From Division / Staff:	Idm/Curtis Williams <i>CW</i> <i>L7</i> <i>CH</i>	
2. OPR:	IDM	
3. OCR:	GCL	
4. Suggested Docket Title:	Commission Approval of Florida Telecommunications Relay, Inc.'s Fiscal Year 2019/2020 Proposed Budget.	
5. Program/Module/Submodule Assignment:	A19, B11	
6. Suggested Docket Mailing List		
a. Provide NAMES/ACRONYMS, if registered company		<input checked="" type="checkbox"/> Provided as an Attachment
Company Code, if applicable:	Parties (include address, if different from MCD):	Representatives (name and address):
	James Forstall	
	1820 East Park Avenue	
	Suite 101	
	Tallahassee, FL 32301	
	Voice: 850-270-2641	
	Email: jforstall@ftri.org	
b. Provide COMPLETE NAME AND ADDRESS for all others (match representatives to companies)		
Company Code, if applicable:	Interested persons, if any, (include address, if different from MCD):	Representatives (name and address):
	Copy all interested persons from Docket No. 20180099-TP	
7. Check one:	<input checked="" type="checkbox"/> Supporting documentation attached <input type="checkbox"/> To be provided with Recommendation	
Comments:		

RECEIVED-FPSC
 2019 MAR -6 PM 2:50
 COMMISSION
 CLERK



March 1, 2019

Mr. Curtis Williams, Regulatory Analyst IV
Office of Telecommunications
Florida Public Service Commission
2540 Shumard Oak Boulevard
Tallahassee, FL 32399-0866

RE: **FTRI FY 2019/2020 Budget**

Dear Mr. Williams:

I am pleased to forward a copy of the FY 2019/2020 budget for the Florida Telecommunications Relay, Inc. (FTRI).

The budget maintains the surcharge at 10 cents per access line and at this level is projected to produce revenues of \$5,409,709. As reflected on the attached copy of the approved budget total expenses are projected to be \$5,705,082. A shortfall of \$295,373 will be realized.

Access lines have decreased at the rate of 5.7% during the past four years (2015, 2016, 2017 & 2018) and that trend is expected to continue as more consumers move from landline to other technologies. For the current budget period, it is projected that access lines will decrease by 4.0%.

FTRI and its regional partners continue to reach out to meet the telecommunications access needs of residents who are deaf, hard of hearing, deaf/blind, or speech disabled. Outreach continues to be an integral part of our efforts to attract new clients and educate the general population about the Florida Relay System and the benefits this brings to our citizens as required by TASA.

Should you have questions or desire additional information, please do not hesitate to email me at jforstall@ftri.org.

Sincerely,

A handwritten signature in black ink, appearing to read "James Forstall", is written over a printed name and title.

James Forstall
Executive Director

Enclosure

cc: FTRI Board of Directors

Florida Telecommunications Relay, Inc.
Fiscal Year 2019/2020 Budget @ .10 cents surcharge

	2018/2019 APPROVED BUDGET	2018/2019 ESTIMATED REV & EXPEND	2019/2020 PROPOSED BUDGET	Estimated to Budget VARIANCE 2018/2019 2019/2020	Budget to Budget VARIANCE 2018/2019 2019/2020
OPERATING REVENUE					
1 Surcharges	5,695,749	5,537,279	5,315,788	(221,491)	(379,961)
2 Interest Income	97,902	88,652	93,921	5,269	(3,981)
TOTAL OPERATING REV	5,793,651	5,625,931	5,409,709	(216,222)	(383,942)
OTHER REVENUE/FUNDS					
3 Surplus Account	17,398,350	17,301,477	16,957,128	(344,349)	(441,222)
TOTAL REVENUE	23,192,001	22,927,408	22,366,837	(560,571)	(825,164)
OPERATING EXPENSES					
CATEGORY I - RELAY SERVICES					
4 DPR Provider	2,826,281	2,726,660	2,556,170	(170,490)	(270,111)
SUBTOTAL-CATEGORY I	2,826,281	2,726,660	2,556,170	(170,490)	(270,111)
CATEGORY II - EQUIPMENT & REPAIRS					
5 TDD Equipment	0	0	0	0	0
6 Large Print TDD's	0	0	0	0	0
7 VCO/HCO - TDD	4,600	2,300	2,300	0	(2,300)
8 VCO Telephone	0	0	0	0	0
9 Dual Sensory Equipment	0	620	0	(620)	0
10 CapTel Phone Equipment	0	0	16,875	16,875	16,875
11 VCP Hearing Impaired	936,572	936,748	813,659	(123,089)	(122,913)
12 VCP Speech Impaired	0	0	0	0	0
13 TeliTalk Speech Aid	13,200	37,095	15,480	(21,615)	2,280
14 Jupiter Speaker phone	0	0	0	0	0
15 In-Line Amplifier	0	0	0	0	0
16 ARS Signaling Equip	250	1,296	2,592	1,296	2,342
17 VRS Signaling Equip	7,733	4,775	12,500	7,725	4,767
18 Accessories & Supplies	1,230	981	1,499	518	269
19 Telecomm Equip Repair	76,775	84,408	83,148	(1,260)	6,373
SUBTOTAL-CATEGORY II	1,040,360	1,068,223	948,053	(120,170)	(92,307)
CATEGORY III - EQUIPMENT DISTRIBUTION & TRAINING					
20 Freight-Telecomm Equip	38,034	40,021	42,793	2,772	4,759
21 Regional Distr Centers	667,484	686,630	664,128	(22,502)	(3,356)
22 Workshop Expense	0	0	0	0	0
23 Training Expense	468	468	468	0	0
SUBTOTAL-CATEGORY III	705,986	727,119	707,389	(19,730)	1,403

Florida Telecommunications Relay, Inc.
Fiscal Year 2019/2020 Budget @ .10 cents surcharge

	2018/2019	2018/2019	2019/2020	Estimated to Budget	Budget to Budget
	APPROVED BUDGET	ESTIMATED REV & EXPEND	PROPOSED BUDGET	VARIANCE 2018/2019 2019/2020	VARIANCE 2018/2019 2019/2020
CATEGORY IV - OUTREACH					
24 Outreach Expense	546,250	546,250	535,650	(10,600)	(10,600)
SUBTOTAL-CATEGORY IV	546,250	546,250	535,650	(10,600)	(10,600)
CATEGORY V - GENERAL & ADMINISTRATIVE					
25 Advertising	15	1,247	1,247	(0)	1,232
26 Accounting/Auditing	26,582	27,027	21,221	(5,806)	(5,361)
27 Legal	36,000	33,360	33,500	140	(2,500)
28 Computer Consultation	5,580	4,577	6,710	2,133	1,130
29 Dues & Subscriptions	2,287	2,307	2,307	0	20
30 Office Furniture Purchase	0	0	0	0	0
31 Office Equipment Purchase	6,263	4,047	9,131	5,084	2,868
32 Office Equipment Lease	1,552	1,751	1,751	0	199
33 Insurance-Hlth/Life/Dsblty	153,027	151,873	165,266	13,393	12,239
34 Insurance-Other	10,729	9,609	9,609	0	(1,120)
35 Office Expense	13,029	11,913	11,914	1	(1,115)
36 Postage	7,490	4,527	4,527	0	(2,963)
37 Printing	1,114	1,216	1,216	0	102
38 Rent	91,205	91,130	91,317	187	112
39 Utilities	5,294	5,250	5,250	0	(44)
40 Retirement	78,773	76,756	80,909	4,153	2,136
41 Employee Compensation	441,149	422,200	456,961	34,761	15,812
42 Temporary Employment	0	0	0	0	0
43 Taxes - Payroll	31,604	30,909	33,478	2,569	1,874
44 Taxes - Unemplmt Comp	63	67	63	(4)	0
45 Taxes - Licenses	61	61	61	0	0
46 Telephone	16,089	15,134	15,615	481	(474)
47 Travel & Business	5,198	4,105	4,055	(50)	(1,143)
48 Equipment Maint.	1,306	762	762	0	(544)
49 Employee Training/Dev	950	2,200	950	(1,250)	0
50 Meeting Expense	883	0	0	0	(883)
51 Miscellaneous Expense	0	0	0	0	0
SUBTOTAL-CATEGORY V	936,243	902,028	957,820	55,792	21,577
TOTAL EXPENSES	6,055,120	5,970,280	5,705,082	(265,198)	(350,038)
REVENUE LESS EXPENSES	17,136,881	16,957,128	16,661,755	(295,373)	(475,126)

-295,373

Line Item Information
FTRI FY 2019/2020 Board Approved Budget
Submitted to the FPSC Staff on Friday, March 1, 2019

Definitions:

YE Estimate:

FTRI projects the YE (Year End) Estimate based on Year-to-Date December of the current fiscal year plus calculated projections based on historical data available.

Budget to Actual:

FTRI understands, based on previous communications with the PSC staff, identifying this as the budgeted amount for a line item that should be no more than the YE estimated amount for the current fiscal year.

1. GL# 3050 Surcharge Revenue

FTRI is showing a decrease of \$221,491 in surcharges from FY 2018/2019 Estimated Revenue. As we do each year, actual access lines reported to us by the telephone companies are logged into a spreadsheet (Attachment A). For the months remaining in the current fiscal year-end, an estimate is made on expected access lines to be reported using a conservative estimate based on previous years. FTRI has conservatively selected a decrease of 4 percent for this estimate, although historically over the past 5 years the decrease has been more than 4 percent. Additionally, FTRI applies the conservative estimated decrease of 4 percent to actual to date and year end estimated access lines to calculate the budget year estimated access lines. FTRI applies the current surcharge rate to those estimated access lines for the budget year and the corresponding administrative allowance of 1 percent. FTRI is recommending that we maintain the surcharge at 10 cents per access line.

2. GL#3450 Interest Income.

Interest Income increased \$5,269 from FY 2018/2019 Estimated Revenue. FTRI earns interest from Regions Bank Non-Profit Public Funds Money Market account. Our Regions Bank Public Funds checking is not an interest-bearing account and is required to maintain a \$500,000 minimum balance. Our current interest rate of .62% has been used for budget.

4. GL# 5110 Dual Party Relay Provider

The DPR Provider account shows a \$170,490 decrease from FY 2018/2019 Estimated Expenditures. March 1, 2018 began a new contract with SPRINT and the FPSC with higher rates. Traditional TRS increased from \$1.09 per minute to \$1.35 per minute

while CapTel increased from \$1.63 per minute to \$1.69 per minute. Each year FTRI receives a budget estimate from the DPR provider. Attachment B is the spreadsheet provided by Sprint. Sprint requested FTRI fill in the amounts provided in the row noted as forecasted, into the row labeled actual to arrive at the calculated amounts. FTRI has done as requested and Attachment B-1 is the resulting spreadsheet as completed by FTRI per Sprint's request. No year-end estimate was provided by Sprint, therefore FTRI used the budgeted amounts from the prior year.

5. GL# 5210 TDD Equipment

TDD Equipment is budgeted at \$0. FTRI has ample supply of units available under our repair program to cover future needs.

6. GL# 5220 Large Print TDD

The Large Print TDD's account is budgeted at \$0. FTRI does not anticipate any client requests, no units have been requested in the past trailing twelve months.

7. GL# 5222 VCO/HCO-TDD

VCO/HCO-TDD equipment is budgeted at \$2,300. The VCO/HCO-TDD FY 2019/2020 budget is based on actual and estimated costs and distributed units for FY 2018/2019. Using averages from the prior year and adjusting for VCO/HCO-TDD units that will be available at warranty repair costs, FTRI anticipates meeting consumer demands for the budget year 2019/2020 with 10 new units along with refurbished units of VCO/HCO-TDD equipment on hand in FY 2019/2020. Ten (10) units x \$230 = \$2,300.

8. GL# 5224 VCO Telephone

VCO Telephone is budgeted at \$0. FTRI has ample supply of units available under our repair program to cover future needs. There has been very limited demand for this phone.

9. GL# 5230 Dual Sensory Equipment.

The Dual Sensory Equipment account is budgeted at \$0. Deaf-Blind consumers, who qualify, prefer NDBEDP equipment such as iPads, iPhones and braille machines. The Deaf community has been using newer selections as more choices are available using current technologies. In the fiscal year-end June 2019 one client did need a specialized unit for dual sensory and it was provided for \$620. FTRI does not anticipate any demand in the budget year and has budgeted \$0 dollars.

10. GL# 5226 CapTel Equipment.

The CapTel Equipment, 840 Plus is budgeted at \$16,875. Under the 2015 agreement, Sprint provided FTRI with CapTel 840 Plus units at \$0. That agreement has ended with Sprint's 2018 contract. FTRI has enough inventory on hand for six to nine months. FTRI has budgeted 225 units for FY 2019/2020 budget year. 225 x \$75 = \$16,875.

11. GL# 5240 (corded) and 5241 (cordless) VCP Hearing Impaired

The VCP Hearing Impaired line item shows a \$123,089 decrease from FY 2018/2019 Estimated Expenditures. The trailing 12-month data at the time of budget preparation, January 2018 to December 2018 units purchased, have been used to estimate FYE 2019 purchases. A detailed analysis was used considering the year over year decrease of 35.3% and the difference in business cycle between the first half of the fiscal year and the second half of the fiscal year. Additionally, a new initiative with Chen Med and Dedicated Medical facilities allows some of our Regional Distribution Centers to distribute equipment to qualified Florida residents at those locations. This initiative created a temporary and unique increase during the July to December 2018 period. Using a complete 12-month cycle captures the low and high-volume months that occur due to timing of outreach activities and the Florida business cycle, including the winter holiday season.

12. GL# 5250 VCP Speech Impaired.

The VCP Speech Impaired line item is budgeted at \$0. Based on demand FTRI is not budgeting for the purchase of additional new units. Refurbished units on hand should suffice. Additionally, although the manufacturer still has units in stock for purchase, the manufacturer has discontinued model HD-40S.

13. GL# 5253 TeliTalk Speech Aid

The TeliTalk Speech Aid line item shows a \$21,615 decrease from FY 2018/2019 estimated expenditures. During the 2018/2019 fiscal year, ATOS Medical purchased and merged with Griffin Labs, the manufacturer of the TeliTalk. ATOS and FTRI plan to implement distribution of the Telitalk to qualified individuals who have not been served. The year-end estimate includes a temporary increase for qualified Floridians who may benefit from this equipment. Using the TTM (trailing twelve month) historical consumer demand from the prior year FTRI has projected to order (24) twenty-four units for the budget year 2019/2020.

14. GL# 5254 The Jupiter Speaker Phone (GEWA Phone) - \$0.

The Jupiter GEWA phone is distributed as needed from FTRI's office and a small supply of units are kept on hand. No additional units are projected to be purchased.

15. GL# 5255 In-Line Amplifier

The In-Line Amplifier YE estimate is based on recent demand. There was a limited demand for this equipment during the past year. FTRI anticipates distributing from existing inventory for budget year 2019/2020.

16. GL#5261 ARS Signaling Equipment

The ARS Signaling Equip line item shows a \$1,296 increase from FY 2018/2019 Estimated Expenditures. Specifically, the CR200 signaling equipment that is both audible and visual (flashing light), originally added to the program as a Visual Ring Signaling device,

has been distributed more frequently as an Audible Ring Signaling device. Therefore, the budgeted amount is being moved from VRS to ARS Signaling for this budget year 2019/2020. The traditional SR-200 is still occasionally requested. The trailing twelve months of 2018 shows an average of 8 units per month purchased. Using this average in addition to stock on hand at FTRI and the RDCs, 8 units per month should be enough to meet demand in the budget year 2019/2020.

17. GL# 5262 VRS Signaling Equipment

The VRS Signaling Equip line item shows a \$7,725 increase from FY 2018/2019 Estimated Expenditures. A new flashing (Visual) signaling device is being considered for the program. The Bellman-Symfon unit is multifunctional and uses newer technology. One function allowing the user to control the unit plugged directly into the phone or by transmitter alerting a user of a ringing phone in another room. FTRI is budgeting 100 units based on trailing 12-month data of previous Visual Signaling device distribution.

18. GL# 5265 Accessories & Supplies

The Accessories & Supplies line item shows a \$518.00 increase from FY 2018/2019 Estimated Expenditures. Actual and estimated costs for FY 2018/2020 to include specific purchases for line filters and line simulators. The 12-month average of supplies is \$124.91 per month. This average includes a purchase of in-line filters and a purchase of six phone line simulators to assist staff and RDCs field testing phones by clients.

19. GL#5270-5274 Telecom Equipment Repair

The Telecom Equip Repair line item shows an \$1,260 decrease from FY 2018/2019 Estimated Expenditures. The trailing 12-month average at the time of budget preparation, January 2018 to December 2018, is used to calculate the budget estimate.

20. GL# 5310 Freight-Telecom Equipment

The Freight-Telecomm Equip line item shows a \$2,772 increase from FY 2018/2019 Estimated Expenditures. As XLC7-BT, XLC-3.4, Alto, Alto-Plus units warranty expire these units are shipped back for repair. In addition, VCO/HCO-TDD, TR75 and other units are refurbished. New units are shipped to RDCs and various clients as ordered. The trailing 12-month average is used in projecting the budget resulting in a slightly higher projection than year-end estimate for 2018/2019. The year-end estimate used year-to-date actual plus the trailing 12-month average.

21. GL# 5320-5327 Regional Distribution Centers

The Regional Distribution Centers line item shows a \$22,502 decrease from FY 2018/2019 Estimated Expenditures. Most of the decrease is for costs associated with the regional distribution centers RDC contracts for distribution services. The trailing 12-month data at the time of budget preparation, January 2018 to December 2018, of RDC activity is used to calculate the budget estimate. Using a complete 12-month cycle captures the low and high-volume months. It is estimated that over the past several

years the decrease in RDC services is approximately 5.6% per year. Additionally, the below breakdown shows the additional costs included in this line item. These include air card connectivity and laptops for access to FTRI's client database and maintenance and modifications to AIMS. All costs are specifically related to RDC fulfillment of the agreement to provide FTRI services.

	FY 2018-2019 (estimated)	FY 2019-2020 (proposed)
RDC contracts	\$ 612,757	\$ 596,319
AIMS air card \$675 per month	\$ 8,212	\$ 8,249
RDC AIMS Hardware	\$ 817	\$ 900
AIMS Project for RDC	\$ 52,806	\$ 52,620
Auditing	\$ 6,038	\$ 6,040
Interpreters	\$ 6,000	\$ 0
Support Services	\$ 0	\$ 0
	\$ 686,630	\$ 664,128

22. GL# 5330 Workshop Expense

The Workshop Expense is budgeted at \$0. FTRI believes face-to-face meetings with RDC staff in a conference or workshop environment is vital to enhance training on equipment and FTRI procedures and best practices in working with clients as well as enhancing working relationships with RDCs.

23. GL# 5340 Training Expense

The Training Expense line item shows a \$0 increase from FY 2018/2019 Estimated Expenditures. FTRI plans to hold smaller regional trainings via webinars and, when possible face-to-face meetings when in area for audits or other purposes, to enhance the FTRI program and its relationship with RDCs. Cost budgeted is for Go-To-Meeting web access.

24. GL# 5410-5417 Outreach Expense

The Outreach Expense account shows a \$10,600 decrease from FY 2018/2019 Estimated Expenditures. FTRI plans to continue advertising the program using newspaper insert ad (FSI) and Social Media. FTRI collaborates with IMS to strategically place insert ads in newspapers by identifying specific areas, i.e. zoning by zip codes which allows FTRI to advertise in a cost-efficient manner. A comprehensive social media campaign proposed by BH Marketing is planned for the budget year 2019/2020.

25. GL# 5501 Advertising

Line item shows a \$0 increase from FY 2018/2019 Estimated Expenditures. In FYE 2018/2019, FTRI ran an ad in Craigslist and Career Builder for the Data Entry position at a cost of \$1,247. FTRI budgeted to actual for advertising of possible open positions due to staff turnover. FTRI advertises using low cost employment ads, usually Craigslist at \$15 per placement, however if necessary, advertises in The Tallahassee Democrat using

Career Builder for some positions. FTRI advertised the position using Career Builder and was filled.

26. GL# 5504 Accounting

The Accounting/Auditing line item shows a \$5,806 decrease from FY 2018/2019 Estimated Expenditures. A compensation analysis proposed by an independent third party at the request of the Board of Director's and as discussed in last year's FPSC Agenda meeting to approve FTRI's budget for FY 2018/2019 was completed. FTRI's CPA firm provided a quote for our annual audit of the 2019/2020 fiscal year at \$17,000 in line with last year. This line item also includes expenses for payroll processing and payroll tax reporting. FTRI is budgeting 9 employees for payroll expenses.

27. GL# 5507 Legal

The Legal account shows a \$140 increase from FY 2018/2019 Estimated Expenditures. FTRI is billed for legal services monthly at \$250 per hour for the first 12 hours of service per month with hours over 12 billed at \$225 per hour. From July–Dec 2018 FTRI paid out \$13,761.57 in legal expense. FTRI conservatively expects January – June 2018 to be similar in expense to the trailing twelve-month average of \$3,266.38 per month and is reflected in the Year End estimate of \$33,360. FTRI has used the FYE estimate as its budget for 2019/2020 with a slight increase.

28. GL# 5510 Computer Consultation

The Computer Consultation line item shows an increase of \$2,133 for the budget year end 2020. YE estimate for FY ending 2019 is the average of the first six months and extrapolated for the full 12 months. FTRI was quoted 58 hours of technical support, network administration, and desktop troubleshooting \$6,710 that includes a new server install and server operating system upgrade.

29. The Dues & Subscriptions expense account shows a \$0 increase from FY 2018/2019 Estimated Expenditures.

FTRI has budgeted as close to the estimated YE 2018/2019 amount as possible. Dues and subscriptions to organizations that we partner with and are directly involved in the communities we serve allowing staff and management to be informed about those communities.

30. The Office Furniture Purchase account shows \$0.

No office furniture purchases are anticipated.

31. GL# 5530-5531 Office Equipment and Computer Software

The Office Equipment Purchase line item shows a \$5,084 increase from FY 2018/2019 Estimated Expenditures. FTRI expects replacement of two (2) workstations. New server installation and Operating System upgrade is recommended for the 2019/2020 budget

year. Purchase of Office 365 software, renewing Firewall support, antivirus software are also budgeted.

32. GL# 5541 Office Equipment Lease

Office Equipment Lease shows an increase of \$0 from FY 2018/2019 estimated expenditures. FTRI leases a copier and the Pitney Bowes postage equipment. The Pitney Bowes equipment lease had a slight increase during the year. FTRI budgeted close to the estimated YE 2018/2019 amount.

33. GL# 5544 Insurance-Hlth/Life/Dsblty

The amount budgeted for 2019/2020 Insurance-Hlth/Life/Dsblty account shows a \$13,393 increase from FY 2018/2019 estimated expenditures. FTRI estimated a 7% increase in premium based on response from insurance agency estimated increase. Employees contribute 5% of the premium for single coverage and 25% of the difference between single and dependent coverage. Employee turnover impacted 2018/2019 Health Care cost for the period. During the budget year 2019/2020 FTRI anticipates staff of 9 employees. FTRI has an insurance renewal date of June 1.

34. GL# 5547 Insurance-Other

The Insurance-Other line item shows a \$0 increase from FY 2018/2019 Estimated Expenditures. FTRI estimates that insurance will remain close to the actual 2018/2019 estimated amount for the budget year 2019/2020.

35. GL# 5551 Office Expense

The Office Expense line item shows a \$1 increase from FY 2018/2019 estimated expenditures. This line item includes office supplies, paper, office cleaning, pest control, security system service, shredding services.

36. GL# 5554 Postage Expense

The Postage line item shows no change from FY 2018/2019 estimated expenditures. FTRI estimates that due to follow up with Application Requests, there will be 2 postage deposits into our meter at \$1,021 each ($\$1,021 \times 2 = \$2,042$). In addition to business reply mail permit fees and postage deposits \$500 each and supplies for the meter.

37. GL# 5557 Printing expense

The Printing line item shows \$0 increase from FY 2018/2019 estimated expenditures. This line item includes printing of FTRI's annual report, business cards, letterhead, envelopes.

38. GL# 5560 Rent expense

The Rent line item shows a \$187 increase from FY 2018/2019 estimated expenditures. FTRI renewed its lease in 2017 at the same rate. This rate has remained steady for the

past 5 years and is not expected to increase. The slight increase is due to FTRI's offsite storage facility, Secure Records Solutions.

39. GL# 5561 Utility expense

The Utilities line item shows \$0 increase from FY 2018/2019 estimated expenditures.

40. GL# 5563 Retirement

The Retirement line item shows a \$4,153 increase from FY 2018/2019 estimated expenditures. FY 2018/2019 estimate is lower than anticipated due to employee turnover. Retirement is based on salary, budgeted salary increases, and related pension costs for administration of the program through FTRI's plan administrator NTCA. The Data Entry person terminated employment in November 2018 and was replaced in December 2018. The replacement was not eligible for retirement benefits. FY 2019/2020 budget includes 9 employees' projected salary.

41. GL# 5566 Employee Compensation

Employee Compensation line item shows a \$34,761 increase from FY 2018/2019 estimated expenditures. FY 2018/2019 estimate is lower than anticipated due to employee turnover. FTRI started July 2017 with 10 employees out of 15 authorized positions and cut back to 9 positions during 2018. The Data Entry position experienced a turnover in November 2018. Nine (9) employees are budgeted for FY 2019/2020 with an estimated 3% increase in compensation for consideration by the board.

42. GL# 5569 Temporary Staff

The Temporary Employment line item shows \$0. As advised, FTRI no longer uses this line item.

43. GL # 5572 Taxes-Payroll

The Taxes-Payroll line item shows a \$2,569 increase from FY 2018/2019 estimated expenditures. Taxes are budgeted at 7.65% of payroll expense. FTRI has pre-tax section 125 benefits that lower taxable income for employees paying Health Premiums as well as our 403b fully employee funded retirement program that is pre-tax. Nine (9) employees are budgeted for 2019/2020 budget year.

44. GL# 5575 Taxes-Unemployment Compensation

The Taxes-Unemployment Compensation line item shows a \$4 decrease from FY 2018/2019 estimated expenditures. Taxes Unemployment Compensation is budgeted close to the year-end estimate. The tax is on the first \$7,000 of income for each employee, therefore the more turnover the higher the cost both in annual rate and number of employee accounts charged. Currently FTRI has been assigned the lowest rate of .0010.

45. GL# 5578 Taxes-Licenses

The Taxes-Licenses line item shows \$0 increase from FY 2018/2019 YE estimated. Taxes-Licenses fee is for FTRI's annual report to the department of state corporate filing.

46. GL# 5581 Telephone Expense

The Telephone line item shows a \$481 increase from FY 2018/2019 estimated expenditures.

47. GL# 5584 Travel & Business Expense

The Travel & Business line item shows a \$50 decrease from FY 2018/2019 estimated expenditures. Limited staff of 9 employees leaves limited time to travel to conduct business face-to-face. Travel is based on four trips for staff or managers to meet with RDCs and/or vendors and one trip to TEDPA (For the Telecommunications Equipment Distribution Program Association) annual conference. Additionally, as new equipment is developed and introduced to the market, it may be advantageous for FTRI to visit with vendors. FTRI reduced the budget for staff to attend industry related conferences or seminars that benefits staff and/or FTRI due to time constraints on the reduced staff level.

48. GL# 5591 Equipment Maintenance

Equipment Maintenance line item shows a \$0 increase from FY 2018/2019 estimated expenditures. FTRI budgeted close to the estimated YE 2018/2019 amount.

49. GL# 5592 Employee Training

The Employee Training/Dev line item shows a \$1,250 decrease from FY 2018/2019 estimated expenditures. FTRI budgeted for two staff retreats that may be held off-site. FTRI included for 2 staff to attend training sessions as they become available as needed. This maintains the budget at the same level as FY 2018/2019 approved budget amount.

50. GL# 5594 Meeting Expense

The Meeting Expense line item shows a \$0 increase from FY 2018/2019 estimated expenditures. Due to the difficulty of securing qualified sign language interpreters in the surrounding Tallahassee area, FTRI has been either unable to obtain interpreters or has held meetings using other means of communication.

Case Management System



Docket : 20180099-TP (Closed)

General Title ProgMods CASR Documents Correspondence Utilities **Parties**

Comments Appeal

Parties of Record

Filter: *=Official Party of Record

Export

Official Party of Record

1		<input type="checkbox"/>	AT&T Global Business (18)
2		<input type="checkbox"/>	Hamilton Relay, Inc. (18)
3		<input type="checkbox"/>	Rutledge Law Firm (18)

Parties Count: 5

Save Cancel

© 2019 State of Florida