

Hudson Regional Health Commission
BUDGET – JUSTIFICATION 2018

The 2018 Budget of \$3,065,024 reflects an overall increase of \$30,641 which is about 1.07% when compared to 2017 Budget, this is due to personnel cost increase of \$28,641, this increase is due to the fact that 2018 budget is only assuming 6 month of the Bioterrorism grant for the personnel that is split between this grant and consolidated fund, plus one level increase for one environmental specialist and equipment cost increased by \$2,000 (see details below).

Increases/Decreases are summarized below.

Salary: Increase \$29,147: Increase in this category is due to the fact that 2018 budget is only assuming 6 month of the Bioterrorism grant for the personnel that is split between this grant and consolidated fund, plus one level increase for one environmental specialist.

Overtime: Decrease (4,071): The 2017 budget was higher because it reflects the actual amount charge to the 2017 budget year for the CEHA/Idling overtime. CEHA/Idling is a fiscal year grant (7/1/16-6/30/17), which is reimbursed according to the amount spent for the year. 2016 amount spent was less than 50% of the idling grant amount and the different was carried forward to 2017. 2018 Budget reflects only half of the grant amount.

On Call/Temporary: No increase/Decrease: On Call cost remained basically the same in 2017 and are estimated to remain the same in 2018, there was no increase in temporary employees' cost in 2017 because a portion of the temporary employees cost was covered with grants in 2017. These grants are not expected to be available in 2018 for this reason budgeted amount for 2018 remain the same as amount budgeted in 2017.

Payroll Taxes Increase \$1,715: Payroll taxes are directly related to the amount reflected under the employee's compensation. Payroll Taxes' calculation formula reflects FICA tax exemption for the employees' contribution portion of the health insurance bill (2017 & 2018 employee's contribution didn't change). Employee's percent (%) of contribution remained basically the same for 2018, plus health insurance premium is not anticipated to increase from 2017 to 2018 since it didn't increase from 2016 to 2017. SUI was based on the limitation of \$33,500/employee per year. Increase on this category reflect increased in the salary category.

Health Benefit: No increase/Decrease: Amount budgeted under this category was based on previous year experience. There was no increase from 2016 to 2017. 2018 budgeted amount remained the same as 2017 budgeted amount.

Dental: Decrease No increase/Decrease: Amount budgeted under this category was based on previous year experience. There was a slight increase from 2016 to 2017 but the actual cost remained under the amount budgeted for 2017. 2018 budgeted amount remained the same as 2017 budgeted amount.

Workers Compensation: Increase \$3,800: Amount budgeted was based on previous year experience. There was a 13% increase from 2016 to 2017. 2018 budget is only assuming 6 month of the Bioterrorism grant for the personnel that is split between this grant and consolidated fund.

Retiree Health Benefit: Decreased (\$10,450): Amount budgeted under this category was based on previous year experience. There was an average increase of 8.63% premium increase, but there one employee's wife going on Medicare plus there is one employee's dependent reach the age of 26 and coming out of the policy. There is no new enrollment anticipated in 2018.

P.E.R.S: No Increase \$8,500: Public Employee Retirement System is at 100% of contribution. There was a 4.99% increase when comparing 2016 and 2017 actual bills. 2018 budget is only assuming 6 month of the Bioterrorism grant for the personnel that is split between this grant and consolidated fund.

All Other Budget Categories: Increase \$2,000: All other budget categories were calculated based on previous year experience. While some of the actual expenditures decreased for some items under this category, other items were increased. When comparing 2017 **Budget "other cost"** to 2018 **Proposed Budget "other cost"** there is an overall **Increase of \$2,000**. This is due to some additional equipment maintenance anticipated in 2018 which is usually split between equipment maintenance and general supplies for equipment under \$500.

REVENUE INCREASE/DECREASE:

The Commission's revenue portion of the budget has been very stable over the past few years. The 2018 Budget of \$3,065,024 reflects an overall increase of \$30,641 which is about 1.07% when compared to 2017 Budget. 2018 Budget reflects a 2% increase to the Hudson County's Agreement of \$31,901, 3% increase to the Hudson County Improvement Authority's Agreement of \$4,499, lead grant decrease by (\$12,500) because only 6 month of the agreement was anticipated in the 2018 Budget and an overall increase for all other categories of \$6,741 (mostly from penalty enforcement fund).

Appropriations:

Personnel	\$2,625,019
Grant Programs	\$ 171,809
Office	\$ 39,300
Travel	\$ 31,800
Contractual	\$ 80,896
Equipment	\$ 57,000
Other	\$ 59,200
Total Appropriations	\$3,065,024

Revenue:

Sufficient revenue must be raised from various sources to support the annual spending plan. Revenues used to support the 2018 Budget are summarized below:

Revenue Sources:

Local Revenues (Municipal & County)	\$2,010,935
Miscellaneous Revenue	\$ 25,000
HRHC EQEF	\$ 116,241
ERHC	\$ 99,468
R&C	<u>\$ 253,146</u>
Total	<u>\$2,504,790</u>
 State Revenues	 \$ 463,942
 Federal Revenues	 <u>\$ 96,292</u>
Total Revenues	<u>\$3,065,024</u>

Marisol Leguizamon

Chief Financial Officer

APPROPRIATIONS

GENERAL APPROPRIATIONS	2017		2018		
	Budget As Amnd	Estimated Expenditures	2018 Proposed Budget	2018 Budget to 2017 Budget \$ Change	2018 Budget to 2017 Actual \$ Change
PERONNEL					
SALARIES	1,670,822.00	1,670,429.86	1,699,969.00	29,147.00	29,539.14
OVERTIME	27,571.00	20,439.02	23,500.00	-4,071.00	3,060.98
ON CALL	14,000.00	7,160.00	14,000.00	0.00	6,840.00
TEMPORARY	21,000.00	12,705.12	21,000.00	0.00	8,294.88
PAYROLL TAXES	132,658.00	131,843.11	134,373.00	1,715.00	2,529.89
WORKER'S COMPENSATION	33,200.00	32,805.87	37,000.00	3,800.00	4,194.13
HEALTH BENEFIT	313,285.00	285,789.84	313,285.00	0.00	27,495.16
DENTAL	17,000.00	15,340.41	17,000.00	0.00	1,659.59
P.E.R.S.	210,500.00	208,330.91	219,000.00	8,500.00	10,669.09
RETIREE BENEFIT	156,342.00	139,315.86	145,892.00	-10,450.00	6,576.14
TOTAL	2,596,378.00	2,524,160.00	2,625,019.00	28,641.00	100,859.00
GRANT PROGRAMS (*INCLUSIVE OF PAYROLL)					
HCIA EQEF RESERVE		0.00			
MRC NACCHO		0.00			
MRC RESERVE		0.00			
CDC-CRI RESERVE		0.00			
CDC-BASE 2016/2017	115,742.00	115,741.17			
CDC-CRI 2016/2017	47,956.00	47,954.52			
CDC-MRC 2016/2017	3,208.00	3,207.97			
CDC-ZIKA 2016/2017	3,638.00	3,638.48			
CDC-BASE 2017/2018	118,487.00	118,487.00	118,487.00		
CDC-CRI 2017/2018	51,022.00	51,022.00	51,022.00		
CDC-MRC 2017/2018	2,300.00	2,300.00	2,300.00		
SPRING STAR INC MOSQUITO	0.00	0.00			
SANDY GRNAT MOSQUITO	979.00	978.87			
SYNGENTA MOSQ. GRANT	7,650.00	7,650.00			
ZIKA MOSQ	13,127.00	13,127.00			
TOTAL	364,109.00	364,107.01	171,809.00	0.00	0.00
OFFICE					
OFF. SUPPLIES	12,000.00	9,279.50	12,000.00	0.00	2,720.50
POSTAGE	6,000.00	5,419.23	6,000.00	0.00	580.77
COPIER LEASE	3,100.00	2,290.29	3,100.00	0.00	809.71
PUBLICATION & SUBSCRIPTION	2,000.00	1,846.20	2,000.00	0.00	153.80
LEGAL ADVERTISEMENT	1,000.00	385.19	1,000.00	0.00	614.81
COOLER RENTAL	200.00	131.88	200.00	0.00	68.12
OFFICE/COMPUTER EQUIPMENT	15,000.00	7,305.29	15,000.00	0.00	7,694.71
TOTAL	39,300.00	26,657.58	39,300.00	0.00	12,642.42
TRAVEL					
CONVENTION & MEETINGS	3,500.00	1,961.34	3,500.00	0.00	1,538.66
AUTO MAINTENANCE	12,500.00	12,462.86	12,500.00	0.00	37.14
GASOLINE	15,000.00	12,005.08	15,000.00	0.00	2,994.92
MILEAGE REIMBURSEMENT	800.00	787.68	800.00	0.00	12.32
TOTAL	31,800.00	27,216.96	31,800.00	0.00	4,583.04
CONTRACTUAL					
INSURANCE-JIF	36,000.00	28,354.14	36,000.00	0.00	7,645.86
AUDITOR	20,296.00	20,295.50	20,296.00	0.00	0.50
LEGAL	20,000.00	10,569.05	20,000.00	0.00	9,430.95
PAYROLL SERVICE	3,100.00	2,463.70	3,100.00	0.00	636.30
WEATHER & EMERG. OPERATIONS	1,500.00	1,500.00	1,500.00	0.00	0.00
TOTAL	80,896.00	63,182.39	80,896.00	0.00	17,713.61
EQUIPMENT					
GENERAL SUPPLIES	6,500.00	6,409.26	7,500.00	1,000.00	1,090.74
EQUIPMENT	11,000.00	6,231.67	11,000.00	0.00	4,768.33
EQUIPMENT MAINTENANCE	7,500.00	6,660.50	8,500.00	1,000.00	1,839.50
VEHICLE	30,000.00	29,000.00	30,000.00	0.00	1,000.00
TOTAL	55,000.00	48,301.43	57,000.00	2,000.00	8,698.57

GENERAL APPROPRIATIONS	2017		2018		
	Budget As Amnd	Estimated	2018	2018 Budget to	2018 Budget to
		Expenditures	Proposed Budget	2017 Budget \$ Change	2017 Actual \$ Change
OTHER					
TRAINING	6,000.00	3,972.00	6,000.00	0.00	2,028.00
COMMUNICATION	18,000.00	15,935.85	18,000.00	0.00	2,064.15
MEDICAL SURVEILANCE	4,000.00	1,675.00	4,000.00	0.00	2,325.00
LABORATORY	3,000.00	1,998.00	3,000.00	0.00	1,002.00
COMMISSION MEETING	1,000.00	665.00	1,000.00	0.00	335.00
BANK FEES	700.00	528.92	700.00	0.00	171.08
MISCELLANEOUS	1,000.00	29.16	1,000.00	0.00	970.84
MEMBERSHIP/LICENSE	2,000.00	730.00	2,000.00	0.00	1,270.00
RESERVE FOR EMERGENCY OPERATION	5,000.00	0.00	5,000.00	0.00	5,000.00
MOVING EXPENSE	7,000.00	0.00	7,000.00	0.00	7,000.00
RECORD DESTRUCTION	1,500.00	0.00	1,500.00	0.00	1,500.00
RECORD SCANNING	10,000.00	10,000.00	10,000.00	0.00	0.00
TOTAL	59,200.00	35,533.93	59,200.00	0.00	23,666.07
TOTAL	3,226,683.00	3,089,159.30	3,065,024.00	30,641.00	168,162.71

ANTICIPATED REVENUE

GENERAL REVENUES	2017		2018	
	Budget As Amnd	Estimated Revenue	2018 Proposed Budget	2018 Budget to 2017 Actual Change
MUNICIPAL	219,860.00	219,860.00	219,860.00	0.00
RTK	17,575.00	17,575.00	17,575.00	0.00
CEHA/USEPA	96,292.00	96,292.00	96,292.00	0.00
CEHA/CORE/PESTICIDE	196,170.00	196,170.00	196,120.00	-50.00
CEHA/NJDEP/UST	52,500.00	52,500.00	52,500.00	0.00
CEHA/NJDEP/IDLING	14,437.00	14,437.00	13,500.00	-937.00
HCIA	149,996.00	149,996.00	154,495.00	4,499.00
COUNTY	1,595,079.00	1,595,079.00	1,626,980.00	31,901.00
ESSEX	104,547.00	104,547.00	99,468.00	-5,079.00
EBL: Bayonne	1,800.00	1,800.00	1,800.00	0.00
East Newark	0.00	0.00	0.00	0.00
Guttenberg	0.00	0.00	0.00	0.00
Harrison	600.00	600.00	600.00	0.00
Hoboken	600.00	600.00	600.00	0.00
Kearny	1,200.00	1,200.00	1,200.00	0.00
North Bergen	600.00	600.00	600.00	0.00
Secaucus	0.00	0.00	0.00	0.00
Union City	3,600.00	3,600.00	3,600.00	0.00
Weehawken	0.00	0.00	0.00	0.00
West New York	1,200.00	1,200.00	1,200.00	0.00
RESERVE	0.00	0.00	0.00	0.00
HRHC EQEF	79,550.00	79,550.00	116,241.00	36,691.00
DEFERRED REVENUE R&C	275,870.00	275,870.00	253,146.00	-22,724.00
MISC. REVENUE	26,160.00	26,160.00	25,000.00	-1,160.00
STATE LEAD GRANT 2016/2017	12,500.00	12,500.00		-12,500.00
STATE LEAD GRANT 2017/2018	12,438.00	12,438.00	12,438.00	0.00
HRHC PENALTY				
HCIA EQEF RESERVE				
MRC NACCHO				
MRC RESERVE				
CDC-CRI RESERVE				
CDC-BASE 2015/2016				
CDC-CRI 2015/2016				
CDC-MRC 2015/2016				
CDC-BASE 2016/2017	115,742.00	115,742.00		
CDC-CRI 2016/2017	47,956.00	47,956.00		
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CDC-CRI 2017/2018	51,022.00	51,022.00	51,022.00	
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TOTAL	3,226,683.00	3,226,683.00	3,065,024.00	30,641.00

Resolution #

THE HUDSON REGIONAL HEALTH COMMISSION

RESOLUTION

WHEREAS, the Annual Budget for the Hudson Regional Health Commission (the Commission) for the fiscal year beginning 01/01/2018 and ending, 12/31/2018, has been presented for introduction and adoption before the governing body of the Commission at its open public meeting of 09/7/2017; and

WHEREAS, the Annual Budget presented for introduction and adoption reflects each item of revenue and appropriation; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 3,065,024, Total Unrestricted Net Assets utilized of \$ 0 and Total Appropriations, \$ 3,065,024; and

NOW THEREFORE BE IT RESOLVED by the Board Members of the Hudson Regional Health Commission, at an open public meeting held on
as follows:

1. The annual Budget for the fiscal year beginning 01/01/2018 and ending 12/31/2018 is adopted and shall constitute appropriations for the purposes stated.
2. The Executive Director is authorized and directed to take all necessary steps in furtherance of this resolution, including making expenditures and taking receipt of

revenue, transferring and investing funds, and reporting in accordance with prevailing Commission policy and procedures.

Introduced and passed _____

Ayes: _____

Nays: _____

Abstention: _____

Absent: _____

I certify that this is a true copy of a resolution duly adopted
at a meeting of: _____

Signature of Above Authorized Person(s)