

Hudson Regional Health Commission  
BUDGET – JUSTIFICATION 2023

The 2023 Budget of \$4,097,752 reflects an overall increase of \$245,731 which is about 8.19% (Excluding Grants) when compared to 2022 Budget; personnel cost overall increased by \$192,174 due to the fact that 2023 budget is only assuming 6 months of grants funding (CDC, COVID19 & Lead Grant) for the personnel that is split between these grants and the consolidated fund and the other cost category reflects an increase of \$53,557 due to increase/decrease on office expense, contractual & other. which resulted in the overall 2022/2023 above increase of \$245,731 or 8.19%.

Increases/Decreases are summarized below:

**Salary: Increase \$153,128:** Increase in this category is due to the fact that 2023 budget is only assuming 6 months of grants funding (CDC, COVID19 & Lead Grant) for the personnel that is split between these grants and the consolidated fund, while the 2022 Budget reflects 12 months. It also reflects saving from IT resignation and going into contract agreement instead.

**Overtime/On Call/Temporary: No increase/Decrease:** Overtime, On Call and Temporary employees cost remained under amount budgeted in 2022 and are estimated to remain the same in 2023.

**Overtime Idling: Decrease (\$4,919):** This is due to the fact that 2023 budget is only reflecting 6 months of the 2022/2023 Idling Grant, while the 2022 Budget reflects 12 months.

**Payroll Taxes Increase \$8,327:** Payroll taxes are directly related to the amount reflected under the employee's compensation category. Payroll Taxes' calculation formula reflects FICA tax exemption for the employees' contribution portion of the health insurance bill, which is estimated at \$112,113 in 2023 (excluding grants). Since we are at the top level of the contribution chart, the employee's percent (%) of contribution for the health benefit remained the same as 2022 for 2023. There is a 7.076% health insurance premium increase anticipated in 2023 plus the 2023 budget is only reflecting 6 months of grants funding (CDC, COVID19 & Lead Grant) for the personnel that is split between these grants and consolidated fund. SUI was based on the limitation of \$39,800/employee/year.

**Health Benefit: Increase \$54,649:** Amount budgeted under this category was based on previous year experience. There was a 7.076% rate increase from 2021 to 2022, there were also two (2) employees that retired in 2022. The 2022 Budget reflect the savings from the retired employees which is also reflected in the 2022 estimated actual plus 12 months grants' funding while the 2023 budget is reflecting only 6 months of grants funding (CDC, COVID19 & Lead Grant) for the personnel that is split between these grants and the consolidated fund plus the 7.076% rate increase.

**Dental: Increase \$1,046:** Amount budgeted under this category was based on previous year experience. There was no premium increase from 2021 to 2022. The 2023 budget is only assuming 6 months of grants funding (CDC, COVID19 & Lead Grant) for the personnel that is split between these grants and the consolidated fund while 2022 budget reflects 12 months plus one employee rate increase from couple to family for 7 months only while 2023 reflects the 12 months for this change.

**Workers Compensation: No increase/Decrease:** W/C is directly related to the amount reflected under the employee's compensation category. Amount budgeted was based on previous year experience. There was no premium rate increase/decrease from 2021 to 2022. The 2023 budget is assuming 6 months of grants funding (CDC, COVID19 & Lead Grant) for the personnel that is split between these grants and consolidated fund while 2022 Budget reflects 12 months of funding for these grants. 2023 Budgeted amount kept the same as 2022 Budgeted amount to cover for unexpected increase after W/C audit takes place.

**P.E.R.S: Decrease (\$35,831):** Public Employee Retirement System is at 100% of contribution. PERS is directly related to the amount reflected under the employee's compensation category. There was a premium increase of 1.01% from 2021 to 2022 actual bills but the actual amount in 2022 remained under the amount budgeted for that year. The 2023 budget was based in 2022 actual bill instead of the 2022 budgeted amount plus the 1.01% increase minus the 6 months of grants funding (CDC, COVID19 & Lead Grant) for the personnel that is split between these grants and the consolidated fund.

**Retiree Health Benefit: Increased \$15,774:** Amount budgeted under this category was based on previous year experience. There was an average premium increase of 10.90% from 2021 to 2022 policy, including Medicare's premium, 2022 budget reflects 7 months for one (1) employees that retired in 2022 while 2023 budget reflects 12 months for this employee. There is no new enrollment anticipated in the 2023 budget.

**All Other Budget Categories: Increase \$53,557:** All other budget categories were calculated based on previous year experience. When comparing 2022 **Budget** "other cost" to 2023 **Proposed Budget** "other cost" there is an overall **increase of \$53,557**. This is due to decrease in office expense of (\$200) due cooler rental cancelation, increase in contractual of \$57,036 due to the new IT Agreement 7 months in 2022 budget while 12 months in 2023 budget, decrease under training of (\$5,279) due to training in 2022 not anticipated in 2023, increase under communication of \$1,800 due to plan increase and addition of lines and increase under meeting of \$200 due to the fact that the budgeted amount under this category has been kept the same for a while and the actual expenditures has caught up to the budgeted amount due to unexpected increases.

## **REVENUE INCREASE/DECREASE:**

The Commission's revenue portion of the budget has been very stable over the past few years. The 2023 Budget of \$4,097,752 reflects an overall increase of \$245,731 which is about 8.19% when compared to 2022 Budget.

Increases/Decreases are summarized below:

**Hudson County: Increase: \$35,222:** There is a 2% increase anticipated to the Hudson County's Agreement in 2023.

**Hudson County Improvement Authority: Increase \$5,216:** There is a 3% increase anticipated to the Hudson County Improvement Authority's Agreement in 2023.

**CEHA/Idling: Decrease (\$4,919):** This is due to the fact that 2023 budget is only reflecting 6 months of the 2022/2023 Idling Grant, while 2022 Budget reflects 12 months of funding.

**Essex Regional Health Commission: Decrease (\$9,720):** This is due to the fact that 2022 reflects the IT Service Agreement while this service agreement is not anticipated in 2023.

**Deferred Revenue R&C: Decrease (\$3,537):** Overall decrease for these categories is due to the fact that R&C revenue was budgeted at it maximum in 2023, while 2022 Budget reflects maximum amount allowed plus 100% of previous cycles additional collections (based on 3rd year for current R&C registration cycle).

**Penalty (EQEF): Decrease (\$15,000):** Full EQEF fund balance was anticipated in 2022 leaving no funds available for 2023 Budget. \$31,000 of these funds were anticipated in the 2021 Budget and the remaining \$15,000 fund balance in the 2022 Budget.

**Reserve: Increase \$238,469:** Increase for this category reflects an increase in the amount required from surplus to balance the budget, which is due to an increase in the 2023 budget appropriations when compare to 2022 budget appropriations while the revenue portion of the budget remained basically the same (Overall increase of \$7,262).

#### **Appropriations:**

Personnel	\$2,689,106
Grant Programs	\$ 852,411
Office	\$ 86,800
Travel	\$ 41,800
Contractual	\$ 218,935
Equipment	\$ 104,500
Other	<u>\$ 104,200</u>
<b>Total Appropriations</b>	<b><u>\$4,097,752</u></b>

**Revenue:**

Sufficient revenue must be raised from various sources to support the annual spending plan. Revenues used to support the 2023 Budget are summarized below:

**Revenue Sources:**

Local Revenues (Municipal & County)	\$2,215,680
Miscellaneous Revenue	\$ 41,300
HRHC EQEF	\$
ERHC	\$ 99,468
RESERVE	\$ 248,016
R&C	<u>\$ 324,440</u>
 Total	 <u>\$2,928,904</u>
 State Revenues	 \$ 413,247
 Federal Revenues	 <u>\$ 755,601</u>
 <b>Total Revenues</b>	 <b><u>\$4,097,752</u></b>

Thank you,

Marisol Leguizamon  
Chief Financial Officer

# 2023 BUDGET APPROPRIATIONS

GENERAL APPROPRIATIONS	2022		2023		
	Budget As Amnd	Estimated	2023	2021 Budget to	2023 Budget to
		Expenditures	Proposed Budget	2022 Budget \$ Change	2022 Actual \$ Change
<b>PERONNEL</b>					
SALARIES	1,592,420.00	1,577,842.22	1,745,548.00	153,128.00	167,705.78
OVERTIME	27,500.00	19,877.39	27,500.00	0.00	7,622.61
OVERTIME/IDLING	11,419.00	11,419.17	6,500.00	(4,919.00)	(4,919.17)
ON CALL	14,000.00	11,820.00	14,000.00	0.00	2,180.00
TEMPORARY	21,000.00	13,962.91	21,000.00	0.00	7,037.09
PAYROLL TAXES	132,275.00	131,162.28	140,602.00	8,327.00	9,439.72
HEALTH BENEFIT	255,646.00	255,681.01	310,295.00	54,649.00	54,613.99
DENTAL	17,910.00	17,668.62	18,956.00	1,046.00	1,287.38
RETIREE BENEFIT	109,088.00	109,087.96	124,862.00	15,774.00	15,774.04
WORKER'S COMPENSATION	29,843.00	20,272.42	29,843.00	0.00	9,570.58
P.E.R.S.	285,831.00	186,328.07	250,000.00	(35,831.00)	63,671.93
<b>TOTAL</b>	<b>2,496,932.00</b>	<b>2,355,122.05</b>	<b>2,689,106.00</b>	<b>192,174.00</b>	<b>333,983.95</b>
<b>GRANT PROGRAMS (*INCLUSIVE OF PAYROLL)</b>					
MRC RESERVE	0.00	0.00			
CDC-CRI RESERVE	0.00	0.00			
MRC NACCHO	0.00	0.00			
CDC-BASE 2021/2022	120,001.00	120,001.00			
CDC-CRI 2021/2022	51,000.00	51,000.00			
CDC-MRC 2021/2022	4,438.00	4,438.00			
CDC-COVID 2021/2022	163,078.00	163,078.00			
CDC-CVG 2021/2022	52,240.00	52,240.00			
COVID19-VACC. GRANT 2021/2022	295,710.00	295,710.00			
STATE LEAD GRANT 2021/2022	189,388.00	189,388.00			
COUNTY COVID19 2022	1,625,000.00	1,625,000.00			
CDC-BASE 2022/2023	108,101.00	108,101.00	108,101.00		
CDC-CRI 2022/2023	61,408.00	61,408.00	61,408.00		
CDC-MRC 2022/2023	2,300.00	2,300.00	2,300.00		
CDC-COVID 2022/2023	162,500.00	162,500.00	162,500.00		
CDC-CVG 2022/2023	50,000.00	50,000.00	50,000.00		
COVID19-VACC. GRANT 2022/2023	275,000.00	275,000.00	275,000.00		
STATE LEAD GRANT 2022/2023	193,102.00	193,102.00	193,102.00		
NJIT MOSQUITO GRANT	8,800.00	8,800.00			
MOSQUITO CHEMICAL CONTROL GRANT	15,000.00	15,000.00			
<b>TOTAL</b>	<b>3,377,066.00</b>	<b>3,377,066.00</b>	<b>852,411.00</b>	<b>0.00</b>	<b>0.00</b>
<b>OFFICE</b>					
OFFICE SUPPLIES	25,000.00	17,107.74	25,000.00	0.00	7,892.26
POSTAGE	8,000.00	3,462.67	8,000.00	0.00	4,537.33
COPIER LEASE	3,500.00	3,332.00	3,500.00	0.00	168.00
PUBLICATION & SUBSCRIPTION	2,800.00	1,830.85	2,800.00	0.00	969.15
LEGAL ADVERTISEMENT	2,500.00	1,946.37	2,500.00	0.00	553.63
COOLER RENTAL	200.00	0.00	0.00	(200.00)	0.00
OFFICE EQUIPMENT	40,000.00	0.00	40,000.00	0.00	40,000.00
COMPUTER SOFTWARE	5,000.00	4,852.82	5,000.00	0.00	147.18
<b>TOTAL</b>	<b>87,000.00</b>	<b>32,532.45</b>	<b>86,800.00</b>	<b>(200.00)</b>	<b>54,267.55</b>

# 2023 BUDGET APPROPRIATIONS

GENERAL APPROPRIATIONS	2022		2023		
	Budget As Amnd	Estimated	2023	2021 Budget to	2023 Budget to
		Expenditures	Proposed Budget	2022 Budget \$ Change	2022 Actual \$ Change
<b>TRAVEL</b>					
CONVENTION & MEETINGS	3,500.00	2,080.89	3,500.00	0.00	1,419.11
AUTO MAINTENANCE	12,500.00	7,744.19	12,500.00	0.00	4,755.81
GASOLINE	25,000.00	24,560.24	25,000.00	0.00	439.76
MILEAGE REIMBURSEMENT	800.00	678.33	800.00	0.00	121.67
<b>TOTAL</b>	<b>41,800.00</b>	<b>35,063.65</b>	<b>41,800.00</b>	<b>0.00</b>	<b>6,736.35</b>
<b>CONTRACTUAL</b>					
INSURANCE-JIF	39,500.00	38,798.00	40,335.00	835.00	1,537.00
AUDITOR	24,782.00	22,190.00	28,900.00	4,118.00	6,710.00
LEGAL	20,000.00	15,082.20	20,000.00	0.00	4,917.80
PAYROLL SERVICE	3,200.00	2,205.73	3,200.00	0.00	994.27
WEATHER & EMERG. OPERATIONS	1,500.00	1,500.00	1,500.00	0.00	0.00
IT CONSULTANT	72,917.00	44,436.66	125,000.00	52,083.00	80,563.34
<b>TOTAL</b>	<b>161,899.00</b>	<b>124,212.59</b>	<b>218,935.00</b>	<b>57,036.00</b>	<b>94,722.41</b>
<b>EQUIPMENT</b>					
GENERAL SUPPLIES	15,000.00	12,532.50	15,000.00	0.00	2,467.50
EQUIPMENT	15,000.00	0.00	15,000.00	0.00	15,000.00
EQUIPMENT MAINTENANCE	8,500.00	7,135.95	8,500.00	0.00	1,364.05
VEHICLE	66,000.00	33,144.45	66,000.00	0.00	32,855.55
<b>TOTAL</b>	<b>104,500.00</b>	<b>52,812.90</b>	<b>104,500.00</b>	<b>0.00</b>	<b>51,687.10</b>
<b>OTHER</b>					
TRAINING	17,279.00	15,210.68	12,000.00	(5,279.00)	(3,210.68)
COMMUNICATION	18,000.00	16,310.93	19,800.00	1,800.00	3,489.07
MEDICAL SURVEILANCE	4,000.00	0.00	4,000.00	0.00	4,000.00
LABORATORY	3,000.00	0.00	3,000.00	0.00	3,000.00
COMMISSION MEETING	1,000.00	998.98	1,200.00	200.00	201.02
BANK FEES	700.00	185.70	700.00	0.00	514.30
MISCELLANEOUS	2,500.00	1,848.66	2,500.00	0.00	651.34
MEMBERSHIP/LICENSE	2,500.00	1,976.00	2,500.00	0.00	524.00
RESERVE FOR EMERGENCY OPERATION	40,000.00	0.00	40,000.00	0.00	40,000.00
MOVING EXPENSE	7,000.00	0.00	7,000.00	0.00	7,000.00
RECORD DESTRUCTION	1,500.00	327.60	1,500.00	0.00	1,172.40
RECORD SCANNING	10,000.00	8,431.42	10,000.00	0.00	1,568.58
<b>TOTAL</b>	<b>107,479.00</b>	<b>45,289.97</b>	<b>104,200.00</b>	<b>(3,279.00)</b>	<b>58,910.03</b>
<b>TOTAL</b>	<b>6,376,676.00</b>	<b>6,022,099.61</b>	<b>4,097,752.00</b>	<b>245,731.00</b>	<b>600,307.39</b>

**2023 BUDGET ANTICIPATED REVENUE**

GENERAL REVENUES	2022		2023	
	Budget As Amnd	Estimated Revenue	2023 Proposed Budget	2023 Budget to 2022 Actual Change
MUNICIPAL	219,860.00	219,860.00	219,860.00	0.00
CEHA/USEPA	96,292.00	96,292.00	96,292.00	0.00
CEHA/CORE/PESTICIDE	196,070.00	196,070.00	196,070.00	0.00
CEHA/NJDEP/IDLING	11,419.00	11,419.00	6,500.00	(4,919.00)
RTK	17,575.00	17,575.00	17,575.00	0.00
HCIA	173,886.00	173,886.00	179,102.00	5,216.00
COUNTY	1,761,096.00	1,761,096.00	1,796,318.00	35,222.00
ESSEX REGIONAL HEALTH COMMISSION	109,188.00	109,188.00	99,468.00	(9,720.00)
EBL: Bayonne	4,200.00	4,200.00	4,200.00	0.00
East Newark	0.00	0.00	0.00	0.00
Guttenberg	1,200.00	1,200.00	1,200.00	0.00
Harrison	1,200.00	1,200.00	1,200.00	0.00
Hoboken	600.00	600.00	600.00	0.00
Kearny	3,000.00	3,000.00	3,000.00	0.00
North Bergen	600.00	600.00	600.00	0.00
Secaucus	2,400.00	2,400.00	2,400.00	0.00
Union City	4,800.00	4,800.00	4,800.00	0.00
Weehawken	1,200.00	1,200.00	1,200.00	0.00
West New York	1,200.00	1,200.00	1,200.00	0.00
RESERVE	9,547.00	9,547.00	248,016.00	238,469.00
DEFERRED REVENUE R&C	327,977.00	327,977.00	324,440.00	(3,537.00)
MISCELLANEOUS REVENUE	41,300.00	41,300.00	41,300.00	0.00
HRHC EQEF	15,000.00	15,000.00	0.00	(15,000.00)
HRHC LOCAL PENALTY	0.00	0.00		
MRC RESERVE	0.00	0.00		
CRI RESERVE	0.00	0.00		
CDC-BASE 2021/2022	120,001.00	120,001.00	0.00	
CDC-CRI 2021/2022	51,000.00	51,000.00	0.00	
CDC-MRC 2021/2022	4,438.00	4,438.00	0.00	
CDC-COVID 2021/2022	163,078.00	163,078.00	0.00	
CDC-CVG 2021/2022	52,240.00	52,240.00	0.00	
COVID19-VACC. GRANT 2021/2022	295,710.00	295,710.00	0.00	
STATE LEAD GRANT 2021/2022	189,388.00	189,388.00	0.00	
COUNTY COVID19 2022	1,625,000.00	1,625,000.00	0.00	
CDC-BASE 2022/2023	108,101.00	108,101.00	108,101.00	
CDC-CRI 2022/2023	61,408.00	61,408.00	61,408.00	
CDC-MRC 2022/2023	2,300.00	2,300.00	2,300.00	
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STATE LEAD GRANT 2022/2023	193,102.00	193,102.00	193,102.00	
NJIT MOSQUITO GRANT	8,800.00	8,800.00	0.00	
MOSQUITO CHEMICAL CONTROL GRANT	15,000.00	15,000.00	0.00	
<b>TOTAL</b>	<b>6,376,676.00</b>	<b>6,376,676.00</b>	<b>4,097,752.00</b>	<b>245,731.00</b>

**THE HUDSON REGIONAL HEALTH COMMISSION**

**RESOLUTION**

**WHEREAS**, the Annual Budget for the Hudson Regional Health Commission (the Commission) for the fiscal year beginning 01/01/2023 and ending, 12/31/2023, has been presented for introduction and adoption before the governing body of the Commission at its open public meeting of 09/15/2022 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 \$ 3,849,736, Total Unrestricted Net Assets utilized of \$ 248,016 and Total Appropriations, \$ 4,097,752; 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 01/01/2023 and ending 12/31/2023 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)