

estimates, level rates for health insurance, full-time employee changes which provide an additional Public Health RN to support communicable disease functions and move an Environmental Health Practitioner to an Environmental Health Coordinator position, and the County Requests, as proposed.

Mrs. Gonzalez explained the Environmental Fee increases in further detail. Ms. Zurbrugg asked when the Environmental Fee's were last adjusted. Mrs. Gonzalez shared they have not been adjusted in the last three years. Ms. Zurbrugg asked if it would be better to wait and do a larger increase in fees at a later time then to increase fees by a smaller percentage for a few years. Ms. Zurbrugg proposed to increase the fees by 5% now rather than the 2% increase proposed in the budget. Mrs. Gonzalez suggested bringing the topic to the Board of Health in the upcoming meeting.

Mrs. Gonzalez reviewed the overall Budget Summary including a budgeted utilization of \$139,220 of our Fund Balance reserves in 2023. Mrs. Gonzalez reviewed the formula for the Restricted portion of the Fund Balance.

Mrs. Gonzalez reviewed a three-year summary of County support funding. Mrs. Gonzalez shared the Health Department submitted County requests for special projects including new carpeting, security access enhancements and parking lot re-striping.

On a motion by Anita Zurbrugg, seconded by Dr. Englehart, the 2023 Health Department was recommended for presentation to the full Board.

II. Solid Waste Program Budget

Mrs. Gonzalez explained the revenue and expenditures in the proposed 2023 Solid Waste Program Budget. Revenue in the budget primarily includes \$25,000 contributed from Waste Management for the Household Hazardous Waste Events and the Landfill Host Benefit Funding in the amount of \$165,000.

Under Expenditures, Mrs. Gonzalez provided an overview of personnel costs associated with the Solid Waste Program. She also provided an overview of costs budgeted in the Public Notices, Educational Supplies and Commercial Services line items. These expenses include costs related to promotion of recycling events, outreach materials to promote recycling in multi-unit housing and commercial expenses associated with the Household Hazardous Waste Event and Electronic Recycling Events. The Solid Waste Fund Balance is estimated to be \$281,267 at the end of December 2023.

On a motion by Dr. Englehart, seconded by Anita Zurbrugg, the 2023 Solid Waste Program Budget was recommended for presentation to the full Board.

III. Adjournment

The meeting of the Finance Committee of the Board of Health adjourned at 2:24 p.m.



Paul Stromborg, MD, Chair
Finance Committee

**DEKALB COUNTY BOARD OF HEALTH
FINANCE COMMITTEE MEETING
SEPTEMBER 21, 2022
1:30 PM**

Finance Committee Members Present:

Paul Stromborg, MD, Chair
Eric Englehart, MD
Anita Zurbrugg

Finance Committee Members Absent:

Kellen Bosma, DMD

Staff Present:

Lisa Gonzalez, MPH, Public Health Administrator
Erin Frye, MPH, Administrative Support & Marketing Manager

The meeting was called to order by Dr. Stromborg at 1:46 p.m.

I. 2022 Health Department Budget

In reviewing the 2022 end of year projections versus the 2022 Budget Mrs. Gonzalez shared an expected end of year surplus in the amount of \$50,950 compared to the budgeted shortfall of \$344,180. Mrs. Gonzalez explained that since the original 2022 Budget was adopted, the Health Department has projected greater than budgeted revenues in the amount of \$793,880 and greater than budgeted expenses in the amount of \$398,750 for a projected surplus of \$50,950. This projected decrease in fund balance utilization in 2022 is primarily due to increase in grant funding related to COVID-19 and greater than budgeted revenue in the Animal Control Program.

Dr. Stromborg asked Mrs. Gonzalez what the COVID-19 Response grant covered versus the COVID-19 Crisis grant. Mrs. Gonzalez explained the Response grant covers salary and fringe for staff working in communicable disease and immunizations.

Dr. Stromborg asked for clarification on what the Medical Cannabis Pilot Program entails. Mrs. Gonzalez explained the Medical Cannabis Pilot Program works on a fee-for-service basis where Health Department staff assist patients referred by a physician with applying for their Medical Cannabis card. The State provides \$75 reimbursement for each application correctly submitted.

In reviewing the 2022 end of year projections to the 2023 Budget Mrs. Gonzalez shared the 2023 budgeted revenue is down by \$526,145 from the 2022 projected amount. She explained this is primarily due to the anticipated end of COVID-19 grants. In reviewing the 2022 end of year projections to the 2023 Budget Mrs. Gonzalez shared the 2023 budgeted expenditures are down by \$336,975 from the 2022 projected amount. She explained the expenditures account for a 2.25% salary adjustment and reduced employer contribution to the Illinois Municipal Retirement Fund from 7.49% to 5.76%.

Mrs. Gonzalez presented the proposed 2023 Health Department Budget. The Budget includes an approximate 2% increase in Environmental Fees revenue, a projected 2.25% salary adjustment, benefits