



# Budget Committee 2019 Operating Budget

July 12, 2018



# 2018 Budget

- Overview
  - \$17,203,787 total budget for 2018
  - 140.55 Funded FTEs

|                    |            |
|--------------------|------------|
| Tax Levy           | 9,037,021  |
| Contracts & Grants | 2,743,758  |
| Fees & Licenses    | 3,210,523  |
| Fund Balance       | 2,000,000  |
| InterD Revenue     | 212,484    |
| Total              | 17,203,786 |

# 2019 Budget Target

- Overall Directive:
  - Cost to continue (\$17,203,787, plus adjustments)
- Fund Balance
  - Application of fund balance revised to \$750,000 (pending approval) in 2019 to offset lost revenue (specifically in the Lab and WIC programs)
- City of Madison
  - Target: \$5,291,194
- Dane County
  - Target: \$6,240,989
- Remaining portion of the target made up of fees, grants, and contracts (\$6,511,084)

# 2019 Proposed Budget

- Overview
  - \$18,043,267 total budget for 2019
  - 141.55 Funded FTEs

| Revenue Source             | Amount              |
|----------------------------|---------------------|
| Dane County                | \$6,240,989         |
| City of Madison            | \$5,291,194         |
| Fees, Licenses, & Services | \$3,133,297         |
| Contracts & Grants         | \$2,603,287         |
| Fund Balance               | \$750,000*          |
| Interdepartmental Fees     | \$24,500            |
| <b>Total</b>               | <b>\$18,043,267</b> |

| Expense Type  | Amount              |
|---|---------------------|
| Personnel   | \$15,074,936        |
| Services  | \$2,332,030         |
| Supplies  | \$359,729           |
| Other (Principal & Interest, ID Charges, Insurance) | \$276,572           |
| <b>Total</b>  | <b>\$18,043,267</b> |

\*Includes \$150,000 of additional fund balance application, which at the time of this meeting is pending official approval from the City

# Service Proposals - Overview

|                      | Administration | Animal Services | Community Health | Emergency Preparedness | Environmental Protection | Laboratory | Licensed Establishments | Policy, Planning & Evaluation |
|----------------------|----------------|-----------------|------------------|------------------------|--------------------------|------------|-------------------------|-------------------------------|
| Revenue              | 6,873,425 *    | 244,500         | 5,114,851        | 236,845                | 2,314,101                | 124,648    | 2,038,585               | 1,096,312                     |
| Salaries             | 1,191,633      | 446,286         | 4,775,587        | 69,756                 | 703,668                  | 383,092    | 1,162,425               | 1,520,444                     |
| Benefits             | 917,263        | 183,949         | 2,145,499        | 12,757                 | 290,556                  | 139,824    | 483,419                 | 648,778                       |
| Purchased Services   | 515,260        | 422,832         | 820,940          | 44,006                 | 78,039                   | 49,832     | 100,740                 | 300,381                       |
| Supplies             | 39,849         | 1,850           | 157,388          | 23,063                 | 8,334                    | 63,597     | 14,710                  | 50,938                        |
| Indirect Charges     | 76,720 **      | 3,575           | 13,130           |                        |                          |            |                         |                               |
| Principal & Interest | 183,147        |                 |                  |                        |                          |            |                         |                               |

\*Includes \$150,000 of additional fund balance application, which at the time of this meeting is pending official approval from the City

\*\*Indirect charges are calculated and entered by the City for Fleet Services

# 2019 Initiatives by Service

- Administration
- Animal Services
- Community Health
- Emergency Preparedness
- Environmental Health
- Laboratory
- Licensed Establishments
- Policy, Planning, and Evaluation

# 2019 Budget Timeline

| Date          | Activity  |
|---------------|---|
| 7/12 (Thurs.) | Present 2019 Operating Budget Proposal to Budget Committee for Recommendations and Approval |
| 7/18 ( Wed.)  | PHMDC to submit 2019 Operating Budget to City Finance                                       |

# PHMDC Vacancy Update

- Current vacancies
  - Tax-levy full-time equivalents: 17.3
  - Grant-funded full-time equivalents: 1.0
- Anticipated vacancies (resignations/retirements)
  - Tax-levy full-time equivalents: 2
- Requested limited-term employees
  - Limited-term employees: 3
    - (may work up to 1200 hours per calendar year, depending on Employee Group )



# Vacant – Posted/Ready to Post

| Position Title   | Position # | FTE | Status  |
|--|------------|-----|---|
| Data Analyst   | 2507       | 1.0 | Offer accepted – 7/23/2018 start date                                 |
| Public Health Planner—Violence Prevention                                    | 2786       | 1.0 | Offer made 7/12/2018 start date TBD                                   |
| Sanitarian I   | 2142       | 1.0 | Ready to post   |
| Sanitarian I   | 2726       | 1.0 | Ready to post   |
| Public Health Nurse (JFF)  | 1016       | 1.0 | Offer accepted 6/27/2018  |
| Public Health Nurse (JFF)  | 1889       | 1.0 | Offer accepted 7/11/2018  |
| Public Health Nurse (JFF)  | 2666       | 1.0 | This position was approved and posted on 6/22 and will close on 7/23. |
| Public Health Specialist – Maternal and Child Health (Grant funded position) | 3114       | 1.0 | This position posted on 6/29 and will close on 7/23.                  |

# Vacant – In County approval Process

| Position Title                     | Position # | FTE | Time Vacant   |
|------------------------------------|------------|-----|---|
| Health Equity Coordinator          | 2831       | 1.0 | 14 months<br>(14 months at stage 3 of 4*)           |
| Disease Intervention Specialist    | 2846       | 1.0 | 10 months   |
| Public Health Nurse (*NFP)         | 2696       | 1.0 | Over 6 months (reclassified from various positions) |
| Public Health Nurse (*NFP)         | 2848       | 1.0 | Over 6 months (reclassified from various positions) |
| Public Health Nurse (*TB/ACD/Imms) | 1406       | 1.0 | Over 6 months (reclassified from various positions) |
| Public Health Supervisor (PPE)     | 2777       | 1.0 | 1 month   |

\*Pending Board of Health action on 6/14/2018

# Vacant – On roster

| Position Title                       | Position # | FTE  |
|--------------------------------------|------------|------|
| Administrative Assistant             | 946        | 1.0  |
| Environmental Health Technician      | 2724       | 1.0  |
| Clerk III                            | 2843       | 0.7  |
| Health Equity Coordinator            | 1093       | 0.4  |
| Nurse Family Partnership Coordinator | 2672       | 0.15 |
| Public Health Nurse                  | 1420       | 0.05 |

# Limited Term Vacancies - Posted

| Position Title  | Position # |
|---|------------|
| LTE Clerk I-II (1)  | N/A        |
| LTE Program Coordinator: Operations/Workforce Development (2) | N/A        |

From the Dane County Employee Benefit Handbook:

- Limited term employment is the employment of individuals for temporary part-time or full-time work to meet acute work load demands.
- A Limited Term Employee shall not work more than 1200 hours per year.

# Questions?