

REPORT FOR THE BOARD OF HEALTH

Budget Ad Hoc Committee Meeting

Regular meeting of July 12, 2019

Committee members attending: Nate Nehring, Linda Redmon, Shirley Sutton

Committee members absent: Brian Sullivan

Staff present: Shawn Frederick, Tracey Kellogg, Rich Son, Linda Carl

The meeting was called to order at 10:05 a.m.

Budget calendar

The committee reviewed the approved budget calendar. The next committee meeting is scheduled for July 19; however, the committee determined that date won't work and asked for a Doodle Poll to select a new date. Ms. Tracey Kellogg suggested using GoTo Meeting so that committee members on the phone can see documents on the screen along with those in the room. Mr. Shawn Frederick stated that having the final budget approved at the December Board meeting creates a "leniency" period related to EH food-program fees that aren't collected. EH generates 3,000 invoices averaging \$2.7M.

2020 budget

As the budget currently stands, we have a \$1.56M deficit with most revenue static. Ms. Kellogg intends to do a detailed QA analysis when looking at specific line items. She suggests the committee look more closely at programs funded with flexible (i.e., unrestricted, unreserved) dollars. Overhead allocation is included in the budget. Potential per capita contributions are not included because this was a two-year commitment from cities. The committee recommends going to the cities again with a request for 2020. Mr. Frederick will draft a letter to the cities and email it to the committee for input. He'll also plan to give presentations to city councils as Mr. Ketchel had done last year. Per capita funds go to FPHS and emergent issues. Ms. Kellogg suggests not building per capita funding into the budget until the letters go out and we know more from the cities. The 2019 budget included \$319K from per capita contributions. Ms. Kellogg then reviewed the budget with the committee.

Next steps

- Ask for per capita funding from cities.
- Don't include per capita funding until agreed upon by the cities.
- Let committee know what "Work First" and "Living Environments" are.
- Provide potential program cuts.
- Provide options to get to a zero-based budget.
- Create a priority matrix.

Short-term goals (output)

- Move PHEPR fund to general fund.
- Discussion on EH late fees due to December budget approval.
- Canonize budget process.
- Validate staff time coding.

Long-term goals (output)

- Rebuild financial structure.
- Rewrite policies.

Next meeting date: Friday, July 26, 9 a.m.

The meeting adjourned at 11:53 a.m.