

Health and Education Committee Meeting
Thursday, August 20, 2020
5:00 p.m., Vermilion County Administration Building – 2nd Floor

AGENDA

1. Call to Order and Roll Call
2. Adoption/Amendment of Agenda
3. Approval of Minutes – June 18, 2020
4. Audience Comments
5. Budget- Mental Health
6. Ordinance- Increase in Vital Record Fees for the Health Department
7. Budget- Health Department/Solid Waste Budget
8. Budget- Animal Regulations
9. Executive Session
 - A. Pursuant to Open Meetings Act 5 ILCS 120/2 (c) (1)** The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity.
 - B. Pursuant to Illinois Open Meetings Act 5 ILCS 120/2 (c) (6)**
The setting of a price for sale or lease of property owned by the public body.
 - C. Pursuant to Open Meetings Act 5 ILCS 120/2 (c) (11)** Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.
10. Items of Information
11. Adjournment

Health and Education Committee Meeting

Thursday, June 18, 2020

Vermilion County Administration Building, 2nd FL. 5:00 P.M.

MINUTES

Agenda Item 1- Call to Order and Roll Call

Committee Chairman Kevin Green called the Health & Education meeting to order at 5:00 pm. Roll Call, the following members were present: Kevin Green, Chuck Nesbitt, Phearn Butler, and Jim Watson. Marla Mackiewicz, and Dan Wright were absent. Chuck Mockbee was excused. (4 present, 3 absent)

Also present were: Cheryl Reifsteck and Aaron Hird from the Regional Office of Education, Kasey Snyder- Department of Animal Regulations, William Donahue- Risk Consultant, and Jennifer Jenkins- County Board Office Manager.

Agenda Item 2- Adoption/ Amendment to the Agenda

Motion moved by Green, second by Nesbitt to approve the agenda. Upon the call of roll, the following members voted yes, to-wit: Kevin Green, Chuck Nesbitt, Phearn Butler, and Jim Watson. 4-yes, 3 absent).

Agenda Item 3 – Approval of Minutes from September 19, 2020

Motion moved by Green, second by Butler, to approve minutes presented. Upon the call of roll, the following members voted yes, to-wit: Kevin Green, Chuck Nesbitt, Phearn Butler, and Jim Watson. 4-yes, 3 absent).

Agenda Item 4 – Audience Comments

None.

Agenda Item 5 – Ordinance- Amendment to the Combined Annual Budget and Appropriation Ordinance- Regional Office of Education

Aaron Hird advised that this is to transfer State funds to local funds. Green moved, second by Nesbitt to approve the Ordinance. Upon the call of roll, the following members voted yes, to-wit: Kevin Green, Chuck Nesbitt, and, Phearn Butler. 3 -yes, 1-abstain, 3 absent)

Agenda Item 6 – Regional Office of Education

Aaron Hird presented the budget for the Regional Office of Education. He advised that there is a 3% employee salary increase for next fiscal year. There are no other changes to the budget for the next fiscal year. Upon the call of roll, the following members voted yes, to-wit: Kevin Green, Chuck Nesbitt, and Phearn Butler. 3 -yes, 1-abstain, 3 absent)

Agenda Item 7 – Introduction- Kasey Snyder- Animal Regulations

Kevin Green introduced Kasey Snyder, the Director of Animal Regulations. Snyder shared the upcoming changes and updates that she would like to implement for the better of the building, staffing, etc. She also gave an update to the changes that have already been made. members voted yes, to-wit: Kevin Green, Phearn Butler, Marla Mackiewicz, Charles Mockbee, Chuck Nesbitt, Frank Hoskins, and Cari West- Monson. (7 present, 0 absent)

Agenda Item 8 – Executive Session

None needed.

Agenda Item 9 – Items of Information

Baughn thanked Ms. Snyder for joining the meeting and sharing the updates with the committee. He also congratulated Cheryl Reifsteck on her retirement.

Baughn also acknowledged the hard work of staff of Vermilion County for all of their efforts during Covid-19.

Agenda Item 10 – Adjournment

Committee Chairman Green declared the meeting adjourned at 5:25 p.m.

Minutes respectfully submitted by: Jennifer Jenkins, Office Manager- County Board

DRAFT

Proposed Budget for 20-21	19/20	20/21
<u>INCOME</u>		
TAXES	843,772*	843,815
GENERAL		
CSP/Admin. Asst. Salary	34,170	35,195
Exec. Salary	52,500	54,075
Health Ins.	<u>12,000</u>	<u>12,000</u>
TOTAL	98,670	101,270
OFFICE SUPPLIES – TOTAL	1,200	1,200
OTHER SERVICES & CHARGES		
Travel Expense	3,000	3,000
Telephone	2,500	0
Postage	600	500
Printing	250	250
Publications	300	300
Maint/Repair Eqpt.	1,750	1,750
Dues/License Fees	4,200	4,200
MISC Expenses	0	0
CONTRACTUAL SERVICES	<u>730,802</u>	<u>730,845</u>
TOTAL	743,402	743,402
OFFICE FURN./EQPT. – TOTAL	<u>500</u>	<u>500</u>
 BUDGET TOTAL	 843,772	 843,815

34120

*Any increase in the levy or any additional funding will go into the Contractual Services Line Item.

ORDINANCE

RE: Vital Records Fees – Health Department

WHEREAS, the Vermilion County Health Department is authorized by law to provide certain records relating to birth and deaths, and,

WHEREAS, the County Clerk also provides said documents as part of their Vital Records services and both the Health Department and County Clerk charge a fee for such documents., and

WHEREAS, the County Clerk fees were established after a cost study and are slightly different from the Health Department fees, and it is appropriate to ensure that the fees as charged by both Departments be the same, and;

WHEREAS, the respective fees are currently:

Document or Service	COUNTY CLERK Fee / VCHD Fee
<u>Certified copies of the following:</u>	
Birth Record - First Copy	\$19.00 / \$14.00
Birth Record - Additional copy of same record	\$8.00 / \$4.00
Death Record - First copy	\$23.00 / \$20.00
Death Record - Additional copy of same record	\$12.00 / \$10.00

NOW, THEREFORE, BE IT Ordained and Resolved by the Vermilion County Board and the Vermilion County Board of Health that the fees be equalized as follows so both Departments charge the same fee:

Birth Record - First Copy	\$19.00
Birth Record - Additional copy of same record	\$8.00
Death Record - First copy	\$23.00
Death Record - Additional copy of same record	\$12.00

PRESENTED, APPROVED, and RESOLVED by the County Board of Vermilion County, Illinois, at their _____, 2020, session.

DATED, this ___th day of _____, 2020, A.D.

AYE _____ NAY _____ ABSENT _____

Chairman, Vermilion County Board

ATTEST:

Clerk of the County Board

Resolution No. _____

Approved:

Vermilion County Board of Health Chairperson

Date: _____

Approved Vermilion County Health and Education Committee,

APPROVED BY Health and Education, _____:
Date

Kevin Green Y N A
Committee Chairperson

Chuck Nesbit Y N A

Charles Mockbee Y N A

Daniel Wright Y N A

Marla Mackiewicz Y N A

Phearn Butler Y N A

Robert J. Watson Y N A

July 21, 2020

**Vermilion County Health Department
Fiscal Year 2020-2021
Budget Narrative**

Revenue Budget

Real Estate Taxes

The combined request for real estate taxes is \$3.25 cents/\$100 of EAV with a projected countywide EAV of \$975,500,000 or \$317,184 total. This budget request includes \$262,448 for the operation of the VCHD for the next fiscal year and \$54,736 which will be used to offset health insurance costs associated with health department employees previously funded through the county general fund. This request uses the same levy rate of \$2.99 cents/\$100 for operations and \$.26 for health insurance contributions as was requested beginning with FY 2012. This reflects a total increase of \$2,231 from the 2019-2020 revenue request due to an increase in the EAV rate.

Grants and Contracts

- Line 3330: SFY 2020 **Local Health Protection** grant award which is funded through the ILGRF has been retained and included in this budget request at \$216,819 because it is critical for the maintenance of our certified local health department status. This funding source remained the same as the previous year.
- Line XXXX: The **COVID-19 General** grant of \$9,522 is a pass-through grant award administered by the IDPH for activities related to the COVID-19 pandemic, and is being used to offset personnel costs. This grant is scheduled to end on Feb. 28, 2021. It is yet to be determined if this will be a one-time grant.
- Line XXXX: The **COVID-19 Contact Tracing** grant of \$104,956 is a pass-through grant award administered by the IDPH for activities related to the contacting of those who may have been exposed the COVID-19 virus, and is being used to offset personnel costs. This grant is scheduled to end on May 31, 2021. It is yet to be determined if this will be a one-time grant.
- Line 3332: The SFY 2020 federally funded **WIC** grant of \$336,944, administered by the IDHS is reduced by \$25,555 (7.6%) from the previous year. The WIC grant award is determined by a formulary that is based on achieved caseload each year and includes special project funding such as Farmers Market.
- Line 3356: The **Illinois EPA** grant is a pass through grant to the Solid Waste Fund for activities associated with landfill inspection and other related activities. The 5-year delegation agreement 2016-2021 has already been approved by the County Board. We have applied for this year's funding and estimate it to be the same as last year in the amount of \$45,000.

- Line 3448: The SFY 2020 state-funded **WNV/Vector Prevention** grant of \$16,917 is the same amount as the previous year. This grant program is funded by IDPH through the IL Used Tire Disposal Surcharge Fund.
- Line 3451: The federally funded **PHEP/Bioterrorism** grant administered by the IDPH has been decreased by \$27 to \$66,739. This is an estimated amount provided to us by the PHEP program.
- We have discontinued the **Childhood Lead Poisoning Prevention** program (and its \$44,500 grant) due to workload and safety concerns. The IDPH will take over the responsibilities for eligible children in Vermilion County.

- **Fees**

We have included \$399,979 in estimated fee revenues for CFY 2020/2021. This fee estimate is increased by \$31,442. This revenue source includes fees from Environmental Health, Immunizations and Vital Records (including the Vital Records Surcharge fees collected by the VCHD and remitted to the State of Illinois). VCHD increased some of its fees three years ago, and plans to increase its Vital Records fees this year, and this level of anticipated revenue from fees is in-line with our current expectations, based on last year's revenues.

Total Revenue Appropriation Request **\$1,514,060**

Our total CFY 2020/2021 revenue appropriation request is \$78,069 more than the CFY 2019/2020 budget and appropriation request.

Expenditure Budget

Line 4101 – Salary - Personnel **\$976,533**

Please note for the following:

	Source of funds by percentage
1) Grants/Contracts	65.27 %
2) Fees	21.09 %
3) Tax levy	13.64 %

The “Salary – Personnel” line item was increased to reflect a 3% wage increase, and the additional of temporary staff to assist with COVID-19-related contact tracing.

Line 4110 – Salary Department Head / Public Health Administrator **\$90,537**

The “Salary – Department Head” line item was increased to reflect a 3% wage increase.

Line 4149 – FICA **\$0**

This appropriation was moved to Line 4155 Insurance at the request of the County Board Office.

Line 4150 – IMRF **\$0**

This appropriation was moved to Line 4155 at the request of the County Board Office.

Line 4155 – Insurance – Life/Health **\$150,000**

This requested appropriation will offset health insurance costs previously paid out of the County General Fund. This amount for FY2020-21 is about 5% higher than was budgeted for FY2019-20.

Line 4210 - Office Supplies **\$12,000**

Our analysis of current and future expenditures indicates that this line item should be decreased by \$1,000. Please note that fees and grant revenues provide \$7,122 or about 60% of the funds for this expenditure line.

Line 4211 – Printing **\$3,500**

Our analysis of current and future expenditures in this line item indicates that it should be decreased by \$1,000. Please note that fees and grant revenues provide \$2,550 or about 73% of the funds for this expenditure.

Line 4218 - Educational Materials **\$1,311**

Our analysis of current and future expenditures for grant commitments indicates that we increase this line item by \$561. Please note that grant revenues provide all of the funds for this expenditure line.

Line 4231 – Consumable Supplies **\$117,000**

Our analysis of current and future expenditures indicates that this allocation should be decreased by \$3,000. Please note that fees and grant revenues provide \$100,987 or about 86% of the funds for this expenditure line.

Line 4251 – Travel **\$28,524**

Our analysis of current and projected future expenditures indicates that this line item be decreased by \$976. Also please note that fees and grant revenues will provide \$25,897 or 97% of the funds for this line item.

Line 4260 - Telephone **\$17,150**

Our analysis of the current budget and future expenditures indicates that this line item be decreased by \$100. Please note that grant revenues provide all of the funding for this line item.

Line 4270 - Postage **\$4,500**

Our analysis of current expenditures in this line indicates that this line should be decreased by \$1,000. Please note that fees and grant revenues provide \$3,500 or about 78% of the funding for this line item.

Line 4275 - Rent **\$15,000**

Please note that the County Board charges the Health Department rent to occupy a portion of the Health and Education Building. Half of the \$30,000 in rent comes from the Health Department fund, and the other half comes from the Solid Waste fund.

Line 4290 - Maintenance and Repair **\$9,600**

Our analysis of current and anticipated expenditures indicates that this line should be increased by \$1,900. Please note that grant and fee revenues provide \$6,600 or about 69% of the funding for this line item. Maintenance and Repair includes, but is not limited to, maintenance agreements for the copiers, Elliott Data System (emergency preparedness software & system), WIC file room software, and VCHD accounting software.

Line 4307 – Registrations Births and Deaths **\$25,000**

This line item provides an expenditure line to account for the monthly disbursement of death certificate surcharge fees to the State Registrar at the Illinois Department of Public Health for the Electronic Death Certificate System. Our analysis of current expenditures in this line indicates that this line should be stay the same as the previous year. Please note that this expenditure is 100% funded by the surcharge we collect from Vital Records fees.

Line 4361 - Contractual/Professional Services **\$35,000**

Our analysis of current expenditures and anticipated expenditures indicates that this line item should be decreased by \$5,000.

Line 4363 – Dues/License Fees **\$1,404**

Our analysis of current and anticipated expenditures indicates this line be decreased by \$3,096.

Line 4364 - Education and Training **\$4,001**

Our analysis of the current expenditures, grant allocations and future staff development needs indicates that this line should be increased by \$1.

Line 4450 - Equipment/Furniture **\$8,000**

Our analysis of future needs and available grant funds indicates that this line item should decrease by \$400.

Line 4610 – Transfer **\$15,000**

This line shows the pass through transfer of revenues to the Solid Waste Fund for the IEPA grant related activities. This grant is in the amount of **\$45,000** yearly. This is unchanged from last year. VCHD Financial Director submits documentation quarterly for reimbursement and IEPA sends us a check that is deposited into the Health Department account. The Financial Director then requests that a check be written out of the Health Department Account to the Solid Waste Account. Since the Public Health Administrator performs many of the duties for the Solid Waste Program, the Financial Director estimates that approximately \$30,000 will be retained by the Health Department, and only about \$1,500 will be transferred to Solid Waste Fund.

Total Expenditure Appropriation Request **\$1,514,060**

This reflects an increase of \$78,069 from the previous year's request.

August 11, 2020

Vermilion County Health Department
Solid Waste Budget Narrative CFY 2020-2021

Please note that our combined Solid Waste Management budget request has been increased by \$39,436 from \$262,300 for CFY 2019-2020 to \$301,736 for CFY 2020-2021.

Revenues:

Please note that \$286,736 (95%) of the total revenue is generated through landfill surcharge fees. The \$15,000 (5%) Illinois Protection Agency Grant is provided for activities associated with the 5-year EPA delegation agreement for SFY 2016-2021.

Expenditures:

Please note Personnel Services make up 71.8% of the total requested budget allocation. The expenditures included in this Solid Waste budget include costs associated with the activities supported by the landfill surcharges and delegation agreement activities. The amount included in Contractual includes \$30,000 to cover costs in two planned electronics-collection events. Also, please note that the Keep Vermilion County Beautiful has again requested continued funding of \$12,000 to continue to support and expand community project grants. Please see attached letter of request.

We believe this request can be approved to maintain a comfortable Solid Waste Management Fund balance for the CFY 2020-2021.



Health Department & Solid Waste Budget Worksheet Report Budget Year 2021

Account	Account Description	2019 Actual Amount	2020 Amended Budget	2020 Actual Amount	2021 Department Request
Fund 003 - VERMILION CO HEALTH DEPARTMENT					
REVENUE					
Department 101 - GENERAL					
Project 00 - GENERAL					
PROPERTY TAXES					
3101	REAL ESTATE TAXES	\$ 318,204.06	\$ 314,953.00	\$ 148,949.27	\$ 317,184.00
	<i>PROPERTY TAXES Totals</i>	\$ 318,204.06	\$ 314,953.00	\$ 148,949.27	\$ 317,184.00
INTERGOVERNMENTAL REVENUE					
3330	BASIC HEALTH/HPROTECTION	\$ 249,994.00	\$ 216,819.00	\$ 216,819.00	\$ 216,819.00
3332	WIC REVENUE	\$ 312,267.95	\$ 362,499.00	\$ 320,371.02	\$ 336,944.00
3356	IEPA/SWE	\$ 45,000.00	\$ 45,000.00	\$ 20,717.18	\$ 45,000.00
3418	CHILDHOOD LEAD POISONING GRT	\$ 73,708.31	\$ 44,500.00	\$ 22,455.42	\$ -
3448	EMERGENCY PUBLIC HEALTH/WNV	\$ 12,720.71	\$ 16,917.00	\$ 10,561.50	\$ 16,917.00
3451	IDPA/BIO TERRORISM	\$ 77,928.83	\$ 66,766.00	\$ 48,135.99	\$ 66,739.00
	<i>INTERGOVERNMENTAL REVENUE Totals</i>	\$ 771,619.80	\$ 752,501.00	\$ 639,060.11	\$ 682,419.00
CHARGES FOR SERVICES					
3507	HEALTH FEES	\$ 398,000.78	\$ 370,051.00	\$ 193,364.24	\$ 399,979.00
	<i>CHARGES FOR SERVICES Totals</i>	\$ 398,000.78	\$ 370,051.00	\$ 193,364.24	\$ 399,979.00
MISCELLANEOUS REVENUES					
3701	INTEREST	\$ 12,439.54	\$ -	\$ 282.10	\$ -
3710	MISCELLANEOUS	\$ 617.84	\$ 25,000.00	\$ 71,223.63	\$ 114,478.00
	<i>MISCELLANEOUS REVENUES Totals</i>	\$ 13,057.38	\$ 25,000.00	\$ 71,505.73	\$ 114,478.00
	<i>Project 00 - GENERAL Totals</i>	\$ 1,500,882.02	\$ 1,462,505.00	\$ 1,052,879.35	\$ 1,514,060.00
	<i>Department 101 - GENERAL Totals</i>	\$ 1,500,882.02	\$ 1,462,505.00	\$ 1,052,879.35	\$ 1,514,060.00
	REVENUE TOTALS	\$ 1,500,882.02	\$ 1,462,505.00	\$ 1,052,879.35	\$ 1,514,060.00
EXPENSE					
Department 445 - HEALTH DEPARTMENT					
Project 00 - GENERAL					
PERSONNEL SERVICES					



Health Department & Solid Waste Budget Worksheet Report Budget Year 2021

4101	SALARY - PERSONNEL	\$ 875,390.67	\$ 924,188.00	\$ 588,795.78	\$ 976,533.00
4110	SALARY - DEPARTMENT HEAD	\$ 85,342.03	\$ 87,903.00	\$ 58,939.28	\$ 90,537.00
4155	INSURANCE - LIFE/HEALTH	\$ 103,954.78	\$ 111,000.00	\$ 89,988.32	\$ 150,000.00
<i>PERSONNEL SERVICES Totals</i>		\$ 1,064,687.48	\$ 1,123,091.00	\$ 737,723.38	\$ 1,217,070.00
<i>SUPPLIES & MATERIALS</i>					
4210	SUPPLIES/OFFICE	\$ 8,867.19	\$ 13,000.00	\$ 5,463.70	\$ 12,000.00
4211	SUPPLIES/FORMS	\$ 3,695.97	\$ 4,500.00	\$ 1,621.84	\$ 3,500.00
4218	SUPPLIES/EDUCATIONAL	\$ 1,516.37	\$ 750.00	\$ (154.05)	\$ 1,311.00
4231	SUPPLIES/CONSUMABLE/CLINICAL	\$ 91,782.98	\$ 122,000.00	\$ 32,576.68	\$ 117,000.00
<i>SUPPLIES & MATERIALS Totals</i>		\$ 105,862.51	\$ 140,250.00	\$ 39,508.17	\$ 133,811.00
<i>OTHER SERVICES & CHARGES</i>					
4251	TRAVEL EXPENSE	\$ 33,235.20	\$ 32,500.00	\$ 10,515.88	\$ 28,524.00
4260	TELEPHONE	\$ 15,727.76	\$ 17,750.00	\$ 11,690.83	\$ 17,150.00
4270	POSTAGE	\$ 3,853.51	\$ 5,500.00	\$ (60.00)	\$ 4,500.00
4275	RENT	\$ -	\$ 30,000.00	\$ 30,000.00	\$ 15,000.00
4290	MAINT/REPAIR - EQUIPMENT	\$ 3,378.72	\$ 7,000.00	\$ 5,768.39	\$ 9,600.00
4307	REGISTRATION BIRTHS & DEATHS	\$ 20,360.00	\$ 26,000.00	\$ 11,996.00	\$ 25,000.00
4361	CONTRACTUAL/PROF SERVICES	\$ 28,035.42	\$ 41,000.00	\$ 22,991.48	\$ 35,000.00
4363	DUES/LICENSE FEES	\$ 2,339.00	\$ 4,500.00	\$ 1,504.75	\$ 1,404.00
4364	EDUCATION/TRAINING	\$ 3,697.84	\$ 4,000.00	\$ 2,984.00	\$ 4,001.00
<i>OTHER SERVICES & CHARGES Totals</i>		\$ 110,627.45	\$ 168,250.00	\$ 97,391.33	\$ 140,179.00
<i>CAPITAL OUTLAY</i>					
4450	OFFICE FURNITURE/EQUIPMENT	\$ 7,579.34	\$ 14,400.00	\$ 8,805.89	\$ 8,000.00
<i>CAPITAL OUTLAY Totals</i>		\$ 7,579.34	\$ 14,400.00	\$ 8,805.89	\$ 8,000.00
<i>TRANSFERS</i>					
4610	TRANSFER	\$ 13,536.13	\$ 45,000.00	\$ -	\$ 15,000.00
<i>TRANSFERS Totals</i>		\$ 13,536.13	\$ 45,000.00	\$ -	\$ 15,000.00
<i>Project 00 - GENERAL Totals</i>		\$ 1,302,292.91	\$ 1,490,991.00	\$ 883,428.77	\$ 1,514,060.00



Health Department & Solid Waste Budget Worksheet Report Budget Year 2021

Department 445 - HEALTH DEPARTMENT Totals	\$ 1,302,292.91	\$ 1,490,991.00	\$ 883,428.77	\$ 1,514,060.00
EXPENSE TOTALS	\$ 1,302,292.91	\$ 1,490,991.00	\$ 883,428.77	\$ 1,514,060.00
Fund 003 - VERMILION CO HEALTH DEPARTMENT				
REVENUE TOTALS	\$ 1,500,882.02	\$ 1,462,505.00	\$ 1,052,879.35	\$ 1,514,060.00
EXPENSE TOTALS	\$ 1,302,292.91	\$ 1,490,991.00	\$ 883,428.77	\$ 1,514,060.00
Fund 003 - VERMILION CO HEALTH DEPARTMENT	\$ 198,589.11	\$ (28,486.00)	\$ 169,450.58	\$ -
Fund 066 - VC SOLID WASTE MANAGEMENT				
REVENUE				
Department 101 - GENERAL				
Project 00 - GENERAL				
INTERGOVERNMENTAL REVENUE				
3324 GRANT FUNDS	\$ 12,436.00	\$ 45,000.00	\$ 13,536.13	\$ 15,000.00
<i>INTERGOVERNMENTAL REVENUE Totals</i>	\$ 12,436.00	\$ 45,000.00	\$ 13,536.13	\$ 15,000.00
CHARGES FOR SERVICES				
3518 LANDFILL SURCHARGE FEES	\$ 253,312.97	\$ 217,300.00	\$ 165,139.94	\$ 286,736.00
<i>CHARGES FOR SERVICES Totals</i>	\$ 253,312.97	\$ 217,300.00	\$ 165,139.94	\$ 286,736.00
MISCELLANEOUS REVENUES				
3701 INTEREST	\$ 9,731.92	\$ -	\$ 153.06	\$ -
<i>MISCELLANEOUS REVENUES Totals</i>	\$ 9,731.92	\$ -	\$ 153.06	\$ -
Project 00 - GENERAL Totals	\$ 275,480.89	\$ 262,300.00	\$ 178,829.13	\$ 301,736.00
Department 101 - GENERAL Totals	\$ 275,480.89	\$ 262,300.00	\$ 178,829.13	\$ 301,736.00
REVENUE TOTALS	\$ 275,480.89	\$ 262,300.00	\$ 178,829.13	\$ 301,736.00
EXPENSE				
Department 660 - VC SOLID WASTE MANAGEMENT				
Project 00 - GENERAL				
PERSONNEL SERVICES				
4101 SALARY - PERSONNEL	\$ 115,634.93	\$ 141,434.00	\$ 64,366.95	\$ 127,286.00
4155 INSURANCE - LIFE/HEALTH	\$ 37,857.00	\$ 49,466.00	\$ 22,722.16	\$ 90,000.00
<i>PERSONNEL SERVICES Totals</i>	\$ 153,491.93	\$ 190,900.00	\$ 87,089.11	\$ 217,286.00
SUPPLIES & MATERIALS				
4210 SUPPLIES/OFFICE	\$ 5,913.90	\$ 10,000.00	\$ 2,406.72	\$ 9,000.00



Health Department & Solid Waste Budget Worksheet Report Budget Year 2021

4211	SUPPLIES/FORMS	\$ -	\$ -	\$ -	\$ -	\$ 950.00
	<i>SUPPLIES & MATERIALS Totals</i>	\$ 5,913.90	\$ 10,000.00	\$ 2,406.72	\$ 9,950.00	
	<i>OTHER SERVICES & CHARGES</i>					
4251	TRAVEL EXPENSE	\$ 9,317.39	\$ 10,000.00	\$ 2,297.96	\$ 10,000.00	
4275	RENT	\$ -	\$ 30,000.00	\$ 30,000.00	\$ 15,000.00	
4361	CONTRACTUAL/PROF SERVICES	\$ 16,361.85	\$ 30,000.00	\$ -	\$ 30,000.00	
4363	DUES/LICENSE FEES	\$ -	\$ -	\$ -	\$ 500.00	
4364	EDUCATION/TRAINING	\$ 525.00	\$ 1,000.00	\$ -	\$ 600.00	
	<i>OTHER SERVICES & CHARGES Totals</i>	\$ 26,204.24	\$ 71,000.00	\$ 32,297.96	\$ 56,100.00	
	<i>CAPITAL OUTLAY</i>					
4450	OFFICE FURNITURE/EQUIPMENT	\$ 6,957.00	\$ 8,400.00	\$ 1,485.38	\$ 6,400.00	
	<i>CAPITAL OUTLAY Totals</i>	\$ 6,957.00	\$ 8,400.00	\$ 1,485.38	\$ 6,400.00	
	Project 00 - GENERAL Totals	\$ 192,567.07	\$ 280,300.00	\$ 123,279.17	\$ 289,736.00	
	Project 31 - PLANNING/RECYCLING					
	<i>OTHER SERVICES & CHARGES</i>					
4361	CONTRACTUAL/PROF SERVICES	\$ 10,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	
	<i>OTHER SERVICES & CHARGES Totals</i>	\$ 10,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	
	Project 31 - PLANNING/RECYCLING Totals	\$ 10,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	
	Department 660 - VC SOLID WASTE	\$ 202,567.07	\$ 292,300.00	\$ 135,279.17	\$ 301,736.00	
	EXPENSE TOTALS	\$ 202,567.07	\$ 292,300.00	\$ 135,279.17	\$ 301,736.00	
	Fund 066 - VC SOLID WASTE MANAGEMENT Totals					
	REVENUE TOTALS	\$ 275,480.89	\$ 262,300.00	\$ 178,829.13	\$ 301,736.00	
	EXPENSE TOTALS	\$ 202,567.07	\$ 292,300.00	\$ 135,279.17	\$ 301,736.00	
	Fund 066 - VC SOLID WASTE MANAGEMENT Totals	\$ 72,913.82	\$ (30,000.00)	\$ 43,549.96	\$ -	

FY 2021 Payroll

Name	Paid out of Health Dept 003.445.00.4101	Paid out of Health Dept 003.445.00.4110	Paid out of Solid Waste 066.660.00.4101	Total HD and SW Salaries
Alexandra Anderson	\$ 43,411.00			\$ 43,411.00
Daniel Balgeman	\$ 51,326.00		\$ 17,109.00	\$ 68,435.00
Melissa Carrillo	\$ 11,033.00		\$ 16,550.00	\$ 27,583.00
LeeAnn Chezem	\$ 3,948.00		\$ 7,517.00	\$ 11,465.00
Nicole Drollinger	\$ 22,611.00		\$ 7,537.00	\$ 30,148.00
Donna Dunham	\$ 55,686.00		\$ 18,562.00	\$ 74,248.00
Susan Fauver	\$ 56,170.00			\$ 56,170.00
Tyler Foster	\$ 8,496.00		\$ 33,983.00	\$ 42,479.00
Open EH position	\$ 32,075.00		\$ 8,019.00	\$ 40,094.00
Sherrie French	\$ 25,045.00			\$ 25,045.00
Julie Fruhling	\$ 45,727.00			\$ 45,727.00
Michael Hannan	\$ 58,700.00			\$ 58,700.00
Lindsey Johnson	\$ 36,591.00			\$ 36,591.00
Ashley Kotcher	\$ 43,411.00			\$ 43,411.00
Amy Lacy	\$ 37,132.00			\$ 37,132.00
Emily Ludington	\$ 53,975.00			\$ 53,975.00
Nancy Lyman	\$ 45,731.00			\$ 45,731.00
Lauren Mack	\$ 34,729.00		\$ 8,682.00	\$ 43,411.00
Jana Messmore	\$ 50,701.00			\$ 50,701.00
Open WIC Account Clerk II position	\$ 25,045.00			\$ 25,045.00
Melissa Rome	\$ 53,976.00			\$ 53,976.00
Jessica Schuske	\$ 45,728.00			\$ 45,728.00
Brittany Steltzer	\$ 25,045.00			\$ 25,045.00
Douglas Toole		\$ 90,539.00		\$ 90,539.00
Karen Trimble	\$ 48,493.00			\$ 48,493.00
Ilene Yergler	\$ 36,746.00			\$ 36,746.00
State's Attorney			\$ 3,800.00	\$ 3,800.00
	\$ 951,531.00	\$ 90,539.00	\$ 121,759.00	\$ 1,163,829.00
OT Projection	\$ 25,000.00	\$ -	\$ 5,000.00	\$ 30,000.00
Total Personnel	\$ 976,531.00	\$ 90,539.00	\$ 126,759.00	\$ 1,193,829.00
Insurance	\$ 150,000.00	\$ -	\$ 90,000.00	\$ 240,000.00
Total Personnel Costs	\$ 1,126,531.00	\$ 90,539.00	\$ 216,759.00	\$ 1,433,829.00

Animal Regulations and Shelter Budget
December 1st, 2020- November 30th, 2021

GENERAL FUND

Salary

4101 Salary Personnel \$363,469.00 includes 3% increase

This is a 5.66% or \$21,812.00 decrease from 2020 Amended Budget

4104 Salary Overtime \$25,000.00

4110 Salary Department Head \$62,830.00 includes 3% increase

Total Salary for Personnel is \$561,299.00 which is an increase of \$1853.00 or 0.33%

Supplies and Materials

4210 Supplies/Office \$3,000.00

4211 Supplies/Forms \$1,000.00

4220 Materials \$38,000.00

4221 Fuel \$15,000.00

4227 Supplies/Drugs/Nursing \$50,000.00

Supplies and materials cover all administrative needs as well as all supplies to operate the kennels and maintain the health and welfare of the animals. We have asked for an increase in drugs and nursing for 2021 due to increased medical care we are providing to the animals.

Total Supplies and Materials is \$107,000.00 which is an increase of \$3,000.00 or 2.88%

Other Services and Charges

4291 Maint/Repair Vehicles \$5,000.00 which is a decrease of \$3,000.00

We have reduced the amount needed in this line because all of our vehicles are up to date at this point and the older vehicles are no longer in use.

4308 Community Spay/Neuter \$13,000.00

This line is where the monthly invoices for the U of I spay and neuters are taken from and paid to the U of I Teaching Hospital.

4361 Contractual and Professional \$3,500.00

This line is reserved for agreements for service with a contract. Ex: Protection Insurance Plans

4369 Prepaid Rabies Vaccinations \$5,000.00

This line is where we pay the local vets for prepaid rabies vaccinations for adopted animals and returned to owner animals that need rabies vaccines.

437 Donations Expense \$15,000.00

This line was created so that we could easily and clearly track what our donation money was being used for.

Other services and charges covers a wide variety of categories. We have been able to update processes for things such as behavioral evaluations and staff training so these things can be done in house vs outsourced for a fee. We also have a DVM on staff which will reduce cost of sending animals out of the shelter for rabies vaccinations. Our partnership with the U of I shelter medicine team also allows the cost of spay and neuter to decrease.

Total Other Services and Charges is \$56,250.00 which is a decrease of \$8,400 or 12.99%

Capital Outlay

4450 Office Furniture/Equipment \$500.00

Total is the same as last year's budget at \$500.00

Foundation Spay/Neuter

4606 Foundation Spay/Neuter \$6000.00

Total is the same as last year's budget at \$6000.00

Animal Control Salaries

Employee	Title	Annual	3%
Clary, Dana	Part Time Clerk	\$14,845.68	\$15,291.05
Cooley, Brandi	Animal Control Officer	\$27,704.37	\$28,535.50
Cunningham, Kelsi	Kennel Worker	\$23,120.16	\$23,813.77
Curry-Varner, Joselyn	Animal Control Dispatcher	\$24,217.93	\$24,944.47
Eisold, Joyse	Veterinarian	\$6,264.00	\$6,264.00
Hueston, Hanah	Animal Control Officer	\$27,704.37	\$28,535.50
Jackson, Troy	Kennel Worker	\$23,120.16	\$23,813.77
Kowalczyk, Steffani	Kennel Supervisor	\$31,002.89	\$39,000.00
Orcutt, Kathleen	Kennel Worker	\$23,120.16	\$23,813.77
Perez, Camryn	Kennel Worker	\$23,120.16	\$23,813.77
Porter, Lynn	Clerk	\$24,114.05	\$24,837.47
Puzey, Ann	Clerk	\$23,924.83	\$24,642.57
Smith, Kevin	Animal Control Officer	\$27,704.37	\$28,535.50
Snyder, Kasey	Animal Control Director	\$60,999.88	\$62,829.87
Stein, Justin	Kennel Worker	\$23,120.16	\$23,813.77
OPEN KENNEL WORKER	Kennel Worker	\$23,120.16	\$23,813.77
		\$346,203.45	\$363,468.66

	2020	2021
Personnel	\$385,281.00	\$363,468.66
Overtime	-	\$25,000.00
Department Head	\$57,165.00	\$62,830.00
Total	\$442,446.00	\$451,298.66
		\$455,719.38 (3% increase)
		(\$4,420.72)



Animal Control Budget Worksheet Report

Budget Year 2021

Account	Account Description	2019 Actual Amount	2020 Amended Budget	2020 Actual Amount	2021 Department Request
Fund 011 - ANIMAL CONTROL FUND					
REVENUE					
Department 101 - GENERAL					
Project 00 - GENERAL					
LICENSES & PERMITS					
3203	RABIES/TAGS FEES	128,480.88	132,500.00	84,809.50	130,000.00
	<i>LICENSES & PERMITS Totals</i>	\$128,480.88	\$132,500.00	\$84,809.50	\$130,000.00
CHARGES FOR SERVICES					
3501.07	PUBLIC & CO FEES ANIMAL	172,427.14	150,000.00	87,482.89	160,000.00
3508	PREPAID RABIES VACCINE	10,363.00	12,000.00	4,057.00	10,000.00
3550	ADOPTION FEES	51,273.00	45,000.00	32,018.31	52,000.00
3551	BOARDING FEES	3,133.00	5,000.00	1,543.00	4,000.00
3552	PROCESSING/IMPOUND FEES	2,616.00	3,000.00	1,350.00	2,000.00
3553	EUTHANASIA REQUESTS	1,856.00	2,000.00	529.00	.00
3554	RECLAIM & MISC FEES	21,739.50	20,000.00	13,259.00	20,000.00
3555	MICROCHIPS	5,340.00	7,500.00	2,200.00	6,000.00
3557	NON-RABIES VACCINES	1,389.12	3,000.00	302.00	1,500.00
3558	IN-HOUSE SPAY/NEUTER	10,318.18	10,000.00	2,272.00	10,000.00
	<i>CHARGES FOR SERVICES Totals</i>	\$280,454.94	\$257,500.00	\$145,013.20	\$265,500.00
MISCELLANEOUS REVENUES					
3701	INTEREST	119.78	.00	218.29	.00
3728	FOUNDATION	3,225.40	3,000.00	2,888.27	3,000.00
	<i>MISCELLANEOUS REVENUES Totals</i>	\$3,345.18	\$3,000.00	\$3,106.56	\$3,000.00
OTHER FINANCING SOURCES					
3902	TRANSFERS IN	250,000.00	311,400.00	311,400.00	311,649.00
3903	NSF CHECKS	141.00	800.00	.00	800.00
3913	FOUNDATION SPAY/NEUTER	(2,216.00)	10,000.00	(1,187.00)	5,000.00
3914	MISC INCOME	91.00	400.00	9.00	100.00
3915	DONATIONS & SPONSORS	10,258.85	10,000.00	16,560.85	15,000.00
	<i>OTHER FINANCING SOURCES Totals</i>	\$258,274.85	\$332,600.00	\$326,782.85	\$332,549.00
	Project 00 - GENERAL Totals	\$670,555.85	\$725,600.00	\$559,712.11	\$731,049.00
	Department 101 - GENERAL Totals	\$670,555.85	\$725,600.00	\$559,712.11	\$731,049.00
	REVENUE TOTALS	\$670,555.85	\$725,600.00	\$559,712.11	\$731,049.00

EXPENSE

Department 440 - ANIMAL CONTROL

Project 00 - GENERAL

PERSONNEL SERVICES

4101	SALARY - PERSONNEL	387,058.32	385,281.00	250,414.69	363,469.00
4104	SALARY - OVERTIME	.00	.00	.00	25,000.00
4110	SALARY - DEPARTMENT	57,165.00	57,165.00	29,859.21	62,830.00
4155	INSURANCE - LIFE/HEALTH	92,418.00	117,000.00	67,925.00	110,000.00
	<i>PERSONNEL SERVICES Totals</i>	\$536,641.32	\$559,446.00	\$348,198.90	\$561,299.00

SUPPLIES & MATERIALS



Animal Control Budget Worksheet Report

Budget Year 2021

4210	SUPPLIES/OFFICE	2,737.85	3,000.00	1,823.88	3,000.00
4211	SUPPLIES/FORMS	69.92	1,000.00	187	1,000.00
4220	MATERIALS	40,979.17	38,000.00	25,431.97	38,000.00
4221	FUEL	19,945.23	17,000.00	7,535.47	15,000.00
4227	SUPPLIES/DRUGS/NURSING	44,415.43	45,000.00	33,464.14	50,000.00
	SUPPLIES & MATERIALS Totals	\$108,147.60	\$104,000.00	\$68,442.46	\$107,000.00
<i>OTHER SERVICES & CHARGES</i>					
4251	TRAVEL EXPENSE	864.07	500	0	500
4260	TELEPHONE	5,212.42	5,200.00	2,580.72	5,000.00
4270	POSTAGE	1,264.05	2,500.00	1,825.47	2,000.00
4290	MAINT/REPAIR - EQUIPMENT	0	750	0	750
4291	MAINT/REPAIR - VEHICLES	-478.1	8,000.00	4,592.91	5,000.00
4294	MAINT/REPAIR - BUILDINGS	0	500	418.45	500
4299	SPAYED & NEUTERED	0	5,500.00	0	2,500.00
4308	COMMUNITY SPAY/NEUTER	13,071.00	13,000.00	5,360.00	13,000.00
4331	UNIFORMS	866.84	2,000.00	1,662.50	2,000.00
4361	CONTRACTUAL/PROF	2,760.44	4,000.00	228.59	3,500.00
4363	DUES/LICENSE FEES	400.19	700	355	500
4364	EDUCATION/TRAINING	550	1,000.00	0	1,000.00
4369	PREPAID RABIES	1,797.23	6,000.00	2,738.00	5,000.00
4375	DONATIONS EXPENSE	0	15,000.00	8,990.00	15,000.00
	OTHER SERVICES & CHARGES Totals	\$26,308.14	\$64,650.00	\$28,751.64	\$56,250.00
<i>CAPITAL OUTLAY</i>					
4450	OFFICE	104.99	500	498.85	500
	CAPITAL OUTLAY Totals	\$104.99	\$500.00	\$498.85	\$500.00
4606	FOUNDATION SPAY/NEUTER	0	6,000.00	966.81	6,000.00
	TRANSFERS Totals	\$0.00	\$6,000.00	\$966.81	\$6,000.00
	Project 00 - GENERAL Totals	\$671,202.05	\$734,596.00	\$446,858.66	\$731,049.00
	Department 440 - ANIMAL	\$671,202.05	\$734,596.00	\$446,858.66	\$731,049.00
	EXPENSE TOTALS	\$671,202.05	\$734,596.00	\$446,858.66	\$731,049.00
Fund 011 - ANIMAL CONTROL FUND					
	REVENUE TOTALS	\$670,555.85	\$725,600.00	\$559,712.11	\$731,049.00
	EXPENSE TOTALS	\$671,202.05	\$734,596.00	\$446,858.66	\$731,049.00
	Fund 011 - ANIMAL CONTROL FUND	(\$646.20)	(\$8,996.00)	\$112,853.45	\$0.00