

AGENDA

1. Call to Order and Roll Call
2. Adoption/Amendments to the Agenda
3. Approval of Minutes – June 17th, 2021
4. Audience Comments
5. Budget - Mental Health
6. Budget - Health Department/Solid Waste
7. Budget - Animal Regulations (Narrative will be sent before the meeting)
8. Executive Sessions:
 - A **Pursuant to Illinois 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) (2)** Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.
 - C **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.
 - D **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.
9. Items of Information
10. Adjournment

Health and Education Committee Meeting

Thursday, June 17th, 2021

Vermilion County Administration Building, 2nd Floor, 5:00 p.m.

MINUTES

Agenda Item 1- Call to Order and Roll Call

County Board Chairman Larry Baughn called the Health & Education meeting to order at 5:00 pm. Upon the Roll Call, the following members were present: Larry Baughn (Ex-Officio Member), Kevin Green, Phearn Butler, and Diana Frazier-Brenneman. Robert Boyd was excused absent. Absent were: Steve Miller, Marla Mackiewicz and Dan Wright. (4 present, 4 absent).

Also present were: Bill Donahue - County Board Risk Consultant, Cassy Carter - County Board Financial Administrative Manager and Aaron Hird - Regional Superintendent.

Agenda Item 2- Adoption/ Amendment to the Agenda

Motion moved by Butler, second by Frazier-Brenneman to approve the agenda. Motion was carried by acclamation. Motion passed.

Agenda Item 3 – Approval of Minutes from March 31st, 2021

Motion moved by Frazier-Brenneman, second by Butler, to approve minutes. Motion was carried by acclamation. Motion passed.

Agenda Item 4 – Audience Comments

None.

Agenda Item 5 – Ordinance- RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for the Regional Office of Education - \$8,489.00

Motion moved by Frazier-Brenneman, second by Butler to discuss. Hird explained this was a stipend that is processed yearly for his staff. This is money that is from a state grant and is just a pass through for the county to process on payroll. Upon the call of the roll the following members voted yes, to wit: Larry Baughn, Kevin Green, Phearn Butler, and Diana Frazier-Brenneman. 4 yes, 4 absent. Motion passed.

Agenda Item 6 – Regional Office of Education Budget 2022

Motion moved by Butler, second by Frazer-Brenneman to discuss. Hird explained he had his budget and his budget narrative attached to the agenda. Hird also stated that there was an overall cut from his budget this year. Also, he pointed out the salary line with the 3% raises will still be less than last year budget number, due to the training last year of an employee retiring in which he had more staff since the person retiring was training the new hire. He did move some money around for Contractual/Communication but took money to cover this from the postage line. Green commented that Hird's narrative was very well written and easy to follow. Upon the call of the roll the following members voted yes, to wit: Larry Baughn, Kevin Green, Phearn Butler, and Diana Frazier-Brenneman. 4 yes, 4 absent. Motion passed.

Agenda Item 7 – Executive Session

Not needed.

Agenda Item 8 - Items of Information

Baughn updated all that budget meetings are scheduled weekly. Next week the State's Attorney and Juvenile Detention Center will present their budgets to the Judicial & Rules committee on Tuesday. Also, several more

are completed and ready to go to their committees, they are: Circuit Clerk, EMA, Coroner, Mental Health, GIS, Public Defenders, and North Fork.

Agenda Item 9 - Adjournment

County Board Chairman Baughn adjourned the meeting at 5:08 PM.

Minutes by: Cassy Carter, Financial Administrative Manager

DRAFT



Mental Health Budget Worksheet

Budget Year 2022

Account	Account Description	2019 Actual Amount	2020 Actual Amount	2021 Amended Budget	2021 Actual Amount	2022 Department Request
Fund 004 - MENTAL HEALTH 708 FUND						
REVENUE						
Department 101 - GENERAL						
Project 00 - GENERAL						
PROPERTY TAXES						
3101	REAL ESTATE TAXES	804,090.01	810,459.43	843,815.00	27,368.04	843,910.00
<i>PROPERTY TAXES Totals</i>		\$804,090.01	\$810,459.43	\$843,815.00	\$27,368.04	\$843,910.00
INTERGOVERNMENTAL REVENUE						
3341	MENTAL HEALTH FIRST AID	40,000.00	25,250.00	.00	.00	.00
<i>INTERGOVERNMENTAL REVENUE Totals</i>		\$40,000.00	\$25,250.00	\$0.00	\$0.00	\$0.00
MISCELLANEOUS REVENUES						
3701	INTEREST	48.49	1,990.94	.00	336.38	184.00
3710	MISCELLANEOUS	2,310.00	.00	.00	.00	.00
<i>MISCELLANEOUS REVENUES Totals</i>		\$2,358.49	\$1,990.94	\$0.00	\$336.38	\$184.00
Project 00 - GENERAL Totals		\$846,448.50	\$837,700.37	\$843,815.00	\$27,704.42	\$844,094.00
Department 101 - GENERAL Totals		\$846,448.50	\$837,700.37	\$843,815.00	\$27,704.42	\$844,094.00
REVENUE TOTALS		\$846,448.50	\$837,700.37	\$843,815.00	\$27,704.42	\$844,094.00
EXPENSE						
Department 470 - MENTAL HEALTH						
Project 00 - GENERAL						
PERSONNEL SERVICES						
4101	SALARY - PERSONNEL	33,175.00	34,170.00	35,195.00	14,024.09	36,251.00
4110	SALARY - DEPARTMENT HEAD	52,500.00	52,500.00	54,075.00	21,547.14	55,698.00
4155	INSURANCE - LIFE/HEALTH	10,644.00	11,400.00	12,000.00	4,750.00	11,400.00
<i>PERSONNEL SERVICES Totals</i>		\$96,319.00	\$98,070.00	\$101,270.00	\$40,321.23	\$103,349.00
SUPPLIES & MATERIALS						
4210	SUPPLIES/OFFICE	377.32	150.61	1,200.00	68.13	750.00
<i>SUPPLIES & MATERIALS Totals</i>		\$377.32	\$150.61	\$1,200.00	\$68.13	\$750.00
OTHER SERVICES & CHARGES						
4251	TRAVEL EXPENSE	1,912.44	363.55	3,000.00	.00	2,750.00
4260	TELEPHONE	2,352.31	295.97	.00	.00	.00
4270	POSTAGE	116.70	106.78	500.00	69.40	500.00
4273	MENTAL HEALTH FIRST AID	61,938.53	31,822.71	32,484.15	12,450.00	.00



Mental Health Budget Worksheet

Budget Year 2022

4279	PRINTING	.00	.00	250.00	.00	250.00
4280	PUBLICATIONS	72.38	195.60	300.00	195.60	300.00
4290	MAINT/REPAIR - EQUIPMENT	1,233.79	1,149.48	1,750.00	1,170.80	1,750.00
4361	CONTRACTUAL/PROF	737,414.04	714,197.76	735,970.00	359,363.27	730,845.00
4363	DUES/LICENSE FEES	2,903.80	2,349.34	4,200.00	2,024.71	3,200.00
<i>OTHER SERVICES & CHARGES Totals</i>		<u>\$807,943.99</u>	<u>\$750,481.19</u>	<u>\$778,454.15</u>	<u>\$375,273.78</u>	<u>\$739,595.00</u>
<i>CAPITAL OUTLAY</i>						
4450	OFFICE	.00	72.99	500.00	.00	400.00
<i>CAPITAL OUTLAY Totals</i>		<u>\$0.00</u>	<u>\$72.99</u>	<u>\$500.00</u>	<u>\$0.00</u>	<u>\$400.00</u>
Project 00 - GENERAL Totals		<u>\$904,640.31</u>	<u>\$848,774.79</u>	<u>\$881,424.15</u>	<u>\$415,663.14</u>	<u>\$844,094.00</u>
Department 470 - MENTAL HEALTH		<u>\$904,640.31</u>	<u>\$848,774.79</u>	<u>\$881,424.15</u>	<u>\$415,663.14</u>	<u>\$844,094.00</u>
EXPENSE TOTALS		<u>\$904,640.31</u>	<u>\$848,774.79</u>	<u>\$881,424.15</u>	<u>\$415,663.14</u>	<u>\$844,094.00</u>
Fund 004 - MENTAL HEALTH 708						
REVENUE TOTALS		\$846,448.50	\$837,700.37	\$843,815.00	\$27,704.42	\$844,094.00
EXPENSE TOTALS		\$904,640.31	\$848,774.79	\$881,424.15	\$415,663.14	\$844,094.00
Fund 004 - MENTAL HEALTH 708		<u>(\$58,191.81)</u>	<u>(\$11,074.42)</u>	<u>(\$37,609.15)</u>	<u>(\$387,958.72)</u>	<u>\$0.00</u>
FUND Totals						
Net Grand Totals						
REVENUE GRAND TOTALS		\$846,448.50	\$837,700.37	\$843,815.00	\$27,704.42	\$844,094.00
EXPENSE GRAND TOTALS		\$904,640.31	\$848,774.79	\$881,424.15	\$415,663.14	\$844,094.00
Net Grand Totals		<u>(\$58,191.81)</u>	<u>(\$11,074.42)</u>	<u>(\$37,609.15)</u>	<u>(\$387,958.72)</u>	<u>\$0.00</u>

Proposed Budget for 21-22	20/21	21/22
<u>INCOME</u>		
TAXES	843,815	843,910*
Interest		184
TOTAL INCOME		844,094
GENERAL		
CSP/Admin. Asst. Salary	35,195	36,251
Exec. Salary	54,075	55,698
Health Ins.	<u>12,000</u>	<u>11,400</u>
TOTAL	101,270	103,349
OFFICE SUPPLIES – TOTAL	1,200	750
OTHER SERVICES & CHARGES		
Travel Expense	3,000	2,750
Telephone	0	0
Postage	500	500
Printing	250	250
Publications	300	300
Maint/Repair Eqpt.	1,750	1,750
Dues/License Fees	4,200	3,200
MISC Expenses	0	0
CONTRACTUAL SERVICES	<u>730,845</u>	<u>730,845*</u>
TOTAL	740,845	739,595
OFFICE FURN./EQPT. – TOTAL	<u>500</u>	<u>400</u>
BUDGET TOTAL	843,815	844,094*

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



Health Dept & Solid Waste Budget Worksheet Report Budget Year 2022

Account	Account Description	2019 Actual Amount	2020 Actual Amount	2021 Amended Budget	2021 Actual Amount	2022 Department Request
Fund 003 - VERMILION CO HEALTH DEPARTMENT						
REVENUE						
Department 101 - GENERAL						
Project 00 - GENERAL						
<i>PROPERTY TAXES</i>						
3101	REAL ESTATE TAXES	300,186.06	298,672.44	317,184.00	195,530.96	317,184.00
	<i>PROPERTY TAXES Totals</i>	<u>\$300,186.06</u>	<u>\$298,672.44</u>	<u>\$317,184.00</u>	<u>\$195,530.96</u>	<u>\$317,184.00</u>
<i>INTERGOVERNMENTAL REVENUE</i>						
3330	BASIC HEALTH/HPROTECTION	249,994.00	433,638.00	216,819.00	6,096.00	247,915.00
3332	WIC REVENUE	359,475.95	384,524.02	336,944.00	212,037.50	369,321.00
3356	IEPA/SWE	53,546.00	32,415.57	45,000.00	8,998.49	45,000.00
3418	CHILDHOOD LEAD POISONING	58,282.31	22,554.59	.00	.00	.00
3448	EMERGENCY PUBLIC	15,494.71	16,520.31	16,917.00	5,410.07	16,917.00
3451	IDPA/BIO TERRORISM	64,944.83	64,371.56	66,739.00	50,486.12	66,739.00
	<i>INTERGOVERNMENTAL REVENUE Totals</i>	<u>\$801,737.80</u>	<u>\$954,024.05</u>	<u>\$682,419.00</u>	<u>\$283,028.18</u>	<u>\$745,892.00</u>
<i>CHARGES FOR SERVICES</i>						
3507	HEALTH FEES	397,924.78	291,110.50	399,979.00	196,200.49	399,979.00
	<i>CHARGES FOR SERVICES Totals</i>	<u>\$397,924.78</u>	<u>\$291,110.50</u>	<u>\$399,979.00</u>	<u>\$196,200.49</u>	<u>\$399,979.00</u>
<i>MISCELLANEOUS REVENUES</i>						
3701	INTEREST	12,439.54	11,753.40	.00	251.05	9,000.00
3710	MISCELLANEOUS	617.84	157,545.52	578,978.00	675,150.27	361,478.00
	<i>MISCELLANEOUS REVENUES Totals</i>	<u>\$13,057.38</u>	<u>\$169,298.92</u>	<u>\$578,978.00</u>	<u>\$675,401.32</u>	<u>\$370,478.00</u>
	Project 00 - GENERAL Totals	<u>\$1,512,906.02</u>	<u>\$1,713,105.91</u>	<u>\$1,978,560.00</u>	<u>\$1,350,160.95</u>	<u>\$1,833,533.00</u>
	Department 101 - GENERAL Totals	<u>\$1,512,906.02</u>	<u>\$1,713,105.91</u>	<u>\$1,978,560.00</u>	<u>\$1,350,160.95</u>	<u>\$1,833,533.00</u>
	REVENUE TOTALS	<u>\$1,512,906.02</u>	<u>\$1,713,105.91</u>	<u>\$1,978,560.00</u>	<u>\$1,350,160.95</u>	<u>\$1,833,533.00</u>
EXPENSE						
Department 445 - HEALTH DEPARTMENT						
Project 00 - GENERAL						
<i>PERSONNEL SERVICES</i>						
4101	SALARY - PERSONNEL	875,390.67	910,855.12	1,166,531.00	697,793.33	1,203,955.00
4110	SALARY - DEPARTMENT HEAD	85,342.03	87,903.00	90,539.00	53,421.52	93,256.00
4155	INSURANCE - LIFE/HEALTH	103,954.78	123,930.57	150,000.00	88,078.30	155,400.00
	<i>PERSONNEL SERVICES Totals</i>	<u>\$1,064,687.48</u>	<u>\$1,122,688.69</u>	<u>\$1,407,070.00</u>	<u>\$839,293.15</u>	<u>\$1,452,611.00</u>
<i>SUPPLIES & MATERIALS</i>						
4210	SUPPLIES/OFFICE	8,867.19	7,478.98	19,000.00	5,413.72	12,000.00
4211	SUPPLIES/FORMS	3,695.97	3,102.84	12,000.00	5,939.00	12,000.00
4218	SUPPLIES/EDUCATIONAL	1,516.37	468.85	1,311.00	854.17	1,311.00
4231	SUPPLIES/CONSUMABLE/CLINI	91,782.98	81,889.86	187,500.00	51,865.65	136,500.00
	<i>SUPPLIES & MATERIALS Totals</i>	<u>\$105,862.51</u>	<u>\$92,940.53</u>	<u>\$219,811.00</u>	<u>\$64,072.54</u>	<u>\$161,811.00</u>
<i>OTHER SERVICES & CHARGES</i>						



Health Dept & Solid Waste Budget Worksheet Report Budget Year 2022

4251	TRAVEL EXPENSE	33,235.20	16,302.43	28,524.00	9,395.59	28,524.00
4260	TELEPHONE	15,727.76	17,091.89	24,650.00	11,534.09	17,150.00
4270	POSTAGE	3,853.51	4,487.77	7,500.00	3,444.72	7,500.00
4275	RENT	.00	30,000.00	15,000.00	12,500.00	15,000.00
4290	MAINT/REPAIR - EQUIPMENT	3,378.72	5,768.39	9,600.00	4,879.01	9,600.00
4307	REGISTRATION BIRTHS &	20,360.00	21,580.00	25,000.00	13,472.00	25,000.00
4361	CONTRACTUAL/PROF	28,035.42	40,991.49	175,000.00	50,185.25	163,000.00
4363	DUES/LICENSE FEES	2,339.00	3,104.75	1,404.00	1,181.05	1,404.00
4364	EDUCATION/TRAINING	3,697.84	3,643.00	4,001.00	2,969.20	4,001.00
	<i>OTHER SERVICES & CHARGES Totals</i>	<u>\$110,627.45</u>	<u>\$142,969.72</u>	<u>\$290,679.00</u>	<u>\$109,560.91</u>	<u>\$271,179.00</u>
	<i>CAPITAL OUTLAY</i>					
4450	OFFICE	7,579.34	8,805.89	106,000.00	25,141.82	106,000.00
	<i>CAPITAL OUTLAY Totals</i>	<u>\$7,579.34</u>	<u>\$8,805.89</u>	<u>\$106,000.00</u>	<u>\$25,141.82</u>	<u>\$106,000.00</u>
	<i>TRANSFERS</i>					
4610	TRANSFER	.13	16,852.80	15,000.00	.00	15,000.00
	<i>TRANSFERS Totals</i>	<u>\$0.13</u>	<u>\$16,852.80</u>	<u>\$15,000.00</u>	<u>\$0.00</u>	<u>\$15,000.00</u>
	Project 00 - GENERAL Totals	<u>\$1,288,756.91</u>	<u>\$1,384,257.63</u>	<u>\$2,038,560.00</u>	<u>\$1,038,068.42</u>	<u>\$2,006,601.00</u>
	Department 445 - HEALTH	<u>\$1,288,756.91</u>	<u>\$1,384,257.63</u>	<u>\$2,038,560.00</u>	<u>\$1,038,068.42</u>	<u>\$2,006,601.00</u>
	DEPARTMENT Totals					
	EXPENSE TOTALS	<u>\$1,288,756.91</u>	<u>\$1,384,257.63</u>	<u>\$2,038,560.00</u>	<u>\$1,038,068.42</u>	<u>\$2,006,601.00</u>
	 Fund 003 - VERMILION CO HEALTH					
	REVENUE TOTALS	\$1,512,906.02	\$1,713,105.91	\$1,978,560.00	\$1,350,160.95	\$1,833,533.00
	EXPENSE TOTALS	\$1,288,756.91	\$1,384,257.63	\$2,038,560.00	\$1,038,068.42	\$2,006,601.00
	Fund 003 - VERMILION CO HEALTH	<u>\$224,149.11</u>	<u>\$328,848.28</u>	<u>(\$60,000.00)</u>	<u>\$312,092.53</u>	<u>(\$173,068.00)</u>
	Fund 066 - VC SOLID WASTE MANAGEMENT					
	REVENUE					
	Department 101 - GENERAL					
	Project 00 - GENERAL					
	<i>INTERGOVERNMENTAL REVENUE</i>					
3324	GRANT FUNDS	13,536.00	30,388.93	15,000.00	.00	15,000.00
	<i>INTERGOVERNMENTAL REVENUE</i>	<u>\$13,536.00</u>	<u>\$30,388.93</u>	<u>\$15,000.00</u>	<u>\$0.00</u>	<u>\$15,000.00</u>
	<i>CHARGES FOR SERVICES</i>					
3518	LANDFILL SURCHARGE FEES	253,312.97	233,657.99	286,736.00	170,168.66	286,736.00
	<i>CHARGES FOR SERVICES Totals</i>	<u>\$253,312.97</u>	<u>\$233,657.99</u>	<u>\$286,736.00</u>	<u>\$170,168.66</u>	<u>\$286,736.00</u>
	<i>MISCELLANEOUS REVENUES</i>					
3701	INTEREST	9,731.92	10,750.42	.00	61.84	.00
	<i>MISCELLANEOUS REVENUES Totals</i>	<u>\$9,731.92</u>	<u>\$10,750.42</u>	<u>\$0.00</u>	<u>\$61.84</u>	<u>\$0.00</u>
	Project 00 - GENERAL Totals	<u>\$276,580.89</u>	<u>\$274,797.34</u>	<u>\$301,736.00</u>	<u>\$170,230.50</u>	<u>\$301,736.00</u>
	Department 101 - GENERAL Totals	<u>\$276,580.89</u>	<u>\$274,797.34</u>	<u>\$301,736.00</u>	<u>\$170,230.50</u>	<u>\$301,736.00</u>
	REVENUE TOTALS	<u>\$276,580.89</u>	<u>\$274,797.34</u>	<u>\$301,736.00</u>	<u>\$170,230.50</u>	<u>\$301,736.00</u>

EXPENSE



Health Dept & Solid Waste Budget Worksheet Report Budget Year 2022

Department 660 - VC SOLID WASTE MANAGEMENT

Project 00 - GENERAL

PERSONNEL SERVICES

4101	SALARY - PERSONNEL	115,634.93	104,985.97	114,759.00	61,493.00	110,094.00
4150	IMRF	73,756.00	.00	.00	.00	.00
4155	INSURANCE - LIFE/HEALTH	39,213.00	45,475.00	90,000.00	29,699.36	60,000.00
<i>PERSONNEL SERVICES Totals</i>		<u>\$228,603.93</u>	<u>\$150,460.97</u>	<u>\$204,759.00</u>	<u>\$91,192.36</u>	<u>\$170,094.00</u>

SUPPLIES & MATERIALS

4210	SUPPLIES/OFFICE	5,913.90	9,507.75	9,000.00	1,776.82	9,000.00
4211	SUPPLIES/FORMS	.00	.00	950.00	.00	950.00
<i>SUPPLIES & MATERIALS Totals</i>		<u>\$5,913.90</u>	<u>\$9,507.75</u>	<u>\$9,950.00</u>	<u>\$1,776.82</u>	<u>\$9,950.00</u>

OTHER SERVICES & CHARGES

4251	TRAVEL EXPENSE	9,317.39	5,726.66	10,527.00	5,786.24	10,527.00
4275	RENT	.00	30,000.00	15,000.00	12,500.00	15,000.00
4361	CONTRACTUAL/PROF	16,361.85	15,147.23	42,000.00	16,994.01	30,000.00
4363	DUES/LICENSE FEES	.00	.00	500.00	.00	500.00
4364	EDUCATION/TRAINING	525.00	.00	600.00	.00	600.00
<i>OTHER SERVICES & CHARGES Totals</i>		<u>\$26,204.24</u>	<u>\$50,873.89</u>	<u>\$68,627.00</u>	<u>\$35,280.25</u>	<u>\$56,627.00</u>

CAPITAL OUTLAY

4450	OFFICE	6,957.00	2,307.48	6,400.00	3,737.68	6,400.00
<i>CAPITAL OUTLAY Totals</i>		<u>\$6,957.00</u>	<u>\$2,307.48</u>	<u>\$6,400.00</u>	<u>\$3,737.68</u>	<u>\$6,400.00</u>

Project 00 - GENERAL Totals \$267,679.07 \$213,150.09 \$289,736.00 \$131,987.11 \$243,071.00

Project 31 - PLANNING/RECYCLING

OTHER SERVICES & CHARGES

4361	CONTRACTUAL/PROF	10,000.00	12,000.00	12,000.00	12,000.00	12,000.00
<i>OTHER SERVICES & CHARGES Totals</i>		<u>\$10,000.00</u>	<u>\$12,000.00</u>	<u>\$12,000.00</u>	<u>\$12,000.00</u>	<u>\$12,000.00</u>

Project 31 - \$10,000.00 \$12,000.00 \$12,000.00 \$12,000.00 \$12,000.00

Department 660 - VC SOLID WASTE \$277,679.07 \$225,150.09 \$301,736.00 \$143,987.11 \$255,071.00

EXPENSE TOTALS \$277,679.07 \$225,150.09 \$301,736.00 \$143,987.11 \$255,071.00

Fund 066 - VC SOLID WASTE

REVENUE TOTALS \$276,580.89 \$274,797.34 \$301,736.00 \$170,230.50 \$301,736.00

EXPENSE TOTALS \$277,679.07 \$225,150.09 \$301,736.00 \$143,987.11 \$255,071.00

Fund 066 - VC SOLID WASTE (\$1,098.18) \$49,647.25 \$0.00 \$26,243.39 \$46,665.00

Net Grand Totals

REVENUE GRAND TOTALS \$1,789,486.91 \$1,987,903.25 \$2,280,296.00 \$1,520,391.45 \$2,135,269.00

EXPENSE GRAND TOTALS \$1,566,435.98 \$1,609,407.72 \$2,340,296.00 \$1,182,055.53 \$2,261,672.00

Net Grand Totals \$223,050.93 \$378,495.53 (\$60,000.00) \$338,335.92 (\$126,403.00)

July 15, 2021

Vermilion County Health Department
Fiscal Year 2021-2022
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 the same amount from the 2020-2021 revenue request due to uncertainty about the EAV rate.

Grants and Contracts

- Line 3330: SFY 2021 **Local Health Protection** grant award which is funded through the ILGRF has been retained and included in this budget request at \$247,915 because it is critical for the maintenance of our certified local health department status. This funding source increased by \$31,906 from the previous year.
- Line 3332: The SFY 2021 federally funded **WIC** grant of \$369,321, administered by the IDHS increased by \$32,377 (8.7%) 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 2021-2026 delegation agreement has been approved. 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 2021 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 is expected to remain at the same amount as the previous year, \$66,739. This is an estimated amount provided to us by the PHEP program.

- Line 3418: 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.
- Line 3507: We have included \$399,979 in estimated revenue from **Fees** for CFY 2021-2022. This fee estimate is the same as the previous year. 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 four years ago, and increased its Vital Records fees last year, and this level of anticipated revenue from fees is in-line with our current expectations, based on last year's revenues.
- Line 3701: We estimate that we will receive about \$9,000 in revenue from **Interest** during CFY 2021-2022.
- Line 3710: We expect to generate about \$361,478 in **Miscellaneous** revenues for CFY 2021-22. Most of this revenue comes from COVID-related grants which are short-term and specific to personnel, supply and outreach expenses during this pandemic.

Total Revenue Appropriation Request
\$1,833,533

Our total CFY 201-/2022 revenue appropriation request is \$145,025 less than the CFY 2020-21 budget and appropriation request.

Expenditure Budget

Line 4101 – Salary - Personnel
\$1,203,955

Please note for the following:	Source of funds by percentage
1) Grants/Contracts	72.52%
2) Fees	13.84 %
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-rerlated contact tracing.

Line 4110 – Salary Department Head / Public Health Administrator **\$93,256**

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 **\$155,400**

This requested appropriation will offset health insurance costs previously paid out of the County General Fund. This amount for FY2021-22 is about 3.5% higher than was budgeted for FY2020-21.

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

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

Line 4211 – Printing **\$12,000**

Our analysis of current and future expenditures in this line item indicates that it should remain the same as the previous year. Please note that fees and grant revenues provide \$8,760 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 it should remain the same as the previous year. Please note that grant revenues provide all of the funds for this expenditure line.

Line 4231 – Consumable Supplies **\$136,500**

Our analysis of current and future expenditures indicates that this allocation should be decreased by \$51,000. Please note that fees and grant revenues provide \$117,390 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 should remain the same as the previous year. 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 \$7,500. Please note that grant revenues provide all of the funding for this line item.

Line 4270 - Postage **\$7,500**

Our analysis of current expenditures in this line indicates that this line should remain the same as the previous year. Please note that fees and grant revenues provide \$5,850 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 remain the same as the previous year. 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), 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 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 **\$163,000**

Our analysis of current expenditures and anticipated expenditures indicates that this line item should be decreased by \$12,000.

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

Our analysis of current and anticipated expenditures indicates this line should remain the same as the previous year.

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 remain the same as the previous year.

Line 4450 - Equipment/Furniture **\$106,000**

Our analysis of future needs and available grant funds indicates that this line item should remain the same as the previous year.

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 \$15,000 will be transferred to Solid Waste Fund.

**Total Expenditure Appropriation
Request**

\$2,006,601

This reflects a decrease of \$32,000 from the previous year's request.

July 15, 2021

**Vermilion County Health Department
Solid Waste Budget Narrative CFY 2021-2022**

Our combined Solid Waste Management budget request is expected to remain the same as the previous year— \$301,736 – for CFY 2021-2022.

Revenues:

Please note that \$286,736 (95.02%) of the total revenue is generated through landfill surcharge fees. The \$45,000 Illinois Protection Agency Grant is provided for activities associated with the 2021-2026 IEPA Delegation Agreement.

Expenditures:

Personnel Services is expected to make up 56.37% 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 a planned electronics-collection event. 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 2021-2022.



Animal Regulations Budget Worksheet Report Budget Year 2022

Account	Account Description	2019 Actual Amount	2020 Actual Amount	2021 Amended Budget	2021 Actual Amount	2022 Department Request
Fund 011 - ANIMAL CONTROL FUND						
REVENUE						
Department 101 - GENERAL						
Project 00 - GENERAL						
<i>LICENSES & PERMITS</i>						
3203	RABIES/TAGS FEES	128,480.88	122,779.50	130,000.00	82,464.00	130,000.00
3208.01	RABIES TAGS DOGS 1 YR	.00	.00	.00	5,596.00	.00
3208.02	RABIES TAGS DOGS 3 YR	.00	.00	.00	4,679.50	.00
3208.03	RABIES TAGS CATS 1 YR	.00	.00	.00	1,011.00	.00
3208.04	RABIES TAGS CATS 3 YR	.00	.00	.00	96.00	.00
<i>LICENSES & PERMITS Totals</i>		<u>\$128,480.88</u>	<u>\$122,779.50</u>	<u>\$130,000.00</u>	<u>\$93,846.50</u>	<u>\$130,000.00</u>
<i>CHARGES FOR SERVICES</i>						
3501.07	PUBLIC & CO FEES ANIMAL	172,427.14	118,984.29	160,000.00	72,611.53	160,000.00
3508	PREPAID RABIES VACCINE	10,363.00	5,756.00	10,000.00	6,402.50	10,000.00
3550	ADOPTION FEES	51,273.00	50,981.81	52,000.00	19,131.00	52,000.00
3551	BOARDING FEES	3,133.00	2,305.00	4,000.00	12,838.79	4,000.00
3552	PROCESSING/IMPOUND FEES	2,616.00	1,837.00	2,000.00	2,130.75	2,000.00
3553	EUTHANASIA REQUESTS	1,856.00	514.00	.00	904.00	500.00
3554	RECLAIM & MISC FEES	21,739.50	19,323.50	20,000.00	13,466.50	20,000.00
3555	MICROCHIPS	5,340.00	3,239.00	6,000.00	4,365.75	6,000.00
3557	NON-RABIES VACCINES	1,389.12	302.00	1,500.00	198.00	1,500.00
3558	IN-HOUSE SPAY/NEUTER	10,318.18	2,657.00	10,000.00	2,199.00	10,000.00
3559	VACCINE CLINICS	.00	.00	.00	775.00	2,000.00
3562	DOG/CAT TAG LATE FEES	.00	.00	.00	617.00	1,000.00
<i>CHARGES FOR SERVICES Totals</i>		<u>\$280,454.94</u>	<u>\$205,899.60</u>	<u>\$265,500.00</u>	<u>\$135,639.82</u>	<u>\$269,000.00</u>
<i>MISCELLANEOUS REVENUES</i>						
3701	INTEREST	428.78	477.88	.00	237.98	.00
3713	OWNER OWED MEDICAL	.00	.00	.00	.00	500.00
3728	FOUNDATION	3,225.40	4,163.27	3,000.00	1,275.00	3,000.00
<i>MISCELLANEOUS REVENUES Totals</i>		<u>\$3,654.18</u>	<u>\$4,641.15</u>	<u>\$3,000.00</u>	<u>\$1,512.98</u>	<u>\$3,500.00</u>
<i>OTHER FINANCING SOURCES</i>						
3902	TRANSFERS IN	250,000.00	311,400.00	311,649.00	311,649.00	311,649.00
3903	NSF CHECKS	141.00	.00	800.00	87.00	800.00
3913	FOUNDATION SPAY/NEUTER	(2,216.00)	(2,163.50)	5,000.00	1,245.00	5,000.00
3914	MISC INCOME	91.00	340.50	100.00	3,299.50	100.00
3915	DONATIONS & SPONSORS	10,258.85	20,987.85	15,000.00	23,951.18	15,000.00
3917	COMMUNITY SPAY / NEUTER	.00	.00	.00	940.00	.00
<i>OTHER FINANCING SOURCES Totals</i>		<u>\$258,274.85</u>	<u>\$330,564.85</u>	<u>\$332,549.00</u>	<u>\$341,171.68</u>	<u>\$332,549.00</u>
Project 00 - GENERAL Totals		<u>\$670,864.85</u>	<u>\$663,885.10</u>	<u>\$731,049.00</u>	<u>\$572,170.98</u>	<u>\$735,049.00</u>
Department 101 - GENERAL Totals		<u>\$670,864.85</u>	<u>\$663,885.10</u>	<u>\$731,049.00</u>	<u>\$572,170.98</u>	<u>\$735,049.00</u>



Animal Regulations Budget Worksheet Report Budget Year 2022

	REVENUE TOTALS	\$670,864.85	\$663,885.10	\$731,049.00	\$572,170.98	\$735,049.00
EXPENSE						
Department 440 - ANIMAL CONTROL						
Project 00 - GENERAL						
<i>PERSONNEL SERVICES</i>						
4101	SALARY - PERSONNEL	387,058.32	362,878.94	363,469.00	237,480.07	436,481.00
4104	SALARY - OVERTIME	.00	.00	25,000.00	18,512.10	25,900.00
4110	SALARY - DEPARTMENT HEAD	57,165.00	49,958.79	62,830.00	42,999.15	66,475.00
4155	INSURANCE - LIFE/HEALTH	92,418.00	90,725.00	110,000.00	72,225.00	120,000.00
	<i>PERSONNEL SERVICES Totals</i>	\$536,641.32	\$503,562.73	\$561,299.00	\$371,216.32	\$648,856.00
<i>SUPPLIES & MATERIALS</i>						
4210	SUPPLIES/OFFICE	2,737.85	2,790.34	3,000.00	1,641.04	3,000.00
4211	SUPPLIES/FORMS	69.92	187.00	1,000.00	760.00	1,000.00
4220	MATERIALS	40,979.17	40,712.09	38,000.00	19,450.40	38,000.00
4221	FUEL	19,945.23	10,944.24	15,000.00	8,861.89	15,000.00
4227	SUPPLIES/DRUGS/NURSING	44,415.43	48,720.74	55,000.00	50,637.64	70,000.00
4238	SPECIAL CIRCUMSTANCES	.00	3,379.08	19,500.00	17,143.38	.00
	<i>SUPPLIES & MATERIALS Totals</i>	\$108,147.60	\$106,733.49	\$131,500.00	\$98,494.35	\$127,000.00
<i>OTHER SERVICES & CHARGES</i>						
4251	TRAVEL EXPENSE	864.07	.00	1,000.00	786.67	500.00
4260	TELEPHONE	5,212.42	4,574.90	5,000.00	2,799.72	5,000.00
4261	OWNER OWED MEDICAL FEES	.00	.00	.00	.00	500.00
4270	POSTAGE	1,264.05	2,708.61	2,000.00	1,917.06	2,000.00
4290	MAINT/REPAIR - EQUIPMENT	.00	.00	750.00	.00	750.00
4291	MAINT/REPAIR - VEHICLES	(478.10)	7,643.82	4,550.00	1,350.96	4,500.00
4294	MAINT/REPAIR - BUILDINGS	.00	8,101.60	500.00	114.41	500.00
4299	SPAYED & NEUTERED	.00	.00	2,500.00	424.30	2,500.00
4308	COMMUNITY SPAY/NEUTER	13,071.00	5,360.00	12,500.00	1,865.05	13,000.00
4331	UNIFORMS	866.84	5,087.36	2,100.00	189.40	1,600.00
4361	CONTRACTUAL/PROF	2,760.44	228.59	3,000.00	2,519.02	3,500.00
4363	DUES/LICENSE FEES	400.19	633.98	950.00	826.25	500.00
4364	EDUCATION/TRAINING	550.00	.00	1,000.00	847.00	1,500.00
4369	PREPAID RABIES	1,797.23	3,087.02	5,000.00	1,497.50	5,000.00
4374	MISCELLANEOUS EXPENSES	.00	11,363.66	400.00	282.23	400.00
4375	DONATIONS EXPENSE	.00	20,987.76	15,000.00	(512.06)	15,000.00
	<i>OTHER SERVICES & CHARGES Totals</i>	\$26,308.14	\$69,777.30	\$56,250.00	\$14,907.51	\$56,750.00
<i>CAPITAL OUTLAY</i>						
4450	OFFICE	104.99	498.85	500.00	260.82	500.00
	<i>CAPITAL OUTLAY Totals</i>	\$104.99	\$498.85	\$500.00	\$260.82	\$500.00
<i>TRANSFERS</i>						
4606	FOUNDATION SPAY/NEUTER	.00	966.81	6,000.00	.00	6,000.00
	<i>TRANSFERS Totals</i>	\$0.00	\$966.81	\$6,000.00	\$0.00	\$6,000.00



Animal Regulations Budget Worksheet Report Budget Year 2022

Project 00 - GENERAL Totals	\$671,202.05	\$681,539.18	\$755,549.00	\$484,879.00	\$839,106.00
Department 440 - ANIMAL CONTROL	\$671,202.05	\$681,539.18	\$755,549.00	\$484,879.00	\$839,106.00
EXPENSE TOTALS	\$671,202.05	\$681,539.18	\$755,549.00	\$484,879.00	\$839,106.00

Fund 011 - ANIMAL CONTROL FUND

REVENUE TOTALS	\$670,864.85	\$663,885.10	\$731,049.00	\$572,170.98	\$735,049.00
EXPENSE TOTALS	\$671,202.05	\$681,539.18	\$755,549.00	\$484,879.00	\$839,106.00
Fund 011 - ANIMAL CONTROL FUND	(\$337.20)	(\$17,654.08)	(\$24,500.00)	\$87,291.98	(\$104,057.00)

Net Grand Totals					
REVENUE GRAND TOTALS	\$670,864.85	\$663,885.10	\$731,049.00	\$572,170.98	\$735,049.00
EXPENSE GRAND TOTALS	\$671,202.05	\$681,539.18	\$755,549.00	\$484,879.00	\$839,106.00

Net Grand Totals	(\$337.20)	(\$17,654.08)	(\$24,500.00)	\$87,291.98	(\$104,057.00)
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