

**OVERVIEW OF BUDGET**

**DEPARTMENT: PUBLIC HEALTH  
PROGRAMS ADMINISTRATOR: DOUG HALLEN**

	<b>2002-03</b>				
	<u>Appropriation</u>	<u>Revenue</u>	<u>Fund Balance</u>	<u>Local Cost</u>	<u>Staffing</u>
Public Health	73,675,031	73,020,711		654,320	1,100.3
California Children's Services	10,716,023	9,177,982		1,538,041	154.3
Indigent Ambulance	472,501			472,501	-
Cajon Pass	103,798	81,000	22,798		-
<b>Total</b>	<b>84,967,353</b>	<b>82,279,693</b>	<b>22,798</b>	<b>2,664,862</b>	<b>1,254.6</b>

**BUDGET UNIT: PUBLIC HEALTH (AAA PHL)**

**I. GENERAL PROGRAM STATEMENT**

The Department of Public Health provides a variety of services to prevent diseases and improve the health, safety, and quality of life of the residents of San Bernardino County. The department operates 36 different programs divided among four areas of Public Health: 1) Preventive Medicine Services, 2) Community Health Services, 3) Environmental Health Services, and 4) Administrative Support Services. Most of the programs, mandated by the State Health and Safety Code, are funded by state and federal grants, local fees, and general fund support.

**II. BUDGET & WORKLOAD HISTORY**

	<u>Actual</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>	<u>Actual</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
Total Requirements	57,624,476	64,413,368	63,629,939	73,675,031
Total Sources	57,617,426	63,783,368	62,793,170	73,020,711
Local Cost	7,050	630,000	836,769	654,320
Budgeted Staffing		1,072.0		1,100.3
<b><u>Workload Indicators</u></b>				
Patient Visits	99,254	103,730	95,786	106,065
Immunizations	143,740	135,300	132,012	151,205
Lab Examinations	102,551	101,100	107,212	99,100
Home Visits	45,741	38,655	21,841	32,500
Animal Control Responses	379,121	392,000	403,461	407,000
WIC Vouchers Distributed	693,307	702,000	737,426	747,600
Inspections/Permits	45,627	53,957	46,695	41,560

Public Health experienced significant variance between budget and actual in salaries and benefits as a result of continuing difficulty in recruiting and retaining employees within the nursing classifications. The services and supplies expenditures exceeded the adopted budget by \$1.2 million as a result of Board approved mid-year funding increases that were heavily focused on contracted services and purchases of equipment. The service and supplies expenditures included not only mid-year grant increases, but also reflect the Board's approval of contingency expenditures relating to disaster preparedness and bio-terrorism preparedness. The variance in reimbursements reflects the higher than anticipated staffing vacancy rate which results in lower than anticipated reimbursements due to lack of available staff to assign to projects. Additionally, the department had unbudgeted operating transfers out that were approved by the Board mid-year in the amounts of \$200,000 to CIP for the Devore animal shelter, and \$127,115 to ARMC for trauma care funding from Emergency Medical Services.

Revenue variances include lower than expected licenses and permits revenue and higher than expected current services revenue as a result of a re-categorization of some Environmental Health Service fees. Licenses and permits were also lower due to a decline in the collection of animal license fees.

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Local cost was higher than the adopted budget, but below the department's approved local cost of \$866,200 after including mid-year Board approved adjustments. The mid-year adjustments affecting local cost include \$151,200 for disaster preparedness and \$85,000 for the purchase and implementation of new animal control software. The department was able to come in under the \$866,200 modified local cost as a result of the receipt of State bio-terrorism funds that were allowed under the grant to supplant some of the contingency funds approved by the Board.

### **III. HIGHLIGHTS OF BOARD APPROVED CHANGES TO BUDGET (see attachments for detailed changes)**

#### **STAFFING CHANGES**

Budget-to-budget staffing changes include the addition of 17.9 budgeted positions as a result of mid-year Board approved increases including a new MOU with the Transitional Assistance Department and increases in various disease control programs. In addition to these mid-year increases, the Board approved various changes to the department's base budget, including an increase of 12.0 positions for a new Bioterrorism related grant, 8.4 positions due to additional funding for "The Earlier the Better" campaign, and 0.1 as a result of vital statistics fee increases. Reductions include 8.4 positions related to the "Ending Racial Disparities" grant and other minor changes in various programs netting to a reduction of 1.7 positions. The department is also converting recurrent positions to regular part-time, which will increase salary and benefit costs but will allow for more flexibility and reliability in staffing. The total net change in budgeted staffing is an increase of 28.3.

#### **PROGRAM CHANGES**

Budget-to-budget changes include Board approved base year adjustments totaling a \$5,749,632 increase in appropriation and a \$5,725,312 increase in revenues resulting in a net local cost increase of \$24,320. Of those amounts, adopted mid-year budget adjustments total \$1.7 million of the appropriation and revenue, resulting in no additional local cost. The remaining increases include adjustments due to MOU, retirement, risk management, and central computer costs. These cost increases are offset by revenue with the exception of those costs related to animal control, which under realignment legislation is not eligible for realignment funding. This resulted in an increase in local cost of \$24,320.

Additionally, the Board approved program funded adjustments to the base budget totaling \$3,512,031 in both appropriation and revenue. Of that increase, \$1,457,125 is a result of GASB 33 & 34 accounting changes. The remaining \$2,054,906 is comprised of three grant changes totaling \$276,500, revenue changes totaling \$1,253,151, and \$525,255 related to various fee increases.

Grant changes include: \$950,000 for a new bioterrorism grant to develop and implement a county response plan to a bioterrorism threat; \$416,500 from the CSUSB Foundation for "The Earlier the Better" campaign which is designed to improve parenting skills in certain targeted socio-economic groups; and a decrease in federal aid of \$1,090,000 as a result of the ending of the "Ending Racial Disparities" grant. These three changes total \$276,500.

The \$1,253,151 of other increases is composed of various programmatic revenue changes of: \$131,907 of current services revenue, \$153,200 of other revenue, a slight decrease of \$1,542 in licenses and permits revenue, and \$969,586 of state and federal revenues (discussed further in the following paragraph).

The increase of \$969,586 in state and federal revenue represents increased revenue from existing state and federal grants/programs over and above what was anticipated in the Board approved base budget. Within the Board approved base budget, it was anticipated that increased costs identified and approved by the Board of Supervisors during target setting, would be partially funded with state and federal grant revenues. Actual increases in these revenues were \$969,586 higher and that difference was included in the change to base budget. The additional revenues are comprised of various changes across many Public Health programs including Women Infants & Children, the AIDS program, and communicable disease prevention. As with all Public Health grants, applications, acceptances, and amendments to any current agreements will all come before the Board of Supervisors for approval.

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**GROUP: Human Services System**  
**DEPARTMENT: Public Health**  
**FUND: General AAA PHL**

**FUNCTION: Health & Sanitation**  
**ACTIVITY: Health**

	2001-02 Actuals	2001-02 Approved Budget	2002-03 Board Approved Base Budget	2002-03 Board Approved Changes to Base Budget	2002-03 Final Budget
<b><u>Appropriations</u></b>					
Salaries and Benefits	45,650,098	49,209,630	53,741,936	1,131,221	54,873,157
Services and Supplies	23,157,785	21,945,634	23,741,888	1,286,422	25,028,310
Central Computer	290,337	290,337	524,709	-	524,709
Equipment/Vehicles	289,879	319,000	345,800	(900)	344,900
Transfers	2,166,711	2,511,729	2,536,729	55,185	2,591,914
Total Exp Authority	71,554,810	74,276,330	80,891,062	2,471,928	83,362,990
Less:					
Reimbursements	(8,251,986)	(9,862,962)	(10,728,062)	1,040,103	(9,687,959)
Total Appropriation	63,302,824	64,413,368	70,163,000	3,512,031	73,675,031
Operating Transfer Out	327,115	-	-	-	-
Total Requirements	63,629,939	64,413,368	70,163,000	3,512,031	73,675,031
<b><u>Revenue</u></b>					
Licenses & Permits	5,553,290	6,367,142	6,367,142	360,613	6,727,755
Fines & Forfeitures	431,888	270,500	270,500	(25,500)	245,000
Taxes	1,491,753	1,622,000	1,622,000	(1,500,000)	122,000
Current Services	9,157,329	8,621,050	8,799,175	1,964,365	10,763,540
State, Fed or Gov't Aid	34,321,701	35,177,531	38,824,374	970,597	39,794,971
Other Revenue	163,464	51,400	51,400	179,300	230,700
Realignment	11,673,745	11,673,745	13,574,089	-	13,574,089
Total Revenue	62,793,170	63,783,368	69,508,680	1,949,375	71,458,055
Operating Transfers In	-	-	-	1,562,656	1,562,656
Total Sources	62,793,170	63,783,368	69,508,680	3,512,031	73,020,711
Local Cost	509,654	630,000	654,320	-	654,320
Budgeted Staffing		1,072.0	1,089.9	10.4	1,100.3

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**Total Changes in Board Approved Base Budget**

Base Year		
Salaries and Benefits	3,549,971	General MOU and retirement.
	13,400	City of Montclair for public health nursing services approved October 16, 2001, .3 FTE PHN II.
	663,829	YESS Program with TAD, approved October 23, 2001, 1 HES I, 1 LVN II, 3 SSP, 2 Social Worker II, and 1 SSSP.
	28,310	Reproductive Health Program, approved December 4, 2001, 1 RN II, 2 Clerk II, delete Social Worker II.
	73,820	Teensmart Outreach, approved December 2, 2001, 1 HE Assistant.
	23,640	Occupant Protection Safety Program, approved December 18, 2001, 1 HE Asst.
	32,354	CHDP, approved January 8, 2002, PH Program Coordinator.
	24,800	Tobacco Use Reduction, approved January 8, 2002, 1 HES I.
	42,255	Chlamydia Testing and Screening, approved December 18, 2001, 2 Hlth Ser. Asst.
	4,000	Disaster Medical Assistance, .125 FTE PSE, approved October 2, 2001.
	<u>4,456,379</u>	
Services and Supplies	240,723	Inflation, risk management liabilities, EHAP, 2420 one-time shift and 2% NCC cut.
	75,145	Grant award for Healthy Schools/Healthy Communities Project, approved October 2, 2001.
	176,271	YESS Program with TAD, approved October 23, 2001.
	11,600	City of Montclair for public health nursing services, approved October 16, 2001.
	56,381	Foothill AIDS Project, Approved October 23, 2001.
	330,648	Care and support to persons living with AIDS, approved November 20, 2001.
	61,734	Breast and Cervical Cancer Control Program, approved August 7, 2001.
	61,690	Reproductive Health Program, approved December 4, 2001.
	143,956	Early Steps Program, approved July 31, 2001.
	13,680	Teensmart Outreach, approved October 2, 2001.
	10,000	California Family Health Council, approved October 16, 2001.
	103,900	Occupant Protection Safety Program, approved December 18, 2001.
	1,622	CHDP, approved January 8, 2002.
	195,000	Viral Load Testing, approved January 8, 2002.
	190,200	Tobacco Use Reduction and Screening, approved December 18, 2001.
	18,680	Rural Health Development Program, approved January 8, 2002.
	11,078	Chlamydia Testing and Screening, approved December 18, 2001.
	41,000	Disaster Medical Assistance, approved October 2, 2001.
	38,873	Farm and Ranch solid waste cleanup, approved September 18, 2001.
	<u>1,782,181</u>	
Central Computer	<u>234,372</u>	
Equipment/Vehicles	20,000	Rural Health Development Program, approved January 8, 2002.
	6,800	Occupant Protection Safety Program, approved December 18, 2001.
	<u>26,800</u>	
Transfers	<u>25,000</u>	YESS Program with TAD, approved October 23, 2001.
Reimbursements	<u>(865,100)</u>	YESS Program with TAD approved October 23, 2001.
Revenue	178,125	Current services.
	1,900,344	Realignment increase.
	3,556,843	State, federal and gov't aid.
	<u>5,635,312</u>	
Mid Year		
Salaries and Benefits	<u>75,927</u>	Hepatitis C grant, approved March 26, 2002, 1.0 Coordinator, 1.0 Health Services Assistant, and 1.47 total FTE (.735)
Services and Supplies	<u>14,073</u>	Hepatitis C grant.
Revenue	<u>90,000</u>	
Total Appropriation Change	5,749,632	
Total Revenue Change	5,725,312	
Total Local Cost Change	24,320	
Total 2001-02 Appropriation	64,413,368	
Total 2001-02 Revenue	63,783,368	
Total 2001-02 Local Cost	630,000	
Total Base Budget Appropriation	70,163,000	
Total Base Budget Revenue	69,508,680	
Total Base Budget Local Cost	654,320	

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**Board Approved Changes to Base Budget**

Salaries and Benefits	690,222	Bioterrorism grant.
	395,900	Earlier the Better Grant.
	44,499	Reduce salary savings and convert positions to regular part-time.
	600	Vital statistics fee increases.
	<u>1,131,221</u>	
Services and Supplies	(225,289)	Net decrease in various minor expenses.
	433,087	Net increase in purchase of materials and computer hardware (moved from various object codes to consolidate and improve tracking of computer purchases).
	392,145	Increase in COWCAP.
	(124,681)	Net decrease in publications and subscriptions due to internet usage.
	163,002	Increase in rents not paid by Real Estate Services.
	462,918	Increase in medical expense due to increased medical costs.
	(87,780)	Decrease in systems development per budget instructions.
	(251,635)	Decrease in special department expense due to changes in grant funding.
	115,000	Immunizations vaccine cost increases.
	47,500	TB medical supply cost increases.
	170,725	Increased animal control expenses.
	191,430	Environmental Health expense increases.
	<u>1,286,422</u>	
Equipment/Vehicles	228,100	Computer equipment, computer programs, and copiers.
	90,000	Animal transport box, pick-up truck bodies, and cargo van.
	(275,500)	One time equipment purchases made in 2001-02.
	(43,500)	One time vehicle purchases made in 2001-02.
	<u>(900)</u>	
Transfers	55,185	Increase in rent.
Reimbursements	(417,022)	Grant increases in CalWorks, STOP and personal care services.
	1,457,125	GASB 34 change moved to revenue.
	<u>1,040,103</u>	
Total Appropriations	<u>3,512,031</u>	
Revenue		
Licenses & Permits	(1,542)	Decrease in licenses & permits issued.
	362,155	Animal Control and Environmental Health fee increases.
	<u>360,613</u>	
Fines & Forfeitures	(25,500)	Moved to other revenue.
Taxes	(1,500,000)	Moved to other financing sources.
Current Services	1,316,114	GASB 34 change moved from reimbursements.
	(62,656)	GASB 34 change moved to other financing sources.
	131,907	Net increase in current services from various programs.
	416,500	Increase in fees from CSUSB Foundation for "The Earlier the Better" campaign.
	162,500	Immunization and TB fee increases.
	<u>1,964,365</u>	
State and Federal Aid	141,011	GASB 34 change moved from reimbursements.
	950,000	New bioterrorism grant.
	(1,090,000)	Decrease in federal aid "Ending Racial Disparities".
	969,586	Net increase in various state and federal aid grants.
	<u>970,597</u>	
Other Revenue	25,500	Moved from fines & forfeitures.
	22,400	Family planning education services.
	11,600	Death data entry.
	15,000	Vector surveys.
	104,200	Net increase in donations and other miscellaneous revenue.
	600	Vital statistics fee increases.
	<u>179,300</u>	
Total Revenue	<u>1,949,375</u>	
Operating Transfers In	1,500,000	GASB 34 - moved from taxes (Vector Tax Assessments).
	62,656	GASB 34 - moved from current services (VRIP Trust Fund).
	<u>1,562,656</u>	
Total Sources	<u>3,512,031</u>	
Local Cost	<u>-</u>	