

Meeting Minutes  
Board of Health for Madison and Dane County  
BUDGET COMMITTEE  
July 25, 2012

MEMBERS PRESENT: Matt Phair, Carl Chenoweth  
MEMBER ABSENT: Judy Wilcox  
OTHERS PRESENT: Susan Zahner, Pamela Abel (recorder), David Caes,  
Janel Heinrich

I. Call to Order/Roll Call  
Phair called the meeting to order at 4:40 p.m.

II. Public Comment – 5 minutes per speaker - NONE

III. 2011 Audit  
The internal control portion of the audit remains almost the same each year including our department receiving the same citations that the city receives. These citations do not apply to us.

IV. 2013 Operating Budget  
The number of employees has diminished by approximately 20 with the merger. Our budget target has been reached through positions in the last three years. The county target is a 2% cut, the city's is 5%. The Mayor and County Executive still need to meet and give us our target.

Caes distributed a graph of public health staff by age, which shows 26% are age 60 and over. We are not able to place money in our budget for post employment benefits since we do not know the amount to budget, which is problematic. Caes met with the Finance Department staff to see if they can work with us to change this practice. Since 80-85% of our budget is salary and benefits, the personnel issues are critical for the department.

Personnel

- The largest item is the elimination of two lab positions, one due to lost revenue from Water Utility.
- One Community Health Supervisor retired recently and her position will remain vacant.
- The Oral Health Coordinator retired and that will remain vacant.
- There is approximately 1 FTE Public Health Nurse that is vacant and will be defunded.
- We have a Public Health Nurse position in our budget to hire in October, no decision has been made on whether or not to fill.
- The Neighborhood Resource Coordinator position may be moved from our budget to another city department which impacts the budget since we are currently using the opening for salary savings.
- Clean Sweep staff will be moved to County Public Works, with no budget impact. One reason is to be able to cover for absences, which is a problem currently. Public health's role will now be one of assurance and that could be done through the County's Public Works Committee.
- Workers Compensation has increased due to an increase in claims.
- There is a small fee to administer our flex spending program.

-This year our payment for retirement benefits could reach \$100,000 in unbudgeted funds.

#### Expenses

-Very little in the budget, approximately \$10,000 for training and mileage.

#### Revenue

-Most Environmental Health programs are funded from fees so there is no GPR impact.

-Lead and Radon grants we expect will be eliminated

-Working to increase animal license compliance with the hope of going to electronic licensing, perhaps by fall of 2013. We expect compliance will increase with this system.

-Refugee billing, special dispensation.

-Received a tobacco grant via Transform Wisconsin.

-Minor increase in WIC and the consolidated contract.

-Billing MA for immunizations.

-Municipal/local government revenue.

This totals a GPR savings of approximately \$280,000, which is almost a 3% cut with no layoffs although positions will be vacant. A few minor adjustments may need to be made.

The budget will be presented at the next Board meeting requesting approval pending slight modifications. Chenoweth/Phair moved to forward this to the Board.

V. Adjournment at 5:35 p.m.