

Essex Regional Health Commission  
BUDGET – JUSTIFICATION 2023

The 2023 Budget of \$1,371,302 reflects an overall increase of \$122,577 which is about 14.74% when compared to 2022 Budget. This is due to the fact that personnel costs increased by \$92,742, contract category increased by \$30,245, while other cost category decrease by (\$410). This budget increase is due to the fact that 2023 Budget anticipates only 6 months of Grant funding and Municipalities Agreements funding while the 2022 Budget reflects 12 months of funding from all grants.

Increases/Decreases are summarized below.

**Salary: Increase \$68,952:** Increase is due to the fact that 2023 Budget anticipates only 6 months of Grants and Agreements funding while the 2022 Budget reflects 12 months of Grants and Agreements funding; there are no employees due for level increase or longevity adjustment in 2023.

**Overtime/Overtime Idling/On Call: Decrease (\$3,124):** Decrease on this category is mainly due to CEHA Idling Program anticipated for only 6 months in the 2023 Budget while 2022 Budget reflects a full year funding.

**Payroll Taxes Increase \$6,256:** Payroll taxes are directly related to the amount reflected under the employee's compensation (FICA 7.65% and SUI 0.8%). The Payroll Tax calculation formula reflects FICA tax exemption for the employees' health insurance contribution portion of the bill (2023 contribution estimated to be \$22,184).

**Health Benefit: Increase \$17,012:** Amount budgeted under this category was based on the previous year experience. There was a 3.69% premium increase in 2022 when comparing 2022 bill to 2021 bill. The 2023 Budget anticipates only 6 months of Grants and Agreements funding while the 2022 Budget reflects 12 months funding from these Grants and Municipalities Agreements.

**Retiree Health Benefit: Increase \$110:** There is only one employee under this policy. The employee retired 3/1/17. Increase under this category is due to a 6.69% rate increase in 2022. The 2023 Budget figure was based on 2022 actual bill amount plus the anticipated increase above of 6.69%. There is no new enrollment anticipated in 2023.

**Dental: Increase \$1,881:** Increase in this category was based on the previous year experience. The 2023 budget figure was based on 2022 actual bill amount, no premium increase anticipated in 2023. The 2023 Budget anticipates only 6 months of Grants and Agreements funding while the 2022 Budget reflects 12 months of these Grants and Agreements funding.

**Workers Compensation: Decrease (\$2,217):** Amount budgeted under this category was based on the previous year experience. The premium decrease from 2021 to 2022. The 2023 Budget

anticipates only 6 months of Grants funding while the 2022 Budget reflects 12 months of these Grants and Agreements funding.

**P.E.R.S: Increase \$3,872:** Public Employee Retirement System is at 100% of contribution. There was an 8.60% increase in the PERS bill when comparing the 2021 bill and the 2022 actual bill. The 2023 Budget anticipates an 8.60% increase and only 6 months of Grants funding while the 2022 Budget reflects 12 months of these Grants and Agreements funding.

**All Other Budget Categories: Increase \$29,835:** All other budget categories were calculated based on previous year experience. When comparing 2022 Budget “other cost” to 2023 Proposed Budget “other cost” there is an overall Increase of \$29,835. This is due to:

- 1- An increase under contracts category of 30,245 (auditor \$4,836, HRHC \$22,467, office rental \$2,278 & Payroll fee \$664), this is due to the fact that the 2023 Budget only anticipates 6 months of Grants’ funding and Agreements funding, while the 2022 Budget reflects 12 months of these Grants and Agreements funding. It also reflects a 5.85% increase in the rental agreement from 2021 to 2022.
- 2- A Decrease under water cooler of (\$850) due to the cancelation of the cooler rental agreement and the purchase of a cooler instead.
- 3- An increase of \$440 under telephones service of \$440 this is due to the fact that the 2023 Budget only anticipates 6 months of Grants and Agreements funding for cellphones of the personnel that is split between these grants and consolidate, while 2022 Budget reflects 12 months of these Grants and Agreements funding.

#### **REVENUE INCREASE/DECREASE:**

The Commission’s revenue portion of the budget is as follows: 2023 Commission’s Budget reflects an overall increase of \$122,577 which is about 14.74% when compared to 2022 Budget. Decrease/Increase as follow:

- 1- County/Idling/Solid Waste decrease of (\$109,624) the 2023 Budget is only anticipating 6 months of the County’s Agreement while 2022 Budget reflects 12 months from this agreement.
- 4- The Reserve category was increased by \$286,369 this amount was required to balance the appropriations, this is due to the fact that the 2023 Budget anticipates only 6 months of Grants funding and County’s Agreements, while 2022 Budget reflects 12 months of Grants funding and the County’s agreement.
- 5- EQEF Decrease of (\$54,168): All funds available under this account were utilized in the 2022 Budget leaving no funds available to be use in the 2023 Budget

**Appropriations:**

Personnel	\$ 688,218
Contractual	\$ 197,651
Office	\$ 17,500
Travel	\$ 22,400
Equipment	\$ 10,500
Other	\$ 17,900
Grant Programs	\$ 417,133

**Total Appropriations** **\$1,371,302**

**Revenue:**

Sufficient revenue must be raised from various sources to support the annual spending plan. Revenues used to support the 2023 Budget are summarized below:

Revenue Sources:

Local Revenues (Municipal & County)	\$ 124,403
ERHC EQEF	
Local Court Penalty (Source R&C)	
Deferred Revenue R&C	\$ 289,000
Miscellaneous Revenue	\$ 2,000
Reserve	<u>\$ 429,766</u>
Total	<u>\$ 845,169</u>
State (CEHA) Revenues	\$ 74,285
Federal (EPA/SLPH/Municipal COVID) Revenues	<u>\$ 451,848</u>

**Total Revenues** **\$1,371,302**

Marisol Leguizamon

Chief Financial Officer

**ESSEX REGIONAL HEALTH COMMISSION  
2023 Consolidated Proposed Budget**

CATEGORY	2022	2022	2023	2023 Budget to 2022 Budget \$ Changes	2023 Budget to 2022 Actual \$ Changes
	Original As Amended	Estimated Actual	Proposed Budget		
<b>PERSONNEL</b>					
Salaries	401,641.00	397,268.00	470,593.00	68,952.00	73,325.00
Salary - Part time	0.00	0.00	0.00	0.00	0.00
Overtime Idling	5,624.00	5,624.00	2,500.00	(3,124.00)	(3,124.00)
Overtime	21,970.00	21,429.50	21,970.00	0.00	540.50
On Call	4,860.00	4,770.00	4,860.00	0.00	90.00
FICA	30,674.00	24,789.00	36,547.00	5,873.00	11,758.00
PERS	44,128.00	39,798.00	48,000.00	3,872.00	8,202.00
Retiree Health Insurance	4,293.00	4,126.44	4,403.00	110.00	276.56
Health Insurance	64,641.00	64,641.00	81,653.00	17,012.00	17,012.00
Dental	4,332.00	4,325.16	6,213.00	1,881.00	1,887.84
Workers' Compensation Ins.	11,517.00	8,339.00	9,300.00	(2,217.00)	961.00
SUI/SDI	1,796.00	1,382.32	2,179.00	383.00	796.68
<b>Total</b>	<b>595,476.00</b>	<b>576,492.42</b>	<b>688,218.00</b>	<b>92,742.00</b>	<b>111,725.58</b>
<b>CONTRACT</b>					
Hudson Regional	34,245.00	33,534.00	53,312.00	19,067.00	19,778.00
HRHC CFO	28,100.00	28,056.00	31,500.00	3,400.00	3,444.00
Legal	6,000.00	1,500.00	6,000.00	0.00	4,500.00
Office Rental	47,596.00	47,464.00	49,874.00	2,278.00	2,410.00
Office Cleaning	11,100.00	11,084.00	11,100.00	0.00	16.00
Auditor	12,208.00	11,475.00	17,044.00	4,836.00	5,569.00
Insurance	26,271.00	26,212.00	26,271.00	0.00	59.00
ADP	1,886.00	1,127.00	2,550.00	664.00	1,423.00
<b>TOTAL</b>	<b>167,406.00</b>	<b>160,452.00</b>	<b>197,651.00</b>	<b>30,245.00</b>	<b>37,199.00</b>
<b>OFFICE</b>					
Office Supplies/Printing	5,000.00	4,094.00	5,000.00	0.00	906.00
Postage	5,000.00	3,468.00	5,000.00	0.00	1,532.00
Legal Advertisement	1,000.00	500.00	1,000.00	0.00	500.00
Publications/Subscription	300.00	123.00	300.00	0.00	177.00
Photocopier	1,700.00	1,262.00	1,700.00	0.00	438.00
Water Cooler	850.00	668.00	0.00	(850.00)	(668.00)
Office Equipment	4,500.00	1,695.00	4,500.00	0.00	2,805.00
<b>TOTAL</b>	<b>18,350.00</b>	<b>11,810.00</b>	<b>17,500.00</b>	<b>(850.00)</b>	<b>5,690.00</b>
<b>TRAVEL</b>					
Gas	3,600.00	3,505.00	3,600.00	0.00	95.00
Mileage Reimbursement	1,800.00	1,002.00	1,800.00	0.00	798.00
Auto Maintenance	5,000.00	4,622.55	5,000.00	0.00	377.45
Convention/Meetings	12,000.00	7,034.00	12,000.00	0.00	4,966.00
<b>TOTAL</b>	<b>22,400.00</b>	<b>16,163.55</b>	<b>22,400.00</b>	<b>0.00</b>	<b>6,236.45</b>
<b>EQUIPMENT</b>					
Equipment	5,000.00	4,000.00	5,000.00	0.00	1,000.00
General Supplies	2,500.00	1,662.68	2,500.00	0.00	837.32
Equipment Maint	3,000.00	2,317.00	3,000.00	0.00	683.00
Vehicle	0.00	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>10,500.00</b>	<b>7,979.68</b>	<b>10,500.00</b>	<b>0.00</b>	<b>2,520.32</b>
<b>OTHER</b>					
Telephones	7,560.00	7,105.00	8,000.00	440.00	895.00
Medical Surveillance	1,200.00	0.00	1,200.00	0.00	1,200.00
Bank Service Fee	700.00	683.00	700.00	0.00	17.00
Miscellaneous	3,000.00	1,807.00	3,000.00	0.00	1,193.00
Record Destruction	5,000.00	0.00	5,000.00	0.00	5,000.00
Moving Expenses	0.00	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>17,460.00</b>	<b>9,595.00</b>	<b>17,900.00</b>	<b>440.00</b>	<b>8,305.00</b>

**ESSEX REGIONAL HEALTH COMMISSION  
2023 Consolidated Proposed Budget**

CATEGORY	2022	2022	2023	2023 Budget to 2022 Budget \$ Changes	2023 Budget to 2022 Actual \$ Changes
	Original As Amended	Estimated Actual	Proposed Budget		
<b>GRANTS</b>					
MRC NACCHO	579.00	579.00			
SLPH COVID 2021/2022	76,177.00	76,177.00			
SLPH COVID - CVG 2021/2022	75,282.00	75,282.00			
OPIOD OVERDOSE 2020/2022	74,147.00	74,147.00			
OPIOD OVERDOSE 2021/2022	37,675.00	37,675.00			
MONTCLAIR COVID19 2021/2022	62,684.00	62,684.00			
ORANGE COVID19 2021/2022	59,727.00	59,727.00			
WEST ORANGE COVID19 2021/2022	56,859.00	56,859.00			
WEST ORANGE VPOC P/T 2022	9,292.00	9,292.00			
WEST ORANGE CVG 2022	20,171.00	20,171.00			
SLPH COVID LHOC 2022/2023	72,568.00	72,568.00	72,568.00		
SLPH COVID IDPG 2022/2023	64,800.00	64,800.00	64,800.00		
OPIOD OVERDOSE 2022/2023	25,000.00	25,000.00	50,000.00		
MONTCLAIR COVID19 2022/2023	56,000.00	56,000.00	56,000.00		
ORANGE COVID19 2022/2023	56,000.00	56,000.00	56,000.00		
WEST ORANGE COVID19 2022/2023	61,765.00	61,765.00	61,765.00		
WEST ORANGE CVG 2022/2023	56,000.00	56,000.00	56,000.00		
<b>TOTAL</b>	<b>864,726.00</b>	<b>864,726.00</b>	<b>417,133.00</b>	<b>0.00</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>1,696,318.00</b>	<b>1,647,218.65</b>	<b>1,371,302.00</b>	<b>122,577.00</b>	<b>171,676.35</b>
<b>ESTIMATED REVENUE</b>					
MUNICIPAL	124,403.00	124,403.00	124,403.00	0.00	0.00
COUNTY 2021/2022	71,500.00	71,500.00	0.00	(71,500.00)	(71,500.00)
COUNTY IDLING 2021/2022	3,124.00	3,124.00	0.00	(3,124.00)	(3,124.00)
COUNTY SOLID WASTE 2021/2022	35,000.00	35,000.00	0.00	(35,000.00)	(35,000.00)
COUNTY 2022/2023	71,500.00	71,500.00	71,500.00	0.00	0.00
COUNTY IDLING 2022/2023	2,500.00	2,500.00	2,500.00	0.00	0.00
COUNTY SOLID WASTE 2022/2023	35,000.00	35,000.00	35,000.00	0.00	0.00
COUNTY 2023/2024	0.00	0.00	0.00	0.00	0.00
COUNTY IDLING 2023/2024	0.00	0.00	0.00	0.00	0.00
COUNTY SOLID WASTE 2023/2024	0.00	0.00	0.00	0.00	0.00
RESERVE	143,397.00	143,397.00	429,766.00	286,369.00	286,369.00
DEFERRED REVENUE R&C	289,000.00	289,000.00	289,000.00	0.00	0.00
MISC. REVENUE	2,000.00	2,000.00	2,000.00	0.00	0.00
ERHC EQEF	54,168.00	54,168.00		(54,168.00)	(54,168.00)
MRC NACCHO	579.00	579.00			
SLPH COVID 2021/2022	76,177.00	76,177.00			
SLPH COVID - CVG 2021/2022	75,282.00	75,282.00			
OPIOD OVERDOSE 2020/2022	74,147.00	74,147.00			
OPIOD OVERDOSE 2021/2022	37,675.00	37,675.00			
MONTCLAIR COVID19 2021/2022	62,684.00	62,684.00			
ORANGE COVID19 2021/2022	59,727.00	59,727.00			
WEST ORANGE COVID19 2021/2022	56,859.00	56,859.00			
WEST ORANGE VPOC P/T 2022	9,292.00	9,292.00			
WEST ORANGE CVG 2022	20,171.00	20,171.00			
SLPH COVID LHOC 2022/2023	72,568.00	72,568.00	72,568.00		
SLPH COVID IDPG 2022/2023	64,800.00	64,800.00	64,800.00		
OPIOD OVERDOSE 2022/2023	25,000.00	25,000.00	50,000.00		
MONTCLAIR COVID19 2022/2023	56,000.00	56,000.00	56,000.00		
ORANGE COVID19 2022/2023	56,000.00	56,000.00	56,000.00		
WEST ORANGE COVID19 2022/2023	61,765.00	61,765.00	61,765.00		
WEST ORANGE CVG 2022/2023	56,000.00	56,000.00	56,000.00		0.00
<b>TOTAL</b>	<b>1,696,318.00</b>	<b>1,696,318.00</b>	<b>1,371,302.00</b>	<b>122,577.00</b>	<b>122,577.00</b>

THE ESSEX REGIONAL HEALTH COMMISSION

**RESOLUTION**

**WHEREAS**, the Annual Budget for the Essex Regional Health Commission (the Commission) for the fiscal year beginning 01/01/2023 and ending, 12/31/2023, has been presented for introduction and adoption before the governing body of the Commission at its open public meeting of 09/20/2022; and

**WHEREAS**, the Annual Budget presented for introduction and adoption reflects each item of revenue and appropriation; and

**WHEREAS**, the Annual Budget as presented for adoption reflects Total Revenues of \$ 941,536, Total Unrestricted Net Assets utilized of \$ 429,766 and Total Appropriations, \$ 1,371,302; and

**NOW THEREFORE BE IT RESOLVED** by the Board Members of the Essex Regional Health Commission, at an open public meeting held on as follows:

1. The annual Budget for the fiscal year beginning 01/01/2023 and ending 12/31/2023 is adopted and shall constitute appropriations for the purposes stated.
2. The Executive Director is authorized and directed to take all necessary steps in furtherance of this resolution, including making expenditures and taking receipt of

revenue, transferring and investing funds, and reporting in accordance with prevailing Commission policy and procedures.

Introduced and passed \_\_\_\_\_

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Abstention: \_\_\_\_\_

Absent: \_\_\_\_\_

I certify that this is a true copy of a resolution duly adopted  
at a meeting of: \_\_\_\_\_

\_\_\_\_\_  
Signature of Above Authorized Person(s)