

RESOLUTION FY2017-34

Board Budget 2018

June 26, 2017

Whereas, the Wood County Alcohol, Drug Addiction and Mental Health Service Board's Finance Committee has reviewed the proposed FY 2018 Board Budget at its March 2017 meeting, and

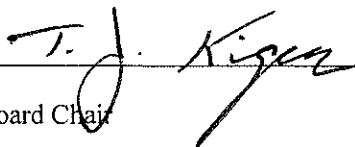
Whereas, at the Joint Committees meeting held on June 14, 2017, the Board budget was approved by voice vote by the majority of the Board members present to recommend to the full Board approval at the June 26, 2017 Board meeting, and

Whereas, the Board chair reported at the Joint Committees meeting held June 14, 2017 that requirements for the salary increase request were met, and

Therefore, be it resolved, that the Board approves the FY 2018 Board Budget in the amount of \$893,599. The revenue source for the FY 2018 Board budget is local levy funds. The attached budget includes a pool of funds for staff pay raises (\$14,500).

Board Members	Yes	No	Absent	Abstain
Beverley Hirzel		X		
Casey Cromwell	X			
John Alexander			X	
Cary Wise			X	
Doug Cubberley	X			
Patrick Wise	X			
Randy Rothenbuhler			X	
Leanne Eby	X			
Marc Jensen	X			
Allen Baer	X			
Sue Moore	X			
Stan Korducki			X	
Jennifer Cumming	X			
Erin Hachtel	X			
Tom Kiger	X			

The Joint Committee offered this resolution in the form of a motion. The motion was seconded by Allen Baer. This resolution is adopted by the majority of the Board. Resolution passed.


Board Chair

6-26-17
Date

BOARD ADMINISTRATIVE BUDGET - For Approval
 FY 18
 As of 6/8/2017

Code	Expenditures	Budget FY 17	Proposed Budget 2018	Increase or (Decrease)	
0000	SALARY	\$ 454,576.00	\$ 469,076	\$ 14,500	Includes a maximum 3% raise for all but Finance Director. Does not include Criminal Justice Position
	SUB-TOTAL	\$ 454,576.00	\$ 469,076	\$ 14,500	
0110	PERS	\$ 63,640.00	\$ 65,671	\$ 2,031	at 14%
0120	LIFE AND DISABILITY	\$ 3,520.00	\$ 3,520	\$ -	
0130	HEALTH INSURANCE	\$ 97,890.00	\$ 104,523	\$ 6,633	Actual \$8295.48 * 1.2 plus 10% increase for 6 months.
0140	WORKER'S COMP	\$ 9,090.00	\$ 9,382	\$ 292	estimated at 2%
0150	MEDICARE	\$ 6,592.00	\$ 6,802	\$ 210	at 1.45%
	Sick/Vacation Retire Pay-Out	\$ -	\$ 53,827	\$ 53,827	Amount Estimated for 4 possible retirements. NEW Budget Line Item
	SUB-TOTAL	\$ 180,732.00	\$ 243,724	\$ 62,992	
0210	RENT	\$ 35,400.00	\$ 36,000	\$ 600	Based on Actual - \$3,000 per month (new lease increase of \$50 per month)
0220	UTILITIES	\$ 3,240.00	\$ 4,000	\$ 760	
0230	HOUSEKEEPING	\$ 800.00	\$ 1,160	\$ 360	Includes office cleaning, windows and carpeting
	SUB-TOTAL	\$ 39,440.00	\$ 41,160	\$ 1,720	
0300	ADVERTISING & RECRUITMENT	\$ 2,000.00	\$ 4,000	\$ 2,000	additional \$2000 to allow for potential retirees and recruitment
0310	TELEPHONE	\$ 8,600.00	\$ 4,800	\$ (3,800)	decreased due to T-1 line - unknown long distance costs
0320	PRINTING AND PUBLICATIONS	\$ 500.00	\$ 500	\$ -	
0330	EQUIPMENT REPAIRS	\$ 2,000.00	\$ 2,000	\$ -	Telephone maintenance \$840.00 per year.
0340	EQUIPMENT RENTAL	\$ 4,500.00	\$ 1,500	\$ (3,000)	copier is paid for, postage meter \$275.72 per quarter. (1/31-04/29/17)
0350	POSTAGE	\$ 2,000.00	\$ 2,000	\$ -	
0360	INSURANCE (LIABILITY)	\$ 3,210.00	\$ 3,210	\$ -	
0370	DUES	\$ 12,000.00	\$ 12,000	\$ -	
0380	OFFICE SUPPLY	\$ 9,000.00	\$ 10,000	\$ 1,000	estimated based on Chris' plans
0390	TUITION	\$ 3,500.00	\$ 6,320	\$ 2,820	County Audit - by State Auditor
0394	AUDIT	\$ 4,500.00	\$ 4,500	\$ -	based on actual cost of \$3262 plus 5% increase for 1/2 fiscal year
0398	INSURANCE DIRECTORS & OFFICERS	\$ 3,018.00	\$ 3,344	\$ 326	
	SUB-TOTAL	\$ 54,828.00	\$ 54,174	\$ (654)	
0410	OFFICE EQUIPMENT	\$ 6,000.00	\$ 6,365	\$ 365	Based on budget for 2017 plus Coat Rack \$365
	SUB-TOTAL	\$ 6,000.00	\$ 6,365	\$ 365	Request for table and chairs removed.
0510	TRAVEL	\$ 5,000.00	\$ 10,000	\$ 5,000	due to additional staff and new staff need to attend meetings regional and state wide
	SUB-TOTAL	\$ 5,000.00	\$ 10,000	\$ 5,000	
0610	OTHER	\$ 2,200.00	\$ 2,200	\$ -	
	SUB-TOTAL	\$ 2,200.00	\$ 2,200	\$ -	
0720	BOARD DEVELOPMENT & EDUCATION	\$ 5,300.00	\$ 5,300	\$ -	
	SUB-TOTAL	\$ 5,300.00	\$ 5,300	\$ -	
0860	LEGAL, PROJECT, FISCAL	\$ 2,600.00	\$ 2,600	\$ -	
0870	MANAGEMENT INFO SYSTEM	\$ 51,000.00	\$ 59,000	\$ 8,000	GOSH license \$5000.00; GOSH Mgmt \$13,150, Data Mart \$3000; and Web Design \$10,000; \$2000 Quickbooks estimate, plus InTech increased Web Design by \$2000, based on Board Mtg Discussion
	SUB-TOTAL	\$ 53,600.00	\$ 61,600	\$ 8,000	
	BOARD TOTAL	\$ 801,676.00	\$ 893,599	\$ 91,923	Total Budget Increase
				11.47%	Total Percent change from 2017 Budget
				\$ 38,096	Total Change over the comparable 2017 Budget (retiree pay out removed)
				4.75%	Percent change not including increase for retiree pay out which was on the system of care budget.

Draft - Salary Increase FY 2018 as of 6/8/17

Proposed Budget and staffing for FY 2018; 3. % Increase

FY 2018 Position	FY 17 Salary	Maximum Proposed % Increase (decrease)	Increase (decrease)	Adjusted Proposed FY 18 Salary	Hours	Hourly Rate	Employer PERS .14	Memo Only Employee PERS .10	Medicare 1.45	estimated workers comp 2%	
Ex.Director	\$101,295.00	3.00%	3,039.00	\$104,334.00	2080	\$50.16058	\$14,607	\$10,433	\$1,513	\$2,087	
Assoc.Director	\$75,422.00	3.00%	2,263.00	\$77,685.00	2080	\$37.34856	\$10,876	\$7,769	\$1,126	\$1,554	
Finance Director	\$70,000.00	0.00%	0.00	\$70,000.00	2080	\$33.65385	\$9,800	\$7,000	\$1,015	\$1,400	
Manager of Clinical Programs and QI	\$65,000.00	3.00%	1,950.00	\$66,950.00	2080	\$32.18750	\$9,373	\$6,695	\$971	\$1,339	
Office Administration Coordinator	\$53,372.00	3.00%	1,601.00	\$54,973.00	2080	\$26.42933	\$7,696	\$5,497	\$797	\$1,099	
Data Coord.	\$51,215.00	3.00%	1,536.00	\$52,751.00	2080	\$25.36106	\$7,385	\$5,275	\$765	\$1,055	
Secretary	\$35,323.00	3.00%	1,060.00	\$36,383.00	2080	\$17.49183	\$5,094	\$3,638	\$528	\$728	
O.T.	\$6,000.00	0.00%	0.00	\$6,000.00			\$840	\$600	\$87	\$120	
Totals>>	\$457,627.00		11,449.00	\$469,076.00			\$65,671	\$46,907	\$6,802	\$9,382	
	Total>			\$457,627.00			Adjusted Totals	\$65,671	\$46,907	\$6,802	\$9,382

POSITION:	SALARY RANGE
Ex.Director	\$90,000-\$120,000
Assoc.Director	\$60,000-\$85,000
Finance Director	\$60,000-\$90,000
Manager of Clinical Programs and QI	\$50,440-\$75,000
Business Coordinator	\$35,000-\$55,000
Data Coord.	\$35,000-\$55,000
Secretary	\$30,000-\$42,000

Summary FY18 Agency Requests for Board Approval	FY17	FY18 BUDGET	Variance		Variance over 2017
	Annual	Current Request	FY17 Budet VS		
Revised as of 6/20/2017	Budget	Requested Budget	FY18 Budget	Recommendation	Budget VS Recom
			Increase	for Board Approval	Increase
			(Decrease)		(Decrease)
Harbor Behavioral Health Grand Total	\$ 4,468,681.33	\$ 4,899,083.00	\$ 430,401.67	\$ 4,467,156.00	\$ (1,525.33)
Children's Resource Center Grand Total	\$ 2,448,065.00	\$ 2,472,223.67	\$ 24,158.67	\$ 2,472,224.00	\$ 24,158.67
WC Educations Services Center Grand Total	\$ 669,684.00	\$ 669,684.00	\$ -	\$ 669,684.00	\$ -
Family Services of N W O Grand Total	\$ 478,078.00	\$ 454,856.15	\$ (23,221.85)	\$ 454,857.00	\$ (23,221.85)
A Renewed Mind Grand Total	\$ 177,229.00	\$ 188,054.64	\$ 10,825.64	\$ 188,055.00	\$ 10,825.64
ZEPF Grand Total	\$ 433,392.00	\$ 706,361.59	\$ 272,969.59	\$ 694,265.00	\$ 260,872.59
Nami Wood County	\$ 221,070.00	\$ 221,359.00	\$ 289.00	\$ 215,359.00	\$ (5,711.00)
Cocoon Total	\$ 84,000.00	\$ 136,000.00	\$ 52,000.00	\$ 136,000.00	\$ 52,000.00
Grand Totals	\$ 8,980,199.33	\$ 9,747,622.05	\$ 767,422.72	\$ 9,297,600.00	\$ 317,400.67