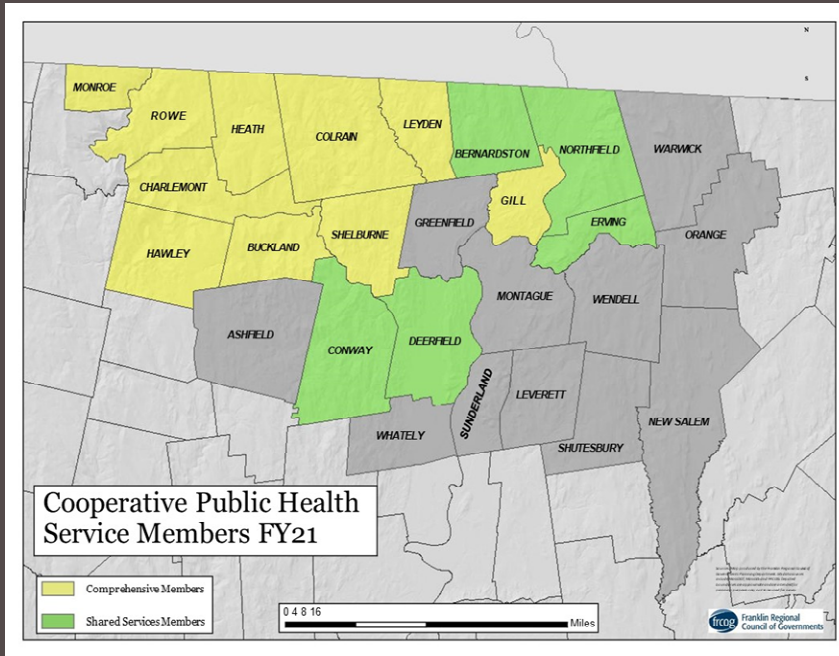
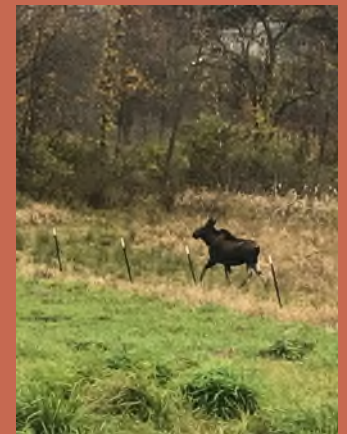


# FY 22 BUDGET DISCUSSION #3



1/21/21



# TONIGHT'S AGENDA

- 1. Budget Discussion
  - What we know about FY22
  - What we do not know about FY22
  - Full cost of CPHS operations
  - Proposed budget
  - Discussion And Vote
- 2. COVID Vaccine Plan and Contact Tracing
- 3. Health Agent Reports

# BUDGET TASK TIMELINE

**December 30:** Discuss how much fee revenue, reserve, and grant funding to plan for. Discuss any changes to budget. Can vote today to approve budget.

**(optional) Early January Budget check-in for Board members**

**January 21:** Oversight Board Meeting – Last chance to approve budget. FRCOG update budget once insurance costs are known. Board suggest, approve any changes, vote on final budget, send to COG Council

**January 28:** Final vote on budget by COG Council

**After 1/28:**

- FRCOG communicate with Town Administrators in time for town deadline
- Spring -- Board members invite FRCOG to any necessary Fin Comm. or Select Board meetings
- May -- Final votes at Town Meetings

# WHAT WE KNOW ABOUT NEXT YEAR: EXPENSE

- Work Needed:
  - COVID case management on MAVEN
  - Increased demand for housing inspections
  - Title 5 not looking like it is slowing down
  - Short Term Rental inspections
  - COVID vaccine clinics may go into the fall
  - Flu Clinics
  - Restarting the local wellness clinics as it becomes safe to gather in all previous towns, adding Northfield and Bernardston.
  - Ashfield interested in discussing joining the district for nursing at a minimum.

# WHAT WE KNOW ABOUT NEXT YEAR: EXPENSE

## INCREASES

- Health insurance going up 2%.
- Staff slated to receive 2.5% competitive market salary increase, per FRCOG Finance and Personnel Committees.
- Additional staff hours recommended: 13 additional hours, allocated as needed once we know more about the landscape closer to July 1.

## STAYING THE SAME

- COG admin rate (11%)
- Phoebe covered in the COG's administrative budget

# WHAT WE KNOW ABOUT NEXT YEAR: COVID RESPONSE FUNDS

Name	What	When
CARES	No new funds, just an extension. Towns may be able to move expenses on education to new federal COVID education funds to make more . Pays for the contact tracing work that is not in the district budget.	Funds go through 12/31/21. <b>FRCOG sending extensions to our MOUs with towns this week.</b>
MA Public Health Trust Funds	Can be used for all the same things as CARES (inspections, mask enforcement, and contact tracing, risk communication, etc)	Current grant is \$13K, goes through June
Vaccine admin	We can bill insurance for covid vaccine	\$90 per shot, will come sometime in FY22
CDC COVID funds	Federal funding for contact tracing, vaccine, and testing.	No idea when or how much

# WHAT WE KNOW ABOUT NEXT YEAR: OTHER GRANT REVENUE

Name	What	When
SAPHE	Grant for health district to work on regional projects: abandoned housing and BOH education	Funds go through FY 22 – fund about a day per week of Agent time.
Possible new state public health improvement funds	Not clear if these will materialize yet, but should support improved local health functions.	Will know by 7/1/21 Hopefully somewhere around \$20K
FDA Food Safety Grants	No idea how much, would support improved food safety	\$5-10,000 September 2021 for a year

# WHAT WE KNOW ABOUT NEXT YEAR: FEE AND VACCINE REVENUE

- Good: Most restaurants still open
- Not clear: we hope temporary food permits will be back in summer
- Good: We continue to have a lot of Title 5 work
- Not clear: We are in the process of permitting short term lodging – hope most will comply.
- Bad: Not clear what impact the economic recession will have on businesses, septic work.
- Not clear: Seems very unlikely that vaccine fees will cover the cost of administering them.



# WHAT WE DO NOT KNOW ABOUT NEXT YEAR: WORK

- When the vaccine will be available to everyone in Phase 3
- How long it will be effective for – will we need to do clinics again next winter?
- How many people do we need to vaccinate in the new fiscal year?
- How much COVID will we need to manage in FY22
- How soon the economy will recovery and how much the pandemic recession will impact home sales, restaurant opening and closing, and events.

# PROPOSED BUDGET: OVERVIEW

- Total budget including all staff (other than COVID): \$325,298
- Total budget to cover six months of contact tracing/public health nursing support:
- Proposed budget to cover from town assessments and permit fees: \$287,010 (10.1% increase from last year)
- Results in 20% increase in town assessments, due to uncertainty about grant funding.
- Will be revised before Annual Town Meetings if federal/state bailouts materialize.

# PROPOSED BUDGET: STAFFING OVERVIEW

- Staffing in proposed budget:
  - 13 hours of additional staff time over last year to be allocated before the year starts, as needed, with Board review. Goal is:
    - 2 Full Time Health Agents
    - 1 FT Public Health Nurse
    - 1 Part Time Public Health Nurse
    - Software Technical Assistance – 3 hrs/week
    - Any additional Nurses would be charged 100% to grants/CARES

# REVENUES: PERMIT FEES

YEAR	ESTIMATED FEE REVENUE FOR BUDGET	ACTUAL FEE REVENUE
FY16	\$35,000	\$32,689
FY17	\$32,500	\$ 37,813
FY18	\$34,000	\$ 34,796
FY19	\$37,000	\$ 50,475
FY20	\$57,000	\$56,239
FY21	\$76,500	\$58,500 YTD (76%)
FY 22	No Idea! Guessing \$83,500 is best case	

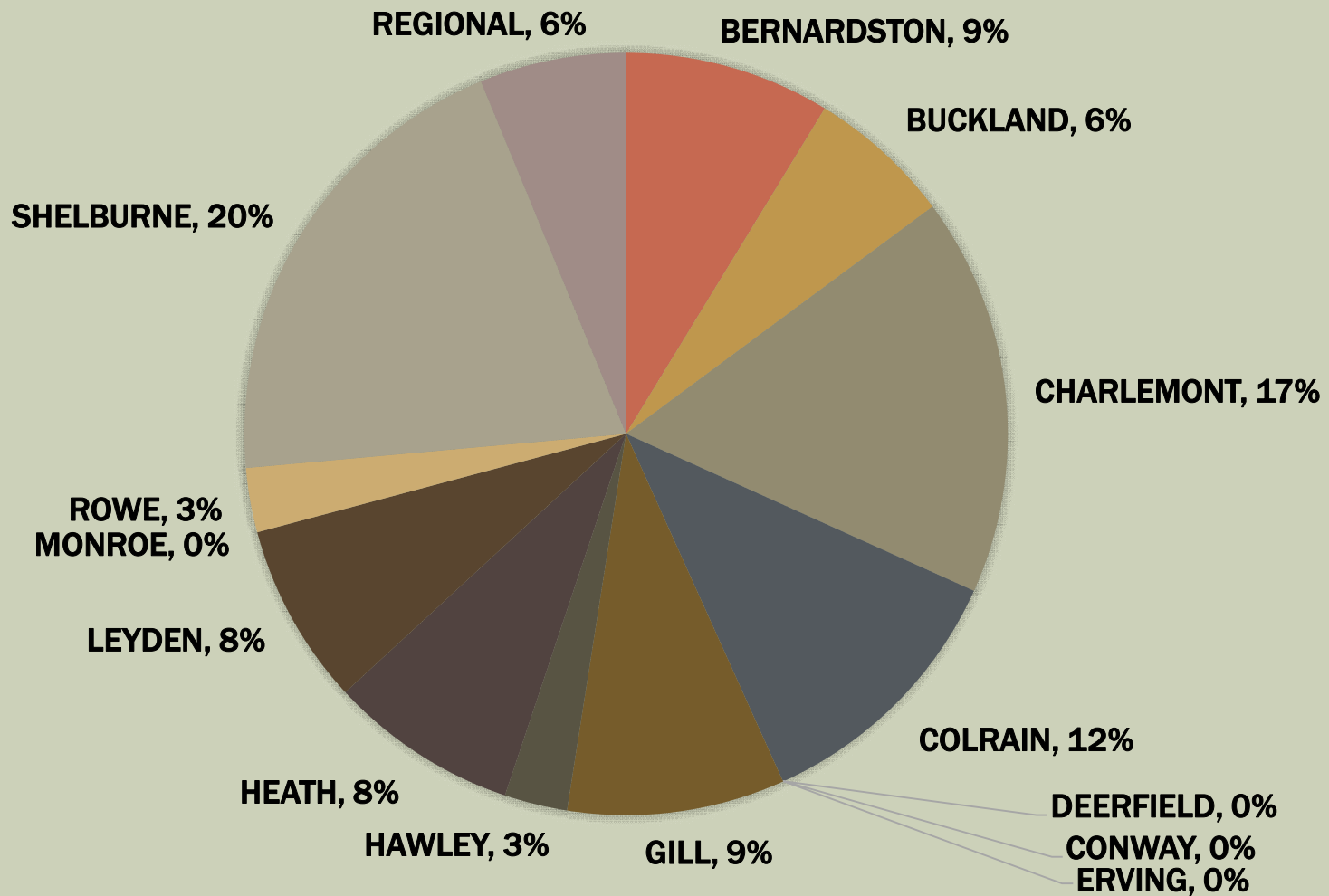
# ESTIMATES FOR COVID COSTS

- Vaccine Clinic organization/admin: \$10,000
- PPE – gloves/masks/etc -- \$4,000
- Possible need to pay vaccinators – at least \$4,000
- Six more months like the last six months of contact tracing: \$30,000 – more if current levels persist

# PROPOSED 20% INCREASE

Member Town	FY18	FY19	FY20	FY21	FY22 Proposed
BERNARDSTON			\$16,906	\$16,906	\$20,287
BUCKLAND	\$13,638	\$13,500	\$13,777	\$14,053	\$16,863
CHARLEMONT	\$14,000	\$13,500	\$13,777	\$14,053	\$16,863
COLRAIN	\$0	\$0	\$11,000	\$11,220	\$13,464
CONWAY	\$8,000	\$8,500	\$8,674	\$8,847	\$10,617
DEERFIELD	\$19,780	\$20,596	\$21,018	\$21,438	\$25,726
ERVING	\$0	\$0	\$9,227	\$9,412	\$11,294
GILL	\$11,112	\$11,112	\$11,340	\$11,567	\$13,880
HAWLEY	\$2,965	\$3,200	\$3,266	\$3,331	\$3,998
HEATH	\$5,500	\$5,200	\$5,307	\$5,413	\$6,496
LEYDEN	\$3,900	\$4,000	\$4,082	\$4,164	\$4,996
MONROE	\$2,000	\$2,000	\$2,041	\$2,082	\$2,498
NORTHFIELD					\$17,760
ROWE	\$4,900	\$5,000	\$5,103	\$5,205	\$6,246
SHELBURNE	\$6,800	\$11,088	\$11,315	\$11,541	\$13,850

# LAST 12 MONTHS PERMIT FEE REVENUE %



# WAIVED PERMIT FEES IN PREVIOUS 12 MONTHS

YEAR	AMOUNT
FY16	\$ 2,850
FY17	\$ 2,450
FY18	\$ 2,000
FY19	\$ 2,550
FY20	\$ 4,900
FY21	



# DISCUSSION

