

Essex Regional Health Commission  
BUDGET – JUSTIFICATION 2022

The 2022 Budget of \$1,282,347 reflects an overall increase of \$102,817 which is about 11.875% when compared to 2021 Budget. This is due to the fact that personnel costs increased by \$87,864, contract category increased by \$14,953, while other cost category remained the same. This budget increase is due to the fact that 2022 budget anticipates only 6 months of Grant funding and Municipalities Agreements while 2021 reflects full year of funding from the Strengthening LPH Grant, 9 months funding from the Overdose Grant, and 6 months funding from the Municipalities Agreements.

Increases/Decreases are summarized below.

**Salary: Increase \$72,530:** Increase is due to the fact that 2022 budget anticipates only 6 months of Agreements and Grants funding while 2021 reflects entire year funding from the Strengthening LPH Grant, 9 months funding from the Overdose Grant, and 6 months of Municipality Agreements; there are no employees due for level increase or longevity adjustment in 2022.

**Overtime/Overtime Idling/On Call: Decrease (\$715):** Decrease on this category is mainly due to CEHA Idling Program anticipated for only 6 months in 2022 while 2021 reflects a full year and increase to CEHA/Solid Waste's overtime in 2022.

**Payroll Taxes Decrease (\$3,548):** 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 (2022 contribution estimated to be \$24,329).

**Health Benefit: Increase \$12,622:** Amount budgeted under this category was based on the previous year experience. There was a 1.82% premium increase in 2021 when compared 2021 bill to 2020 bill. The 2022 budget anticipates only 6 months of Grants funding while 2021 reflects 12 months funding from the Strengthening LPH grant, 9 months from Overdose Grant, and 6 months from Municipalities Agreements.

**Retiree Health Benefit: Increase \$417:** There is only one employee under this policy. The employee retired 3/1/17. Increase under this category is due to an 11.25% rate increase in 2021. The 2022 budget figure was based on 2021 actual bill amount plus an anticipated increase of 11%. There is no new enrollment anticipated in 2022.

**Dental: Increase \$491:** Increase in this category was based on the previous year experience. The 2022 budget figure was based on 2021 actual bill amount, no premium increase anticipated in 2022. The 2022 budget anticipates only 6 months of Grants funding while 2021 reflects 12 months funding from the Strengthening LPH grant, 9 months from Overdose Grant, and 6 months from Municipalities Agreements.

**Workers Compensation: Decrease (\$313):** Amount budgeted under this category was based on the previous year experience. There was a premium decrease from 2020 to 2021. The 2022 budget anticipates only 6 months of Grants funding while 2021 reflects 12 months funding from the Strengthening LPH grant, 9 months from Overdose Grant, and 6 months from Municipalities Agreements.

**P.E.R.S: Increase \$6,380:** Public Employee Retirement System is at 100% of contribution. There was a 14% increase in the PERS bill when comparing the 2020 and 2021 actual bills due to the addition of one employee to the policy. The 2022 budget anticipates a 2% increase and only 6 months of Grants funding while 2021 reflects 12 months funding from the Strengthening LPH grant, 9 months from Overdose Grant, and 6 months from Municipalities Agreements.

**All Other Budget Categories: Increase \$14,953:** All other budget categories were calculated based on previous year experience. When comparing 2021 Budget “other cost” to 2022 Proposed Budget “other cost” there is an overall Increase of \$14,953. This is due to:

- 1- An increase under auditor and HRHC categories of \$12,916, this is due to the fact that the 2022 budget only anticipates 6 months of Strengthening Grant to help cover the Director and Auditor contracts while 2021 reflects 12 months funding from the Strengthening LPH grant, 9 months from Overdose Grant, and 6 months from Municipalities Agreements.
- 2- An increase under office rental of \$246 due to a 1.24% increase when comparing 2020 to 2021 bill.
- 3- A decrease under office cleaning of (\$881) which is due to an extra bill in 2021 for disposal of old furniture that is not anticipated in 2022.
- 4- An increase of \$2,672 under insurance due to an increase in premium of 12.919% when comparing 2020 bill to 2021 bill.

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

The Commission’s revenue portion of the budget is as follows: 2022 Commission’s Budget reflects an overall increase of \$102,817 which is about 11.875% when compared to 2021 Budget. Decrease/Increase as follow:

- 1- The 2022 Deferred Revenue R&C category decreased by (\$173,803) due to R&C registration new cycle (2022-2026) and being the first year of the new cycle;
- 2- County/Idling/Solid Waste decrease of (\$108,653) the 2022 budget is only anticipating 6 months of the County’s Agreement while 2021 budget is anticipating the full 12 months.
- 5- The Reserve category was increased by \$390,105 this amount was required to balance the appropriations, this is due to the fact that the 2022 budget anticipates only 6 months of Grants funding, County’s Agreements and first year of R&C registration cycle, while 2021 budget reflects 12 months funding from the County’s agreement & the Strengthening LPH grant, 9 months from Overdose Grant, 6 months from Municipalities Agreements and last year of the R&C Registration cycle.
- 6- EQEF increase of \$4,168 per fund balance in 8/2021,
- 7- Misc. Revenue decrease of (\$9,000) due to interest rate decline in 2020 & 2021.

**Appropriations:**

Personnel	\$ 697,149
Contractual	\$ 203,677
Office	\$ 18,350
Travel	\$ 21,300
Equipment	\$ 10,500
Other	\$ 17,700
Grant Programs	\$ 313,671

**Total Appropriations** **\$1,282,347**

**Revenue:**

Sufficient revenue must be raised from various sources to support the annual spending plan. Revenues used to support the 2022 Budget are summarized below:

Revenue Sources:

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Local Revenues (Municipal & County)	\$ 124,403
ERHC EQEF	\$ 54,168
Local Court Penalty (Source R&C)	
Deferred Revenue R&C	\$ 289,000
Miscellaneous Revenue	\$ 2,000
Municipal Agreement (COVID)	\$ 168,150
Reserve	<u>\$ 390,105</u>
Total	<u>\$ 1,027,826</u>
State (CEHA) Revenues	\$ 74,285
Federal (EPA 105/SLPH COVID) Revenues	<u>\$ 180,236</u>
<b>Total Revenues</b>	<b><u>\$1,282,347</u></b>

Marisol Leguizamon

Chief Financial Officer

**ESSEX REGIONAL HEALTH COMMISSION  
2022 Consolidated Proposed Budget**

CATEGORY	2021	2021	2022	2022 Budget to 2021	2022 Budget to 2021
	Original As Amended	Estimated Actual	Proposed Budget	Budget \$ Changes	Actual \$ Changes
<b>PERSONNEL</b>					
Salaries	404,000.00	404,000.00	476,530.00	72,530.00	72,530.00
Salary - Part time	0.00	0.00	0.00	0.00	0.00
Overtime Idling	4,653.00	4,653.08	2,500.00	(2,153.00)	(2,153.08)
Overtime	20,532.00	20,531.15	21,970.00	1,438.00	1,438.85
On Call	3,560.00	3,560.00	3,560.00	0.00	0.00
FICA	40,306.00	33,842.75	36,738.00	(3,568.00)	2,895.25
PERS	61,589.00	59,088.45	67,969.00	6,380.00	8,880.55
Retiree Health Insurance	3,876.00	3,867.60	4,293.00	417.00	425.40
Health Insurance	50,808.00	49,307.97	63,430.00	12,622.00	14,122.03
Dental	4,681.00	4,380.84	5,172.00	491.00	791.16
Workers' Compensation Ins.	13,273.00	12,272.28	12,960.00	(313.00)	687.72
SUI/SDI	2,007.00	1,580.96	2,027.00	20.00	446.04
<b>Total</b>	<b>609,285.00</b>	<b>597,085.08</b>	<b>697,149.00</b>	<b>87,864.00</b>	<b>100,063.92</b>
<b>CONTRACT</b>					
Hudson Regional	49,965.00	49,965.00	61,245.00	11,280.00	11,280.00
HRHC CFO	35,000.00	35,000.00	35,000.00	0.00	0.00
Legal	6,000.00	2,870.30	6,000.00	0.00	3,129.70
Office Rental	45,350.00	45,396.04	45,596.00	246.00	199.96
Office Cleaning	11,381.00	11,381.00	10,500.00	(881.00)	(881.00)
Auditor	17,029.00	17,029.16	18,665.00	1,636.00	1,635.84
Insurance	21,499.00	21,407.00	24,171.00	2,672.00	2,764.00
ADP	2,500.00	1,708.23	2,500.00	0.00	791.77
<b>TOTAL</b>	<b>188,724.00</b>	<b>184,756.73</b>	<b>203,677.00</b>	<b>14,953.00</b>	<b>18,920.27</b>
<b>OFFICE</b>					
Office Supplies/Printing	5,000.00	2,250.81	5,000.00	0.00	2,749.19
Postage	5,000.00	1,436.16	5,000.00	0.00	3,563.84
Legal Advertisement	1,000.00	0.00	1,000.00	0.00	1,000.00
Publications/Subscription	300.00	0.00	300.00	0.00	300.00
Photocopier	1,700.00	1,668.29	1,700.00	0.00	31.71
Water Cooler	850.00	773.51	850.00	0.00	76.49
Office Equipment	4,500.00	230.84	4,500.00	0.00	4,269.16
<b>TOTAL</b>	<b>18,350.00</b>	<b>6,359.61</b>	<b>18,350.00</b>	<b>0.00</b>	<b>11,990.39</b>
<b>TRAVEL</b>					
Gas	2,500.00	1,135.18	2,500.00	0.00	1,364.82
Mileage Reimbursement	1,800.00	110.49	1,800.00	0.00	1,689.51
Auto Maintenance	5,000.00	1,375.60	5,000.00	0.00	3,624.40
Convention/Meetings	12,000.00	1,178.23	12,000.00	0.00	10,821.77
<b>TOTAL</b>	<b>21,300.00</b>	<b>3,799.50</b>	<b>21,300.00</b>	<b>0.00</b>	<b>17,500.50</b>
<b>EQUIPMENT</b>					
Equipment	5,000.00	0.00	5,000.00	0.00	5,000.00
General Supplies	2,500.00	0.00	2,500.00	0.00	2,500.00
Equipment Maint	3,000.00	816.36	3,000.00	0.00	2,183.64
Vehicle	0.00	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>10,500.00</b>	<b>816.36</b>	<b>10,500.00</b>	<b>0.00</b>	<b>9,683.64</b>
<b>OTHER</b>					
Telephones	8,000.00	6,947.34	8,000.00	0.00	1,052.66
Medical Surveillance	1,200.00	0.00	1,200.00	0.00	1,200.00
Bank Service Fee	500.00	145.00	500.00	0.00	355.00
Miscellaneous	3,000.00	455.44	3,000.00	0.00	2,544.56
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>17,700.00</b>	<b>7,547.78</b>	<b>17,700.00</b>	<b>0.00</b>	<b>10,152.22</b>

**ESSEX REGIONAL HEALTH COMMISSION  
2022 Consolidated Proposed Budget**

CATEGORY	2021	2021	2022	2022 Budget to 2021 Budget \$ Changes	2022 Budget to 2021 Actual \$ Changes
	Original As Amended	Estimated Actual	Proposed Budget		
<b>GRANTS</b>					
MRC NACCHO	579.00	579.00	0.00	(579.00)	(579.00)
NJACCHO COVID-19	5,970.00	5,970.00	0.00	(5,970.00)	(5,970.00)
SLPH COVID 2020/2021	124,289.00	124,289.00	0.00	(124,289.00)	(124,289.00)
SLPH COVID 2021/2022	145,521.00	145,521.00	145,521.00	0.00	0.00
OPIOD OVERDOSE 2020/2021	81,187.00	81,187.00	0.00	(81,187.00)	(81,187.00)
OPIOD OVERDOSE 2021/2022	0.00	0.00	0.00	0.00	0.00
WEST ORANGE COVID19 21/22	56,150.00	56,150.00	56,150.00	0.00	0.00
ORANGE COVID19 21/22	56,000.00	56,000.00	56,000.00	0.00	0.00
MONTCLAIR COVID19 21/22	56,000.00	56,000.00	56,000.00	0.00	0.00
<b>TOTAL</b>	<b>525,696.00</b>	<b>525,696.00</b>	<b>313,671.00</b>	<b>(212,025.00)</b>	<b>(212,025.00)</b>
<b>GRAND TOTAL</b>	<b>1,391,555.00</b>	<b>1,326,061.06</b>	<b>1,282,347.00</b>	<b>(109,208.00)</b>	<b>(43,714.06)</b>
<b>ESTIMATED REVENUE</b>					
MUNICIPAL	124,403.00	124,403.00	124,403.00	0.00	0.00
COUNTY 2020/2021	71,500.00	71,500.00	0.00	(71,500.00)	(71,500.00)
COUNTY IDLING 2020/2021	2,153.00	2,153.00	0.00	(2,153.00)	(2,153.00)
COUNTY SOLID WASTE 2020/2021	35,000.00	35,000.00	0.00	(35,000.00)	(35,000.00)
COUNTY 2021/2022	71,500.00	71,500.00	71,500.00	0.00	0.00
COUNTY IDLING 2021/2022	2,500.00	2,500.00	2,500.00	0.00	0.00
COUNTY SOLID WASTE 2021/2022	35,000.00	35,000.00	35,000.00	0.00	0.00
COUNTY 2022/2023					
COUNTY IDLING 2022/2023					
COUNTY SOLID WASTE 2022/2023					
RESERVE	0.00	0.00	390,105.00	390,105.00	390,105.00
DEFERRED REVENUE R&C	462,803.00	462,803.00	289,000.00	(173,803.00)	(173,803.00)
ERHC EQEF	50,000.00	50,000.00	54,168.00	4,168.00	4,168.00
MISC. REVENUE	11,000.00	11,000.00	2,000.00	(9,000.00)	(9,000.00)
WEST ORANGE COVID19 21/22	56,150.00	56,150.00	56,150.00	0.00	0.00
ORANGE COVID19 21/22	56,000.00	56,000.00	56,000.00	0.00	0.00
MONTCLAIR COVID19 21/22	56,000.00	56,000.00	56,000.00	0.00	0.00
MRC NACCHO	579.00	579.00	0.00	(579.00)	(579.00)
NJACCHO COVID-19	5,970.00	5,970.00	0.00	(5,970.00)	(5,970.00)
SLPH COVID 2020/2021	124,289.00	124,289.00	0.00	(124,289.00)	(124,289.00)
SLPH COVID 2021/2022	145,521.00	145,521.00	145,521.00	0.00	0.00
OPIOD OVERDOSE 2020/2021	81,187.00	81,187.00	0.00	(81,187.00)	(81,187.00)
OPIOD OVERDOSE 2021/2022	0.00	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>1,391,555.00</b>	<b>1,391,555.00</b>	<b>1,282,347.00</b>	<b>(109,208.00)</b>	<b>(109,208.00)</b>

THE ESSEX REGIONAL HEALTH COMMISSION

**RESOLUTION**

**WHEREAS**, the Annual Budget for the Essex Regional Health Commission (the Commission) for the fiscal year beginning 01/01/2022 and ending, 12/31/2022, has been presented for introduction and adoption before the governing body of the Commission at its open public meeting of 09/23/2021; 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 \$ 892,242, Total Unrestricted Net Assets utilized of \$ 390,105 and Total Appropriations, \$ 1,282,347; 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 01/01/2022 and ending 12/31/2022 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: \_\_\_\_\_

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Signature of Above Authorized Person(s)