

MEMORANDUM

To: Snohomish County Council

From: Dennis Worsham, Department Director

Date: April 7, 2023

Re: Health Department Director Spring Update on the 2023 Budget

Background

Per amended ordinance no. 22-059, Budget Note 5, council requests the Executive and department director provide, joint, regular verbal updates to Council during a regular meeting or standing committee meeting on the integration of Health District operations into the County Health Department. Updates are requested at the following cadence, some of which are to include date-specific information while all are to include General Update Topics:

- **January 31:** Summary of the January 1st transition, unresolved transition issues, and outstanding wind-up tasks needed for Health District dissolution.
- **Spring (March/April):** Program level detail for the department’s 2023 budget
- **Mid-Summer (June/July):** Full 2023 budget update including YTD expenditures and realized efficiencies or inefficiencies and associated budgetary impacts. Forecast information for 2024 including impacts of full integration on budgetary costs/savings, anticipated COVID revenues for 2024 and status of the Rucker Building, including but not limited to plans for use, renovation costs, status of title, etc.
- **Fall (Sept./Oct.):** General update only
- **Winter (post budget):** General update only

General Update Topics:

- Health District wind-up activities; and
- Status of post-implementation work and any challenges and/or hurdles (inclusive of all supporting departments).

The above is the minimum information requested, updates may include additional information as the department sees fit.

Table 1: 2023 Health Department Budget Program Level Summary

Program/Division	2023 Appropriation	FTE
Administration Services	\$6,516,471	25.54
Environmental Health	\$8,101,644	91.13
Prevention Services	\$13,876,113	59.7
Grand Total	\$28,494,228	176.37

Table 2: 2023 HEALTH DEPARTMENT ADOPTED BUDGET

	Admin Services	Environmental Health	Prevention Services	Total	%
Revenue:					
Licenses & Permits		\$4,060,458		\$4,060,458	14.24%
Federal Grants		\$3,500	\$4,461,997	\$4,465,497	15.67%
COVID-19			\$5,720,770	\$5,720,770	20.07%
State Grants	\$3,433,292	\$542,216	\$274,897	\$4,250,405	14.91%
FPHS		\$1,365,654	\$3,530,101	\$4,895,755	17.17%
Intergovernmental Revenue	\$626,616	\$12,996	\$1,632,000	\$2,271,612	7.97%
Charges for Goods & Services	\$191,620	\$1,820,850	\$677,791	\$2,690,261	9.44%
Miscellaneous Revenues	\$150,530			\$150,530	0.53%
Total Revenues	\$4,402,058	\$7,805,674	\$16,297,556	\$28,505,288	100.00%
Expenditures (Before OH Allocations)					
<u>Labor:</u>					
Salaries & Benefits	(\$3,136,604)	(\$6,551,452)	(\$9,206,986)	(\$18,895,042)	66.31%
<u>Non-Labor:</u>					
Supplies	(\$36,500)	(\$133,596)	(\$273,527)	(\$443,623)	1.56%
Professional Services	(\$1,183,354)	(\$766,400)	(\$2,606,094)	(\$4,555,848)	15.99%
Communication	(\$83,876)	(\$33,620)	(\$31,280)	(\$148,776)	0.52%
Mileage & Travel	(\$12,525)	(\$55,450)	(\$290,397)	(\$358,372)	1.26%
Board of Health Per Diem	(\$10,380)			(\$10,380)	0.04%
Advertising	(\$87,360)		(\$1,008,700)	(\$1,096,060)	3.85%
Rents & Leases	(\$241,030)	(\$13,800)	(\$11,474)	(\$266,304)	0.93%
General Insurance	(\$180,009)			(\$180,009)	0.63%
Utilities	(\$75,540)			(\$75,540)	0.27%
Repairs & Maintenance	(\$550,955)	(\$31,865)	(\$16,800)	(\$599,620)	2.10%
Other Miscellaneous	(\$42,367)	(\$27,851)	(\$21,100)	(\$91,318)	0.32%
Dues & Memberships	(\$47,030)	(\$7,260)	(\$1,650)	(\$55,940)	0.20%
Subscriptions	(\$3,852)	(\$600)	(\$840)	(\$5,292)	0.02%
Printing & Binding	(\$1,660)	(\$11,650)	(\$23,264)	(\$36,574)	0.13%
Tuition & Registration	(\$23,050)	(\$55,450)	(\$148,500)	(\$227,000)	0.80%
Software licenses & Support	(\$324,879)	(\$412,650)	(\$235,501)	(\$973,030)	3.41%
Software licenses & Support - Board	(\$5,500)			(\$5,500)	0.02%
Capital	(\$470,000)			(\$470,000)	1.65%
Subtotal - Non-Labor	(\$3,379,867)	(\$1,550,192)	(\$4,669,127)	(\$9,599,186)	33.69%
Total Expenditures Excluding Overhead	(\$6,516,471)	(\$8,101,644)	(\$13,876,113)	(\$28,494,228)	100.00%
Net Revenue	(\$2,114,413)	(\$295,970)	\$2,421,443	\$11,060	

Notes:

- \$500K in the Human Services CD/MH Fund set aside for Health Department use in the 2023 Adopted Budget.
- \$2.5 million - ARPA funding
- FTEs – Health Department staff are working with the budget division to update details due to changes between receiving the numbers in summer 2022 and budget adoption. Total FTE number will not exceed 176.37.