

Pima County Board of Health
Budget Advisory Committee
Minutes
November 19, 2010
Room 3110, Abrams Building
3950 S. Country Club Road
Tucson, Arizona 85714

1. CALL TO ORDER:

Dr. Brumm called the meeting to order at 1:04 p.m.

Mr. Schlueter called the roll as follows:

Ms. Allen
Dr. Brumm
Ms. Gonzales
Ms. Trowbridge

A quorum was established.

2. ADOPTION OF MINUTES

- Adopt Budget Advisory Committee October 27, 2010 Minutes

The motion was made and seconded (Trowbridge/Gonzales) that the October 27, 2010 Minutes be adopted as written. The motion carried.

3. FISCAL YEAR 2011/2012 BUDGET BASE NUMBERS

Brad McKinney, Public Health Services Division Manager, provided the Committee with copies of County Administrator Huckelberry's October 19, 2010 *Budget Reduction Scenarios for Fiscal Year 2011/12* memorandum and Finance and Risk Management Budget Division Manager House's November 3, 2010 *Fiscal Year 2011/12 Budget Process* memorandum. Mr. Huckelberry's memorandum called for 1.5 percent base budget reductions for all non public safety departments. Mr. McKinney clarified that the 1.5 percent applies only to the General Fund portion of the Health Department's budget and is a \$123,415 reduction. The General Fund provision is being reduced from \$8,227,659 in FY 2010/11 to \$8,104,244 FY 2011/12. The Department will absorb this cut by not filling two vacant full-time positions and converting one full-time position to variable-time.

Mr. McKinney also provided handouts entitled *Revenue Comparisons by Fiscal Year* and *Six Year Budget History*. John Thomas, Contracts/Grants Manager went over the handouts with the Committee. These handouts show a significant jump in overall budget due to the large Communities Putting Prevention to Work grant. However, per capita General Fund support has been on the decline since its FY 2007/08 high of \$10.45. The FY 2010/11 rate is \$8.44.

4. FISCAL YEAR 2011/2012 BUDGET DISCUSSION

In advance of the meeting Dr. Brumm had sent Health Department Director Sherry Daniels a list of questions on behalf of the Committee. Mr. McKinney provided answers to these questions.

If faced with budget shortfalls what guidelines will be used to prioritize cuts to programs or services?

The Health Department is responsible for the provision of mandated public health services foremost. After those obligations have been filled, then the Department focuses on other activities that may endanger the public's health, and finally on those health services otherwise not available or accessible to the population.

Can subsidies for animal care from contracted municipalities be increased?

Payments from municipalities for animal care services are based on the actual costs of service. Given their economic situation, it seems highly unlikely that municipalities would be willing to subsidize Animal Care beyond actual cost.

What areas of the Health Department can be trimmed or eliminated and what will need to be increased because of demands related to the poor economy?

During times of economic downturn, individuals tend to delay seeking health care. Although the need for services may increase, the number of individuals seeking help may decline instead.

What long term capital improvement plans are in place for the different departments and where do they stand?

We are unaware of other Departments' capital improvement plans. The Health Department has no ongoing capital improvement campaigns.

Are the Health Department's revenue projections realistic?

Given the information available, yes. There is no incentive for the Department to under- or overestimate its revenue projections.

How are the department's projects measured for progress or success?

Each Division and Program has operational objectives that they strive to meet. Grant-funded programs have every specific deliverables.

Is employee attrition being managed?

The pool of applicants for vacant positions continues to be deep and of high quality.

Is the Director given the power to shift personnel to other areas or is this managed from above?

The Director is responsible for the allocation of resources within the Department.

What is the Health Department not able to deliver with this budget yet should be doing?

There are no planned changes in service delivery or staffing based on the new budget.

What is the potential effect of State propositions in the past election on Health Department and County budget?

The continued economic crisis at the State will have significant impact on the County and Department's budget. We cannot estimate impact until the Legislature reconvenes.

Can the Director consider these goals?

- *Public Health Nursing: target an immunization percentage increase*
- *Public Health Services: target an increase in folate program participants*
- *Consumer Health: meet two inspections per food operation per year*
- *Chief Medical Officer: add full time Radiologist*
- *Director's Office: formulate three year strategic goals and electronic records management*
- *Clinical and Outreach Services: identify strategies for reduction of Syphilis and TB and target a rate reduction.*

Each Division and Program in the Department has specific goals and deliverables, many of which are listed in the question above.

5. BUDGET INFORMATION TEMPLATE

Mr. McKinney and the Committee discussed the proposed budget information template and Mr. McKinney agreed to produce an example from within his division as a starting point.

6. ESTABLISH ADVISORY COMMITTEE MEETING SCHEDULE

Dr. Brumm established that the next Budget Advisory Committee meeting will be January 14, 2011.

7. ADJOURNMENT

The meeting adjourned at 2:23 p.m.