

Douglas County, Oregon  
Health and Social Services Fund  
Administrative and Department Services (4090)

	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Revised Budget FY 14-15	Proposed FY 15-16	Approved FY 15-16	Adopted FY 15-16
<b><u>RESOURCES</u></b>							
Beginning Balance (Use Restricted)	253,616	336,714	524,957	472,500	375,000	375,000	375,000
Intergovernmental Revenues	95,661	280,290	154,263	100,340			
Charges and Other Revenues	252,799	231,622	237,236	201,400			
Interest	250	2,975	3,669				
Transfer In - Public Safety Fund	18,000	21,532	25,933	18,000			
Total Revenue	366,710	536,419	421,101	319,740			
<b>TOTAL RESOURCES</b>	620,326	873,133	946,058	792,240	375,000	375,000	375,000
<b><u>REQUIREMENTS</u></b>							
Personnel Services	1,922,697	1,901,886	2,043,647	928,555			
Materials & Services	357,636	403,782	559,007	850,294	475,000	475,000	475,000
Capital Outlay	9,874	77,531	42,995	20,000			
Transfers Out - General Fund	8,387	5,361	7,141	7,909			
Add: Expense Reimbursements from Other Divisions	(1,914,778)	(1,950,384)	(2,181,180)	(916,335)			
Total Expenditures	383,816	438,176	471,610	890,423	475,000	475,000	475,000
Ending Balance (Use Restricted)	336,714	524,957	565,089				
<b>TOTAL REQUIREMENTS</b>	720,530	963,133	1,036,699	890,423	475,000	475,000	475,000
<b>Use of General County Resources</b>	100,204	90,000	90,641	98,183	100,000	100,000	100,000
<b>Staffing FTE</b>	<b>29.00</b>	<b>29.00</b>	<b>31.00</b>	<b>31.00</b>			

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Department Detail

			Actual	Actual	Revised	Proposed	Approved	Adopted
			FY 12-13	FY 13-14	Budget	FY 15-16	FY 15-16	FY 15-16
					FY 14-15			
207-4090-2280-02	Duplicating Services	Photocopies	7,055	9,883	8,900	0	0	0
207-4090-2620-00	Vital Statistics	General	94,148	98,897	70,500	0	0	0
207-4090-3200-70	State/Fed-Health Division	Bioterrorism Program	110,290	96,258	100,340	0	0	0
207-4090-3220-17	State/Fed-Adult/Family Ser Div	Title 19- Meaningful Use	170,000	21,200	0	0	0	0
207-4090-3390-00	State-Other Assistance	General	0	36,805	0	0	0	0
207-4090-3800-01	Interest	General Investments	2,975	3,669	0	0	0	0
207-4090-3820-03	Rents, Leases and Royalties	Land & Buildings	130,091	127,824	122,000	0	0	0
207-4090-3875-00	Expense Reimbursements	General	292	210	0	0	0	0
207-4090-3875-22	Expense Reimbursements	Jury/Witness	10	426	0	0	0	0
207-4090-3879-00	Miscellaneous	General	25	0	0	0	0	0
207-4090-3879-80	Miscellaneous	Cash Over/Short	1	(4)	0	0	0	0
207-4090-3879-95	Miscellaneous	NSF Checks	0	0	0	0	0	0
207-4090-3900-20	Transfers In	Public Safety Fund	21,532	25,933	18,000	0	0	0
<b>Total Revenue</b>			<b>536,419</b>	<b>421,101</b>	<b>319,740</b>	<b>0</b>	<b>0</b>	<b>0</b>
207-4090-4000-00	Regular Employees	General	1,120,441	1,185,697	397,464	0	0	0
207-4090-4030-00	Temporary Employees	General	58,154	63,347	57,216	0	0	0
207-4090-4050-00	Overtime	General	568	1,991	0	0	0	0
207-4090-4500-00	PERS	General	271,133	302,815	111,848	0	0	0
207-4090-4510-00	Social Security	General	86,187	92,949	34,782	0	0	0
207-4090-4520-00	Workers' Compensation	General	4,127	4,451	3,183	0	0	0
207-4090-4530-00	Medical and Dental Insurance	General	335,115	383,647	320,879	0	0	0
207-4090-4540-00	Unemployment	General	26,161	8,750	3,183	0	0	0
<b>Total Personnel Services</b>			<b>1,901,886</b>	<b>2,043,647</b>	<b>928,555</b>	<b>0</b>	<b>0</b>	<b>0</b>
207-4090-5000-00	Legal Services	General	0	1,482	0	0	0	0
207-4090-5099-00	Other Professional Services	General	18,277	21,967	100,000	75,000	75,000	75,000
207-4090-5300-00	Health & Social Svc Contracts	General	0	0	301,440	0	0	0
207-4090-5500-20	Intergov't Assistance	Contributions to Other Agencies	1,500	0	0	0	0	0
207-4090-6290-00	Software Purchases	General	51,331	55,871	20,000	100,000	100,000	100,000
207-4090-6290-10	Software Purchases	Software Updates/Maintenance	82,514	132,946	160,970	150,000	150,000	150,000
207-4090-6295-00	Equipment-Noninventory	General	17,807	79,094	6,373	0	0	0
207-4090-6299-00	Other Materials and Supplies	General	20,333	25,133	13,161	0	0	0
207-4090-6400-00	Land and Building Rent	General	12,841	12,841	12,900	0	0	0
207-4090-6450-02	Equipment/Vehicle Rent	Copy Machines	5,202	5,258	8,585	0	0	0
207-4090-6500-00	Interdept Vehicle Expense	General	8,956	9,228	12,640	0	0	0

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					FY 14-15			
207-4090-6510-00	Equip/Vehicle Main & Repair	General	2,662	3,483	3,570	0	0	0
207-4090-6510-02	Equip/Vehicle Main & Repair	Equipment Service Contracts	924	543	2,015	0	0	0
207-4090-6530-00	Software Maintenance	General	0	439	0	0	0	0
207-4090-6550-00	Building and Grounds Main	General	4,783	8,968	1,000	0	0	0
207-4090-6550-10	Building and Grounds Main	Structural M&R	0	383	0	0	0	0
207-4090-6680-01	Communication	Telephone	28,291	28,705	30,550	0	0	0
207-4090-6685-00	Utilities	General	108,446	121,216	118,000	150,000	150,000	150,000
207-4090-6720-01	Fire/Liability Insurance	Liability Ins Interdept Charges	279	357	405	0	0	0
207-4090-7300-00	Advertising/Publicity	General	0	0	0	0	0	0
207-4090-7400-00	Office Supplies and Expenses	General	10,904	12,573	12,755	0	0	0
207-4090-7410-00	Postage	General	1,122	2,208	1,425	0	0	0
207-4090-7500-00	Subscriptions & Periodicals	General	2,074	953	1,600	0	0	0
207-4090-7550-00	Travel	General	32	0	450	0	0	0
207-4090-7550-80	Travel	Mileage Reimbursement	1,293	306	1,015	0	0	0
207-4090-7560-00	Conventions, Schools, Seminars	General	20,375	25,949	28,270	0	0	0
207-4090-7580-00	Dues and Memberships	General	866	5,363	9,700	0	0	0
207-4090-7800-00	Legal Publication and Printing	General	606	1,519	1,170	0	0	0
207-4090-7850-00	Pre-employment Testing	General	222	336	800	0	0	0
207-4090-7900-XX	Miscellaneous	General	2,142	1,886	1,500	0	0	0
<b>Total Materials &amp; Services</b>			<b>403,782</b>	<b>559,007</b>	<b>850,294</b>	<b>475,000</b>	<b>475,000</b>	<b>475,000</b>
207-4090-8100-99	Buildings and Improvements	Noninventory	5,152	0	0	0	0	0
207-4090-8200-00	Furniture and Equipment	General	56,968	14,918	0	0	0	0
207-4090-8200-99	Furniture and Equipment	Noninventory	13,112	25,678	20,000	0	0	0
207-4090-8300-99	Vehicles and Heavy Equipment	Noninventory	2,299	2,399	0	0	0	0
<b>Total Capital Outlay</b>			<b>77,531</b>	<b>42,995</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
207-4090-9500-01	Transfers Out	General Fund	5,361	7,141	7,909	0	0	0
207-4090-9899-15	Intrafund Transfers	Administration	(51,527)	35,340	25,683	0	0	0
207-4090-9899-22	Intrafund Transfers	Accounting	(184,201)	(184,015)	(122,628)	0	0	0
207-4090-9899-24	Intrafund Transfers	Offices	(129,680)	(123,775)	(32,819)	0	0	0
207-4090-9899-26	Intrafund Transfers	Medical Records	(217,478)	(252,267)	(100,038)	0	0	0
207-4090-9899-27	Intrafund Transfers	Client Accounts	(220,638)	(210,648)	(50,291)	0	0	0
207-4090-9899-28	Intrafund Transfers	Central Registration	(276,799)	(308,988)	(267,943)	0	0	0
207-4090-9899-40	Intrafund Transfers	MIS	(248,363)	(307,738)	(73,640)	0	0	0

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					FY 14-15			
207-4090-9899-41	Intrafund Transfers	Info Tech	(211,828)	(304,377)	(106,379)	0	0	0
207-4090-9899-50	Intrafund Transfers	Dept. Admin	(409,870)	(524,712)	(188,280)	0	0	0
<b>Total Other Requirements</b>			<b>(1,945,023)</b>	<b>(2,174,039)</b>	<b>(908,426)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Expenditures</b>			<b>438,176</b>	<b>471,610</b>	<b>890,423</b>	<b>475,000</b>	<b>475,000</b>	<b>475,000</b>

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PERSONNEL SERVICES						
	Actual	Actual	Revised	Budget		
	FTE	FTE	Budget	FY 15-16		
	FY 12-13	FY 13-14	FTE	FTE	Amount	
Health & Social Services Admin	1.00	1.00	1.00			
Research and Development Manager	1.00	1.00				
IS Tech Support Analyst 2	2.00	4.00	4.00			
IS Tech Support Analyst 1	1.00					
Environ Health Specialist 2	1.00	1.00	1.00			
Deputy Health Administrator	1.00	1.00	1.00			
Bus Srv Div Dir	1.00	1.00	1.00			
Management Analyst 3	2.00	2.00	2.00			
Management Analyst 1			1.00			
Health Dept Admin Assistant	1.00	1.00	1.00			
Accountant	1.00	1.00	1.00			
Accounting Technician 2	1.00	1.00	1.00			
Accounting Technician 1	2.00	2.00	2.00			
Accounting Clerk 2	3.00	3.00	3.00			
Records Technician	4.00	5.00	4.00			
Health Records Senior Tech			1.00			
Department Assistant 4	7.00	7.00	7.00			
Total Regular	<u>29.00</u>	<u>31.00</u>	<u>31.00</u>			
Temporary						
PERS		236.25%, 32.48%				
Social Security		7.65%				
Worker's Compensation		0.70%				
Unemployment		0.90%				
Medical & Dental Insurance		\$1,365/mo				
Total Personnel Services						