



**Finance, Audit, Property and Risk Management Committee
Report to the Board of Health**

June 21, 2018

2018-19 PRE-SCHOOL SPEECH AND LANGUAGE (PSL) BUDGET

The Ministry of Children and Youth Services (MCYS) has allocated all of the funding (\$1,286,389) for Preschool Speech and Language services in the Lanark, Leeds, Grenville region to the Health Unit for the fiscal year 2018-19 and on-going - \$463,587 is for the Health Unit run programs and the rest (\$822,802) will be provided on contract to Brockville General Hospital, Lanark Renfrew Health and Community Services and Perth and Smiths Falls District Hospital.

While the PSL Base Budget has not increased in many years, the MCYS does provide in year one time grants to support additional service, so this budget request includes a request for one time grants.

RECOMMENDATION:

- That the Board of Health approve the 2018/19 Preschool Speech and Language budget of \$1,286,389 and one time requests totalling \$99,080.32.

IT ASSESSMENT

Phase one of an IT security assessment was implemented with Digital Boundary Group between February 6 and 15, 2018. The assessment identified risks and made recommendations to improve our security and all recommendations have either been implemented or will be by the end of August. Phase two of the assessment, which would include an internal, on-site network / infrastructure security assessment of the IT environment, would provide the Health Unit with recommendations to mitigate potential risks.

RECOMMENDATION:

- That the Board of Health approve the funding of phase one and phase two of the IT Security Assessment from the \$26,700 that remained after the transfer of the Smiths Falls mortgage from Canada Trust to RBC in 2014. (\$19,950+Expenses)

LAND CONTROL PROGRAM

Service requests and revenue for the Land Control Program are higher for the first five months of 2018 than 2017. Given this increase in service requests, mainly for sewage permits, and an increase in fees initiated in August 2017, the program is projected to be on sound financial footing for 2018.

RECOMMENDATION:

The Finance, Audit, Property and Risk Management Committee recommended that:

- The Board of Health maintain the current level of fees from January to July 2019.
- The financial situation be reviewed in January 2019 to see if an adjustment in the fees is needed for the latter part of 2019.

RISK MANAGEMENT

The Management Team has identified uncertainty (risk) associated with eight factors that influence whether we can meet the Ontario Public Health Standards, the Health Unit Strategic Plan, and appropriate legislation:

- Retaining intellectual and social (relationships) capital when employees leave.
- Engagement by municipalities in public health issues.
- Protection of personal health information (PHI).
- Health equity considered adequately in the development and delivery of programs and services.
- Employees' adherence to operational plans and workplans.
- Safety of internal and external environment for employees and the public.
- Stakeholder involvement in program planning and implementation.
- Network security and network function.

Each risk has been assessed for its short and long-term impact, underlying causes, inherent risk level and the risk level considering the current mitigating strategies in place. Additional risk mitigation has been developed and is being implemented in 2018 and 2019.

2018 MOHLTC GRANT

The Health Unit received an addition of up to \$205,200 in the base grant from the Ministry of Health and Long-Term Care (2.3% increase in overall grant), and an additional \$115,700 in one time funding for the 2018-19 funding year to support the provision of public health programs in our community. This was welcome news. The funding will be used to manage, in part, the salary shortfall for existing positions and the increase in benefit costs.

LEEDS, GRENVILLE AND LANARK DISTRICT HEALTH UNIT
General Public Health Program Programs
STATEMENT OF EXPENSES
Actuals 2018-03-31

	Ontario Public Health Standards	Other Programs/ Services	Adjusted ministry grant	2018 Budget Amended	OPHS Actuals	Other Prog/Ser Actuals	Total Actuals	% Budget
REVENUE								
Municipal Levies	\$ 3,038,085			3,038,085	759,537	0	759,537	25.00%
Municipal Reserve	\$ 138,169	\$ 190,514		328,683	0	0	0	0.00%
2017 Deferred Revenue		153,947		153,947	0	153,947	153,947	100.00%
Ministry of Health PH Funding	6,839,300		136,786	6,976,086	1,709,825	0	1,709,825	24.51%
Ministry of Health - Other Base Funding	1,938,629		5,000	1,943,629	492,418	0	492,418	25.33%
Influenza Grants	250			250			95	38.00%
Meningitis Grants	15,000			15,000	281		281	1.87%
HPV Grants	27,000			27,000	383		383	1.42%
Allocations Recovered		79,446		79,446			19,862	25.00%
Rental Income		14,899		14,899		3,722	3,722	24.98%
Food Handlers Course	15,000			15,000	4,160	0	4,160	27.73%
Interest Revenue	5,000			5,000	1,554		1,554	31.08%
Purchase/Sale Vaccine		20,000		20,000			14,055	70.28%
Sale of Contraceptives				0	3,426		3,426	-
OHIP Revenue	10,000			10,000	1,910		1,910	19.10%
Ontario Works Revenue		280,000		280,000		59,761	59,761	21.34%
RNAO-BPSO		10,000	-	10,000		10,000	10,000	100.00%
RNAO - ACPF		14,500	-	14,500		11,500	11,500	79.31%
Healthy Kids Community Challenge		40,500		40,500		10,125	10,125	25.00%
Triple P		27,000		27,000		6,750	6,750	25.00%
Other Revenue	5,000			5,000		15,423	15,423	308.45%
TOTAL REVENUE	\$ 12,031,433	\$ 830,806	\$ 141,786	\$ 13,004,025	\$ 2,973,588	\$ 305,144	\$ 3,278,732	25.21%

EXPENSES								
Salaries/Wages	8,355,220	194,360		8,549,580	1,885,294	120,001	2,005,295	23.45%
Benefits	2,172,357	50,533		2,222,890	526,594	42,162	568,756	25.59%
TOTAL SALARIES/BENEFITS	\$ 10,527,577	\$ 244,893	\$ -	\$ 10,772,470	\$ 2,411,888	\$ 162,163	\$ 2,574,051	23.89%
Purchased Services	224,650	380,889		605,539	68,487	56,923	125,410	20.71%
Travel/Mileage/Training	340,461	19,500		359,961	79,685	500	80,185	22.28%
Materials & Supplies	585,244	170,625		755,869	218,401	31,404	249,805	33.05%
Building/Occupancy Costs	353,501	14,899		368,400	96,123	3,725	99,848	27.10%
GENERAL OPERATING EXPENSES	\$ 1,503,856	\$ 585,913	\$ -	\$ 2,089,769	\$ 462,696	\$ 92,551	\$ 555,247	26.57%
TOTAL EXPENSE	12,031,433	830,806	0	12,862,239	2,874,584	254,714	3,129,298	24.33%
SURPLUS (DEFICIT)	\$ 0	\$ -			\$ 99,004	\$ 50,430	\$ 149,434	

	Budget		Adjusted grant	2018 Budget Amended	OPHS Actuals	2018 Mar 31 Actuals	%
Ministry of Health - Other Base							
MOH Top Up (Formula Based)	\$ 128,029			\$ 128,029	31,589	31,589	24.67%
Chief Nursing Officer (100%)	121,500			\$ 121,500	30,375	30,375	25.00%
Small Drinking Water Systems (75%)	94,600			\$ 94,600	23,650	23,650	25.00%
Vector Borne Disease (75%)	22,100			\$ 22,100	5,525	5,525	25.00%
Priority Population Nurses (100%)	180,500			\$ 180,500	45,125	45,125	25.00%
Needle Exchange Program (100%)	25,000		5,000	\$ 30,000	14,429	14,429	48.10%
Enhanced Food Safety (100%)	37,600			\$ 37,600	9,400	9,400	25.00%
Enhanced Safe Water (100%)	15,500			\$ 15,500	3,875	3,875	25.00%
Infection Control	420,800			\$ 420,800	105,200	105,200	25.00%
Healthy Smiles Ontario	327,400			\$ 327,400	81,850	81,850	25.00%
Harm Reduction	150,000			\$ 150,000	37,500	37,500	25.00%
Smoke Free Ontario	415,600			\$ 415,600	103,900	103,900	25.00%
Totals	\$ 1,938,629	\$ -	\$ 5,000	\$ 1,943,629	\$ 492,418	\$ 492,418	25.33%

Preschool Speech Language
Fiscal 2018-2019 Budget

DESCRIPTION	ANNUAL BUDGET
GRANTS - PSL	463,587.00
GRANTS - LEAD AGENCY	822,802.00
B1 FUNDS-MCYS	0.00
MISC REVENUE-STAFF TIME	0.00
TOTAL REVENUE	1,286,389.00
COORDINATOR	92,909.00
SLP	153,485.00
SUPPORT STAFF - PA	74,883.00
BENEFITS	83,531.00
GREEN SHIELD	0.00
OMERS	0.00
TOTAL SALARIES/BENEFITS	404,808.00
AUDIT	3,000.00
GRANTS LEAD AGENCY - SUBCONTRACTS	822,802.00
PURCHASED SERVICES	5,353.00
TOTAL PURCHASED SERVICES/FEES	831,155.00
MILEAGE	4,000.00
PARKING	0.00
FOOD/MEETING COSTS	0.00
TRAINING/DEVELOPMENT	3,000.00
TOTAL MILEAGE/TRAINING/CONF.	7,000.00
OFFICE SUPPLIES	5,100.00
COURIER	0.00
PROGRAM & PROMOTION SUPPLIES	2,000.00
TELEPHONES	0.00
TOTAL MATERIAL/SUPPLIES	7,100.00
SF-RENT	11,600.00
KEMPT-RENT	2,953.00
GAN-RENT	1,593.00
TOTAL BUILDING/OCCUPANCY	16,146.00
ALLOCATED COSTS	20,180.00
TOTAL ONE TIME	20,180.00
TOTAL OPERATIONAL EXPENSES	1,286,389.0
SURPLUS / (DEFICIT)	0.00
One-time grant requests to MCYS	
2 days/week SLP time for 48 weeks	39,083.52
5 days/week CDA time for 48 weeks	49,996.80
Program supplies (test forms, therapy mat)	10,000
	99,080.32