

FISCAL YEAR 2014 BUDGET

Fund Summary

Fund Name : Health Special Revenue
Business Area Name : Health and Human Services
Fund No./Bus. Area No. : 2002 / 3800

	<u>FY2013 Current Budget</u>	<u>FY2013 Estimate</u>	<u>FY2014 Budget</u>
Beginning Fund Balance	4,202,782	4,202,782	4,729,222
Current Revenues	2,642,200	2,642,200	2,888,100
Total Available Resources	6,844,982	6,844,982	7,617,322
Maintenance and Operations	3,386,623	2,115,760	3,505,696
Total Expenditures	3,386,717	2,115,760	3,505,696
Planned Ending Fund Balance	3,458,265	4,729,222	4,111,626
Total Budget	6,844,982	6,844,982	7,617,322
Fund Balance Distribution:			
Non-Spendable	0	0	0
Restricted	3,458,265	4,729,222	4,111,626
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2013 Current Budget, the FY2013 Estimate and the FY2014 Budget for the Health Special Revenue Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures. Prior to FY2014, this fund was reported as non budgeted fund. The Health Special Revenue Fund contains several revenue generating activities that are supported by ordinances, including the following:

1. Consumer Foods Technology Fee - Sec. 20 - 38: Revenue stream that includes the \$10/permit technology fee and the \$200/mobile unit surveillance monitoring fees established in 2007. These fees are dedicated to the purchase and maintenance of technology used by inspection staff. These fees also provide funding for maintenance of the application software used by field and office staff. The \$200 mobile unit surveillance fee supports the application software and hardware that tracks the frequency of visits of mobile food units to any of the 14 approved servicing commissaries in the City.
2. Ambulance Permit Fee - Sec. 4 - 19 - Disposition of certain fees: All fees collected under sections 4-3 and 4-16 of this Code shall be allocated to the Health & Human Services Department (HHS) to fund the inspection of ambulances and permitting of ambulance operators as required by this chapter.
3. Vital Statistics - Sec. 21 - 225 - Certified copies of records, searches, amendments: Upon receipt of a completed application form and the applicable fee prescribed by law, the registrar of births, deaths and stillbirths shall provide certified copies of birth certificates (conventional or wallet size), death certificates and fetal death certificates. The fee for the foregoing certificates shall be an amount equal to that imposed by the Texas Department of Health or Texas Health and Safety Code, whichever is greater. The expedited processing requires an additional fee of \$15 to defray the added costs associated with the special handling of the application. The aforesaid expedited processing fee shall be payable for each separate request for document copies submitted on an expedited basis, regardless of the number of different documents or the number of copies specified in the request.
4. Specific public health purposes for HHS as appropriated by Ordinance 2010-692 for Tuberculosis, Re-Entry and Kid's Village Initiative.
5. Donated funds for community activities or special events coordinated by Children and Family Services Division and Community Health Services Division.
6. Geriatric Dental Program - Ordinance 2012-0254 approving and authorizing deposit of all revenue generated from the Geriatric Dental Program, including Medicaid fee-for-services payments and other fees generated from the operation and administration of the program, into the Health Special Revenue Fund to be used exclusively to defray the costs associated with the administration and operation of the program.

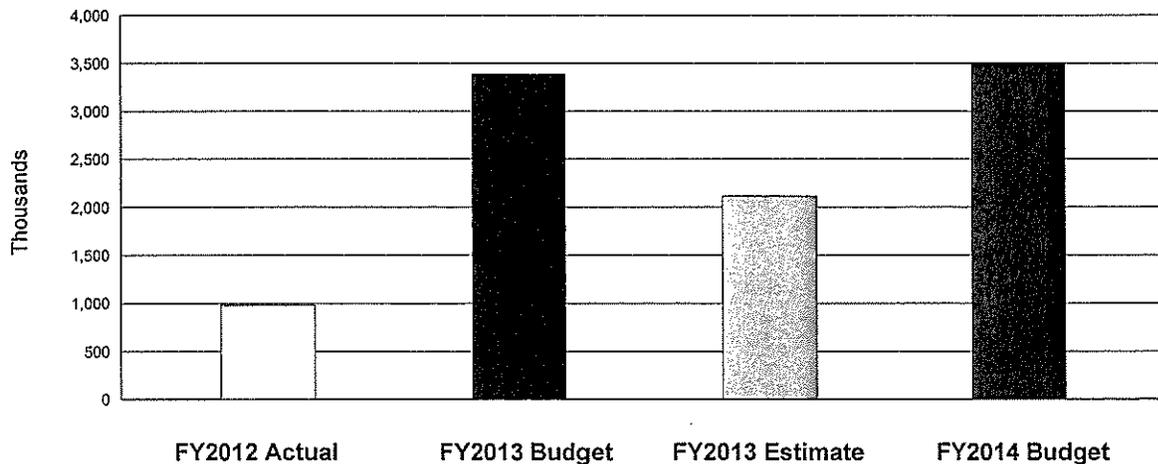
FISCAL YEAR 2014 BUDGET

Business Area Budget Summary

Fund Name : Health Special Revenue
 Business Area Name : Health and Human Services
 Fund No./Bus. Area No. : 2002 / 3800

		FY2012 Actual	FY2013 Current Budget	FY2013 Estimate	FY2014 Budget
Expenditures	Personnel Services	448,640	1,221,075	729,420	918,026
	Supplies	239,935	681,000	492,418	519,600
	Other Services and Charges	284,682	1,223,769	804,270	1,669,070
	Equipment	0	27,073	22,400	365,000
	Non-Capital Equipment	4,331	233,706	67,252	34,000
	Total M & O Expenditures	<u>977,588</u>	<u>3,386,623</u>	<u>2,115,760</u>	<u>3,505,696</u>
	Debt Service & Other Uses	0	94	0	0
	Total Expenditures	<u>977,588</u>	<u>3,386,717</u>	<u>2,115,760</u>	<u>3,505,696</u>
Revenues		2,514,057	2,642,200	2,642,200	2,888,100
Staffing	Full-Time Equivalents - Civilian	6.7	10.0	10.0	15.0
	Full-Time Equivalents - Classified	0.0	0.0	0.0	0.0
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	0.0
	Total	<u>6.7</u>	<u>10.0</u>	<u>10.0</u>	<u>15.0</u>
	Full-Time Equivalents - Overtime	1.2	0.0	0.0	0.0
Significant Budget Changes and Highlights	o The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.				
	o This fund was previously reported as non budgeted fund.				
	o New maintenance contract and new application development for Consumers Radio Frequency Identification (RFID).				
	o Provide funding for construction cost of inspection pavilion at Park Place.				
	o Include replacement of vehicles.				

**Health Special Revenue
 Health and Human Services
 Expenditure Summary**



FISCAL YEAR 2014 BUDGET

Division Summary							
Fund Name : Health Special Revenue Business Area Name : Health and Human Services Fund No./Bus Area No. : 2002 / 3800							
Division Description		FY2012 Actual		FY2013 Estimate		FY2014 Budget	
		FTEs	Cost \$	FTEs	Cost \$	FTEs	Cost \$
Director Office Group	380001						
The Director's Office provides oversight and input related to legislative and health policy issues, facilitates department strategic planning, acts as liaison for community stakeholders. Instrumental in providing direction for administrative support, management, and programmatic issues. Coordinates strategic planning, program evaluation, project partnership and policy development support.		0.0	(51,880)	0.0	161,600	0.0	80,500
Administrative Services Division	380002						
Administrative Services Division consists of General, Special Revenue Funds and Grants Budget Groups, Contracts and Procurement, Business Management, Birth and Death Certificates and Facility Maintenance.		3.9	334,896	4.0	702,500	5.0	894,064
Children and Family Services	380003						
Instrumental in promoting optimal growth of Houston's at risk mothers, babies and small children through nutrition, nutrition education and referral services. Promotes the well-being and quality of life for seniors and assists with oral health and preventive dental cares for at-risk Houston children.		0.0	2,716	0.5	129,488	0.5	152,421
Environmental Health Services	380004						
The Environmental Health Division consists of the Bureaus of Air Quality Control (BAQC), Water Resources Protection (BWRP), Consumer Health Services (BCHS), and Community and Children's Environmental Health (BCCEH).		2.8	462,622	5.5	662,500	5.5	1,277,481
Community Health Services	380005						
Community Health Services provides public health clinical and social support services to enhance the health and well-being of individuals through a network of Houston area health centers and multi-service centers. Key components include HIV/STD prevention, TB Control, Immunizations, and Jail Health Operations.		0.0	229,128	0.0	360,852	4.0	1,027,930

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Division Summary						
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Division Description	FY2012 Actual		FY2013 Estimate		FY2014 Budget	
	FTEs	Cost \$	FTEs	Cost \$	FTEs	Cost \$
Surveillance & Public Health Preparedness 380006 Surveillance and Public Health Preparedness consists of Epidemiology, Laboratory Services and Public Health Preparedness.	0.0	106	0.0	98,820	0.0	73,300
Total	6.7	977,588	10.0	2,115,760	15.0	3,505,696

FISCAL YEAR 2014 BUDGET

Business Area Roster Summary

Fund Name : Health Special Revenue
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 Fund No./Bus Area No. : 2002 / 3800

Job Description	Pay Grade	FY2013 Current Budget FTE	FY2014 Budget FTE	Change
ADMINISTRATION MANAGER	26	1.0	1.1	0.1
BUREAU CHIEF,PUBLIC HEALTH	30	0.0	0.4	0.4
COMMUNITY RELATIONS SPECIALIST	11	0.0	2.4	2.4
CUSTOMER SERVICE REP. III	16	1.0	1.8	0.8
DEPUTY REGISTRAR-VITAL STATISTICS	22	1.0	1.0	
EMERGENCY MEDICAL TECHNICIAN INSPECTOR	18	2.0	4.0	2.0
FINANCIAL ANALYST IV	25	0.0	1.0	1.0
OFFICE SUPERVISOR	17	1.0	1.0	
PUBLIC HEALTH DENTIST,DDS	26	0.0	0.5	0.5
SENIOR ACCOUNT CLERK	13	1.0	1.0	
SENIOR DATA ENTRY OPERATOR	12	0.0	0.8	0.8
Total FTEs		7.0	15.0	8.0
Less adjustment for Civilian Vacancy Factor		(3.0)	0.0	3.0
Full-Time Equivalents		10.0	15.0	5.0

FISCAL YEAR 2014 BUDGET

Business Area Revenue Summary

Fund Name : Health Special Revenue
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Commit Item	Description	FY2013 Current Budget	FY2013 Estimate	FY2014 Budget
3800010004	HHS - Health Planning			
444010	Private Contributions	50,004	50,004	50,000
452030	Miscellaneous Revenue	996	996	1,800
Total	HHS - Health Planning	51,000	51,000	51,800
3800020003	HHS - Grant ACCTG			
452030	Miscellaneous Revenue	758,500	758,500	632,000
3800020009	HHS - Department Wide Charges			
432010	Interest on Pooled Investments	42,400	42,400	42,400
447020	Garage Parking Revenue	25,700	25,700	25,700
Total	HHS - Department Wide Charges	68,100	68,100	68,100
3800030003	HHS - Immunization			
426060	Clinical Fees	310,400	310,400	300,000
3800030005	HHS - Area Agency On Aging			
444010	Private Contributions	5,000	5,000	5,000
452030	Miscellaneous Revenue	100	100	100
Total	HHS - Area Agency On Aging	5,100	5,100	5,100
3800040004	HHS - Comm Environ.Health			
421090	Ambulance Permits	353,100	353,100	494,000
421630	Administrative Fee - Licenses & Permits	27,500	27,500	30,000
Total	HHS - Comm Environ.Health	380,600	380,600	524,000
3800040006	HHS - Consumer Health			
426290	Other Service Charges	381,800	381,800	385,100
3800050001	HHS - Neighborhood Svc			
452030	Miscellaneous Revenue	1,500	1,500	1,500
3800050004	HHS - Oral Health			
426130	Dental Fees	87,800	87,800	75,000
3800050005	HHS - Kashmere MSC			
426210	Special Events Reimbursement	2,000	2,000	2,000
3800050008	HHS - Sunnyside MSC			
426210	Special Events Reimbursement	4,200	4,200	4,300
3800050009	HHS - West End MSC			
426210	Special Events Reimbursement	1,300	1,300	1,200
3800050010	HHS - Acres Homes			
426210	Special Events Reimbursement	2,700	2,700	2,800
426430	Facility Rental Fees	100	100	100
Total	HHS - Acres Homes	2,800	2,800	2,900
3800050011	HHS - Fifth Ward			
426210	Special Events Reimbursement	2,200	2,200	2,200
3800050012	HHS - Third Ward			
426210	Special Events Reimbursement	5,700	5,700	5,700
3800050013	HHS - Denver Harbor MSC			
426210	Special Events Reimbursement	400	400	400
3800050014	HHS - Southwest MSC			
426210	Special Events Reimbursement	200	200	200
3800050015	HHS - Northeast MSC			
426210	Special Events Reimbursement	1,800	1,800	1,800
3800050030	HHS - South Post Oak Msc			
426210	Special Events Reimbursement	3,400	3,400	3,400
3800050031	HHS - Quad Agency Eligibility			
452030	Miscellaneous Revenue	0	0	235,300

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Commit Item	Description	FY2013 Current Budget	FY2013 Estimate	FY2014 Budget
3800050034	HHS - NSD AIM Projects			
490020	Transfer from Special Revenue Fund	400,000	400,000	400,000
3800060003	HHS - Vital Statistics			
421630	Administrative Fee - Licenses & Permits	15,600	15,600	15,600
426151	Passport Service Fee	80,000	80,000	92,500
456255	Misc Operating Revenue	77,800	77,800	78,000
Total	HHS - Vital Statistics	173,400	173,400	186,100
Total	Health and Human Services	2,642,200	2,642,200	2,888,100

FISCAL YEAR 2014 BUDGET

Business Area Expenditure Summary

Fund Name : Health Special Revenue
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Commit Item	Description	FY2012 Actual	FY2013 Current Budget	FY2013 Estimate	FY2014 Budget
500010	Salary Base Pay - Civilian	301,582	795,301	465,200	500,398
500030	Salary Part Time - Civilian	0	32,800	36,500	137,162
500060	Overtime - Civilian	0	19,783	0	0
500110	Bilingual Pay - Civilian	907	7,317	1,000	1,807
501070	Pension - Civilian	54,434	110,160	97,900	113,540
501120	Termination Pay - Civilian	479	3,000	0	0
502010	FICA - Civilian	22,619	75,192	38,392	48,912
503010	Health Ins-Act Civilian	59,426	117,991	85,400	111,248
503015	Basic Life Insurance - Active Civilian	177	8,468	400	418
503060	Long Term Disability-Civilian	512	9,641	1,400	896
503090	Workers Compensation-Civilian-Admin	1,386	39,108	3,028	3,645
504030	Unemployment Claims - Administration	7,118	2,314	200	0
Total	Personnel Services	448,640	1,221,075	729,420	918,026
511015	Cleaning & Sanitary Supplies	0	1,000	0	0
511020	Construction Materials	0	182	0	0
511040	Audiovisual Supplies	933	6,477	3,500	6,400
511045	Computer Supplies	9,470	58,410	49,800	62,200
511050	Paper & Printing Supplies	4,976	22,889	6,000	11,200
511055	Publications & Printed Materials	1,900	10,881	4,000	4,000
511060	Postage	17,162	20,116	19,800	31,400
511070	Miscellaneous Office Supplies	13,813	63,536	50,500	54,300
511080	General Laboratory Supplies	0	0	0	5,000
511085	Drugs & Medical Chemicals	173,552	425,217	311,301	305,100
511090	Medical & Surgical Supplies	2,580	36,413	27,550	17,800
511115	Vehicle Repair & Maintenance Supplies	7,800	0	0	0
511120	Clothing	667	2,231	2,500	2,500
511125	Food Supplies	3,116	12,139	7,600	3,100
511140	Landscaping & Gardening Supplies	(50)	747	800	800
511150	Miscellaneous Parts & Supplies	4,016	20,762	9,067	15,800
Total	Supplies	239,935	681,000	492,418	519,600
520100	Temporary Personnel Services	1,318	346,647	228,700	224,800
520101	Janitorial Services	1,275	0	0	0
520102	Security Services	61,863	46,796	60,000	50,000
520103	Subrecipient Contract Services	0	33,320	10,000	117,500
520109	Medical Dental & Laboratory Services	0	0	22,750	35,000
520110	Management Consulting Services	2,000	1,240	0	0
520114	Miscellaneous Support Services	0	127,852	137,200	446,600
520119	Computer Equipment/Software Maintenance	1,261	88,212	29,600	56,900
520120	Communications Equipment Services	1,602	0	0	0
520126	Construction Site Work Services	0	6,175	0	0
520141	Engineering Services	0	92	0	0
520158	Computer Equipment Maintenance Services	0	4,614	0	0
520159	Non-Sub-Recipient Grant Contract	207,889	291,594	143,200	363,000
520515	Print Shop Services	4,982	5,896	2,000	17,400
520520	Printing & Reproduction Services	13,894	18,572	12,000	30,000
520765	Membership & Professional Fees	0	2,823	0	0
520805	Education & Training	4,102	5,753	6,500	10,600
520900	CIP-Capital Equipment Acquisition	0	43,000	43,000	0
520905	Travel - Training Related	10,598	31,639	11,800	27,200
520910	Travel - Non-Training Related	647	10,358	1,420	3,200
521610	Voice Services	(42,821)	65,685	65,600	24
521635	Voice Services -Wireless	0	0	300	53,317

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Business Area Expenditure Summary

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Commit Item	Description	FY2012 Actual	FY2013 Current Budget	FY2013 Estimate	FY2014 Budget
521715	Office Equipment Rental	190	6,511	2,500	4,800
521725	Other Rental	0	819	1,000	0
522305	Freight Charges	0	264	700	500
522410	Cashier Shortages	0	488	400	500
522430	Miscellaneous Other Services & Charges	11,316	73,854	17,700	219,300
522721	Interfund HR Client Services	4,412	6,800	7,300	8,014
522722	KRONOS Service Chargeback	0	0	600	415
522780	Interfund Photo Copy Services	154	4,765	0	0
Total	Other Services and Charges	284,682	1,223,769	804,270	1,669,070
560120	Capital Exp-Building and Bldg Improvement	0	0	0	175,000
560210	Furniture Fixtures and Equipment	0	2,368	2,400	20,000
560220	Vehicles	0	23,941	20,000	170,000
560230	Computer HW and Developed SW	0	764	0	0
Total	Equipment	0	27,073	22,400	365,000
551010	Non-Capital Office Furniture & Equipment	0	44,823	29,200	0
551015	Non-Capital Computer Equipment	2,489	164,095	18,752	34,000
551025	Non-Capital Scientific/Medical Equipment	0	2,630	0	0
551040	Non-Capital Other	1,842	22,158	19,300	0
Total	Non-Capital Equipment	4,331	233,706	67,252	34,000
532020	Transfers to Capital Projects	0	94	0	0
Total	Debt Service and Other Uses	0	94	0	0
Grand Total Expenditures		977,588	3,386,717	2,115,760	3,505,696