



Peoria County Board of Health

2116 N Sheridan Rd. | Peoria, IL 61604

Public Health
Prevent. Promote. Protect.

Peoria City/County
Health Department

Finance and Personnel Committee

November 8, 2021

6:00pm | Board Room

AGENDA

1. **Call to Order**
2. **Public Comments**
3. **Approval of 10/11/2021 Minutes** (Action)
4. **Approval of Personnel Report** (Action) **(Page 2)**
5. **Approval of Financial Services Report and Financial Report Summary for Period #09/FY2021** (Action) **(Pages 3-8)**
6. **Old Business**
7. **New Business**
8. **Administrator Comments**
 - a. COVID-19 Update (Information)
 - b. Facilities Update (Information)
9. **Miscellaneous**
10. **Adjournment**

**PEORIA CITY/COUNTY HEALTH DEPARTMENT
PERSONNEL REPORT**

Effective November 1, 2021

New Hires:

David Chovancek, Environmental Health Specialist
Sandra Arteaga, Environmental Health Specialist
Diem McLaughlin, Nutritionist
Kyle Auer, P/T Temp Nutritionist

Promotions/Personnel Changes:

Kyle Auer, transferred from P/T Temp to F/T Permanent Nutritionist

Current Posted Open Positions:

Clinical Dental Assistant, Dental (1.0 FTE)
EH Office Support Specialist, E.H., (1.0 FTE)
EH Specialist I, E.H., (1.0 FTE)
Office Assistant, WIC, (2.0 FTE)
Maintenance Engineer, Financial Services (1.0 FTE)
Nutritionist, WIC, (1.0 FTE)

Vacancies Currently on Hold:

Permanent Social Worker, shared position with Sheriff's Office (0.50 FTE)
Dental Hygienist, Dental Clinic (1.0 FTE)
Temp Office Assistant, Epidemiology (1.0 FTE)

Agency Separations:

Kayley McCann, Office Assistant, (1yr, 1mo)
Srivarun Tummarakota, Temp Contact Tracer, (2mos)
Raquel Eckwood, Office Assistant, (1yr, 8mos)
Regine Murry, Nutritionist, (5mos)
Dawn Wilson, Nutritionist, (1yr, 9mos)

Leave of Absence:

FY 2021 Authorized FTE:

75.8 permanent

Filled FTE's:

66.3 permanent filled

DATE: 11/03/2021
 TIME: 08:43:54

PEORIA COUNTY, IL
 REVENUE STATUS REPORT

PAGE NUMBER: 1
 REVSTALL

SELECTION CRITERIA: orgn.fund='030'
 ACCOUNTING PERIOD: 9/21

SORTED BY: FUND,DEPARTMENT,1ST SUBTOTAL,ACCOUNT
 TOTALED ON: DEPARTMENT,1ST SUBTOTAL
 PAGE BREAKS ON: FUND

FUND-030 PEORIA CITY/COUNTY HEALTH
 DEPARTMENT-030 PEORIA CITY/COUNTY HEALTH
 1ST SUBTOTAL-31000 PROPERTY TAXES

ACCOUNT - - - - -	TITLE - - - - -	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
31110	PROPERTY TAX	1,354,450.00	442,177.46	.00	1,214,987.03	139,462.97	89.70
TOTAL PROPERTY TAXES		1,354,450.00	442,177.46	.00	1,214,987.03	139,462.97	89.70
1ST SUBTOTAL-32000 LICENSES AND PERMIT FEES							
32130	FOOD LICENSES	450,000.00	2,405.00	.00	491,450.00	-41,450.00	109.21
32131	FOOD LICENCES RECHECK	20,000.00	1,290.00	.00	5,420.00	14,580.00	27.10
32132	TEMPORARY FOOD LICENSES	50,000.00	5,180.00	.00	54,556.00	-4,556.00	109.11
32133	FOOD LICENSE LATE FEE	10,000.00	1,350.00	.00	6,400.00	3,600.00	64.00
32134	FOOD SERVICE PLAN REVIEW	15,000.00	2,500.00	.00	14,810.00	190.00	98.73
32224	SEPTIC SYSTEM PERMITS	20,000.00	3,150.00	.00	15,750.00	4,250.00	78.75
32225	WELL PERMITS	4,000.00	719.00	.00	3,860.00	140.00	96.50
32227	SUBDIVISION REVIEW	500.00	.00	.00	300.00	200.00	60.00
32228	SEWAGE CONTRACTOR REG	3,000.00	.00	.00	2,350.00	650.00	78.33
TOTAL LICENSES AND PERMIT FEE		572,500.00	16,594.00	.00	594,896.00	-22,396.00	103.91
1ST SUBTOTAL-33000 INTERGOVERNMENTAL REVENUE							
33120	FEDERAL GRANT	850,000.00	62,936.45	.00	712,209.59	137,790.41	83.79
33380	STATE SERVICE GRANT	10,000.00	.00	.00	8,763.00	1,237.00	87.63
33401	MED MATCH	20,000.00	.00	.00	17,221.00	2,779.00	86.11
33406	WIC GRANTS	797,565.00	109,553.08	.00	471,098.42	326,466.58	59.07
33407	COMM DISEASES GRANTS	1,978,015.00	12.00	.00	1,666,351.44	311,663.56	84.24
33408	LOCAL HEALTH PROT GRANTS	324,810.00	.00	.00	168,045.72	156,764.28	51.74
33411	ORAL HEALTH GRANTS	25,000.00	28.00	.00	56.00	24,944.00	.22
33412	PREPAREDNESS GRANTS	198,250.00	.00	.00	84,779.15	113,470.85	42.76
33413	HEALTH EDUCATION GRANTS	200,000.00	103,246.08	.00	128,689.42	71,310.58	64.34
33414	ENVIRONMENTAL HLTH GRANT	15,000.00	.00	.00	712.50	14,287.50	4.75
33415	LEAD PREVENTION GRANTS	200,000.00	.00	.00	40,197.28	159,802.72	20.10
33520	PERSNL PROPERTY REPLC TA	472,790.00	.00	.00	676,267.26	-203,477.26	143.04
TOTAL INTERGOVERNMENTAL REVEN		5,091,430.00	275,775.61	.00	3,974,390.78	1,117,039.22	78.06
1ST SUBTOTAL-34000 CHARGES FOR SERVICES							
34111	FEES AND CHARGES	107,600.00	6,135.00	.00	41,824.00	65,776.00	38.87
34195	RENT-BUILDING	10,000.00	.00	.00	11,750.00	-1,750.00	117.50
34231	BIRTH CERTIFICATE FEES	95,000.00	8,317.00	.00	74,789.00	20,211.00	78.73
34232	DEATH CERTIFICATE FEES	30,000.00	2,785.00	.00	23,307.00	6,693.00	77.69
34233	FUNERAL HOME CERT FEES	140,000.00	12,927.00	.00	130,463.00	9,537.00	93.19
34239	CERTIFICATE OVERPAYMENTS	.00	3.00	.00	12.00	-12.00	.00
34621	PATIENT INC-PUBLIC AID	465,000.00	35,143.24	.00	309,481.20	155,518.80	66.56
34631	PATIENT INC-PRIVATE PAY	62,500.00	7,616.76	.00	18,735.17	43,764.83	29.98
34821	RETURNED CHECK FEE	.00	25.00	.00	75.00	-75.00	.00
TOTAL CHARGES FOR SERVICES		910,100.00	72,952.00	.00	610,436.37	299,663.63	67.07
1ST SUBTOTAL-35900 INTEREST INCOME							
35960	INTEREST	13,500.00	.00	.00	4,553.62	8,946.38	33.73
35970	INTEREST-INVESTMENTS	8,500.00	.00	.00	1,277.47	7,222.53	15.03

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PEORIA COUNTY, IL
 REVENUE STATUS REPORT

PAGE NUMBER: 2
 REVSTAl1

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FUND-030 PEORIA CITY/COUNTY HEALTH
 DEPARTMENT-030 PEORIA CITY/COUNTY HEALTH
 1ST SUBTOTAL-35900 INTEREST INCOME

ACCOUNT - - - - - TITLE - - - - -	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
TOTAL INTEREST INCOME	22,000.00	.00	.00	5,831.09	16,168.91	26.50
1ST SUBTOTAL-36000 MISCELLANEOUS REVENUES						
36050 GRANT PROCEEDS-OTHER	476,010.00	15,722.16	.00	262,873.55	213,136.45	55.22
36200 LEAD MITIGATION WRK-MATC	75,000.00	31,155.87	.00	200,278.78	-125,278.78	267.04
36300 MISCELLANEOUS (UNANTICIP	1,000.00	50.00	.00	865.00	135.00	86.50
36850 DONATIONS/CHARITABL CNTR	.00	4,308.80	.00	31,090.20	-31,090.20	.00
TOTAL MISCELLANEOUS REVENUES	552,010.00	51,236.83	.00	495,107.53	56,902.47	89.69
1ST SUBTOTAL-41999 FUND TRANSFERS IN						
42041 TRANSFER FROM SOLID WAST	250,000.00	.00	.00	.00	250,000.00	.00
TOTAL FUND TRANSFERS IN	250,000.00	.00	.00	.00	250,000.00	.00
TOTAL PEORIA CITY/COUNTY HEAL	8,752,490.00	858,735.90	.00	6,895,648.80	1,856,841.20	78.78
TOTAL REPORT	8,752,490.00	858,735.90	.00	6,895,648.80	1,856,841.20	78.78

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PEORIA COUNTY, IL
 EXPENDITURE STATUS REPORT

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 EXPSTALL

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FUND-030 PEORIA CITY/COUNTY HEALTH
 DEPARTMENT-030 PEORIA CITY/COUNTY HEALTH
 1ST SUBTOTAL-51000 PERSONNEL EXPENSES

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
51031	FULL-TIME EMPLOYEES	3,478,515.00	272,971.10	750,485.64	2,376,519.94	351,509.42	89.89
51040	PART-TIME EMPLOYEES	52,455.00	4,019.73	10,713.33	37,392.49	4,349.18	91.71
51050	TEMPORARY EMPLOYEES	599,830.00	41,620.60	6,231.66	433,967.12	159,631.22	73.39
51060	OVERTIME PREMIUM	115,250.00	3,902.64	.00	104,724.95	10,525.05	90.87
51080	LONGEVITY BONUS	19,400.00	700.00	.00	15,325.00	4,075.00	78.99
51090	HOLIDAY PAY	50.00	.00	.00	.00	50.00	.00
51130	EMPLOYEE BENEFITS	8,000.00	723.10	.00	6,493.81	1,506.19	81.17
51175	CALL-IN BONUS	1,360.00	15.00	.00	270.00	1,090.00	19.85
51241	MEDICAL HEALTH BENEFITS	724,695.00	55,752.16	69,175.53	444,847.04	210,672.43	70.93
51501	IMRF CONTRIBUTION	29,850.00	.00	.00	29,658.00	192.00	99.36
51510	FICA TAX	25,775.00	.00	.00	25,678.49	96.51	99.63
	TOTAL PERSONNEL EXPENSES	5,055,180.00	379,704.33	836,606.16	3,474,876.84	743,697.00	85.29

1ST SUBTOTAL-52000 COMMODITIES EXPENSES

52041	FOOD	4,500.00	.00	.00	286.15	4,213.85	6.36
52091	MAINTENANCE SUPPLIES	10,500.00	1,270.08	.00	6,605.44	3,894.56	62.91
52101	GAS AND OIL PRODUCTS	400.00	.00	.00	.00	400.00	.00
52201	OFFICE SUPPLIES	15,250.00	663.92	.00	8,407.05	6,842.95	55.13
52203	BOOKS & PERIODICALS	1,000.00	.00	.00	156.00	844.00	15.60
52205	MEDICAL SUPPLIES	22,650.00	3,141.08	.00	12,987.62	9,662.38	57.34
52206	DRUGS	60,000.00	6,641.75	.00	48,096.14	11,903.86	80.16
52207	CLOTHING/UNIFORMS	4,950.00	66.90	.00	4,638.90	311.10	93.72
52208	SERVICE SUPPLIES	200.00	.00	.00	.00	200.00	.00
52210	SPECIALIZED OFFICE SUPPL	26,050.00	365.98	.00	11,589.91	14,460.09	44.49
52212	OUTREACH SUPPLIES	13,200.00	2,126.22	.00	11,703.32	1,496.68	88.66
52250	OPERATIONAL SUPPLIES	500.00	.00	.00	84.37	415.63	16.87
52320	EDUCATIONAL MATERIALS	5,400.00	737.60	.00	4,576.02	823.98	84.74
52352	NON CAPITAL EQUIPMENT	27,600.00	.00	.00	5,341.00	22,259.00	19.35
52353	NON-CAPITAL FURNITURE	1,000.00	.00	.00	.00	1,000.00	.00
52400	COVID19-COMMODITIES	38,000.00	935.01	.00	35,725.37	2,274.63	94.01
	TOTAL COMMODITIES EXPENSES	231,200.00	15,948.54	.00	150,197.29	81,002.71	64.96

1ST SUBTOTAL-53000 CONTRACTUAL EXPENSES

53021	POSTAGE	20,700.00	3,224.97	.00	15,993.06	4,706.94	77.26
53051	MEDICAL SERVICES	1,500.00	.00	.00	.00	1,500.00	.00
53069	FLEET MAINTENANCE EXP	900.00	75.00	.00	675.00	225.00	75.00
53071	CONSULTANT SERVICES	9,889.00	350.00	.00	4,254.78	5,634.22	43.03
53301	AUTO REPAIR/MAINTENANCE	700.00	.00	.00	652.29	47.71	93.18
53400	COVID19-CONTRACTUAL	39,760.00	900.00	.00	23,520.00	16,240.00	59.15
53600	UTILITIES GAS/ELECTRIC	65,000.00	5,422.25	.00	48,087.43	16,912.57	73.98
54000	CONFERENCES & SEMINARS	27,800.00	.00	.00	10,592.56	17,207.44	38.10
54001	CONTRACTUAL SERVICES	1,000.00	.00	.00	637.37	362.63	63.74
54303	ENGINEERING ARCHITECT	500,000.00	.00	.00	.00	500,000.00	.00
54304	ATTORNEY FEES	900.00	.00	.00	.00	900.00	.00
54311	TESTING	2,000.00	315.00	.00	1,476.10	523.90	73.81
54312	SECURITY SERVICES	1,200.00	.00	.00	971.61	228.39	80.97

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FUND-030 PEORIA CITY/COUNTY HEALTH
 DEPARTMENT-030 PEORIA CITY/COUNTY HEALTH
 1ST SUBTOTAL-53000 CONTRACTUAL EXPENSES

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
54320	TELEPHONE	26,400.00	3,165.65	.00	20,788.26	5,611.74	78.74
54330	TRAVEL	25,575.00	2,501.07	.00	14,003.70	11,571.30	54.76
54331	AUTO ALLOWANCE	5,365.00	495.00	.00	2,915.00	2,450.00	54.33
54338	CELLULAR PHONE	46,565.00	3,263.64	.00	36,198.12	10,366.88	77.74
54341	PRINTING	1,900.00	.00	.00	.00	1,900.00	.00
54343	ADVERTISING PERSONNEL	3,900.00	.00	.00	2,384.03	1,515.97	61.13
54344	ADVERTISING OTHER	39,100.00	.00	.00	33,700.04	5,399.96	86.19
54347	RECOGNITION AWARDS	3,500.00	.00	.00	1,907.08	1,592.92	54.49
54359	CABLE-SATELLITE	2,100.00	185.41	.00	1,798.20	301.80	85.63
54361	STORMWATER UTILITY FEE	6,000.00	.00	.00	4,243.95	1,756.05	70.73
54362	GPSD USER CHARGE	3,200.00	.00	.00	3,702.00	-502.00	115.69
54363	WATER	5,900.00	275.70	.00	4,267.20	1,632.80	72.33
54364	PEST CONTROL	1,060.00	70.00	.00	685.00	375.00	64.62
54366	GARBAGE COLLECTION	1,500.00	179.00	.00	1,223.38	276.62	81.56
54367	HOUSEKEEPING SERVICE	70,000.00	5,697.00	.00	51,273.00	18,727.00	73.25
54369	INFECTIOUS WASTE COLL	8,200.00	.00	.00	1,223.65	6,976.35	14.92
54372	BUILDING REPAIR	11,000.00	.00	.00	513.13	10,486.87	4.66
54373	MECHANICAL EQUIP REPR\MA	26,400.00	633.15	.00	7,260.69	19,139.31	27.50
54374	SIREN REPAIR MAINTENANCE	24,000.00	8,680.00	.00	14,914.26	9,085.74	62.14
54377	BLDG/GROUNDS MAINTENANCE	22,500.00	1,000.00	.00	12,188.58	10,311.42	54.17
54378	RADIO REPAIR MAINTENANCE	14,750.00	.00	.00	14,522.04	227.96	98.45
54389	DUPLICATING EQUIP RENTAL	15,600.00	2,370.79	.00	12,977.47	2,622.53	83.19
54400	COVID19-CONTRACTUAL	726,275.00	4,424.47	.00	704,126.21	22,148.79	96.95
54401	DUES, MEMBERSHIPS & FEES	21,900.00	18,321.22	-8,400.00	26,160.72	4,139.28	81.10
54402	EDUCATIONAL TRAINING	20,000.00	1,934.62	.00	11,979.11	8,020.89	59.90
54404	FEMA COVID	500,000.00	.00	.00	114,364.90	385,635.10	22.87
54412	IT USER FEE	412,230.00	34,352.50	.00	309,172.50	103,057.50	75.00
54421	RISK SERVICES FEES	83,820.00	6,985.00	.00	62,865.00	20,955.00	75.00
54424	SUBCONTRACTOR SERVICES	1,668,473.00	86,067.64	373,379.26	1,195,647.46	99,446.28	94.04
54491	COFFEE & DONUT PURCHASES	200.00	141.78	.00	250.76	-50.76	125.38
54497	CHARGE FOR LATE PAYMENT	400.00	-41.45	.00	212.71	187.29	53.18
	TOTAL CONTRACTUAL EXPENSES	4,469,162.00	190,989.41	364,979.26	2,774,328.35	1,329,854.39	70.24
	TOTAL PEORIA CITY/COUNTY HEAL	9,755,542.00	586,642.28	1,201,585.42	6,399,402.48	2,154,554.10	77.91
	TOTAL REPORT	9,755,542.00	586,642.28	1,201,585.42	6,399,402.48	2,154,554.10	77.91

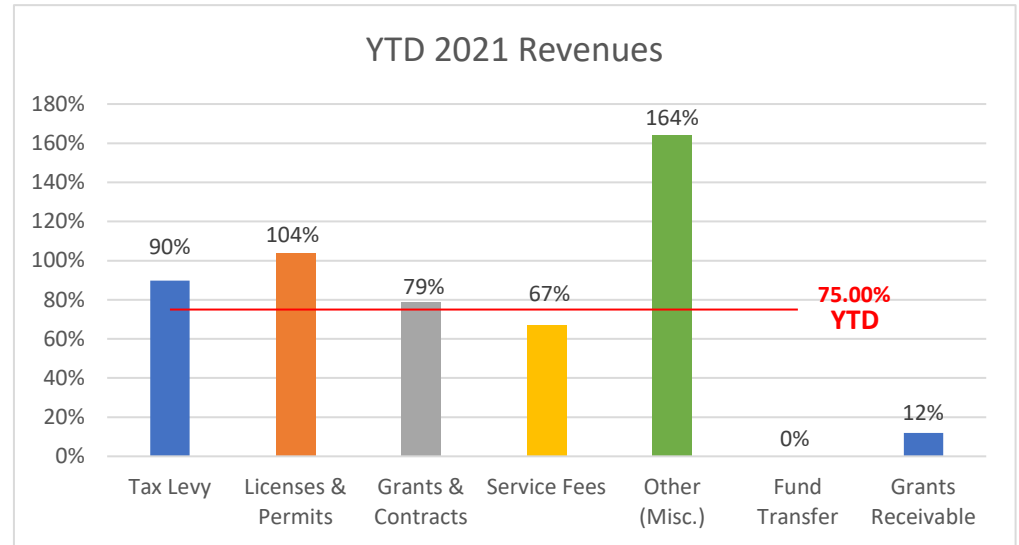
w/o Encumbrances = 65.60%

Fiscal Year Financial Report
Beginning Balance (1/1/21)

3,778,199

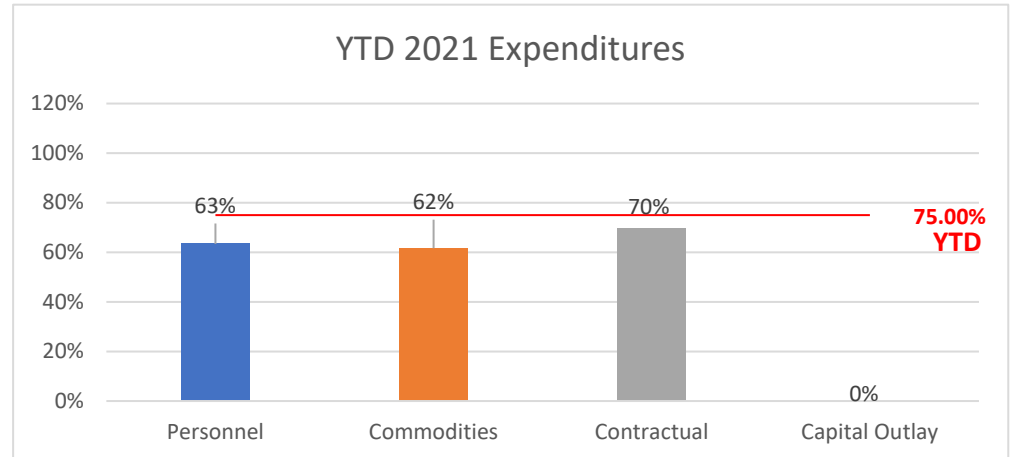
2021 Revenues (9/30/21)

		YTD/ BUD
Tax Levy	1,214,987	90%
Licenses & Permits	594,896	104%
Grants & Contracts	4,437,543	79%
Service Fees	610,436	67%
Other (Misc.)	37,786	164%
Fund Transfer	0	0%
Grants Receivable	676,661	12%
Total	7,572,309	87%



2021 Expenditures (9/30/21)

Personnel	3,474,877	63%
Commodities	150,197	62%
Contractual	2,774,328	70%
Capital Outlay	0	0%
Total	6,399,402	66%

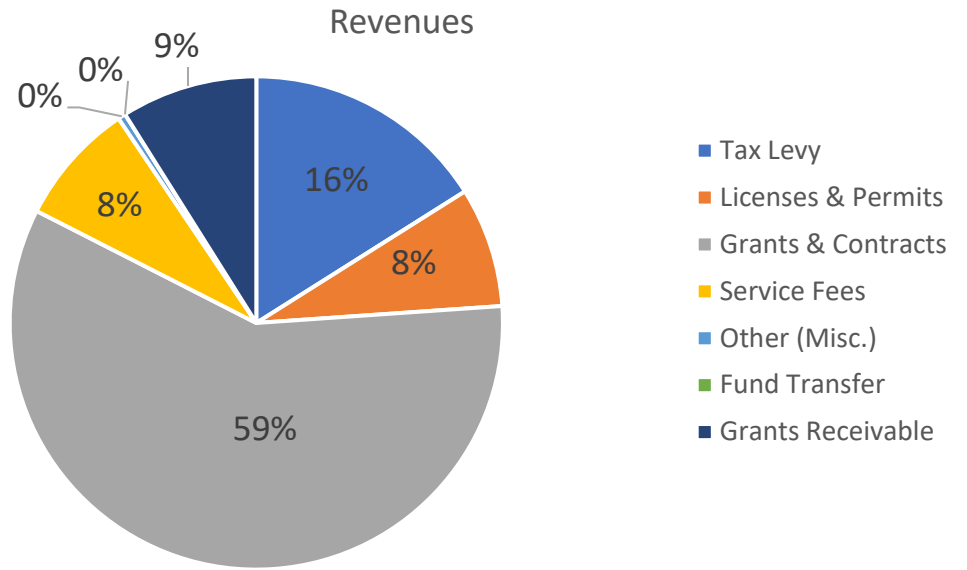


Change to Reserve Fund **1,172,907**

Ending Balance (7/31/21-Unaudited) 4,951,106

2021 Revenues by Percentage

Tax Levy	16.0%
Licenses & Permits	7.9%
Grants & Contracts	58.6%
Service Fees	8.1%
Other (Misc.)	0.5%
Fund Transfer	0.0%
Grants Receivable	8.9%
	100%



2021 Expenditures by Percentage

Personnel	54.3%
Commodities	2.3%
Contractual	43.4%
Capital Outlay	0.0%
	100%

