

## **Finance + Audit Committee Report BH.04.OCT0224.R08**

**October 2, 2024**

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**Report to:** Finance + Audit Committee, Board of Health

**Subject** **Interim Third Quarter Financials for the period ended August 31, 2024**

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### **Recommendations**

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That the Finance + Audit Committee makes recommendation to the Board of Health to receive the Interim Third Quarter Financials report, as presented, for information

### **Background**

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Wellington-Dufferin-Guelph (WDG) Public Health produces quarterly financial reports for Board of Health (BOH) approval. Because of how the BOH meeting calendar is constructed in 2023, this third quarter report is being presented for an eight-month period (as opposed to nine) and hence, reflected in the title as “interim”.

The Agency’s main budget consists of the sub-budgets numbered (1) through (7) below. In addition to the main budget, WDG Public Health receives community grants for projects which are aligned with, and build upon, the work of WDG Public Health in the community. The community grant is numbered (8).

The Agency’s cost-shared budget comprises approximately 85% of the overall budget. This funding is provided on a 62-38 split basis between the Ministry of Health (the “Ministry”) and the three Municipalities served by WDG Public Health. Appendix 1 provides details of the financial activities that relate to these budgets for BOH review.

No.	Program/Budget Name	Funder(s)	Year-end
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### Cost-Shared Mandatory Programs

1	Cost-Shared Mandatory Programs	Ministry; City of Guelph; County of Wellington; County of Dufferin	December 31
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### 100% Provincially Funded Sub-budgets

2	MOH/AMOH Compensation Initiative	Ministry of Health	December 31
3	Ontario Seniors Dental Care Program (OSDCP)	Ministry of Health	December 31
4	Healthy Babies Healthy Children	Ministry of Children, Community and Social Services (MCCSS)	March 31
5	Infection Prevention and Control (IPAC) Hub	Ministry of Health	March 31
6	COVID-19 Vaccine Program Enhancement	Ministry of Health	March 31
7	Public Health Inspector Practicum Program	Ministry of Health	March 31

### External Projects

8	School-Based Community Addiction Services Program for Youth	Gambling Research Exchange Ontario (GREO)	September 30
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The 2024 Budget that was approved by the BOH on November 1, 2023, included sub-budgets (1), (2) and (3) above. These sub-budgets were submitted to the Ministry through the Annual Service Plan and Budget Submission that was sent to the Ministry on April 2, 2024.

The provincial funding approval letter from the Ministry was received on June 21, 2024.

## Public Health and/or Financial Implications

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### Appendix 1: Cost-Shared Mandatory Programs (1)

*Cost-Shared Mandatory Programs are the public health programs and services that are funded by the Ministry and the three obligated municipalities under Regulation 553 of the Health Protection and Promotion Act (HPPA): the County of Wellington, the County of Dufferin, and the City of Guelph. Boards of health are responsible for allocating this funding to meet the requirements of the HPPA, the Ontario Public Health Standards (OPHS) and Protocols, and the Accountability Framework, according to local needs and priorities.*

#### **Appendix 1 (Cost-shared Mandatory Programs)**

This table summarizes the statement of revenue and expenses for the eight months ended August 31, 2024, for the Cost-Shared Mandatory Programs.

As reported on the attached Statement of Revenue and Expenditures (Appendix 1), there is a positive variance of approximately \$220K of annual budgeted spending for the first eight months of the year. This surplus is primarily the result of reserve funds withdrawn for audio visual upgrades which are expected to be completed in the third quarter.

### Appendix 2: All Other Programs (2 – 8)

*Appendix 2 presents the funding received and expenditures made for the period for all other ongoing programs/initiatives at WDG Public Health. For these programs funding is recorded as it is received (on a cash basis) throughout the year. Accruals and deferrals are made as required only at year-end. The timing of receipt of funding may not correspond to the planned expenditures for that funding.*

The funds received for all programs/initiatives are expected to be fully spent at the program fiscal year end, unless otherwise stated. A description of each of the programs on Appendix 2 follows.

**MOH/AMOH Compensation Initiative** – Funding is provided by the Province to subsidize the salary/benefits/stipends for the Medical Officer of Health and Associate Medical Officer of Health and to ensure that compensation for these positions falls within the salary ranges initially established in the 2008 Physician Services Agreement and continued under subsequent agreements.<sup>1</sup>

**Ontario Seniors Dental Care Program** – Funded by the Ministry of Health, this program was announced by the government in the April 2019 Ontario Budget to provide low-income seniors (over 65 years of age) with a no-cost (or very low cost) alternative for dental care in Ontario.

**Healthy Babies Healthy Children** – The MCCSS provides funding for this program with the goal of helping children get a healthy start in life. The program does this by helping infants and children up to age six and their families through screening and assessments, supports for new parents and help in finding community programs and resources.<sup>2</sup> This funding has a fiscal year of April 1 to March 31.

**Infection Prevention and Control Hub** – Funding to support the continued operation of the Waterloo-Wellington IPAC Hub Program to enhance infection prevention and control practices in community based congregate living settings/sites. This funding has a fiscal year of April 1 to March 31.

**COVID-19 Vaccine Program Enhancement** – One-time funding provided by the Ministry of Health to support COVID-19 vaccination.

**Public Health Inspector Practicum Program** – One-time funding provided by the Ministry of Health to support the hiring of Public Health Inspector Practicum positions. This funding has a fiscal year of April 1 to March 31.

**External Projects** – Various other projects are funded by other government or community partners, including GREO. The work undertaken with this funding aligns with the mandate of WDG Public Health under the OPHS.

## Appendices

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**Appendix 1** – Statement of Revenue & Expenditures for the eight months ended August 31, 2024 – Total Cost-Shared Mandatory Programs

**Appendix 2** – Q3 Financial Report 2024: All Other Programs (Fund category 2 to 8)

## References

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1. Ontario Ministry of Health. Policy Framework on Medical Officer of Health Appointments, Reporting, and Compensation; 2024.
2. Ministry of Children, Community and Social Services [homepage on the Internet]. Available from:  
<http://www.children.gov.on.ca/htdocs/English/topics/earlychildhood/health/index.aspx>.

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## Appendix 1

### Wellington-Dufferin-Guelph Public Health Statement of Revenue and Expenses Total Cost-Shared Mandatory Programs For the Eight Months Ended August 31, 2024

	Board-Approved Annual Budget	Year-to-Date (August 31, 2024)				
		Budget	Actual	Variance (\$)	Variance (%)	Variances Explained
<b>Revenue</b>						
<b>Provincial and Municipal funding</b>						
Ministry of Health - Base Funding	\$ 15,191,790	\$ 10,127,860	\$ 10,152,983	\$ 25,123	0.2%	1
City of Guelph	4,441,006	2,960,671	2,960,671	-	0.0%	
County of Wellington	3,005,606	2,003,738	2,003,737	(1)	(0.0)%	
County of Dufferin	2,046,775	1,364,517	1,364,517	-	0.0%	
<b>Total provincial and municipal funding</b>	<b>\$ 24,685,177</b>	<b>\$ 16,456,786</b>	<b>16,481,908</b>	<b>\$ 25,122</b>	<b>0.1%</b>	
<b>Other revenue</b>						
Interest	29,765	19,843	80,724	60,881	306.8%	
Transfer from reserve funds	300,000	300,000	495,000	195,000	65.0%	2
<b>Total revenue</b>	<b>\$ 25,014,942</b>	<b>\$ 16,776,629</b>	<b>17,057,632</b>	<b>\$ 281,003</b>	<b>1.1%</b>	
<b>Expenses</b>						
Employee salaries, wages and benefits	\$ 19,680,362	\$ 13,271,727	\$ 13,363,673	\$ (91,946)	(0.7)%	3
Travel	215,983	146,913	161,158	(14,245)	(9.7)%	
Staff training and recognition	194,646	124,703	88,748	35,955	28.8%	
Program materials and supplies	469,251	312,916	236,918	75,998	24.3%	4
Professional and purchased services	746,319	523,689	459,371	64,318	12.3%	5
Equipment and furniture	8,018	5,429	2,748	2,681	49.4%	
Board of Health	33,650	22,433	8,336	14,097	62.8%	
Building occupancy	1,977,576	1,647,672	1,738,801	(91,129)	(5.5)%	6
Information technology and systems	937,770	598,129	690,037	(91,908)	(15.4)%	7
Telecommunications	250,367	169,565	191,474	(21,909)	(12.9)%	
Office expenses, printing and postage	153,793	107,027	79,742	27,285	25.5%	
Interest expense	14,891	14,891	14,891	-	0.0%	
Transfers to reserve funds	488,574	488,574	488,574	-	0.0%	
<b>Total expenses</b>	<b>\$ 25,171,200</b>	<b>\$ 17,433,668</b>	<b>17,524,471</b>	<b>\$ (90,803)</b>	<b>(0.4)%</b>	
Expense recoveries and other revenues	(156,258)	(96,508)	(126,751)	30,243	(31.3)%	
<b>Total expenses after expense recoveries</b>	<b>\$ 25,014,942</b>	<b>\$ 17,337,160</b>	<b>17,397,720</b>	<b>\$ (60,560)</b>	<b>(0.2)%</b>	
<b>Annual surplus / (deficit)</b>	<b>-</b>	<b>(560,531)</b>	<b>(340,088)</b>	<b>220,443</b>		

**Appendix 1 (Continued)**

**Wellington-Dufferin-Guelph Public Health  
Statement of Revenue and Expenses  
Total Cost-Shared Mandatory Programs  
For the Eight Months Ended August 31, 2024**

**Notes**

**1. Ministry of Health - Base Funding**

Annual 1% base funding increase backdated for January to March 2024     **\$           25,123**

**2. Transfer from Reserve Funds**

Audio visual improvements   **\$           195,000**

**3. Employee Salaries, Wages and Benefits**

Employee salaries and wages   (100,963)  
Employee benefits   9,017  
**Total Employee salaries, wages, and benefits variance                     **\$           (91,946)****

**4. Program Materials and Supplies**

Needle exchange   29,453  
COVID-19 clinic supplies   29,610  
Other   16,935  
**Total Program materials and supplies variance                                 **\$           75,998****

**5. Professional and Purchased Services**

Fee for services   13,484  
Consulting services   49,180  
Other   1,654  
**Total Professional and purchased services variance                             **\$           64,318****

**6. Building Occupancy**

Orangeville renovation   (51,997)  
Other   (39,132)  
**Total Building occupancy variance   **\$           (91,129)****

**7. Information Technology and Systems**

Audio visual improvements   (73,332)  
Other   (18,576)  
**Total Information technology and systems variance                               **\$           (91,908)****

## Appendix 2

### Wellington-Dufferin-Guelph Public Health Q3 Interim Financial Report: August 31, 2024 All Other Programs (Fund category 2 through 8)

Program/Initiative Name	Provincial/Municipal Split	Base/One-Time	Fiscal Year-End	Provincial Funding Approved	"Other" Funding Approved	Total Program/ Initiative Budget	Funding Received to Date	Expenses Incurred to Date	Excess (Deficiency) of Funding Over Expenses	Notes
AMOH / MOH Compensation (2)	100% Provincial	Base	December 31, 2024	165,400		165,400	110,270	118,290	(8,020)	1
Ontario Seniors Dental Care Program (3)	100% Provincial	Base	December 31, 2024	1,479,100		1,479,100	986,068	1,001,707	(15,639)	2
Healthy Babies Healthy Children (4)	100% Provincial	Base	March 31, 2025			0	653,330	735,517	(82,187)	3
Infection Prevention and Control (IPAC) Hub (5)	100% Provincial	Base/One-Time	March 31, 2025			0	0	243,022	(243,022)	4
COVID-19 Vaccine Program Enhancement (6)	100% Provincial	One-Time	March 31, 2024	25,100		25,100	25,100	25,100	0	5
Public Health Inspector Practicum Program (7)	100% Provincial	One-Time	March 31, 2025			0	0	49,931	(49,931)	6
<b>External Projects</b>										
School-based Community Addiction Services Program for Youth (8)	Gambling Research Exchange Ontario (GREO)	One-Time	September 30, 2024		59,999	59,999	47,999	43,449	4,550	7

#### **Notes:**

1. Associate Medical Officer of Health (AMOH)/Medical Officer of Health (MOH) Compensation – \$170,760 in approved funding for 2023. The 2024 application to be submitted in September 2024.
2. Ontario Seniors Dental Care Program – \$1,479,100 in approved funding for 2024.
3. Healthy Babies Healthy Children – Funding will increase to \$1,888,541 for 2024-25 based on a provincial announcement. Budget application has been submitted and is awaiting approval.
4. Infection Prevention and Control (IPAC) Hub – \$582,200 in approved funding for 2023-24; awaiting approved funding amount for 2024-25.
5. COVID-19 Vaccine Program Enhancement – \$25,100 in approved funding for January 1, 2024 to March 31, 2024.
6. Public Health Inspector Practicum Program – \$50,000 in approved funding for 2023-24; awaiting approved funding amount for 2024.25.
7. School-based Community Addiction Services Program for Youth – \$59,999 in approved funding for 2023-24. All funding is expected to be spent by September 30, 2024.