

Preliminary 2009-2011 Biennial Budget
Oregon Patient Safety Commission

5/6/2009

	2008 CY Actuals	2009-2010 Budget	2010-2011 Budget	2009-2011 Budget	Percent of Total	2007-2009 Budget	Biennial Change	Notes
Income								
Carry-over (as of July 1)		\$303,150		\$303,150				The expected carry over as of July 1, 2009 is a projection based on current average monthly cash flow.
Available Fees (January - June of FY)		\$448,629	\$234,068	\$682,697				Assumes no fee increase next biennium. See separate table for expected revenue forecast.
Medicaid Match		\$26,335	\$27,480	\$53,814				Assumes hospital, nursing home, ASC and Rx fees are Medicaid matchable at 50% rate. Medicaid penetration = 11-12%. Still under discussion.
Interest		\$3,461	\$3,037	\$6,498				Current Umpqua rate (1.25%) applied to 50% of expected revenue.
Other (Expected Grant Funds)		\$40,000	\$40,000	\$80,000				No guarantees, but one 40K grant is pending (decision date early next biennium); likely we'll have others.
Income - Total		\$821,575	\$304,585	\$1,126,159		\$1,044,375	7.8%	
Expenses								
Personal Service								
Regular Employees	\$247,239	\$294,042	\$302,885	\$596,927	60.1%	\$529,676	12.7%	Assumes .6 FTE increase in staffing; 0% salary increases in 2009-2010; 3.5% 2010-2011.
PERS Contribution	\$31,602	\$24,808	\$25,550	\$50,358	5.1%	\$64,111	-21.5%	PERS has lowered 2009-2011 rates (from 12.54%-14.03% to 8.06-8.84%). However likely to rise steeply in 2011-2113.
State Unemployment Payments	\$0				0.0%	\$8,388		Do not apply (however in 2007-2009 we assumed they did apply).
Federal Unemployment Payments	\$0				0.0%	\$560		Do not apply (however in 2007-2009 we assumed they did apply).
Social Security/Medicare Taxes (FICA)	\$18,961	\$22,500	\$23,171	\$45,671	4.6%	\$40,520		7.65% of gross wages.
Medical, Dental, Life Ins.	\$48,780	\$59,754	\$59,754	\$119,509	12.0%	\$126,050	-5.2%	Assumes 5% increase next year (Governor has requested that PEBB hit 5% target); 7% following.
Mass Transit Tax	\$1,422	\$2,169	\$2,220	\$4,389	0.4%	\$3,258		.6718% of gross salary.
Workers Comp Assessment	-\$101				0.0%	\$1,500		Now included in Risk Assessment. Displayed here only to allow comparisons to prior budget.
Employee Assistance Program	\$40	\$42	\$43	\$85	0.0%			Current rate * 2008 CPI.
Personal Service Total	\$347,943	\$403,315	\$413,624	\$816,938	82.2%	\$774,063	5.5%	
Services and Supplies								
Instate expenses-staff					0.0%			
Instate meals and lodging	\$430	\$500	\$500	\$1,000	0.1%	\$1,800		
Instate ground transportation	\$1,168	\$1,500	\$1,500	\$3,000	0.3%	\$4,500		

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Instate Travel Misc. Expenses	\$1,156	\$1,200	\$1,200	\$2,400	0.2%	\$500		
Instate expenses-Commission					0.0%			
Instate meals	\$2,225	\$3,480	\$3,480	\$6,960	0.7%	\$3,300		
Instate ground transportation	\$1,848	\$2,500	\$2,500	\$5,000	0.5%	\$2,200		
Instate Travel Misc. Expenses	\$126	\$200	\$200	\$400	0.0%	\$320		
Total Instate Expenses	\$6,953	\$9,380	\$9,380	\$18,760	1.9%	\$12,620	48.7%	Higher than 2007-2009 forecast - we now pay expenses of Technical Advisory Groups.
Meeting Expenses								
Total Meeting Expenses					0.0%	\$2,000		Meeting expenses now included in other categories
Out-of-state expenses								
Out-of-state meals and lodging	\$412	\$600	\$700	\$1,300	0.1%	\$1,300		
Out-of-state air fare	\$356	\$1,500	\$2,000	\$3,500	0.4%	\$3,500		
Out-of-state ground transportation		\$250	\$300	\$550	0.1%	\$550		
Out-of-state misc.		\$150	\$200	\$350	0.0%	\$350		
Total Out-of-state expenses	\$768	\$2,500	\$3,200	\$5,700	0.6%	\$5,700	0.0%	
					0.0%			
Office Expenses								
Office Supplies	\$1,829	\$2,710	\$2,975	\$5,685	0.6%	\$6,500		
Small Equipment	\$85	\$500	\$700	\$1,200	0.1%	\$1,400		
Postage	\$724	\$1,800	\$2,000	\$3,800	0.4%	\$1,300		Includes postage for administrative rule notice
Printing - Office Forms	\$2,666	\$3,000	\$3,500	\$6,500	0.7%	\$8,500		
Equipment maintenance and repair	\$0	\$250	\$250	\$500	0.1%	\$450		
Telephone/Internet service	\$5,841	\$7,800	\$7,200	\$15,000	1.5%	\$14,400		
Conference Registrations	\$25	\$500	\$700	\$1,200	0.1%	\$3,300		
Subscriptions	\$185	\$250	\$250	\$500	0.1%	\$500		
Total Office Expenses	\$11,355	\$16,810	\$17,575	\$34,385	3.5%	\$36,350	-5.4%	
					0.0%			
Publicity/Publications								
Total Publicity/Publications	\$0	\$1,000	\$1,000	\$2,000	0.2%	\$4,000	-50.0%	
Professional Development Expenses								
Total Prof Devel. Expenses	\$100	\$1,000	\$1,000	\$2,000	0.2%	\$2,000	0.0%	
Professional Services Expenses								
Computer/data processing support	\$397	\$6,500	\$6,500	\$13,000	1.3%	\$4,500		Includes \$5000/yr support fee to maintain web reporting capacity.
Hearings Officer - Admin. Rules	\$0	\$500	\$500	\$1,000	0.1%	\$300		

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Atty General Legal Fees	\$2,661	\$3,000	\$3,000	\$6,000	0.6%	\$10,000		Legal fees have always run under forecast.
CPA/Accounting Services	\$310	\$500	\$500	\$1,000	0.1%	\$450		
Payroll Services	\$1,276	\$1,400	\$1,500	\$2,900	0.3%	\$2,200		
Clinical consultation	\$0	\$3,000	\$3,000	\$6,000	0.6%	\$18,000		
State Gov Service Charges	\$0			\$0	0.0%	\$3,500		
State Library Assessment		\$100	\$100	\$200	0.0%	\$200		
Auditing	\$4,937	\$6,000	\$0	\$6,000	0.6%	\$5,000		Scheduled to have a state audit in 2009-2010.
DAS Assessment				\$0	0.0%	\$50		
Risk Charges	\$2,500	\$1,072	\$1,072	\$2,144	0.2%	\$5,500		Includes property, liability, WC. Assumes access to liability pool.
Total Prof. Svcs Expenses	\$12,081	\$22,072	\$16,172	\$38,244	3.9%	\$49,700	-23.1%	
					0.0%			
Quality Improvement Activities								
Development	\$3,125	3,500	3,500	\$7,000	0.7%	\$6,000		Includes subscription to ISMP pharmacy newsletter distributed in our name to community pharmacies
Consultation		1,000	1,000	\$2,000	0.2%	\$6,000		
Training	\$1,275	1,000	1,000	\$2,000	0.2%	\$6,000		
Total Q/I Expenses	\$4,400	\$5,500	\$5,500	\$11,000	1.1%	\$18,000	-38.9%	
					0.0%			
Rental Expenses								
Facilities rental	\$1,376	\$2,000	\$2,500	\$4,500	0.5%	\$10,000		Board meeting room rental, etc
Office space	\$17,140	\$20,341	\$21,114	\$41,456	4.2%	\$34,500		Current rent * 2008 CPI
Total Rental expenses	\$18,516	\$22,341	\$23,614	\$45,956	4.6%	\$44,500	3.3%	
Capital Outlay Expenses								
Computer Systems Development		\$5,000	\$5,000	\$10,000	1.0%	\$45,000		Estimate for expanding and revising E-Forms (renal dialysis, update others)
Office furniture and equipment		\$1,800		\$1,800	0.2%	\$1,000		
Computer hardware/software	\$599	\$4,699	\$1,799	\$6,498	0.7%	\$3,000		Annual fee for MYSQL and webinar capacity. Also \$ for new computer (assumes 1 will break).
Total Capital Outlay Expenses	\$599	\$11,499	\$6,799	\$18,298	1.8%	\$49,000	-62.7%	
Services and Supplies Total	\$54,772	\$92,102	\$84,240	\$176,342	17.8%	\$223,870	-21.2%	
Savings Fund	\$0	\$0	\$0	\$0	0.0%	\$50,000	-100.0%	No savings fund per say. But budget does assume that we'll always keep 3 months of operating expense on hand.
Total Expenses	\$402,715	\$495,417	\$497,864	\$993,281	100.0%	\$1,047,933	-5.2%	
Revenues - Expenses		\$326,158		\$132,879				