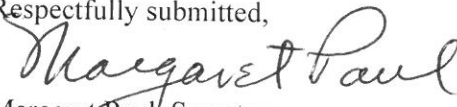




MINUTES
BERWYN PUBLIC HEALTH DISTRICT
BUDGET COMMITTEE MEETING OF FEBRUARY 12, 2018

1. The Budget Committee meeting was called to order at 3:00 p.m. President Pechous, Treasurer Avila, and Secretary Paul answered present. Also in attendance was accountant Brian Eagan.
2. Open Forum: Open Forum was called. No one approached to be heard. Open Forum was ended.
3. Pechous opened the discussion for the 2018 budget. The Committee received a request from the staff nurse for the following items with approximate costs: two digital scales (\$400 each), a new office chair (\$200) and a new lateral file cabinets (\$1,000) and audio visual equipment; a projector (\$1,000) and microphone for lectures and presentations.
4. Pechous presented information about a copy machine needed for the office. Attorney Zdarsky will review the purchase agreement and report to the members at the next meeting.
5. Pechous advised that the telephone system from 2001 is no longer supported. A replacement system will cost approximately \$15,161.40.
6. Review of Capital Outlay: 5000 et seq.
A discussion ensued with regard to the building roof repair. The committee agreed that expenditures for the repair and new HVAC could reach \$100,000 to \$150,000
7. Review of Contractual Services: 5100 et seq.
5190/5195 – Contractual Service Dental/Pediatrics: No information has been received from the providers about an increase in fees. Pechous will contact and provide information at the next meeting.
8. Health Programs: 5300 et seq.
5325 Special Programs: The Committee reviewed Paul's request for funds for a Tourniquet Training program with a funding request for \$8,000. Discussion ensued. Paul stated that she expected the costs to be lower than those identified because of the equipment sources provided by Sgt. Smith. The program would focus on training of Health District personnel and Paul would work with the Berwyn Police Department to have this training offered to citizens attending the Citizen's Police Academy. The initial number of people sought for training would be 80. The program would run one year with operation reports and accounting provided to the members on a routine basis for evaluation.
5327 MRC Coordinator: The \$4,000 in this line will be entered into line 5328 Emergency Preparedness. The Coordinator position has been eliminated by the City of Berwyn and the District's contribution is no longer necessary.
9. The Budget Committee meeting was adjourned at 4:00 p.m.

Respectfully submitted,


Margaret Paul, Secretary