

REGION OF OTTAWA CARLETON  
RÉGION D'OTTAWA CARLETON

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REPORT  
RAPPORT

Our File/N/Réf.  
Your File/V/Réf.

DATE                      October 29 1999

TO/DEST.                Coordinator  
                                 Corporate Services and Economic Development Committee

FROM/EXP.               Medical Officer of Health

SUBJECT/OBJET        **HEALTH DEPARTMENT FINANCIAL SETTLEMENTS FOR  
THE YEAR ENDING MARCH 31 1999.**

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### **DEPARTMENT RECOMMENDATION**

**That the Corporate Services and Economic Development Committee recommend Council approve the following settlement for the year ended March 31 1999:**

- **Healthy Babies/Healthy Children Program**
- **Aids Hotline**
- **Public Health Research, Education and Development**
- **AIDS Grant**

### **BACKGROUND**

The Ministry of Health requires that audited financial statements and settlement forms be submitted by the Health Department in order that the final determination of allowable costs and funding may be determined for the fiscal year in question. The Ministry requires that these settlements be approved by Regional Council.

Attached as Annex A is the calculation of allowable costs for the Healthy Babies/Healthy Children Program from its inception in November 1997 to March 31 1999.

Annex B is the March 31, 1999 calculation of allowable costs for the AIDS hotline program.

Annex C is the calculation of allowable costs for the PHRED program from January 1 1998 to March 31 1999.

Annex D is the March 31, 1999 calculation of allowable costs for the AIDS grant received.

CONSULTATION

No public consultation is necessary. Information was gathered according to financial reporting requirements and verified by external auditors.

FINANCIAL STATEMENT

The expenditures for the cost shared programs have been included in the audited financial statements of the Region. The balance of the programs are 100% funded by the Ministry of Health.

*Approved by  
Robert Cushman, MD MBA FRCPC*

FINANCE DEPARTMENT COMMENT

The health programs, which are the subject of this report, are funded 100% by the Province. Comparative statements of revenue and expenditures for each program (see Annex A through D) indicate a net surplus of \$ 1,917. This surplus represents an amount payable to the Province.

<u>Program</u>	<u>Due to (from) Province</u>
Healthy Babies/Healthy Children	\$24,634
Aids Hotline	(\$5,890)
Public Health Research, Education and Development	(\$27,669)
Aids Grant	<u>\$10,842</u>
Total	<u>\$1,917</u>

*Approved by T. Fedec  
on behalf of the Finance Commissioner*

## 1998/99 YEAR-END SETTLEMENT

**MINISTRY OF HEALTH  
PUBLIC HEALTH BRANCH  
HEALTHY BABIES/HEALTHY CHILDREN PROGRAM**

Agency: Ottawa Carleton

**COMPARTIVE STATEMENT OF REVENUE AND EXPENDITURES  
FOR THE YEAR ENDING MARCH 31, 1999**

Report only revenue and expenditures specific to funding provided by the Public Health Branch of the Ministry of Health (MOH)

Revenue	Authorized Budget *	Actual	Variance Underspent (Overspent)	Ministry Use Only
MOH Funding	1,469,234	1,469,234		
Interest Income		25,071		
Other Income		0		
<b>TOTAL REVENUE</b>	1,469,234	1,494,305		
<b><u>Expenses</u></b>				
Total Salaries (from Page 3)	\$ 974,015	\$985,208		
Employee Benefits	223,772	206,605		
<b>Total Salaries/Benefits</b>	<b>\$1,197,787</b>	<b>\$1,191,813</b>		
Total Operating Costs (from Page 4)	240,933	248,842		
Total Capital/One-Time Expenses (from page 5)	30,514	29,016		
<b>TOTAL EXPENITURES</b>	<b>\$1,469,234</b>	<b>\$1,469,671</b>		
Surplus/(Deficit)		\$24,634		

\*This refers to the official authorized budget communicated to the program by the Ministry, in writing. This should correspond with funding provided.

## 1998/99 YEAR-END SETTLEMENT

**MINISTRY OF HEALTH  
PUBLIC HEALTH BRANCH  
AIDS HOTLINE**

Agency: Ottawa Carleton

COMPARTIVE STATEMENT OF REVENUE AND EXPENDITURES  
FOR THE YEAR ENDING MARCH 31, 1999

Report only revenue and expenditures specific to funding provided by the Public Health Branch of the Ministry of Health (MOH)

Revenue	Authorized Budget	Actual	Variance Underspent (Overspent)	Ministry Use Only
MOH Funding	175,000	175,000		
Interest Income		1,442		
Other Income		0		
<b>TOTAL REVENUE</b>	175,000	176,442		
<b><u>Expenses</u></b>				
Total Salaries (from Page 3)	\$ 114,500	\$112,799		
Employee Benefits	31,565	29,461		
<b><u>Total Salaries/Benefits</u></b>	146,065	\$142,260		
Total Operating Costs (from Page 4)	28,935	40,072		
Total Capital/One-Time Expenses (from page 5)				
<b>TOTAL EXPENITURES</b>	\$175,000	\$182,332		
Surplus/(Deficit)		(\$5,890)		

\*This refers to the official authorized budget communicated to the program by the Ministry, in writing. This should correspond with funding provided.

## 1998/99 YEAR-END SETTLEMENT

**MINISTRY OF HEALTH  
PUBLIC HEALTH BRANCH  
PUBLIC HEALTH RESEARCH, EDUCATION AND DEVELOPMENT**

Agency: Ottawa Carleton

**COMPARTIVE STATEMENT OF REVENUE AND EXPENDITURES  
FOR THE 15 MONTHS ENDING MARCH 31, 1999**

Report only revenue and expenditures specific to funding provided by the Public Health Branch of the Ministry of Health (MOH)

Revenue	Authorized Budget *	Actual	Variance Underspent (Overspent)	Ministry Use Only
MOH Funding	\$1,430,237	\$1,430,237		
Interest Income	0	16,198		
Other Income	0	19,048		
<b>TOTAL REVENUE</b>	<b>\$1,430,237</b>	<b>\$1,465,483</b>		
<b><u>Expenses</u></b>				
Total Salaries (from Page 3)	706,708	\$762,090		
Employee Benefits	140,673	169,829		
<b>Total Salaries/Benefits</b>	<b>\$847,381</b>	<b>\$931,919</b>		
Total Operating Costs (from Page -t)	\$582,856	\$561,233		
Total Capital/One-Time Expenses (from page 5)	0	0		
<b>TOTAL EXPENITURES</b>	<b>\$1,430,237</b>	<b>\$1,493,152</b>		
Surplus/(Deficit)		(\$27,669)		

\*This refers to the official authorized budget communicated to the program by the Ministry, in writing. This should correspond with funding provided.



Ontario

Ministry  
of  
HealthMinistère  
de la  
SantéAIDS Bureau  
Community-based AIDS Education  
and Support Program  
& Anonymous HIV Testing Program

## Settlement Forms - for Agencies Having Received One-time Funding

# Comparative Statement of Revenue and Expenditure

For 12 months ending March 31, 1999

Agency/Program Name: OTTAWA-CARLETON

Report only revenue and expenditures specific to funding provided by the Ministry of Health, Community-based AIDS Education & Support and Anonymous HIV Testing programs.

March 31 1998 to April 01, 1999	Authorised Budget*	Actual Expenditure	Variance: Underspent (Overspent)	Ministry Use Only
<b>REVENUE (SUMMARY)</b>				
1. MOH Funding (from Page 2, Line 8)	98,000	98,000		
2. Interest Income		473	(473)	
3. Other Income				
4. Total Revenue (Total, Lines 1, 2, & 3)	98,000	98,473	(473)	
<b>EXPENSES (SUMMARY)</b> Totals from all "Statement of Revenue and Expenditure by Grant" Sheets				
5. Salaries	18,720	14,337	4,383	
6. Employee Benefits		4,015	(4,015)	
7. Salaries & Benefits	18,720	18,352	368	
8. Rent, Utilities				
9. Supplies & Expenses				
10. Other Expenses	79,280	69,279	10,001	
11. Total Expenses	98,000	87,631	10,369	
<b>SURPLUS/(DEFICIT)</b>				
12. (Line 4 - Line 11)		10,842	10,842	

\* "Authorised Budget" refers to the authorised line-by-line budget(s), or line-by-line breakdown as listed on the initial funding letter or subsequent correspondence communicated to your organisation by the Ministry of Health. Please refer to the "Instructions on Completing Ministry of Health Settlement Forms".