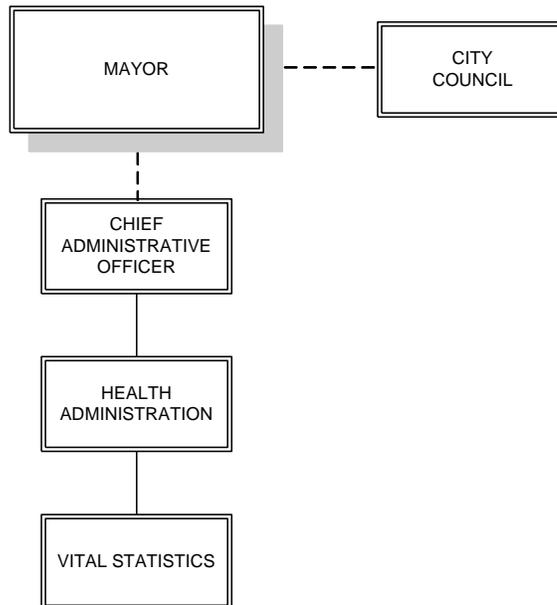


VITAL STATISTICS

MISSION STATEMENT

The mission of the Department of Vital Statistics is to receive and record all births, deaths, and marriages that have occurred in the City of Bridgeport. In addition, we record adoptions, affidavits of parentage, legal name changes, corrections, and amendments. We provide copies of vital records upon request in accordance with Connecticut General Statutes.



GENERAL FUND BUDGET

VITAL STATISTICS

BUDGET DETAIL

Pat McCoy
Manager

REVENUE SUMMARY

ORG DESC	OBJECT DESC	FY2009	FY2010	FY2011	VARIANCE TO	
		ACTUAL	BUDGET	MAYOR PROPOSED	FY2011 ADOPTED	FY2010 BUDGET
01552000 VITAL STATISTICS		336,062	356,500	441,500	441,500	85,000
	41247 MARRIAGE LICENSE FEE	17,115	20,000	20,000	20,000	0
	41248 BIRTH CERTIFICATES	170,845	200,000	250,000	250,000	50,000
	41249 DEATH CERTIFICATES	104,890	95,000	125,000	125,000	30,000
	41250 BURIAL PERMITS	4,723	5,000	5,000	5,000	0
	41251 CREMATION PERMITS	2,762	1,500	1,500	1,500	0
	41272 MARRIAGE LICENSE SURCHARGE	20,460	20,000	25,000	25,000	5,000
	41538 COPIES	15,267	15,000	15,000	15,000	0

APPROPRIATION SUMMARY

ORG DESC	APPR DESC	FY2009	FY2010	FY2011	VARIANCE TO	
		ACTUAL	BUDGET	MAYOR PROPOSED	FY2011 ADOPTED	FY2010 BUDGET
'01552000 VITAL STATISTICS		234,709	304,198	240,221	277,850	-26,348
	1552PS VITAL STATISTICS PERS SERVIC	197,891	202,328	164,104	193,056	-9,272
	2552TPS VITAL STATISTICS OTHER PERS SVCS			4,875	4,875	4,875
	3552FB VITAL STATISTICS FRINGE BENEFITS		61,453	38,365	47,042	-14,411
	4552EX VITAL STATISTICS OPER EXPENS	22,388	21,537	20,065	20,065	-1,472
	6552SS VITAL STATISTICS SPEC SERVI	14,430	18,880	12,812	12,812	-6,068

PERSONNEL SUMMARY

Job Description	FTE FY	FTE FY	VAC	NEW	UNF	FY 2010	FY 2011	VARIANCE
	2010	2011				CURRENT	ADOPTED	
TYPIST I	2.0	1.0			1.0	67,474	33,608	-33,866
TYPIST II	1.0	1.0				36,097	35,958	-139
ASSISTANT REGISTRAR OF VITAL STAT.	1.0	1.0				56,714	52,656	-4,058
MINI COMPUTER OPERATOR (35 HOURS)	1.0	1.0				42,043	41,882	-161
	5.0	4.0			1.0	202,328	164,104	-38,224
					TOTALS			

GENERAL FUND BUDGET

VITAL STATISTICS

PROGRAM HIGHLIGHTS

SERVICE INDICATORS	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ESTIMATED
	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010
VITAL STATISTICS					
Birth Certificates Sold	20,912	14,392	9,412	5,254	12,000
Covers Sold	48	81	15	0	0
Marriages	2,595	1,900	1,155	900	1,000
Licenses Issued	1,010	886	471	670	670
Civil Unions	10	7	1	0	0
Deaths	8,094	9,274	4,782	3,687	5,000
Burials	1,529	1,543	740	246	300
Cremations	375	211	186	62	100

The Connecticut Supreme Court decision that held that same sex couples have the right to marry will likely eliminate the demand for new civil union licenses. A Public Act was passed that allows funeral directors to purchase burial permits in either the town they have their business in, or the town where the death occurred. The impact of this act on burial permits is unclear at this juncture.

FY 2010-2011 GOALS

- 1) Our goals remain the same as none of our goals were met. We understand that we are moving to a new location in City Hall Annex this budget year, but nothing is set in stone.
- 2) Staffing is worse due to retirements. Hopefully that will be taken care of as soon as possible.
- 3) Fees have increased. We still serve the 100-125 customers daily, and are grateful to the assistance we have received from the City's Records Manager who has been temporarily assigned to the Vital Records for approximately 15 hours each week by the Chief Financial Officer. During this assignment the staff has been thoroughly trained on the city's new financial program and a Cash Management Policy was written, adopted and put into place. The Manager will remain at Vital Records to assist with a major relocation of the department to the City Hall Annex and will continue to assist the Asst. Registrar with the management of the department.

FY 2009-2010 GOAL STATUS

- 1) Our immediate need and goal is to move into better equipped space. Not only will it enable to us to have all of our records in one department, but it will also enable us to better serve our customers.
6 MONTH STATUS: With the assistance of Patty Ulatowski, we are preparing to relocate the department to the City Hall Annex. This should assist in improving service to customers.
- 2) Again, we need to increase staffing so that customers can be served more efficiently.
6 MONTH STATUS: A wave of retirements has made this situation dire. We remain hopeful that this will be resolved in the near future.
- 3) Continue to serve 100-125 customers daily.
6 MONTH STATUS: Fees have increased. We still serve the 100-125 customers daily.

GENERAL FUND BUDGET
 VITAL STATISTICS APPROPRIATION SUPPLEMENT

ORG	OBJECT DESC	FY2009 ACTUAL	FY2010 BUDGET	FY2011 MAYOR PROPOSED	FY2011 COUNCIL ADOPTED	VARIANCE TO FY2010 BUDGET
'01552000 VITAL STATISTICS		234,709	304,198	240,221	277,850	-26,348
	'51000 FULL TIME EARNED PAY	171,259	202,328	164,104	193,056	-9,272
	51004 FULL TIME VACATION PAY	13,149	0	0	0	0
	51006 FULL TIME SICK PAY	13,020	0	0	0	0
	51008 FULL TIME PERSONAL PAY	1,552	0	0	0	0
	51014 FULL TIME BEREAVEMENT PAY	129	0	0	0	0
	51016 FULL TIME JURY DUTY PAY	161	0	0	0	0
	51032 FT DOCKING PAY	-1,379	0	0	0	0
	'51140 LONGEVITY PAY	0	0	4,875	4,875	4,875
	'52360 MEDICARE	0	2,934	1,269	1,269	-1,665
	'52504 MERF PENSION EMPLOYER CONT	0	15,175	11,051	13,801	-1,374
	'52917 HEALTH INSURANCE CITY SHARE	0	43,344	26,045	31,972	-11,372
	'54540 BUILDING MATERIALS & SUPPLIES	470	222	500	500	278
	'54675 OFFICE SUPPLIES	8,727	8,815	8,815	8,815	0
	'54720 PAPER AND PLASTIC SUPPLIES	85	0	0	0	0
	'55150 OFFICE EQUIPMENT	1,308	6,128	4,750	4,750	-1,378
	'55155 OFFICE EQUIPMENT RENTAL/LEAS	5,865	6,372	6,000	6,000	-372
	55530 OFFICE FURNITURE	5,934	0	0	0	0
	'55530 OFFICE FURNITURE	0	0	0	0	0
	'56040 BOOKBINDING SERVICES	5,842	9,500	7,000	7,000	-2,500
	'56055 COMPUTER SERVICES	5,563	6,400	3,200	3,200	-3,200
	'56175 OFFICE EQUIPMENT MAINT SRVCS	2,463	2,612	2,612	2,612	0
	'59015 PRINTING SERVICES	562	368	0	0	-368