

HUMAN SERVICES

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**HUMAN SERVICES FINANCE
BUDGET 5600
General Fund**

	<u>Actual 2002-03</u>	<u>Adopted 2003-04</u>	<u>Recommended 2004-05</u>	<u>Increase/ Decrease</u>	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 17,114,325	\$ 11,976,443	\$ 4,886,885	\$ (7,089,558)	-59%
Services & Supplies	35,518,339	5,911,464	5,183,504	(727,960)	-12%
Other Charges	369,831	0		0	0%
Residual Equity Transfer	40,434	0	20,000	20,000	100%
Fixed Assets	9,745	0		0	0%
Total Appropriations	\$ 53,052,674	\$ 17,887,907	\$ 10,090,389	\$ (7,797,518)	-44%
<u>Revenues</u>					
Fines, Forf. & Penalties	\$ 0	\$ 0	\$ 0	\$ 0	0%
Use of Money & Prop	143	0		0	0%
State Aid	5,928,693	0		0	0%
Federal Aid	6,846,675	191,123	436,770	245,647	129%
Charges for Services	15,701,587	0		0	0%
Trust Fund	3,961,852	175,557	118,923	(56,634)	-32%
Realignment-Health		0		0	0%
Intrafund Revenues	20,543,918	17,521,227	9,534,696	(7,986,531)	-46%
Total Revenues	\$ 52,982,868	\$ 17,887,907	\$ 10,090,389	\$ (7,797,518)	-44%
<u>Net County Cost</u>	\$ 69,806	\$ 0	\$ 0	\$ 0	0%
	<u>Budgeted 2002-03</u>	<u>Current 2003-04</u>	<u>Recommended 2004-05</u>	<u>Increase/ Decrease</u>	
Position Summary	254	194	88	(106)	

HUMAN SERVICES FINANCE – 5600

FUNCTION

The Human Services Finance budget funds centralized financial services for the Human Services departments which include the Departments of Community Health (5620), Behavioral Health (5630), Employment and Temporary Assistance (5610), and Children and Family Services (5640). All costs included in this budget are reimbursed by State and Federal program funding and the Human Services departments. This budget unit will be managed by the Auditor Controller Treasurer Tax Collector effective July 1, 2004.

OVERVIEW

The 2004-05 Recommended Budget of \$10,090,389 reflects a 44% (\$7,797,518) decrease in appropriations from the 2003-04 Adopted Budget due primarily to the restructuring of this budget to include only centralized Human Services Finance functions. All administrative and operations functions previously contained in this budget have been decentralized to Human Services departments or eliminated, as directed by your Board on May 18, 2004. There are no General Fund costs associated with this budget. Staffing is recommended at 88 positions.

DEPARTMENT COMMENTS

The Human Services Finance Department is a centralized unit designed to provide accounting and finance services to the program-specific Human Services departments (Community Health, Employment and Temporary Assistance, Behavioral Health, and Children and Family Services). The centralization of the finance functions, accomplished over five years ago, is intended to realize economies of scale by combining similar functions and tasks into one department. The funding streams and reporting requirements for each Human Services program are similar and interrelated. Decentralizing the Finance Unit into individual finance divisions could result in the potential for redundancies in processes and miscommunication.

On May 18, 2004, the Board of Supervisors approved, in concept, the dissolution of the Human Services System. This action directed the decentralization of the administrative functions related to Human Services; transferring program related functions directly to the appropriate Human Services (HS) department. The Finance Unit, in its entirety (minus a few positions), transferred to the Auditor-Controller/Treasurer-Tax Collector (AC/TTC). While independent oversight will be maintained by the AC/TTC, the HS Finance Unit will reside in a separate location and be accounted for in a separate budget unit. The first priority of this transition is to integrate HS Finance staff into the AC/TTC culture and promote improved processes.

An understanding of the core services of the HS Finance will be accomplished through documentation of work flows, review of reporting requirements and deadlines, interviews with staff and audits of compliance with federal and state regulations. The AC/TTC's mission "is to promote public trust by providing exemplary accounting and financial services to our public, business and governmental customers." This philosophy will guide our progress throughout the transition.

UHUMAN SERVICES FINANCE – 5600

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- The dissolution of the centralized Human Services System Administrative and Operations Support organization is reflected in this budget. Transfer of program and administrative functions and a net of 81 related positions to the Human Services (HS) Departments of Behavioral Health, Children & Family Services, Community Health, Employment & Temporary Assistance are included. Also associated with the dissolution are the elimination of 13 positions from this budget (5600), 3 positions from Community-Based Services (5603), and 1 position from Substance Abuse (5602).
- Substance Abuse Services administration and Mental Health Managed Care services teams will be transferred intact to the Department of Behavioral Health. Departments will assume responsibility for previously centralized administrative functions. Finance funds including accounting, billing, claiming and collections will continue to be managed as a consolidated division under the authority of the A-C/TTC.

SALARIES AND BENEFITS

- Salaries and Benefits represent a 59% decrease from the prior year due primarily to the dissolution of HSS Administration and Operations Support.

SERVICES AND SUPPLIES

- Services and Supplies represent a 12% decrease from the prior year primarily due to the impact of the reduction in workforce.

SUMMARY OF REVENUES

- Revenues are recommended at \$10,090,389, a 44% (\$7,797,518) decrease from the prior year due to the transfer out of support functions to other budget units.
 - Federal Aid reflects an increase due to Medi-Cal Administrative Activities revenues used to cover the staff cost associated with the program.
 - Trust Fund reflects a decrease to fund costs of administering the Proposition 99 program.
 - Intrafund Revenues reflects the reimbursement of departmental overhead charges from other Human Services departments.

PENDING FACTORS

As a result of the decentralization of the Human Services System Finance and Operations, direct operational costs have been distributed to the four remaining Human Services departments. Interdepartmental agreements that impact these four departments remain in the 5600 budget unit. These costs are then charged back as departmental overhead expense to the benefiting user department. These interdepartmental agreements will be reviewed and reassessed for accurate cost accounting/claiming and corresponding distribution to maximize revenue reimbursement. This review may require redistribution of overhead expense midyear.

HUMAN SERVICES FINANCE - 5600

REGULAR SALARIES BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDI SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
1501	Admitting Interviewer I	828	7	0	\$ 0
1550	Medical Records Coordinator	1766	1	0	0
1593	Senior Admitting Interviewer	1094	1	0	0
1670	Admitting Interviewer II	973	7	0	0
2211	Systems & Procedures Analyst II	1665	1	0	0
2212	Systems & Procedures Analyst III	1930	2	1	63,909
2218	Fiscal Services Manager - HSS	D	1	1	90,896
2240	Senior Systems & Procedures Analyst	2161	1	1	70,356
2292	Staff Analyst II	1581	1	0	0
2293	Staff Analyst III	1826	9	0	0
2294	Senior Staff Analyst	F	4	1	63,076
2297	Principal Staff Analyst	E	3	1	73,034
2312	Operations Services Manager - HSS	D	1	0	0
3070	Supervising Office Assistant II	1222	4	0	0
3080	Office Assistant III	915	24	5	143,435
3126	Office Assistant I - Conf.	919	2	0	0
3125	Office Assistant I	917	1	1	20,712
3082	Supervising Office Assistant II - Conf.	1222	1	0	0
3110	Office Assistant II	822	11	2	47,560
3160	Secretary IV	1128	3	1	36,712
3166	Admin. Secretary - Conf	1135	1	0	0
3205	Account Clerk II	860	24	14	347,836
3210	Accountant I	1370	1	1	44,616
3215	Accountant II	1585	4	4	187,642
3235	Supervising Account Clerk I	1106	2	2	72,020
3240	Supervising Account Clerk II	1237	8	5	195,157
3245	Accounting Technician	1237	1	1	33,956
3255	Senior Accountant	1851	10	10	565,220
3260	Account Clerk III	967	54	34	1,033,698
3265	Principal Accountant	F	2	2	145,236
3269	Patient Accounts Supervisor - Health	F	1	1	69,160
8071	Assistant CAO Human Services System Director	A	1	0	0
Subtotal			194	88	\$ 3,304,231
	Auto Allowance				0
	Shift Differential				0
	Bilingual Skill Pay				8,400
	Less Salary Savings				(166,681)
TOTAL REGULAR SALARIES					\$ 3,145,950

HUMAN SERVICES FINANCE - 5600

FILLED POSITIONS RECOMMENDED FOR DELETION

(September 13, 2004)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
3110	Office Assistant III	Filled	915	-3	114,019
3160	Secretary IV	Filled	1128	-1	51,620
3166	Admin. Secretary - Conf.	Filled	1135	-1	57,910
3070	Supervising Office Assistant II	Filled	1222	-2	110,804
2292	Staff Analyst II	Filled	1581	-1	67,963
2312	Operations Support Officer	Filled	D	-1	119,135
	Cost of Restoring Filled Positions			-9	\$ 521,451

VACANT POSITIONS RECOMMENDED FOR DELETION

(August 2, 2004)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
3080	Office Assistant III	Vacant	915	-1	\$ 40,159
8071	Assistant CAO - HSS Director	Vacant	A	-1	158,347
2292	Staff Analyst II	Vacant	1581	-1	67,963
3260	Account Clerk II	Vacant	860	-1	39,517
	Cost of Restoring Vacant Positions			-4	\$ 305,986

**MENTAL HEALTH MANAGED CARE
BUDGET 5601
General Fund**

	<u>Actual 2002-03</u>	<u>Adopted 2003-04</u>	<u>Recommended 2004-05</u>	<u>Increase/ Decrease</u>	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 0	\$ 2,083,386	\$ 2,909,229	\$ 825,843	40%
Services & Supplies	0	11,210,362	11,507,679	297,317	3%
Other Charges	<u>0</u>	<u>250,000</u>	<u>300,348</u>	<u>50,348</u>	<u>20%</u>
Total Appropriations	\$ 0	\$ 13,543,748	\$ 14,717,256	\$ 1,173,508	9%
<u>Revenues</u>					
State Aid	\$ 0	\$ 7,277,998	\$ 7,421,151	\$ 143,153	2%
Charges for Services	<u>0</u>	<u>6,265,750</u>	<u>7,296,105</u>	<u>1,030,355</u>	<u>16%</u>
Total Revenues	\$ 0	\$ 13,543,748	\$ 14,717,256	\$ 1,173,508	9%
<u>Net County Cost</u>	\$ 0	\$ 0	\$ 0	\$ 0	0%
	<u>Budgeted 2002-03</u>	<u>Current 2003-04</u>	<u>Recommended 2004-05</u>	<u>Increase/ Decrease</u>	
Position Summary		30	44	14	

MENTAL HEALTH MANAGED CARE – 5601

FUNCTION

Mental Health Managed Care coordinates and monitors services as required in the Fresno County Mental Health Plan (FCMHP) and mandated by the State Department of Mental Health Quality Management standards. Responsibilities include inpatient and outpatient authorization of mental health services ensuring consumers receive timely access to services, and a complaint and grievance process. Utilization Review services ensure quality management standards are enforced and monitored in all mental health service sites.

OVERVIEW

The 2004-05 Recommended Budget totals \$14,717,256. There are no General Fund costs associated with this budget. The State Managed Care allocation and Medi-Cal patient fees fund all costs. Staffing is recommended at 44 positions, reflecting the in-transfer of 14 medical records positions due to the Human Services System decentralization. Effective July 1, 2004 Mental Health Managed Care will fall under the authority of the Department of Behavioral Health.

DEPARTMENT COMMENTS

The Managed Care program manages service agreements with 135 individual providers and 6 organization providers of outpatient mental health services. Inpatient services are contracted with three inpatient providers in various counties in the state. Mental Health services authorized for providers' external to the Fresno County mental health programs total \$10.9 million.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- The dissolution of the Human Services System Administrative organization results in the transfer of Mental Health Managed Care to the Department of Behavioral Health and the consolidation of mental health records staff with the managed care team.

Salaries and Benefits

- Salaries and Benefits represent a net increase of 40% over the prior year. This includes increases in employee benefits, overtime reflecting actual usage in the prior year, and costs associated with 14 positions transferred into this budget as a result of the Human Services System decentralization.

SERVICES AND SUPPLIES

- Services and Supplies represent a 3% increase from the prior year due primarily to slight increase in provider contract costs based on service demand and data processing services.

OTHER CHARGES

- Other Charges are recommended at \$300,348.

MENTAL HEALTH MANAGED CARE – 5601

SUMMARY OF REVENUES

- Revenues are recommended at \$14,717,256 a 9% (\$1,173,508) increase over the prior year.
 - State Aid – Estimated to increase due primarily inclusion of Early Periodic Screening Diagnosis and Treatment revenue offset with reduction in State Managed Care revenue.
 - Charges for Services – Reflects increase due to the transfer of 14 positions from the former Human Services System Administration.

MENTAL HEALTH MANAGED CARE - 5601

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDE SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
1363	Clinical Supervisor	2211	1	1	\$ 74,828
1384	Health Services Utilization Administrator	D	1	1	93,392
1444	Managed Care Coordinator	E	1	1	75,608
1323	Mental Health Nurse II	2011	2	2	141,648
3110	Office Assistant II	790	1	8	195,916
3080	Office Assistant III	880	7	12	346,212
1550	Med. Records Coordinator	1766	0	1	57,486
1560	Provider Relations Specialist	1045	3	3	103,311
3140	Secretary III	926	1	1	33,280
2294	Senior Staff Analyst	F	2	2	125,606
3070	Supervising Office Assistant II	1175	1	2	79,560
1347	Utilization Review Specialist	1948	10	10	674,070
			<hr/>	<hr/>	<hr/>
Subtotal			30	44	\$ 2,000,917
	Bilingual Skill Pay				4,200
	Less Salary Savings				<hr/> (15,963)
TOTAL REGULAR SALARIES					\$ 1,989,154

**SUBSTANCE ABUSE SERVICES
BUDGET 5602
General Fund**

	<u>Actual 2002-03</u>	<u>Adopted 2003-04</u>	<u>Recommended 2004-05</u>	<u>Increase/ Decrease</u>	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 0	\$ 1,507,121	\$ 1,489,847	\$ (17,274)	-1%
Services & Supplies	0	18,865,275	18,843,086	(22,189)	0%
Other Charges	0	427,417	372,759	(54,658)	-13%
Total Appropriations	\$ 0	\$ 20,799,813	\$ 20,705,692	\$ (94,121)	0%
<u>Revenues</u>					
Fines, Forf. & Penalties	\$ 0	\$ 228,755	\$ 257,659	\$ 28,904	13%
State Aid	0	9,196,361	9,290,648	94,287	1%
Federal Aid	0	4,890,166	4,956,698	66,532	1%
Charges for Services	0	4,687,023	4,687,023	0	0%
Trust Fund	0	1,753,776	1,469,932	(283,844)	-16%
Total Revenues	\$ 0	\$ 20,756,081	\$ 20,661,960	\$ (94,121)	0%
<u>Net County Cost</u>	\$ 0	\$ 43,732	\$ 43,732	\$ 0	0%

	<u>Budgeted 2002-03</u>	<u>Current 2003-04</u>	<u>Recommended 2004-05</u>	<u>Increase/ Decrease</u>
Position Summary		26	25	(1)

Department Request Above Recommended Budget

<u>Appropriations</u>	<u>2004-05</u>
Services & Supplies	\$ 41,000
Total Appropriations	\$ 41,000
<u>Net County Cost</u>	\$ 41,000

SUBSTANCE ABUSE SERVICES – 5602

FUNCTION

Substance Abuse Services is responsible for planning, developing, and administering a Countywide integrated substance abuse prevention and treatment service delivery system. This unit's mission is to support appropriate education, prevention, and treatment services to reduce or eliminate alcohol and other drug related barriers to ongoing health, well being, and economic independence of individuals, families, and the community.

OVERVIEW

The Recommended Budget for Fiscal Year 2004-05 totals \$20,705,692. The net County cost of \$43,732 remains at the prior year level. Staffing is recommended at 25 positions, eliminating 1 vacant position.

DEPARTMENT COMMENTS

The integration of substance abuse services across all Human Services program areas remains an extremely high priority. The misuse of alcohol and other drugs creates barriers to successful life outcomes for a large percentage of clients/families.

Goals for Fiscal Year 2004-05 include continued implementation of recommendations from the Integrated Substance Abuse Service Delivery Plan. Specific projects include the Substance Abuse Services Resource Center; a Services Access Management (SAM) system; establish service standards based on "Principals of Effective Treatment" developed by the National Institute of Drug Abuse; implementing evidence-based prevention services programs; increasing capacity and utilization of Drug Medi-Cal reimbursable services; and securing upgrade/replacement of the countywide alcohol and drug data system.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- The Substance Abuse Services budget reflects a decrease in Substance Abuse and Crime Prevention Act of 2000 funding, offset with increases in Drug Court Partnership Grant funding, Drug Medi-Cal funding and County General Funds.
- Funding is included to support the Substance Abuse Services Resource Center, which will function as the "Front Door" to treatment services as well as to other community services.
- Financing for the Teilman Service Center program (\$150,000), a collaborative effort with the Department of Children & Family Services to provide intensive, non-residential substance abuse treatment services for juvenile probationers and their families; the goal for 2004-05 is the project become self-sustaining through the use of Medi-Cal funding. Federal Substance Abuse Block Grant funds are providing start-up support.

SALARIES AND BENEFITS

- Salaries and Benefits represent a 1% decrease from the prior year. This includes increases in employee benefits offset by the elimination of one position and a decrease in extra-help funding.

USUBSTANCE ABUSE SERVICES – 5602

SERVICES AND SUPPLIES

- Services and Supplies represent a decrease from the prior year due primarily to decreases in Office Expense, postage and publications and Proposition 36 administrative costs offset by increased rents and leases costs associated with the new Substance Abuse Resource Center and PeopleSoft system direct charges.

OTHER CHARGES

- Other Charges of \$372,759 reflects administrative overhead charges from the Finance Support operation.

SUMMARY OF REVENUES

- Revenues are recommended at \$20,661,960, a slight decrease from the prior year.
 - Fines, Forfeitures and Penalties will increase based on collection history trends. These funds support court-ordered alcohol and substance abuse treatment programs.
 - State Aid will increase due to an adjustment in the State General Fund match to Drug Medi-Cal for 2004-05.
 - Federal Aid will increase due to an increase in the Federal portion of the Substance Abuse Prevention and Treatment grant allocation.
 - Charges for Services reflect Drug Medi-Cal revenue at the prior year level.
 - Trust Fund reflects a decreased usage of Substance Abuse Trust funds compared to the prior year.

PENDING FACTORS

Final State audit findings for the Fiscal Year 2001-02 Proposition 36 program are pending. It is anticipated based on exit conference comments that personnel expenditures associated with the District Attorney, Sheriff, Public Defender and the Superior Court may be audit excepted. Audit appeal processes will be pursued if this occurs. The maximum disallowance should these audit exceptions be realized is \$302,133 for Fiscal Year 2001-02, \$411,904 for Fiscal Year 2002-03, and \$428,847 estimated for Fiscal Year 2003-04, for a total of \$1,142,884. No funds are included in the recommended budget for this purpose.

DEPARTMENT REQUEST ABOVE RECOMMENDED BUDGET

Substance Abuse Services requests \$41,000 in County funding above the Fiscal Year 2004-05 baseline budget to support the Superior Court activities which are not allowable under the Substance Abuse and Crime Prevention Act of 2000 (Proposition 36) funding. If the \$41,000 in County funding is not received, the Superior Court will reduce staff (.75 FTE Judicial Assistant), reducing the ability to operate the dedicated Proposition 36 Court. Your Board approved County funds (\$41,874) to support these activities on December 16, 2003, for Fiscal Year 2003-04.

SUBSTANCE ABUSE SERVICES - 5602

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
1445	Deputy Alcohol and Drug Program Administrator	D	1	1	\$ 77,766
1319	Health Education Assistant	1058	1	1	29,055
3110	Office Assistant II	822	3	3	46,932
3080	Office Assistant III	915	2	1	54,268
2297	Principal Staff Analyst	E	2	2	128,206
3160	Secretary IV	1128	1	1	36,712
2294	Senior Staff Analyst	F	2	2	107,978
1953	Senior Substance Abuse Specialist	1350	3	3	122,989
2292	Staff Analyst II	1581	1	1	44,434
2293	Staff Analyst III	1826	4	4	223,382
1951	Substance Abuse Specialist I	1108	2	2	61,555
1952	Substance Abuse Specialist II	1222	4	4	138,121
			<u>26</u>	<u>25</u>	
Subtotal					\$ 1,071,398
	Bilingual Skill Pay				2,400
	Less Salary Savings				(54,698)
TOTAL REGULAR SALARIES					\$ 1,019,100

**CHILDREN AND FAMILY SERVICES
BUDGET 5640
General Fund**

	Actual 2002-03	Adopted 2003-04	Recommended 2004-05	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 36,541,982	\$ 40,951,150	\$ 44,915,676	\$ 3,964,526	10%
Services & Supplies	9,480,085	8,440,407	11,488,643	3,048,236	36%
Other Charges	8,794,167	8,213,266	6,315,769	(1,897,497)	-23%
Residual Equity Transfer	125,430	0	0	0	0%
Fixed Assets	15,082	0	0	0	0%
Total Appropriations	\$ 54,956,746	\$ 57,604,823	\$ 62,720,088	\$ 5,115,265	9%
<u>Revenues</u>					
State Aid	\$ 26,233,530	\$ 18,387,715	\$ 19,168,090	\$ 780,375	4%
Federal Aid	14,914,232	14,626,064	21,915,611	7,289,547	50%
Charges for Services	2,309,741	9,399,214	7,563,671	(1,835,543)	-20%
Misc. Revenues	112,141	426,889	983,100	556,211	130%
Realignment:					
Social Services	5,103,079	3,437,395	5,071,070	1,633,675	48%
Mental Health	4,676,657	5,773,953	6,286,855	512,902	9%
Intrafund Revenues	1,129,322	1,886,983	1,416,552	(470,431)	-25%
Total Revenues	\$ 54,478,702	\$ 53,938,213	\$ 62,404,949	\$ 8,466,736	16%
<u>Net County Cost</u>	\$ 478,044	\$ 3,666,610	\$ 315,139	\$ (3,351,471)	-91%
	Budgeted 2002-03	Current 2003-04	Recommended 2004-05	Increase/ Decrease	
Position Summary	715	704	718	14	

Department Requests Above Recommended Budget

<u>Appropriations</u>		<u>2004-05</u>
Salaries & Benefits		\$ 462,908
Services & Supplies		82,862
Residual Equity Transfer		5,216
Total Appropriations		\$ 550,986
<u>Revenues</u>		
Federal Aid		\$ 275,493
Total Revenues		\$ 275,493
<u>Net County Cost</u>		\$ 275,493
Additional Positions		10

CHILDREN AND FAMILY SERVICES – 5640

FUNCTION

The Department of Children and Family Services (DCFS) is one of the four Human Services Departments. Comprised of Child Protective Services and Child and Youth Mental Services divisions, DCFS is an indispensable component of the public safety continuum. Children and families requiring protection and treatment are provided comprehensive, integrated and coordinated services. The budget finances programs that are necessary to protect and treat abused, neglected and seriously emotionally disturbed children and youth while strengthening families.

OVERVIEW

The 2004-05 Recommended Budget of \$62,720,088 reflects a 9% (\$5,115,265) increase in appropriations due to increase costs; and a \$3,351,471 reduction in net County cost from the 2003-04 Adopted Budget due to the elimination of one-time General Funds. Projected revenues are \$62,404,949, a 16% (\$8,466,736) increase from the 2003-04 Adopted Budget due to an anticipated increase in Federal funds based on the implementation of revenue maximization strategies through the Child Welfare Services (CWS) claiming process. Recommended funding includes full-year costs associated with the transfer of three positions from the Human Services Personnel Division; the elimination of one Staff Analyst position; and the addition of one Deputy Director position and one Social Services Program Manager position added mid-year 2003-04. Also included are the requests for 14 positions to be transferred from Human Services Finance due to the decentralization of support services and to satisfy the need for additional positions to support Children's Mental Health for the SMART Model of Care. The County's mandated \$5,353,900 share-of-cost associated with the CWS allocation is financed with Social Services Realignment revenues of \$5,071,070 and a net County cost of \$315,139. The County's share-of-cost for Children's Mental Health is financed with Mental Health Realignment revenues of \$6,286,855. Staffing is recommended at 718 positions, an increase of 14 positions from the prior year level.

DEPARTMENT COMMENTS

The department's mandate is to improve services with fewer resources. Your Board adopted the Family to Family Initiative as framework for improving outcomes for children and families with existing resources. The department successfully realized fiscal and program goals outlined in the FY 2003-04 Budget Hearings. These include:

- Increase in Child Welfare allocation (\$1,174,478) through increased FTE caseload activity.
- Increase in Federal Revenue (\$1,171,056) based on maximizing federal participation in the Child Welfare claiming process.
- Conversion of relative Guardianship cases to KinGap, resulting in an annual saving of \$460,940 (6410 Budget Organization).
- Decrease in the number of children in Foster Care (136) in Fiscal Year 2003-04.
- Implementation of the SB163 Wrap Around Lead Agency Contract and State Plan.
- Collaboration in development of SMART Model of Care.

UCHILDREN AND FAMILY SERVICES – 5640

- Pending Site Certification for Drug Medical billing for Adolescent Substance Abuse Treatment Services at the Teilman Day Reporting Center.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- Implementation of Family to Family is expected to increase the number of family foster homes available in neighborhoods with high Child Welfare referral rates, decreasing the need for more costly emergency placement options. There may be some increased costs in the recruitment, training and support of foster parents specializing in the care of high-need children.
- SB 163 wraparound services implementation will, over time, save both human and fiscal costs by maintaining children in the least restrictive, most homelike, and least costly environment possible. The program will include services based on the Multi-Dimensional Treatment Foster Care model, serving children and families in the Juvenile Dependency and Juvenile Justice systems.
- During Fiscal Year 2003-04, the Teilman School Day Reporting Center was certified by Medi-Cal as a substance abuse treatment center. It is expected that the program costs for this new and very necessary service, funded initially with State and Federal substance abuse monies, will become self-supporting through Medi-Cal billing within this fiscal year.
- Six trainers from Fresno Unified, DCFS' CWS and MHS were trained in Incredible Years, an evidence based process to work with parents and teachers to help maintain children two-to-eight years of age in the natural home and community environment.
- The co-location of Fresno County Office of Education within DCFS was implemented to enhance educational success for foster youth and meet significant goals of the Family to Family Initiative.
- Collaborated with Youth Law Center to assess and improve educational outcomes for children and youth in foster care and probation.

SALARIES AND BENEFITS

- Salaries and Benefits represent an increase over the prior year due to increases in workers' compensation, health insurance contribution and retirement rates, the negotiated benefit adjustments and normal step advances.

Recommended funding includes:

- Extra-Help funding at an increase to allow the department to meet service needs while recruiting to fill vacant positions.
- Salary Savings of 9.4% (\$3,388,090) to reflect position vacancies and recruitment timeframes. An overall salary savings of 9% (\$2,823,773) was included in the 2003-04 Adopted Budget.
- Staffing is recommended at 718 positions, an increase of 14 positions from the prior year level.

SERVICES AND SUPPLIES

- Services and Supplies, recommended at an increase due to contracted costs for Child Welfare Services.

Recommended funding includes:

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- An increase in Medical, Dental and Lab Supplies due to the escalating costs of medications and related items.
- The addition of two accounts that reflect the Human Resource and Financial Management PeopleSoft charges. These charges that were previously included in the Auditor/Controller budget will now be directly billed to each of the departments.
- Professional and Specialized Services at an increase due to the transfer of contracts from the Human Services Community-Based Organization budget (5603) to the Department of Children & Family Services budget (5640). Also included in the increase are higher CWS security costs and fingerprint charges to reflect the projected level of need. Partially offsetting these increases are reductions in Mental Health placement beds and Locum Tenens providers.
- A decrease in Small Tools and Instruments due to the completion of the move to Center Mall Court.

OTHER CHARGES

- Other Charges reflect a decrease from the prior year due to a reduction in overhead costs related to the transfer of positions from HSS Administration to the Department of Children and Family Services.

Recommended funding includes:

- A decrease in the department Overhead Allocation due to the transfer of staffing from the Human Services Personnel Division and the decentralization of Human Services Finance to the various Human Services departments.
- Support and Care of Persons at an increase from the prior year due to the rising cost of the Mental Health State Hospital bed as well as the addition of the Child Welfare contract with the State Center Community College.

SUMMARY OF REVENUES

- Revenues are recommended at \$60,404,949, a 16% (\$8,466,736) increase from the 2003-04 Adopted Budget due to an increase in Federal funds based on the implementation of revenue maximization strategies through the CWS claiming process.
- State Aid - Estimated to increase from the prior year due to the inclusion of Managed Care allocation revenue based on Mental Health service billings and the transfer of service agreements from Human Services Community-Based Organization budget (5603) to CWS. This increase also includes a Child Welfare grant from First Five of California for the Family to Family initiative, offset by a shift in the CWS State Title XX allocation to Federal revenue.
 - Federal Aid - Reflects an increase based on the County Expense Claim process and the implementation of revenue maximization strategies through the Title IV-E and Title XIX open-ended CWS allocations. This increase also includes funding from the Fresno County Office of Education to support seriously emotionally disturbed children that are receiving mental health services and the transfer of Promoting Safe and Stable Families (PSSF) funding from the Human Services Community-Based Organization budget (5603).
 - Charges for Services - Reflects a decrease from the 2003-04 level due to a reduction in actual Medi-Cal billings for Mental Health services, partially offsetting this decrease are additional private and insurance patient fees to reflect 2003-04 revenue collections.

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- Miscellaneous Revenues – Represents an increase from the prior year based on the growing support from schools for K-Six programs from 23 schools in the San Joaquin Valley; funding for 2 Neighborhood Resource Center coordinators at Burroughs Elementary and Mayfair Elementary Schools; and a grant from the Stuart Foundation which provides reimbursement for Family to Family consulting services through a contract with MIG, Inc. Also included in this increase is the transfer of local trust fund revenue for birth certificate surcharge and marriage license fees from the Human Services Community-Based Organizations budget (5603).
- State/Local Program Social Services Realignment is at an increase over the 2003-04 level. Realignment revenues provide matching requirements for State and Federal Aid revenues and help offset the required County share-of-cost associated with the CWS allocation.
- State/Local Program Mental Health Realignment Trust Fund reflects an increase over the prior year based on projected revenues for 2004-05 and a reallocation of administrative costs between mental health and social service programs due to changing staffing ratios.
- Intrafund Revenues – Estimated to decrease over the prior year based on the reassignment of PSSF funding to Child Welfare Services this revenue has shifted to Federal Aid. This decrease is partially offset by the County Expense Claim revenue transfers from the Department of Employment and Temporary Assistance budget (5610) to Department of Children and Family Services.

PENDING FACTORS

The department focused on increasing the Child Welfare allocation for Fiscal Year 2004-05 by increasing caseload activity. It is estimated that the department has increased caseload activity by 14.4 FTE's to 259.5 FTE's. The caseload increase is projected to provide an additional \$1,174,478 towards our Child Welfare allocation, if State funding is available. State fiscal letters regarding Child Welfare allocation will be issued in August 2004.

During Fiscal Year 2004-05 implementation of Senate Bill (SB) 163 will have occurred for a full-year. SB 163 provides wraparound services to stabilize and then step-down minors into lower levels of placement. Monies that are saved are placed in a trust fund for reinvestment in prevention or other programs. Based on enrollment of 26 minors into the program with 85% of the minors in or at risk of level 12-14 group home placement and assuming that 85% of the minors are not federally eligible, it is projected that savings in the trust fund will range from \$300,000 to \$500,000 during the first year.

Proposals in the Governor's May Revised Budget for Fiscal Year 2004-05 can have the following results in this department's budget:

- Increase County share-of-cost from 10% (412,700) to 20% (825,400) for Early Periodic Screening Diagnosis Treatment (EPSDT) funding. The Mental Health Directors Association along with various Health Services Advocates are lobbying against this proposal, however if the Governor's proposal goes through, the department will need to request an additional \$412,700 above base to maintain the \$4,126,999 in total EPSDT funding.
- Require a 30% (\$516,718) County share-of-cost for Child Welfare Services (CWS) Augmentation funding. In previous years this allocation has been completely Federal and State monies, however the state is proposing to require counties to provide a 30% county share on the State portion of this allocation. A 30% share on

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State allocation would require an additional \$516,718 above base to continue to drawdown Federal (\$1,036,113) and State (\$1,205,676) dollars. For counties that opt out of paying the 30% share, their portion of this allocation will be set aside for later distribution at year-end to those counties that have overspent their allocation. Through this process counties participating stand to regain a portion of their county contribution. The Child Welfare Directors Association is confident that they will be able to defeat the Governor's proposal.

DEPARTMENT REQUESTS ABOVE RECOMMENDED BUDGET

The Department of Children and Family Services requests \$275,493 funding above the Fiscal Year 2003-04 baseline budget. The one-time County General Fund contribution of \$275,493 will draw down \$275,493 in Federal revenue, which will be sustained with, increased case activity for the following year. The Board of Supervisors, to avoid the elimination of 80 positions, appropriated one-time County General Fund in the amount of \$3.3 million to the Department in Fiscal Year 2003-04. The department successfully used the Fiscal Year 2003-04 General Funds to drawdown Federal funds, and increased caseload activity, which increased its Child Welfare Allocation. The department proposes that the \$275,493 be allocated from the projected \$2.5 million the department will return to the General Fund in Fiscal Year 2003-04.

During Fiscal Year 2002-03 and Fiscal Year 2003-04 the department deleted 41 positions in Child Welfare, of which 27 were direct service Social Worker positions. In Fiscal Year 2003-04 the department increased CWS caseload activity to generate an additional 14.4 FTE in the CWS; however, this increase will not be represented in the Child Welfare allocation until Fiscal Year 2005-06. A return of previously deleted staff is needed to continue revenue maximization activities and maintain State and Federal caseload and service outcome levels.

PRIORITY ONE - GENERATION OF ALLOCATED CWS POSITIONS

Emergency Response Services receives an average of 1,200 referrals monthly representing up to 2,000 children. Different strategies have been implemented to increase Differential Response and referrals to services to deter families from entering the system. Following best practice by partnering with the community to strengthen families is a continuing effort, which requires additional staff to make the connections and networks with community resources. Increasing staff in this area helps to assist families at risk of entering the dependency system, at the same time increasing caseload activity for the allocation. Increased caseload activity would enable the department to restore five Social Worker FTE's. A County General fund contribution of \$115,727 is required to drawdown an additional \$115,727 in Federal revenue, for a total of \$ 231,454 to support the additional positions.

- Restore five Social Worker positions (FTE) \$231,454
- Use of Federal Funds 115,727

TOTAL NET COUNTY COST OF PRIORITY ONE **\$115,727**

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PRIORITY TWO - MAINTAIN CASE MANAGEMENT

Mandated comprehensive Court and Concurrent Planning services address an intensive need for families already in the system. Court and Concurrent Planning is impacted by the ASFA, AB1544, ILP, AB1695, AB636, AB408, AB490 and AB579 regulations. To assure compliance with these regulations, aimed at the safety of children, continuing education, attempting successful reunification with the natural family or permanent placement in a safe environment, requires intense case management. The new positions will also help minimize those instances where court cases are continued repeatedly due to lack of staff support to meet the Court's definition of "reasonable services" to the families. The department would restore five Social Worker FTE's with \$115,727 in County General Funds, drawing an additional \$115,727 in Federal funds to meet the \$231,454 cost of the additional positions.

- Restore five Social Worker positions (FTE) \$231,454
- Use of Federal Funds 115,727

TOTAL NET COUNTY COST OF PRIORITY TWO **\$115,727**

PRIORITY THREE - INFORMATION ACCESSIBILITY

To comply with the Boards direction to streamline processes to enhance productivity of Social Workers and to move toward a paperless system. The department requests the following

- Lease Two High Speed Scanners \$22,022
- Lease four commercial copy machines 60,840
- Purchase four commercial facsimile machines 5,216

TOTAL NET COUNTY COST OF PRIORITY THREE **\$88,078**

The department has already scanned approximately 1,400 Permanency Planning cases. However, the emphasis will shift to scanning case files upon intake, eliminating the necessity for case folders to be created. In the interim in order to conduct business, copy and facsimile machines are a critical need.

TOTAL DEPARTMENT REQUESTS ABOVE RECOMMENDED BUDGET **\$293,805**

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REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
0295	Assistant Director Children and Family Services	D	1	1	\$ 88,894
1309	Division Manager - Mental Health	E	3	3	221,910
1322	Mental Health Nurse I	1902	3	3	166,244
1323	Mental Health Nurse II	2175	3	3	208,454
1363	Clinical Supervisor	2299	14	14	1,040,468
1366	Chief Child Psychiatrist	A	1	1	181,558
1367	Psychiatrist	A	5	5	689,520
1450	Licensed Vocational Nurse III	1101	8	8	280,134
1463	Psychiatric Technician II	1134	1	1	36,486
1468	Psychiatric Technician III	1242	1	1	38,151
1494	Licensed Vocational Nurse II	961	3	3	86,076
1501	Admitting Interviewer I	828	0	2	49,142
1564	Nurse Practitioner	2413	2	2	157,040
1591	Recreational Therapist I	1199	1	1	35,412
1592	Recreational Therapist II	1343	7	7	290,240
1670	Admitting Interviewer II	973	0	3	90,063
1910	Senior Licensed Psychologist	2178	5	5	351,520
1910	Senior Licensed Psychologist (1/2T)	2178	1	1	35,464
1911	Licensed Psychologist	2052	5	5	316,365
1915	Unlicensed Psychologist	1791	4	4	223,585
1917	Unlicensed Mental Health Clinician	1514	45	45	2,117,350
1919	Licensed Mental Health Clinician	1821	15	18	1,053,418
1920	Senior Licensed Mental Health Clinician	1956	24	24	1,468,125
1920	Senior Licensed Mental Health Clinician (1/2T)	1956	1	1	26,832
1924	Social Services Program Manager	E	6	6	382,304
1927	Community Mental Health Specialist I	1097	9	9	297,936
1928	Community Mental Health Specialist II	1211	23	23	884,193
1930	Social Work Supervisor	1865	43	43	2,559,065
1931	Social Work Practitioner	1600	72	72	3,668,481
1935	Social Worker III (PT)	1466	1	1	33,588
1935	Social Worker III	1466	131	131	6,085,737
1940	Social Worker II	1304	70	70	2,836,226
1945	Social Worker I	1184	11	11	398,557
1952	Substance Abuse Specialist II	1222	2	2	78,757
1960	Mental Health Worker II	811	1	1	24,912
1963	Mental Health Worker I	668	3	3	58,582
2200	Deputy Director of Children and Family Services	D	2	2	172,796
2212	Systems and Procedures Analyst III	1930	4	4	238,595
2240	Senior Systems and Procedures Analyst	2161	1	1	70,356
2292	Staff Analyst II	1581	1	1	51,428
2293	Staff Analyst III	1826	6	7	398,157
2294	Senior Staff Analyst	F	3	4	248,612
2297	Principal Staff Analyst	E	1	2	139,282
3037	Driver	784	8	8	200,252
3070	Supervising Office Assistant II	1222	5	5	192,673
3078	Supervising Office Assistant I	1039	1	1	28,522
3080	Office Assistant III	915	89	90	2,598,026
3081	Office Assistant III - Conf.	919	1	1	28,444
3110	Office Assistant II	822	16	17	442,993
3140	Secretary III	1022	1	1	33,280
3142	Secretary II	915	2	2	60,903
3143	Secretary II - Conf.	919	1	1	31,307
3160	Secretary IV	1128	8	8	293,696

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<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
3166	Administrative Secretary - Conf.	1259	1	1	37,828
3260	Account Clerk III	967	0	1	29,318
5091	Social Worker Aide I	685	2	2	42,451
5093	Social Worker Aide II	834	25	25	644,937
8072	Director of Children and Family Services	B	<u>1</u>	<u>1</u>	<u>107,484</u>
Subtotal			704	718	\$ 32,652,129
	Auto Allowance				6,156
	Bilingual Skill Pay				120,316
	Shift Differential				552,445
	Less Salary Savings				<u>(3,506,755)</u>
TOTAL REGULAR SALARIES					\$ 29,824,291

**DEPARTMENT OF BEHAVIORAL HEALTH
BUDGET 5630
General Fund**

	<u>Actual 2002-03</u>	<u>Adopted 2003-04</u>	<u>Recommended 2004-05</u>	<u>Increase/ Decrease</u>	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 35,828,689	\$ 40,483,930	\$ 42,526,598	\$ 2,042,668	5%
Services & Supplies	25,752,011	22,664,482	26,531,244	3,866,762	17%
Other Charges	5,073,134	4,663,316	2,245,409	(2,417,907)	-52%
Residual Equity Transfer	147,303	0	26,808	26,808	100%
Fixed Assets	20,812	0	0	0	0%
Total Appropriations	\$ 66,821,949	\$ 67,811,728	\$ 71,330,059	\$ 3,518,331	5%
<u>Revenues</u>					
State Aid	\$ 14,250,305	\$ 8,806,280	\$ 11,960,370	\$ 3,154,090	36%
Federal Aid	4,467,890	5,302,454	5,902,878	600,424	11%
Charges for Services	15,602,103	21,451,313	18,246,237	(3,205,076)	-15%
Misc. Revenues	977,157	918,816	902,816	(16,000)	-2%
Realignment:					
Social Services	1,060,060	1,060,060	1,246,982	186,922	18%
Mental Health	27,345,089	25,853,401	27,853,401	2,000,000	8%
Intrafund Revenues	2,926,542	4,088,921	5,024,572	935,651	23%
Total Revenues	\$ 66,629,146	\$ 67,481,245	\$ 71,137,256	\$ 3,656,011	5%
<u>Net County Cost</u>	\$ 192,803	\$ 330,483	\$ 192,803	\$ (137,680)	-42%
	<u>Budgeted 2002-03</u>	<u>Current 2003-04</u>	<u>Recommended 2004-05</u>	<u>Increase/ Decrease</u>	
Position Summary	645	628	640	12	

DEPARTMENT OF BEHAVIORAL HEALTH – 5630

FUNCTION

The Department of Behavioral Health is one of the four Human Services Departments and provides comprehensive, integrated services to the adult population requiring mental health, substance abuse, and social services program assistance. The Department is organized into six divisions: Intensive Services, Metro Services, Senior Care and Specialty Services, Community Integration Services, Regional Services, and Administrative Services. The County-operated substance abuse Perinatal Addiction Treatment and Health Services (PATHS) program is provided within this department, as are crisis mental health services provided to consumers who need immediate treatment. In-Home Supportive Services (IHSS), Adult Protective Services (APS), and Older Adult mental health services are provided to keep adults aged 60 and over safe from abuse, neglect, and exploitation while encouraging independent living. Mental health programs teach skills for daily living helping consumers achieve independent living, employment, and socialization skills. Mental health services are provided to consumers at thirteen sites located throughout metropolitan and rural Fresno County.

OVERVIEW

The 2004-05 Recommended Budget reflects a net County cost reduction of \$137,680 from the prior year adopted budget. This reduction is due to the availability of additional Social Service Realignment revenue. Staffing is recommended at 640 positions, a net increase of 12 positions over the prior year level.

DEPARTMENT COMMENTS

In the early morning hours of January 23, 2004, a fire at the IHSS office destroyed the building and all contents, displacing 81 staff. The combined efforts of County staff from a number of departments, and generous assistance from vendors resulted in the staff being housed in temporary quarters within one business day, with a new lease signed and expected move in date to bring program staff under one roof within 90 days of the fire. The program has experienced moderate disruption of services related to the fire.

Fresno County, in collaboration with First 5, Fresno Madera Area Agency on Aging and Trilogy Resources, Inc. launched the Fresno County Network of Care Website in September 2003. Fresno County was the first to implement all three segments – Mental Health, Seniors and People with Disabilities and Children, to provide a one-stop shop of information from local, state and national resources.

During the past fiscal year, the department has continued to focus on improving efficiency and cost effectiveness of the services provided. Efforts to curtail the escalating costs of pharmaceuticals have resulted in savings attributable to the increased use of samples and Patient Assistance Programs. A Request for Proposals was issued to solicit a pharmaceutical procurement solution that will further reduce costs.

The Department implemented a Special Review Committee to investigate critical incidents occurring in the programs. The purpose of the committee is to provide an internal review process that is non-discoverable for risk management purposes, debrief staff involved in critical incidents, and offer opportunities to identify areas for improvement.

UDEPARTMENT OF BEHAVIORAL HEALTH – 5630

Efforts to transition consumers residing in state hospitals and Institutions for Mental Disease (IMD's) to lower levels of care whenever possible are ongoing. Costs continue to grow while State revenues that support mental health programs have not kept pace. This trend is expected to continue over the next few years and will not support the growth in demand and increased costs for mental health services.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

In anticipation of relatively flat revenue growth, the department has redesigned several programs to become more efficient. The Conservatorship and Placement teams under the Transition Services Division have been consolidated within the Metro Services Division, and the vacant Division Manager, Secretary IV and Clinical Supervisor positions are recommended for deletion. A redesign of the SASIT Team (Substance Abuse Services Integration Team) has allowed for the deletion of a Staff Analyst III position. There was also the consolidation of the Housing Development function into the Community Integration Division.

- To minimize cost increases in this budget, the following actions are recommended:
 - Department Administration – The deletion of four vacant positions is the result of reorganization of the department's administrative support unit, and the consolidation of programs within the Transition Services, Community Integration and Metro Services Divisions.

IMPACTS

- The elimination of four vacant positions (one Division Manager – Mental Health, one clinical supervisor, one staff analyst III, and one secretary IV positions) will not measurably impact consumer service delivery. The duties of these positions were reassigned to existing staff within the Department.
- Metro Services – A redesign of the access system for mental health services resulted in the creation of the START (Short-Term Approaches to Recovery and Treatment) program.

IMPACTS

- The implementation of the START program was accomplished utilizing existing staff and resources from the Metro Services programs.
- Intensive Services – An evaluation of the physician staffing needs resulted in conversion of a half-time and a part-time psychiatrist position to a full-time position.

IMPACTS

- The conversion of a half-time and a part-time Psychiatrist position to a single full-time position will result in salary savings, and will assist with recruitment of medical staff needing a full time commitment of employment.

In order to further decentralize the Human Services support functions, 17 positions have been deleted and the remaining positions have been recommended for transfer to several Human Services departments and the Auditor Controller/Treasurer Tax Collector Office.

UDEPARTMENT OF BEHAVIORAL HEALTH – 5630

IMPACTS

- The positions recommended for transfer to the Department of Behavioral Health include two staff analysts, two senior staff analysts, one office assistant, one account clerk, one systems and procedures analyst, one senior admitting Interviewer and nine admitting interviewers.

SALARIES AND BENEFITS

- Salaries and Benefits reflect an increase over the prior year adopted budget. This is due to unemployment insurance and retirement increases, the midyear transfer of two positions from HSS Finance and Operations Support, the midyear deletions of a social worker aide supervisor, half-time mental health nurse, one office assistant, one half-time and one part-time psychiatrist, the midyear addition of a program tech and a half-time Office Assistant and the addition of one full-time Psychiatrist position. It is recommended that two staff analysts, two senior staff analysts, one office assistant, one account clerk, one systems and procedures analyst, one senior admitting Interviewer, and nine admitting interviewers be transferred to the Department. These increases are partially offset by the elimination of six vacant positions. Staffing is recommended at 640 positions, a net increase of 12 positions over the prior year level.

SERVICES AND SUPPLIES

- Services and Supplies, represent an increase due primarily to contracted services which allow for increases in costs associated with Institutes of Mental Disease beds, increasing pharmaceutical costs and computer costs.

OTHER CHARGES

- Other Charges reflect a decrease from the 2003-04 level related to charges for Departmental Overhead Allocation and a reduced need for State Hospital beds.

RESIDUAL EQUITY TRANSFERS

- Costs in this object reflect necessary computer equipment to support the IHSS Public Authority's mandate for provider training and the use of a database to track and maintain provider files. Additional equipment is also recommended to complete the IHSS Imaging Project that creates paperless client files.

SUMMARY OF REVENUES

- Revenues are recommended at a 5% increase over the prior year.
 - State Aid – Increase due to additional revenue available from the Managed Care Allocation, State Welfare Administration funding based on a shift in the cost sharing ratios and a shift of the EPSDT revenue estimate from charges for services to the State category where those revenues are recorded.
 - Federal Aid – Increase due to additional Federal Welfare Administration revenue based on a shift in the cost sharing ratios and actual usage of the allocation for Older Adult programs, an increase in the Federal PATH grant, and additional revenue from Federal Title XIX funds to support a portion of the IHSS Advisory Committee.
 - Charges for Services – Represents a decrease attributable to a shift to reflect receipt of EPSDT revenue in the State category and a reduction in the estimate of MediCal revenue based on actual receipts.

UDEPARTMENT OF BEHAVIORAL HEALTH – 5630

- Miscellaneous Revenues – Represents the elimination of one-time revenue from pharmaceutical companies to offset medical staff training costs.
- State/Local Program Social Services Realignment Trust Fund – Increase from the 2003-04 level due to the availability of additional revenue. Used to offset a portion of the required Maintenance-of-Effort and County match to support social services Older Adult programs and the mandated IHSS Public Authority.
- State/Local Program Mental Health Realignment Trust Fund – Increase to offset increased employee benefit rates, pharmaceutical costs and IMD bed costs not financed with other revenue sources.
- Intrafund Revenues – Increase represents reimbursement the HS Substance Abuse Services budget (5602) for substance abuse services in the County-operated PATHS program and support of the Substance Abuse Services Integration Team; reimbursement from County Personnel for employment fitness evaluations; the first year of a three-year program funded by the Sheriff's Department for mental health services to newly released inmates in order to reduce recidivism; and, the Department of Employment and Temporary Assistance to reflect the County Expense Claim revenue shifts.

PENDING FACTORS

- In anticipation of further shortfalls in the State's budget, the Department is preparing plans that could include the closing of the Psychiatric Health Facility (PHF), STAR Program, Older Adult Mental Health and/or rural clinics in Huron, Pinedale, and Sanger, as well as the restructure of Jail Psychiatric Services.
- An application for Emergency Housing Assistance Program (EHAP) funding was submitted on January 21, 2004. The proposal has been recommended for funding in the amount of \$29,605, pending official notification from the State.
- The Department of Mental Health Master Plan states recovery oriented services should be part of the Mental Health delivery system. The Department built the consumer Peer Support and Recovery Program and the United Consumer Advocacy Network (UCAN) on extra-help employees. The Student Professional Worker (SPW) classification was chosen for the extra-help employees because there was no permanent classification to hire consumers to provide these specialized services. The SPWs work with other consumers on their road to recovery in various programs throughout the Department. They also provide recovery training programs to other programs/Departments throughout the County, the Fresno Police Department, etc. Some of these SPWs have worked as extra-help for more than three years. The Department would like to provide permanence to these long-term extra-help employees.

DEPARTMENT OF BEHAVIORAL HEALTH - 5630

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDE SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
1309	Division Manager - Mental Health	E	5	4	\$ 310,336
1322	Mental Health Nurse	1902	8	8	453,240
1323	Mental Health Nurse I	2175	32	32	2,216,240
1324	Health Education Specialist	1301	1	1	35,711
1347	Utilization Review Specialist	2123	1	1	58,279
1363	Clinical Supervisor	2299	22	21	1,567,826
1367	Psychiatrist	A	20	21	3,026,192
1367	Psychiatrist (PT)	A	1	0	0
1367	Psychiatrist (HT)	A	1	0	0
1450	Licensed Vocational Nurse III	1101	24	24	837,012
1454	Nursing Services Manager	E	1	1	70,122
1463	Psychiatric Technician II	1134	6	6	221,364
1450	Licensed Vocational Nurse III (PT)	1101	1	1	17,940
1465	Licensed Vocational Nurse I	883	1	1	26,052
1468	Psychiatric Technician III	1242	13	13	500,140
1494	Licensed Vocational Nurse II	961	2	2	57,694
1501	Admitting Interviewer I	828	0	5	120,144
1592	Recreational Therapist II	1343	8	8	342,797
1593	Senior Admitting Interviewer	1094	0	1	35,594
1670	Admitting Interviewer II	973	0	4	124,724
1905	Job Specialist I	1173	2	2	65,912
1910	Senior Licensed Psychologist	2178	4	4	273,936
1911	Licensed Psychologist	2052	1	1	66,820
1917	Unlicensed Mental Health Clinician	1514	38	38	1,804,835
1919	Licensed Mental Health Clinician	1821	14	14	765,453
1920	Senior Licensed Mental Health Clinician	1956	53	53	3,344,939
1920	Senior Licensed Mental Health Clinician (PT)	1956	1	1	50,960
1924	Social Services Program Manager	E	1	1	77,064
1926	Mental Health Consumer Advocate	1369	1	1	44,590
1927	Community Mental Health Specialist I	1097	15	15	499,421
1928	Community Mental Health Specialist II	1211	75	75	2,893,117
1930	Social Work Supervisor	1865	7	7	422,972
1931	Social Work Practitioner	1600	3	3	156,234
1935	Social Worker III	1466	49	49	2,297,284
1940	Social Worker II	1304	8	8	313,858
1945	Social Worker I	1184	8	8	284,485
1946	Medical Interpreter Escort	685	3	3	63,636
1951	Substance Abuse Specialist I	1108	2	2	65,081
1952	Substance Abuse Specialist II	1222	5	5	183,857
1953	Senior Substance Abuse Specialist	1350	2	2	81,573
1960	Mental Health Worker II	811	20	20	506,744
1963	Mental Health Worker I	668	7	7	136,936
2211	Systems and Procedures Analyst II	1665	1	1	50,490
2212	Systems and Procedures Analyst III	1930	2	3	173,758
2240	Senior Systems & Procedures Analyst	2161	1	1	66,387

DEPARTMENT OF BEHAVIORAL HEALTH - 5630

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		
2291	Staff Analyst I	1424	1	1	\$ 39,091
2292	Staff Analyst II	1581	3	3	141,727
2293	Staff Analyst III	1826	5	6	332,982
2294	Senior Staff Analyst	F	2	4	248,612
2297	Principal Staff Analyst	E	3	3	205,322
2350	IHSS Public Authority Executive Director	E	1	1	70,226
0294	Assistant Director of Adult Services	D	2	2	179,192
3037	Driver	784	5	5	127,660
3070	Supervising Office Assistant II	1222	11	11	412,359
3078	Supervising Office Assistant I	1039	1	1	33,826
3080	Office Assistant III	915	62	62	1,801,219
3110	Office Assistant II	822	37	38	935,937
3110	Office Assistant II (HT)	822	1	1	11,271
3111	Office Assistant II - Confidential	829	1	1	23,952
3160	Secretary IV	1128	10	9	323,368
3166	Administrative Secretary - Conf.	1259	1	1	41,002
3205	Account Clerk II	860	0	1	27,033
3620	Program Technician I	1088	1	1	29,874
3621	Program Technician II	1218	2	2	73,969
5020	Cook	840	2	2	54,652
5093	Social Worker Aide II	834	6	6	148,617
8073	Director of Adult Services	B	1	1	105,066
Subtotal			628	640	\$ 30,078,706
Auto Allowance					6,156
Shift Differential					218,152
Bilingual Skill Pay					120,016
Standby Pay					80,000
Voluntary Furlough Leave					(350,000)
Less Salary Savings					(2,331,175)

TOTAL REGULAR SALARIES \$ 27,821,855

VACANT POSITIONS RECOMMENDED FOR DELETION (August 2, 2004)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1309	Division Manager - Mental Health	Vacant	E	-1	\$ 93,970
1363	Clinical Supervisor	Vacant	2299	-1	97,610
1367	Psychiatrist - Half Time	Vacant	A	-1	99,669
1367	Psychiatrist - Part Time	Vacant	A	-1	129,680
2293	Staff Analyst III	Vacant	1826	-1	67,463
3160	Secretary IV	Vacant	1128	-1	43,537
Cost of Restoring Vacant Positions				-6	\$ 531,929

**BEHAVIORAL HEALTH
IN-HOME SUPPORTIVE SERVICES
BUDGET 6420
General Fund**

	<u>Actual 2002-03</u>	<u>Adopted 2003-04</u>	<u>Recommended 2004-05</u>	<u>Increase/ Decrease</u>	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	\$ 22,727,276	\$ 25,002,541	\$ 25,296,236	\$ 293,695	1%
Total Appropriations	\$ 22,727,276	\$ 25,002,541	\$ 25,296,236	\$ 293,695	1%
<u>Revenues</u>					
Realignment	14,347,348	12,652,069	12,945,764	293,695	2%
Total Revenues	\$ 14,347,348	\$ 12,652,069	\$ 12,945,764	\$ 293,695	2%
<u>Net County Cost</u>	\$ 8,379,928	\$ 12,350,472	\$ 12,350,472	\$ 0	0%

BEHAVIORAL HEALTH/IN-HOME SUPPORTIVE SERVICES – 6420

FUNCTION

The In-Home Supportive Services (IHSS) program is administered through the Behavioral Health Department and provides services to eligible older and disabled individuals who are unable to perform certain activities themselves and who cannot remain in their own homes unless such services are available. This includes the Personal Care Services Program (PCSP) which provides in-home services for Medi-Cal eligible clients. These services include domestic services, heavy cleaning, non-medical personal services, transportation, yard hazard abatement, and protective supervision. While these services are funded with established Federal/State/County cost sharing ratios, this budget only reflects Fresno County's portion of the program costs.

OVERVIEW

The 2004-05 Recommended Budget of \$25,296,236 reflects a 0% increase in net County cost over the 2003-04 Adopted Budget and represents Fresno County's share of the total IHSS program cost of \$121,799,568. A portion of the County's share-of-cost is financed with \$12,945,764 in Social Services Realignment revenue, with the balance of \$12,350,472 financed with Countywide revenues.

The actual hours of service experienced during the past year indicates an overall trend in decreased service hours per client for the PCSP program and an increase for IHSS program. The average hours per month for PCSP cases are projected to decrease from 103 to 101 hours per month per client in 2004-05 and the average hours per month for IHSS are projected to increase from 88 to 90 hours per month per client in 2004-05.

SUMMARY OF CAO RECOMMENDATIONS

OTHER CHARGES

- Recommended funding of \$25,296,236 represents the estimated net County share-of-cost paid to the State for Fresno County clients. The total number of persons to be served is projected to decrease from projected 12,516 in 2003-04 to projected 12,360 in 2004-05. This represents a 1.2% (156) decrease in number of clients served.
- Personal Care Services cases include Federal cost participation of 50% with the State and County splitting the non-Federal share-of-cost 65% - 35% respectively. In-Home Supportive Services program costs are shared between the State and County on a 65% - 35% cost sharing ratio.
- Eligible IHSS/PCSP recipients are identified by the Department of Behavioral Health staff who evaluate individual needs and authorize a specific level of monthly services hours permissible per recipient. Services are provided by independent IHSS providers who are paid directly by the State of California. The State then submits a claim to the County for payment of the County's share-of-cost.

STAFFING

- Staffing is recommended at the 2003-04 level. Staff support is provided through the Department of Behavioral Health budget (5630) and nursing supervision is provided through the Department of Community Health budget (5620). County staff that supports the operation of the Public Authority through a contractual arrangement is included in the Department of Behavioral Health budget (5630).

UBEHAVIORAL HEALTH/IN-HOME SUPPORTIVE SERVICES – 6420

SUMMARY OF REVENUES

- State/Local Program Social Services Realignment Trust Fund (\$12,945,764) indicates an increase over the prior year.

PENDING FACTORS

- The Governor's May revise Budget includes State General Fund savings due to a pending Federal waiver, submitted by the Department of Social Services, that seeks to obtain federal Medicaid funding for the residual (State-only) IHSS program. Should this waiver be unsuccessful, the State would again propose the elimination of the State-only program, which was previously proposed in the January version of the State budget. The full extent of the Federal financial participation will not be known until the approval of this waiver, upon which the department will return to your Board with the recommendations to amend this budget.
- The proposed State budget also includes a premise to reduce State's participation in the costs of IHSS / PCSP provider wages and benefits from the current maximum level of \$10.10 per hour to the minimum wage, currently \$6.75 per-hour. This proposal is recommended to take effect on October 1, 2004. IHSS / PCSP providers in Fresno County are currently paid \$7.50 per hour. Should this proposal be approved, the State financial participation in the \$0.75 per hour cost for approximately 1.2 million hours per-month (10.9 million hours for 9 months) would be eliminated. The Federal financial participation may be impacted as well, which would result in a net County cost increase of \$6.5 million for Fiscal Year 2004-05.

UBEHAVIORAL HEALTH/IN-HOME SUPPORTIVE SERVICES – 6420

SUMMARY OF REVENUES

- State/Local Program Social Services Realignment Trust Fund (\$12,945,764) indicates an increase over the prior year.

PENDING FACTORS

- The Governor's May revise Budget includes State General Fund savings due to a pending Federal waiver, submitted by the Department of Social Services, that seeks to obtain federal Medicaid funding for the residual (State-only) IHSS program. Should this waiver be unsuccessful, the State would again propose the elimination of the State-only program, which was previously proposed in the January version of the State budget. The full extent of the Federal financial participation will not be known until the approval of this waiver, upon which the department will return to your Board with the recommendations to amend this budget.
- The proposed State budget also includes a premise to reduce State's participation in the costs of IHSS / PCSP provider wages and benefits from the current maximum level of \$10.10 per hour to the minimum wage, currently \$6.75 per-hour. This proposal is recommended to take effect on October 1, 2004. IHSS / PCSP providers in Fresno County are currently paid \$7.50 per hour. Should this proposal be approved, the State financial participation in the \$0.75 per hour cost for approximately 1.2 million hours per-month (10.9 million hours for 9 months) would be eliminated. The Federal financial participation may be impacted as well, which would result in a net County cost increase of \$6.5 million for Fiscal Year 2004-05.

**EMPLOYMENT AND TEMPORARY ASSISTANCE
BUDGET 5610
General Fund**

	<u>Actual 2002-03</u>	<u>Adopted 2003-04</u>	<u>Recommended 2004-05</u>	<u>Increase/ Decrease</u>	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 51,605,588	\$ 56,903,723	\$ 67,361,382	\$ 10,457,659	18%
Services & Supplies	26,581,220	23,692,247	26,890,246	3,197,999	13%
Other Charges	52,322,601	49,954,356	46,981,564	(2,972,792)	-6%
Residual Equity Transfer	787,360	0	371,800	371,800	100%
Fixed Assets	239,609	0	0	0	0%
Total Appropriations	\$ 131,536,378	\$ 130,550,326	\$ 141,604,992	\$ 11,054,666	8%
<u>Revenues</u>					
State Aid	\$ 66,954,352	\$ 65,005,244	\$ 72,205,275	\$ 7,200,031	11%
Federal Aid	57,117,271	56,028,023	58,368,360	2,340,337	4%
Designation for FY 04-05					
E&TA Services	0	4,000,000	6,000,000	2,000,000	50%
Misc. Revenues	3,150,096	955,482	545,002	(410,480)	-43%
Realignment Social Services	3,036,937	3,036,937	3,036,937	0	0%
Intrafund Revenue	32,963	79,502	204,659	125,157	157%
Total Revenues	\$ 130,291,619	\$ 129,105,188	\$ 140,360,233	\$ 11,255,045	9%
<u>Net County Cost</u>	\$ 1,244,759	\$ 1,445,138	\$ 1,244,759	\$ (200,379)	-14%
	<u>Budgeted 2002-03</u>	<u>Current 2003-04</u>	<u>Recommended 2004-05</u>	<u>Increase/ Decrease</u>	
Position Summary	1,207	1,272	1,278	6	

EMPLOYMENT AND TEMPORARY ASSISTANCE – 5610

FUNCTION

The Department of Employment and Temporary Assistance (E&TA) is responsible for the administration of public assistance and employment services. Services include administrative support for CalWORKs, Medi-Cal, Food Stamps, Refugee Assistance, and General Relief programs. CalWORKs (California Work Opportunity and Responsibility to Kids) is California's version of the Federal Temporary Assistance for Needy Families (TANF) program. E&TA is also responsible for eligibility determination and payment authorization for the Aid to Adoptions, Foster Care cash assistance, and childcare subsidies for families currently or previously receiving cash aid. Additionally, the department administers the Adolescent Family Life Program (AFLP) and Cal-Learn program, which offer support services to adolescents who are pregnant or custodial parents.

OVERVIEW

The 2004-05 Recommended Budget reflects an 8% increase in appropriations and estimated revenues from the 2003-04 Adopted Budget primarily due to inclusion of an annualized cost of 50 additional positions for Medi-Cal eligibility services approved midyear 2003-04 and the 100% State and Federal revenue offset. These positions were added to reduce caseloads to more manageable levels and meet additional program requirements mandated by Senate Bill (SB) 26X. Net County cost represents a decrease from the prior year. Staffing is recommended at 1,278 positions, a net increase of 6 positions from the prior year.

The significant decline in CalWORKs cases over the past several years has reached a plateau and the department expects the caseloads to slightly increase in 2004-05. While the overall numbers have not significantly changed, the caseload attrition has been continuously offset with new applications. Secondary migration, due to California's Safety Net program and Fresno County's low cost-of-living, has remained a factor as approximately 30% of new cash aid applicants arrive each month from other California counties or other States.

Medi-Cal and Non-Assistance Food Stamp caseloads are expected to continue to increase. Over the past two years, the average Medi-Cal program participation increased by 21% (21,504 persons) and the Non-Assistance Food Stamp program participation increased by 44% (8,737 persons). As new attempts to streamline eligibility are implemented Statewide, increases in participation are expected to continue in both programs.

A County Maintenance-of-Effort (MOE) was established with the passage of Assembly Bill 1542 (Statutes of 1997, Chapter 270) as a condition for receiving CalWORKs and State and Federal Food Stamp Program funds. The County's 2004-05 MOE of \$4,022,882, which is financed with Social Services Realignment and Countywide revenues, is based on the 1997-98 share of administrative expenses for these programs. The balance of County cost (\$2,219,989) included in this budget represents administrative costs for General Relief and a percentage share-of-cost for the administration of Foster Care, Food Stamp Employment and Training, Stage II Child Care, and the mandated CalWIN State automation project partially offset with the Department's share of County Overhead Costs (\$1,772,873) and other miscellaneous revenue (\$188,302).

UNEMPLOYMENT AND TEMPORARY ASSISTANCE – 5610

DEPARTMENT COMMENTS

Despite the budgetary challenges of this past year, the Department, in partnership with other County Departments and Community Based Organizations, has successfully implemented a number of projects and initiatives that improved service delivery and business practices. The most notable projects include: the successful implementation of Electronic Benefit Transfer (EBT) that impacted an estimated 101,000 Food Stamp recipients and implementation of Medi-Cal midyear status reporting that impacted over 140,500 Medi-Cal beneficiaries. Additionally, the Department achieved a 94% accuracy rate in Medi-Cal performance standards and continued a successful Food Stamp payment accuracy rate of 96%. In spite of continued funding reductions in the CalWORKS program, the department funded over 25 community organizations to provide a variety of employment and support services to approximately 11,000 Welfare-to-Work participants, that in concert with internal efforts resulted in 505 participants entering employment per month in the first half of the fiscal year. The coming year will potentially bring additional budget and program challenges. The department is committed to addressing issues while adhering to the mission of providing opportunities for the poor and needy families in the County to have access to food, shelter, medical benefits and employment services.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- The mandated Statewide Automated Welfare System, CalWIN, which will replace the current Welfare Case Data System and fully automate eligibility determination, has been subject to delays due to programmatic changes imposed by the State; it is now scheduled for a July 2006 implementation date in Fresno County. During 2004-05, the fifth year of design and implementation, the focus will be on user training, evaluation of current business practices, changes in departmental policies and procedures, and evaluation and changes to current management reports.
- Quarterly status reporting for CalWORKs, Food Stamp, and General Relief programs, scheduled for June 2004 implementation in Fresno County, is a reporting system change mandated by Assembly Bill (AB) 444, Statutes of 2002. This change will impact approximately 101,959 cash aid and food stamp recipients (39,737 cases). The implementation of the new regulations has resulted in significant impact to the department's business practices and procedures, which will be incorporated during the 2004-05 Fiscal Year. In the future, quarterly reporting is likely to impact the District Attorney Welfare Fraud referrals due to changes in reporting requirements and budgeting of cash aid grants, and the Department of General Services resulting from a decrease in the mail volume.
- Fresno County's FY 2003-04 Medi-Cal Administrative allocation was adjusted by the State to include sufficient funding for current caseloads. As a result, 50 permanent positions and \$880,000 in extra-help funding were approved midyear 2003-04. The proposed budget includes funding for annualized salaries and benefits of permanent and extra help staff. The State Department of Health Services will utilize the Proposed County Administrative Budget (PCAB) process to determine Fiscal Year 2004-05 Medi-Cal funding for counties. This process should ensure sufficient funds for the caseload growth and is proposed to be based on the State established Medi-Cal eligible per Full-time Equivalent (FTE) eligibility worker standards. Proposed standards are expected to further increase Fresno's Medi-Cal allocation. Should the current level of funding remain or be increased, the department will return to your Board with staffing recommendations.

EMPLOYMENT AND TEMPORARY ASSISTANCE – 5610

SALARIES AND BENEFITS

- Salaries and Benefits, recommended at \$67,361,382 represents an increase over the prior year due to full-year funding for positions added in midyear 2003-04 and an increase in workers' compensation, health insurance contribution and retirement rates, the negotiated benefit adjustments and normal step advances.

Recommended funding includes:

- Full-year funding for 30 eligibility and 20 clerical positions added midyear 2003-04 for the Medi-Cal program to reduce caseloads to more manageable levels and implementation of file imaging of active cases approved by your Board in the prior year.
- Transfer-in of 56 positions from Human Services Finance and Operations Support and 4 positions from Information Technology Services Department to reflect decentralization of personnel, warehouse, CalWORKs supportive services payment and ITSD application support functions.
- Transfer-out of two positions to General Services to reflect transition of copy services.
- Transfer-in of nine positions from Human Services Finance and Operations Support offset with the deletion of three vacant office assistant positions to offset the increased cost of positions associated with the decentralization of Human Services (5600).
- An increase in Extra-Help to provide full-year funding for extra-help positions added midyear 2003-04 for the Medi-Cal program.
- Bilingual Skill Pay for 450 employees.
- Salary Savings of 5% to accurately reflect position vacancies and recruitment timeframes
- Staffing is recommended at 1,278 positions.

SERVICES AND SUPPLIES

- Services and Supplies represents an increase from the prior year due to inclusion of full postage costs and increase in the Professional and Specialized services to reflect County Expense Claim revenue shifts to Department of Children and Family Services and Department of Behavioral Health.

Recommended funding includes:

- An appropriation in Building Maintenance that includes the last phase of the Americans with Disabilities Act Capital Project scheduled to continue during 2004-05.
- An increase of appropriations in postage costs to reflect transfer of this function from Human Services Finance and Operations Support to the Department of General Services. The charges reflect postage costs, Presort Agreement costs and an 11.05% surcharge from the Department of General Services.
- An increase in Printing to reflect transition of copy services from Employment and Temporary Assistance to the Department of General Services.

UEMPLOYMENT AND TEMPORARY ASSISTANCE – 5610

- Establishment of two new accounts to reflect total PeopleSoft system charges. Two accounts reflect charges for Human Resources and Financial Management systems. In the prior year, these costs were partially reflected in the Data Processing charges; the balance was reflected in the Auditor/Controller budget and charged to county departments through the County Cost Allocation plan.
- An increase in Professional and Specialized Services to reflect County Expense Claim revenue shifts to the Department of Children and Family Services and the Department of Behavioral Health.
- A decrease in Data Processing charges due to transfer of direct costs to software account and decentralization of application support function.
- An increase in Software direct charges due to transfer from the Data Processing account.
- An increase in Rents and Leases – Buildings to reflect current lease agreements.
- An increase in Small Tools and Instruments to purchase replacement modular furniture for the existing sites in order to meet CalWIN Automation project requirements.

OTHER CHARGES

- Other Charges represents a decrease from 2003-04 due primarily to decentralization of Human Services support functions and transfer of appropriations to Salaries and Benefits and General Services Department accounts.

Recommended funding includes:

- A decrease in the Human Services Finance and Operations (5600) Overhead charges based on reduced staffing and support costs.
- An increase in Support and Care of Persons primarily related to midyear 2003-04 increases in contracted services.

RESIDUAL EQUITY TRANSFER

- Residual Equity Transfer, recommended at \$371,800, represents an increase from the prior year due to CalWIN / Filenet equipment and upgrades.

SUMMARY OF REVENUES

Revenues are recommended at \$140,360,233 a 9% (\$11,255,045) increase from the prior year due primarily to an increase in the Medi-Cal Administration Allocation.

- State Aid. Reflects an increase in the Medi-Cal administrative allocation based on the actual revenue received and a shift in the share-of-cost for the CalWORKs Single Allocation to the State from Federal funding offset with the reduction in the CalWIN funding.
- Federal Aid. Reflects an increase in Medi-Cal administrative allocation based on the actual Fiscal Year 2003-04 revenue.
- Designation for Fiscal Year 2004-05 E&TA Services. Reimbursement of Performance Incentive Funds expended in 2002-03 and 2003-04 for eligible costs incurred by the Probation Department and the Department of Children and Family Services.

EMPLOYMENT AND TEMPORARY ASSISTANCE – 5610

- Miscellaneous Revenues. Estimated to decrease due to a decrease in Federal portion of Fraud Incentives. Represents reimbursement of the share-of-cost from Coalinga Regional Center Partners, Federal portion of Fraud Incentives, Food Stamp repayments, and Valley Children's Hospital.
- State/Local Program Social Services Realignment Trust Fund. Estimated at the prior year level. Revenues will finance a portion the County's required Maintenance-of-Effort for receipt of CalWORKs revenues.
- Intrafund Revenues. Estimated to increase from the prior year level. Represents reimbursement from the Department Behavioral Health budget (5630) for support provided to the Homeless Mentally Ill programs, Department of Children and Family Services (5640) for employment services support provided to the Independent Living Program, and from the Department of Community Health (5620) for the support in the Fair Chance Program.

PENDING FACTORS

The Governor's 2004-05 Proposed State Budget contains a number of program changes, funding reductions, and funding shifts that would significantly impact the Department of Employment and Temporary Assistance. Administration funding reductions and program changes as proposed would have the following impacts:

- The Governor's budget includes a proposal for redistribution of the Statewide Medi-Cal administrative funding. Though total funds would not significantly change, the Department of Health Services is proposing to re-distribute the base allocation according to a number of "eligibles" (persons enrolled in the Medi-Cal program) in each county to address funding inequities between counties. Due to a significant growth in Medi-cal recipients over the past three years, Fresno County would benefit from such redistribution. Should this proposal be approved, the Department will return to your Board with recommendations to adjust permanent staffing levels.
- The Governor's budget includes a 25% reduction Statewide in CalWORKs Eligibility Allocation and a 9% reduction Statewide in the Food Stamp Administration allocation. These reductions are primarily based on estimated program savings due to implementation of quarterly status reporting in lieu of current monthly reporting. However, based on the current implementation and mid-quarter reporting requirements, the anticipated savings will not be realized. Specific impact to Fresno County is not available at this time.
- The proposed State budget also assumes a 10% reduction in Statewide Foster Care administration allocation. This reduction is based on a change from semi-annual to annual re-determination of eligibility for foster care grants. However, Foster Care changes have not been approved by the legislature and due to necessary programming changes, it is unlikely that any savings will be realized at the beginning of the fiscal year.
- Significant Employment Services Program changes are proposed for the budget year that would impact Welfare-to-Work program participation and would further limit County flexibility. The proposal includes up-front job search for aid applicants, welfare-to-work plan requirement within 60 days of receipt of cash aid, and limiting the activities that count towards State participation. The current budget proposal does not include any additional Employment Services funding and would thus require the department to restructure funding priorities in order to comply with potential changes.

UEMPLOYMENT AND TEMPORARY ASSISTANCE – 5610

- A number of Childcare system cost savings measures are also proposed with the estimated savings of \$164.8 million Statewide. Proposed reforms include a three-tiered eligibility limit based upon county of residence, limited childcare for 11 and 12 year-old children, and introduction of fees for families no longer on cash assistance. Budget reforms also propose a two-year limit on childcare assistance for participants engaging in education and training programs, and limits Stage 3 childcare to one year. Specific funding impacts to Fresno County are not available at this time.
- Federal Temporary Assistance for Needy Families Block Grant Reauthorization is expected during the Federal Fiscal Year 2004. Current Federal legislative proposals would significantly impact CalWORKs Employment Services, as Federal participation and employment requirements would become more stringent. Your Board will be kept apprised, as more information becomes available.
- As a result of the decentralization of the Human Services Finance and Operations, direct operational costs have been distributed to the four main Human Services departments. Interdepartmental agreements that impact the four departments remain in the 5600 budget unit. These costs are then charged back as departmental overhead expense to the benefiting user department. These interdepartmental agreements will be reviewed and reassessed for accurate cost accounting/claiming and corresponding distribution to maximize revenue reimbursement. This review may require redistribution of overhead expense midyear.

EMPLOYMENT AND TEMPORARY ASSISTANCE - 5610

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
1901	Client Services Specialist	1292	5	5	\$ 197,158
1904	Job Specialist II	1292	104	104	4,243,466
1905	Job Specialist I	1173	17	17	609,136
1907	Job Specialist III	1421	67	67	3,048,386
1924	Social Services Program Manager	E	13	13	851,953
1930	Social Work Supervisor	1865	4	4	238,788
1931	Social Work Practitioner	1600	1	1	48,334
1935	Social Worker III	1466	16	16	746,398
1940	Social Worker II	1304	11	11	422,004
1945	Social Worker I	1184	1	1	32,513
1951	Substance Abuse Specialist I	1108	6	6	203,235
2211	Systems & Procedures Analyst II	1665	1	1	49,546
2212	Systems & Procedures Analyst III	1930	4	4	232,660
2240	Senior Systems & Procedure Analyst	2161	1	1	65,772
2246	Deputy Director	D	2	2	167,381
2291	Staff Analyst I	1424	2	2	78,182
2292	Staff Analyst II	1581	0	1	51,428
2293	Staff Analyst III	1826	12	13	733,321
2294	Senior Staff Analyst	F	3	3	194,692
2297	Principal Staff Analyst	E	2	2	134,110
3010	Chief Office Assistant	1371	2	2	89,284
3031	Social Services Program Supervisor	1572	87	87	4,373,537
3033	Eligibility Worker I	915	107	107	2,830,893
3034	Eligibility Worker II	1010	98	98	2,954,372
3035	Eligibility Worker III	1173	406	406	15,036,589
3036	Social Services Appeals Specialist	1356	9	9	397,332
3070	Supervising Office Assistant II	1222	14	15	585,274
3078	Supervising Office Assistant I	1039	1	1	33,826
3080	Office Assistant III	915	134	132	3,770,014
3081	Office Assistant III - Confidential	919	1	1	28,496
3110	Office Assistant II	822	79	79	1,882,879
3111	Office Assistant II - Confidential	829	1	1	24,312
3125	Office Assistant I	732	21	21	440,908
3142	Secretary II	915	1	1	27,820
3160	Secretary IV	1128	3	6	205,405
3166	Administrative Secretary - Conf.	1259	1	1	41,002
5091	Social Worker Aide I	685	3	3	60,062
3205	Account Clerk II	860	10	10	252,742
3240	Supervising Account Clerk II	1237	3	3	120,822
3260	Account Clerk III	967	14	16	481,682
3705	Information Technology Analyst II	1505	1	1	48,984
3707	Information Technology Analyst IV	2114	1	1	68,796
3708	Senior Information Technology Analyst	2408	2	2	156,780
8074	Director	B	1	1	108,375
Subtotal			1,272	1,278	\$ 46,368,649
	Auto Allowance				6,156
	Shift Differential				216,291
	Bilingual Skill Pay				270,036
	Less Salary Savings				(2,391,877)
TOTAL REGULAR SALARIES					\$ 44,469,255

**EMPLOYMENT AND TEMPORARY ASSISTANCE
AID TO ADOPTIONS
BUDGET 6415
General Fund**

	<u>Actual 2002-03</u>	<u>Adopted 2003-04</u>	<u>Recommended 2004-05</u>	<u>Increase/ Decrease</u>	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	\$ 9,071,919	11,660,881	\$ 11,988,480	\$ 327,599	3%
Total Appropriations	\$ 9,071,919	\$ 11,660,881	\$ 11,988,480	\$ 327,599	3%
<u>Revenues</u>					
State Aid	\$ 3,783,126	\$ 5,130,788	\$ 5,200,603	\$ 69,815	1%
Federal Aid	3,633,792	4,897,570	5,054,343	156,773	3%
Misc. Revenues	6,520	0	0	0	0%
Realignment	1,146,571	1,016,616	1,117,627	101,011	10%
Total Revenues	\$ 8,570,009	\$ 11,044,974	\$ 11,372,573	\$ 327,599	3%
<u>Net County Cost</u>	\$ 501,910	\$ 615,907	\$ 615,907	\$ 0	0%

EMPLOYMENT AND TEMPORARY ASSISTANCE – AID TO ADOPTIONS – 6415

FUNCTION

The Aid to Adoptions program eligibility and payment system is administered by the Department of Employment and Temporary Assistance and provides grants to qualified parents who need financial assistance in order to adopt a child. Funds from this budget are made available to families which adopt “hard-to-place” children and are intended to ease the financial burden to adopt and support such children until they reach the age of 21. Adoptions program placements and case management services are provided by the Department of Children and Family Services.

OVERVIEW

The 2004-05 Recommended Budget of \$11,988,480 reflects a 3% (\$327,599) increase in appropriations over the 2003-04 Adopted Budget based on the projected caseload growth and costs to provide financial assistance grants. This budget reflects no increase in net County cost. The County’s share-of-cost for this program is funded with \$1,117,627 in Realignment revenues and a General Fund contribution of \$615,907. Recommended funding will provide for a 4% increase in the number of Aid to Adoption cases, with a projected growth from 1,502 cases per month in 2003-04 to 1,561 cases per month for 2004-05. The increase in funding for this program is offset with a decrease of average grant amount from \$647 to \$640 per month per case. Enhanced staffing approved by your Board in 1997-98 and family unification legislation enacted in 1998-99 have greatly increased the number of children who have been adopted, which is reflected in this caseload growth.

SUMMARY OF CAO RECOMMENDATIONS

OTHER CHARGES

- Recommended funding of \$11,988,480 will provide grants to parents who need financial assistance in order to adopt a child. Monthly grants offset food, housing, and basic needs expenses until the child reaches the age of 21. The Aid to Adoptions caseload has shown a consistent increase over the last six years. Between 1999-2000 and 2004-05, the number of children receiving adoptions assistance benefits has increased from 678 per month to a projected 1,561 per month for 2004-05.
- Under Assembly Bill 1544 of 1998, family unification for children under the age of three must be completed in six months or the court can free the child for adoption. The department has implemented the requirements of this legislation through enhanced efforts to identify adoptive families.

STAFFING

- Staffing support for this program is recommended at the 2003-04 level. Staff for Aid to Adoptions to determine eligibility and process payments is provided through the Department of Employment and Temporary Assistance budget (5610). Staff for placement of children with adoptive families and case management services are provided through the Department of Children and Family Services budget (5640).

UNEMPLOYMENT AND TEMPORARY ASSISTANCE – AID TO ADOPTIONS – 6415

SUMMARY OF REVENUES

- Revenues are recommended at \$11,372,573, an increase of 3% (\$327,599) over the prior year based on the projected number of families receiving financial adoption assistance.
 - State Aid (\$5,200,603). Estimated to increase based on the average 43.4% State share of program cost.
 - Federal Aid (\$5,054,343). Estimated to increase based on the average 42% Federal share of program cost.
 - State/Local Program Social Services Realignment Trust Fund (\$1,117,627) reflects an increase over the prior year.

**EMPLOYMENT AND TEMPORARY ASSISTANCE
AID TO REFUGEES
BUDGET 6615
General Fund**

	<u>Actual 2002-03</u>	<u>Adopted 2003-04</u>	<u>Recommended 2004-05</u>	<u>Increase/ Decrease</u>	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	\$ 74,352	102,120	\$ 102,120	\$ 0	0%
Total Appropriations	\$ 74,352	\$ 102,120	\$ 102,120	\$ 0	0%
<u>Revenues</u>					
State Aid	\$ 0	\$ 0	\$ 0	\$ 0	0%
Federal Aid	74,352	102,120	102,120	0	0%
Misc. Revenues	0	0	0	0	0%
Realignment	0	0	0	0	0%
Total Revenues	\$ 74,352	\$ 102,120	\$ 102,120	\$ 0	0%
<u>Net County Cost</u>	\$ 0	\$ 0	\$ 0	\$ 0	0%

EMPLOYMENT AND TEMPORARY ASSISTANCE – AID TO REFUGEES – 6615

FUNCTION

The Federal Refugee Cash Assistance program is administered by the Employment and Temporary Assistance Department and provides grant assistance directly to refugees newly admitted to the United States. This aid is intended to provide food, housing, and basic needs for individuals and childless families. Eligibility for this program is for a maximum of eight months from date of entry into the United States. The Federal Government provides full funding for this program.

OVERVIEW

The 2004-05 Recommended Budget reflects no change in appropriations and revenues from the 2003-04 Adopted Budget. **Recommended funding is based on caseloads, which are projected at 25 cases per-month during 2004-05. The recent trend of refugees coming to Fresno County indicates fewer arriving from Southeast Asia and more arriving from Eastern Europe and Russia. There is no County cost associated with this budget as all costs are offset with Federal funding.**

SUMMARY OF CAO RECOMMENDATIONS

OTHER CHARGES

- Recommended funding is at the prior year level.
- The number of refugees to be served in 2004-05, estimated at 25 per-month, is based on the caseload trend experienced in 2003-04.
- The Aid to Refugees program assists qualified refugees newly arrived in the United States with funds for basic needs including clothing, shelter, and food. Qualified applicants are eligible for eight months after arriving in this country. Once the eight-month eligibility period for this program expires, some families become eligible for participation in the 100% County-funded General Relief program until self-sufficiency is achieved or Federal eligibility for other benefits is established.

STAFFING

- Staffing is recommended at the 2003-04 level. Staff support for this program is provided through the Department of Employment and Temporary Assistance budget (5610).

SUMMARY OF REVENUES

- Federal Aid revenues of \$102,120 reflect the same funding level as 2003-04.

UNEMPLOYMENT AND TEMPORARY ASSISTANCE – AID TO REFUGEES – 6615

PENDING FACTOR

- In December 2003, the United States government re-started a Resettlement Program for Hmong refugees that have been living in Thailand since initial closure of this program in the late 1980s. An estimated 15,000 refugees will resettle in the United States during the next 18 months starting in June 2004; approximately 35% (5,250) would arrive into California. Due to strong Hmong community presence, a significant number of refugees arriving to California are expected to settle in Fresno County, though specific numbers are not yet available. A significant number of refugees arriving in Fresno County are expected to qualify for CalWORKs cash assistance and employment services. Those who do not qualify for CalWORKs would be eligible for Refugee cash assistance grants and employment services for the first eight months from their date of arrival. After the initial eight months, it is expected that some would continue to be eligible for General Relief assistance.

**EMPLOYMENT AND TEMPORARY ASSISTANCE
CALWORKS
BUDGET 6310
General Fund**

	Actual 2002-03	Adopted 2003-04	Recommended 2004-05	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	\$ 102,472,434	102,147,360	\$ 149,000,513	\$ 46,853,153	46%
Total Appropriations	\$ 102,472,434	\$ 102,147,360	\$ 149,000,513	\$ 46,853,153	46%
<u>Revenues</u>					
State Aid	\$ 49,956,461	\$ 47,192,080	\$ 90,012,561	\$ 42,820,481	91%
Federal Aid	49,291,256	52,401,596	54,531,689	2,130,093	4%
Misc. Revenues	1,366,000	1,250,000	1,835,645	585,645	47%
Realignment	1,748,215	1,193,182	2,510,116	1,316,934	110%
Total Revenues	\$ 102,361,932	\$ 102,036,858	\$ 148,890,011	\$ 46,853,153	46%
<u>Net County Cost</u>	\$ 110,502	\$ 110,502	\$ 110,502	\$ 0	0%

CALWORKS – 6310

FUNCTION

The CalWORKs program is administered through the Department of Employment and Temporary Assistance and provides public assistance cash grants for Families with Dependent Children with a primary focus on adult job placement. Eligibility and grant levels are established by the California Work Opportunity and Responsibility to Kids (CalWORKs) program, which assists unemployed parents in securing employment that, leads to personal responsibility, accountability, and self-sufficiency. Under CalWORKs, an adult recipient must participate in work activities for 30-35 hours per-week. The majority of families receiving assistance through this program also qualify to receive aid through the Medi-Cal and Food Stamp programs. The State Safety Net program is also included in this budget unit. The Safety net program provides cash assistance for children of adults who have reached their 60-month CalWORKs time limit.

OVERVIEW

The 2004-05 Recommended Budget represents a 46% increase in appropriations and estimated revenues primarily due to the midyear 2003-04 transfer of Org 6320– Dependent Children Unemployed Parent/Safety Net programs into the 6310 Budget– Dependent Children–Family group. These programs are now combined and the Organization is re-titled to CalWORKs. The overall increase from the prior year combined total is due to the State’s retroactive approval of a June 2003 Cost-of-Living Adjustment and a 2% increase in budgeted caseload. The County share-of-cost remains at 2.5% of appropriations, which is offset with County share of Child Support collections (\$1,085,645) and overpayment collections (\$18,750). The balance of County cost is financed with \$2,510,116 in Social Services Realignment revenues and no net County cost, with no net increase over the prior year for the combined total of the 6310 and 6320 budget units.

The overall increase in appropriations is primarily due to a 3.74% Cost-of-Living Adjustment approved in October 2003, retroactive to June 2003, which contributed to an increase in the average grant amount from \$451 to \$470 per family per-month. The slight (2%) increase in cases in the CalWORKs program projected for 2004-05 is primarily related to current caseload trends.

SUMMARY OF CAO RECOMMENDATIONS

OTHER CHARGES

- Recommended appropriations of \$149,000,513 will provide monthly cash assistance for an estimated 26,419 families with dependent children. Cash assistance is provided through this budget as a temporary means of assisting the family while also providing the training and educational support needed by the aided adult in the family to gain employment and become self-sufficient. Total caseload includes the Safety Net program, which accounts for approximately 2,500 cases where an Adult has reached a lifetime time-on-aid limit of 60 months and is no longer eligible for cash aid. Safety net services, in the form of a vendor-payment, are available to children who qualify based on State eligibility standards.

STAFFING

- Staffing is recommended at the 2003-04 level. Staff support for this program is provided through the Department of Employment and Temporary Assistance budget (5610).

UCALWORKS – 6310

SUMMARY OF REVENUES

- Revenues are recommended at \$148,890,011, an increase of 46% (\$46,853,153) over the prior year based on the transfer-in of the 6320 Budget unit, caseload projections for 2004-05, and inclusion of the June 2003 COLA.
 - State Aid – Estimated to increase based on average State share-of-cost for CalWORKs and Safety Net cases and the midyear 2003-04 transfer of Org 6320 – Dependent Children Unemployed Parent/Safety Net – State only program into the 6310 budget.
 - Federal Aid – Estimated to increase based upon the Federal share-of-cost of the projected caseload.
 - Miscellaneous Revenues – Reflects an increase based on actual revenue recovery for overpayment collections in the prior year and the County share of child support collections.
 - State/Local Program Social Services Realignment Trust Fund reflects an increase over the prior year.

PENDING FACTORS

- The Governor's 2004-05 Proposed State Budget contains a number of program changes and funding reductions that may impact this program:
 - The State budget includes a proposal to eliminate the pass-through of the County share of child support payment collections. Currently, Fresno County estimates a receipt of \$1,085,645 in the County share of child support payment collections that is used to offset 2.5% of the County's share of CalWORKs grants. The elimination of this revenue would result in an increase in net County cost for this program of \$1,085,645.
 - A proposal to reduce the Maximum Aid Payment to CalWORKs recipients by 5% is included in the Governor's budget. Should this proposal be approved, the Department will return to your Board to request reductions in appropriations. This proposal would also result in General Fund savings due to a 2.5% County share-of-cost for CalWORKs grants.
 - Suspension of the October 2003 Cost-of-Living Adjustment has not yet been resolved. The court case Guillen v. Schwarzenegger, which initially resulted in retroactive approval of this COLA, is going through the appeal process. The current budget assumes the suspension of the 3.46% COLA, which has resulted in a cost avoidance of \$5.1 million total funds and approximately \$128,885 in net County cost. Should this court case result in the retroactive approval of this COLA, the Department will return to your Board to recommend adjustments to this budget.
 - Elimination of Cost-of-Living Adjustments in the 2004-05 Fiscal Year is also proposed. This proposal, if approved, would result in future cost avoidance to the County general fund.

UCALWORKS – 6310

- In December 2003, the United States government re-started a Resettlement program for Hmong refugees that have been living in Thailand since the initial closure of this program in the late 1980s. An estimated 15,000 refugees will resettle in the United States during the next 18 months starting June 2004; approximately 35% (5,250) will arrive into California. Due to a strong Hmong community presence, a significant number of refugees arriving to California are expected to settle in Fresno County. The majority of refugees arriving are expected to qualify for CalWORKs cash assistance and employment services. Though specific numbers are not yet available, local programs involved with this effort estimate that approximately 2,000 individuals (450 families) will arrive in Fresno County. Should all of these families qualify for CalWORKs, an additional \$409,050 per month or \$4,908,600 annually will be required for CalWORKs grants, which would result in 2.5% or \$122,715 in additional net County cost.

**EMPLOYMENT AND TEMPORARY ASSISTANCE
DEPENDENT CHILDREN - FOSTER CARE
BUDGET 6410
General Fund**

	<u>Actual 2002-03</u>	<u>Adopted 2003-04</u>	<u>Recommended 2004-05</u>	<u>Increase/ Decrease</u>	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	\$ 53,366,040	56,239,945	\$ 56,976,462	\$ 736,517	1%
Total Appropriations	\$ 53,366,040	\$ 56,239,945	\$ 56,976,462	\$ 736,517	1%
<u>Revenues</u>					
State Aid	\$ 13,224,538	\$ 13,340,704	\$ 13,157,790	\$ (182,914)	-1%
Federal Aid	20,731,738	21,565,608	22,623,969	1,058,361	5%
Misc. Revenues	1,850,389	1,256,000	1,284,147	28,147	2%
Realignment	13,035,878	14,207,797	14,207,797	0	0%
Total Revenues	\$ 48,842,543	\$ 50,370,109	\$ 51,273,703	\$ 903,594	2%
<u>Net County Cost</u>	\$ 4,523,497	\$ 5,869,836	\$ 5,702,759	\$ (167,077)	-3%

EMPLOYMENT AND TEMPORARY ASSISTANCE / DEPENDENT CHILDREN – FOSTER CARE – 6410

FUNCTION

The Foster Care eligibility and payment program is administered through the Department of Employment and Temporary Assistance and provides funding for food, housing, and basic needs of children placed in out-of-home care by the Department of Children and Family Services and the Probation Department. Case management activities for foster care children are provided by the Department of Children and Family Services and Probation Department.

OVERVIEW

The 2004-05 Recommended Budget represents a decrease in net County cost from the 2003-04 Adopted Budget. Recommended funding is based on a .3% increase in the average number of budgeted cases per-month from 3,351 in 2003-04 to a projected 3,361 in 2004-05 and a decrease in the average grant from \$1,414 to \$1,395 per-month based on actual average grant per-case. The County share-of-cost of \$19,910,556 represents a \$167,077 decrease from the prior year and is financed with \$14,207,797 in Realignment revenues and a net County cost of \$5,702,759.

SUMMARY OF CAO RECOMMENDATIONS

OTHER CHARGES

- Recommended funding include \$56,976,462 for foster families, foster family agencies, and group homes to provide food, housing, and basic needs to children placed in out-of-home care facilities. This represents \$35,781,759 in State and Federal grant funds, \$14,207,797 in County matching funds and a net County cost of \$5,702,759. Recommended appropriations also include County pass-through child support payments and overpayment collections of approximately \$1.3 million.
- The foster care caseload for 2004-05 is projected at 3,361 cases per-month, compared with 3,351 projected cases per-month in 2003-04.

STAFFING

- Staffing is recommended at the 2003-04 level. Staff support for determining eligibility and processing payment services is provided by the Department of Employment and Temporary Assistance budget (5610). Positions which support case management activities are included in the Children and Family Services budget (5640) and the Probation budget (3430).

SUMMARY OF REVENUES

- Revenues are recommended at \$51,273,703, a 2% (\$903,594) increase over the prior year based on projected caseload and grant amounts for 2004-05.
 - State Aid – Estimated to decrease based on the current average State cost-sharing ratio of 24% for both Federally and non-Federally qualified out-of-home placements.

UEMPLOYMENT AND TEMPORARY ASSISTANCE / DEPENDENT CHILDREN – FOSTER CARE – 6410

- Federal Aid – Estimated to increase over the prior year based on the current average Federal cost-sharing ratio of 40% for federally qualified out-of-home placements.
- Miscellaneous Revenues – Estimated to increase based on actual revenue recovery of overpayment collections in the prior year and the County share of child support collections.
- State/Local Program Social Services Realignment Trust Fund is projected at the prior year level.

PENDING FACTORS

- The Governor's 2004-05 proposed State budget includes a proposal to eliminate pass-through of County share of child support payment collections. Currently, Fresno County estimates a receipt of \$563,447 in county share of child support payment collections that is used to offset County's share of Foster Care grants. The elimination of this revenue would result in increase in Net County Cost for this program.
- On March 3, 2003, the Ninth Circuit Court of Appeal altered the way in which Federal Title IV–E eligibility is determined for foster care children in its ruling of Enedina Rosales and the California Department of Social Services v. Tommy G. Thompson case. This decision, referred to as a Rosales decision, expanded Federal Foster Care eligibility for children placed with relatives who previously only qualified for CalWORKs cash aid. Currently, State and Federal representatives are negotiating the final interpretation of the Court decision and the parameters of the implementation. Depending on the specific criteria and the number of children affected, the impact to the County may be significant, as CalWORKs average grants are \$350 with County share-of-cost of 2.5% (\$8.75) per-month while the Federal Foster Care average grant for relative placement is approximately \$678 per-month with a County share-of-cost of 30% (\$203.40), which represents an increase of \$194.65 per-month or \$2,336 annually per child.

**EMPLOYMENT AND TEMPORARY ASSISTANCE
GENERAL RELIEF
BUDGET 6645
General Fund**

	<u>Actual 2002-03</u>	<u>Adopted 2003-04</u>	<u>Recommended 2004-05</u>	<u>Increase/ Decrease</u>	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	\$ 3,950,555	\$ 4,190,030	\$ 4,073,756	\$ (116,274)	-3%
Total Appropriations	\$ 3,950,555	\$ 4,190,030	\$ 4,073,756	\$ (116,274)	-3%
<u>Revenues</u>					
State Aid	\$ 329,465	\$ 366,000	\$ 450,000	\$ 84,000	23%
Charges for Services	573,230	636,000	600,000	(36,000)	-6%
Misc. Revenues	163,341	215,900	174,848	(41,052)	-19%
Total Revenues	\$ 1,066,036	\$ 1,217,900	\$ 1,224,848	\$ 6,948	1%
<u>Net County Cost</u>	\$ 2,884,519	\$ 2,972,130	\$ 2,848,908	\$ (123,222)	-4%

EMPLOYMENT AND TEMPORARY ASSISTANCE – GENERAL RELIEF – 6645

FUNCTION

The General Relief program is administered by the Department of Employment and Temporary Assistance and provides assistance on an emergency basis to needy individuals who are not eligible for other assistance programs, but meet eligibility requirements established under the provision of the General Relief Resolutions adopted by the Board of Supervisors. This budget also finances foster care costs for children not eligible for State and Federal funded foster care programs; interim assistance to individuals applying for the Supplemental Security Income/State Supplemental Payment (SSI/SSP) program due to physical or medical incapacity to obtain employment; and the State Cash Assistance Program for Immigrants (CAPI) authorized under Assembly Bill 2779 (Chapter 329, Statutes of 1998). This program provides cash assistance to immigrants meeting specified eligibility criteria who are no longer eligible for other public assistance programs as a result of Federal Welfare Reform.

OVERVIEW

The 2004-05 Recommended Budget of \$4,073,756 reflects a 4% (\$123,222) decrease in net County cost from the 2003-04 Adopted Budget. The recommended budget will finance an average of 901 cases per month compared to a projected 1004 per month in the 2003-04 Adopted Budget. This decreased caseload is based on lower trends in SSI/SSP applicants.

SUMMARY OF CAO RECOMMENDATIONS

OTHER CHARGES

- Other Charges, recommended at \$4,073,756, represent a 3% (\$116,274) decrease from the prior year based on caseload projections for 2004-05.

Recommended funding includes:

- An appropriation of \$3,298,337 to finance emergency assistance grants for needy individuals and foster children who are not eligible for other assistance programs.
- An increase of \$50,000 for the performance of incapacitation evaluations (\$200,000) for General Relief clients.
- Transportation costs of \$115,419 for applicants to attend job training and employment activities.
- Clothing expenses of \$10,000 for foster children who are pending foster care assistance.
- Cash Assistance Program of \$450,000 for immigrants which are 100% reimbursed by the State.

STAFFING

- Staffing is recommended at the 2003-04 level. Staff support for determining eligibility and processing payments is provided through the Department of Employment and Temporary Assistance budget (5610). The Department of Children and Family Services budget (5640) and Probation Department budget (3430) provide staff for case management services for children placed in foster care.

UEMPLOYMENT AND TEMPORARY ASSISTANCE – GENERAL RELIEF – 6645

SUMMARY OF REVENUES

- Revenues are recommended at \$1,224,848, a 1% (\$6,948) increase from the prior year based on projected caseload trends and reimbursement for CAPI and SSI/SSP cases.
 - State Aid- Estimated to increase based on reimbursement for services provided to clients under the State Cash Assistance Program for Immigrants.
 - Charges for Services- Estimated to decrease based on actual collection experience in 2003-04 for Federal repayment of interim assistance paid to clients awaiting SSI/SSP certification.
 - Miscellaneous Revenues- Projected to decrease from the prior year level. This funding represents reimbursement from the Department of Behavioral Health budget (5630) for in-kind benefits (rent and groceries) for homeless mentally ill clients (\$170,000) and reimbursement from the Department of Children and Family Services budget (5640) for emergency shelter provided to needy children (\$4,848).

**DEPARTMENT OF COMMUNITY HEALTH
BUDGET 5620
General Fund**

	<u>Actual 2002-03</u>	<u>Adopted 2003-04</u>	<u>Recommended 2004-05</u>	<u>Increase/ Decrease</u>	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 35,143,094	\$ 40,349,859	\$ 45,315,199	\$ 4,965,340	12%
Services & Supplies	15,289,033	16,397,674	19,581,151	3,183,477	19%
Other Charges	2,618,664	1,614,232	1,318,760	(295,472)	-18%
Residual Equity Transfers	278,628	0	32,000	32,000	100%
Fixed Assets	<u>322,204</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0%</u>
Total Appropriations	\$ 53,651,623	\$ 58,361,765	\$ 66,247,110	\$ 7,885,345	14%
<u>Revenues</u>					
Lic., Permits & Franchises	\$ 97,415	\$ 135,500	\$ 125,500	\$ (10,000)	-7%
State Aid	14,519,947	8,652,202	8,890,236	238,034	3%
Federal Aid	1,435,426	9,617,631	13,033,409	3,415,778	36%
Charges for Services	9,434,477	11,676,017	11,861,348	185,331	2%
Misc. Revenues	463,035	626,810	864,860	238,050	38%
Realignment:					
Health	24,350,745	23,875,530	26,628,895	2,753,365	12%
Social Services	32,791	200,000	600,000	400,000	200%
Intrafund Revenues	<u>2,424,481</u>	<u>2,691,804</u>	<u>2,667,709</u>	<u>(24,095)</u>	<u>-1%</u>
Total Revenues	\$ 52,758,317	\$ 57,475,494	\$ 64,671,957	\$ 7,196,463	13%
<u>Net County Cost</u>	\$ 893,306	\$ 886,271	\$ 1,575,153	\$ 688,882	78%
	<u>Budgeted 2002-03</u>	<u>Current 2003-04</u>	<u>Recommended 2004-05</u>	<u>Increase/ Decrease</u>	
Position Summary	675	682	691	9	

DEPARTMENT OF COMMUNITY HEALTH – 5620

FUNCTION

The Department of Community Health is one of the four Human Services Departments and is responsible for providing essential environmental and public health preventive services. The Department is organized into nine divisions: Communicable Disease, Nursing Outreach, Maternal Child and Adolescent Health, Jail Medical Services, Emergency Medical Services (EMS), Environmental Health, Education and Prevention Services, California Children's Services (CCS), and the Public Health Laboratory. This budget also funds the County Health Officer and the County's share of a joint City/County program with the Central Valley Society for the Prevention of Cruelty to Animals (SPCA) to provide animal pound, quarantine services, and leash law enforcement.

OVERVIEW

The 2004-05 Recommended Budget reflects a 78% increase in net County cost over the 2003-04 Adopted Budget as a result of unreimbursable costs for Federal inmates in Jail Medical Services (\$650,069) and an increase in SPCA costs (\$38,813) from the prior year level. All other costs incurred in this budget are revenue and Realignment offset. The recommended budget includes full-year funding for the transfer of four positions added in midyear 2003-04 and nine additional positions transferred from Human Services Finance & Operation Support (5600) which reflects the decentralization of services to the various Human Services departments. Staffing is recommended at 691 positions, which reflects 9 positions above the prior year level.

By statute, a local Maintenance-of-Effort (MOE) requirement exists to ensure that sufficient State/Local Health Realignment Funds and California Healthcare for Indigents Program (CHIP) funds are spent exclusively on health programs. In order to meet this MOE, the department must incur costs for services that equal the total of the Sales Tax Realignment, the County mandated match, and Vehicle License Fees that make up County Realignment revenues. If MOE expenditure levels are not met, unexpended revenues must be returned to the State. The recommended budget maintains services at a level that maximizes available resources and allows continued funding of existing programs.

DEPARTMENT COMMENTS

The Department of Community Health's primary mission is to promote and protect the health of Fresno County residents. This mission remains unchanged despite the fiscal hardships facing local governments for the new budget year. Such challenges present an opportunity for administrators and health professionals to work cooperatively in establishing local health priorities that conserve resources while still meeting public health needs of the population. Within this framework, the department has thus far been successful in preserving vital health services provided to the community.

Despite these constraints, the department has assumed new responsibilities as part of the decentralization of support services from HSS Administration. The department is optimistic that this transition will improve cost effectiveness and better meet the specific needs of our organization. This year will also mark the first full-year of the expanded role of the Health Officer. This expanded role has increased the department's capacity to monitor and respond to public health issues. Of no less significance are the department's efforts to secure approximately \$4.5 million in increased non-County revenues to help ensure a sound future for essential public health services. This year also denotes the final year of service prepayments to the SPCA for the State mandated increase in animal control service

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levels that became effective July 1, 2000. Completing this commitment will save \$100,452 annually in County General Fund in future fiscal years.

SUMMARY OF CAO RECOMMENDATIONS

The recommended budget provides for continuation of services at the prior year service level and reflects a shift of personnel, facilities management, and mail services functions formerly provided by HSS Administration to the Department. These new functions are in addition to the purchasing and information system support functions transferred in the prior fiscal year.

SALARIES AND BENEFITS

- Salaries and Benefits represent an increase over the prior year. Recommended increase includes funding for 9 new positions and positions added mid-year 2003-04 that reflect a transfer from Human Services Finance & Operation Support. Other increases include costs for additional extra-help for services in mobile dental units, emergency management planning and implementing EMS Tulare County Regionalization, higher costs in worker's compensation, health insurance contribution and retirement rates. The negotiated benefit adjustments and normal step advances are also included for the recommended 691 staff.

SERVICES AND SUPPLIES

- Services and Supplies, represent an increase from the prior year due to an increase in Professional and Specialized Services resulting from the addition of Homeland Security & Bioterrorism contracts that distribute Federal funds to various local safety agencies, and increased California Children's Services medical provider payments.

OTHER CHARGES

- Other Charges, reflect a decrease due to the lower costs estimated to be charged from decentralized Human Services Finance & Operation Support (5600) to this budget as overhead.

RESIDUAL EQUITY TRANSFERS

- Residual Equity Transfers – ITSD:
 - (2) Scanner stations.....\$16,000.....New – Emergency Medical Services
 - (2) Scanner stations.....\$16,000.....New – California Children's ServicesScanner stations are offset by the EMS Trust Fund, State and Medi-Cal revenues reimbursed from the California Children's Services and realignment.

SUMMARY OF REVENUES

- Revenues are recommended at \$64,671,957, a 13% (\$7,196,463) increase from the prior year.
 - Licenses, Permits and Franchises – Reflects a decrease based on prior year actual revenues. These revenues are derived from animal and business license fees paid to Environmental Health, and burial and disinternment fees.
 - State Aid – Represents an increase to reflect a higher reimbursement forecast from California Children's Services medical provider payments and the increased allocation/grants award in Refugee Screening, Waste Tire

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Enforcement, Nutrition Network Program, and Childcare Proposition 10 Project. This increase is partially offset by funding reductions in Maternal Child and Adolescent Health Breastfeeding Education, Children's Dental Programs, Syphilis Elimination and HIV Administration programs, and discontinued payments to Jail Medical Services for State inmates.

- Federal Aid – Represents an increase due to the increased funding for supporting local activities associated with Homeland Security. It also reflects an increase in Child Health & Disability Prevention Program administration, increases in Medi-Cal Administrative Activities revenues, and the new implementation of Tulare County EMS Services partially offset by the discontinued payments to Jail Medical Services for Federal inmates.
- Charges for Services – Reflects an increase due to a projected higher reimbursement for Targeted Case management, and the increases generated in milk inspection fees and personnel services based on prior year actual revenues. The increases are partially offset by a decrease in patient fee revenues from insurance companies for public health laboratory services and the shift of Immunization Travel Clinic revenues from this category to Miscellaneous revenues category.
- Miscellaneous Revenues – Represents an increase based on actual trust fund revenues used to finance services and track specific funding sources. These include Vital Statistics Trust Funds to enhance clerical support, Child Restraint Trust Funds for the purchase of infant and toddler car seats, EMS Trust Funds for Emergency Medical Services administration costs, and the usage of other miscellaneous accounts to offset the increased costs of this budget. Recommended increase also reflects a shifting of Immunization Travel Clinic revenues from Charges for Services to this revenue category.
- State/Local Program Health Realignment represents an increase from 2003-04 , which is based on Governor's May revise estimates to align revenues with anticipated program expenditures and to meet the Maintenance-of-Effort requirements.
- State/Local Program Social Services Realignment is estimated at a 200% increase over 2003-04. Recommended increase reflects reimbursements for increased costs in the California Children's Services Diagnosis, Treatment and Therapy program.
- Intrafund Revenues – Estimated at a decrease due to projected lower reimbursement from the Probation Department for Juvenile Hall and Elkhorn Correctional facility health services partially offset by increases received from Department of Employment and Temporary Services and Human Services Substance Abuse for the services provided through Children's Dental, Immunization and Drug & Alcohol testing programs.

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PENDING FACTORS

- The Tobacco Prevention Program, Local Lead Agency begins a new three-year cycle in Fiscal Year 2004-05. Final allocations have yet to be announced; however, a potential reduction in revenue of \$103,790 has been discussed for Fiscal Year 2004-05. This budget does not reflect this reduction based on prior history. In Fiscal Year 2003-04, similar budget reductions were anticipated; however, the final budget realized an increase of approximately \$80,000. If the anticipated budget reductions are realized, service levels will be decreased and remaining costs shifted to other revenue sources.

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REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
0293	Assistant Director of Community Health	D	1	1	\$ 85,852
1129	Geologist II	1945	1	1	63,284
1303	Health Promotion Manager	E	1	1	70,694
1305	Director of Public Health Lab	F	1	1	64,142
1310	Division Manager - Community Health	E	5	5	405,470
1311	Health Officer	A	1	1	143,572
1313	Division Manager - Environmental Health	E	1	1	73,450
1319	Health Education Assistant	1058	23	23	767,459
1320	Health Educator	1514	6	6	281,342
1321	Epidemiologist	1869	4	4	222,302
1323	Mental Health Nurse II	2175	1	1	70,824
1324	Health Education Specialist	1301	24	24	968,121
1330	Senior Emergency Medical Services Specialist	1797	5	5	286,807
1331	Public Health Chemist I	1374	4	4	178,880
1332	Public Health Chemist II	1544	1	1	50,284
1334	Public Health Microbiologist II	1485	2	2	100,568
1340	Public Health Lab Assistant I	703	2	2	43,194
1341	Public Health Lab Assistant II	830	2	2	53,630
1345	Public Health Nurse I	1902	24	24	1,332,949
1345	Public Health Nurse I (1/2 T)	1902	3	3	78,351
1346	Public Health Nurse II	2175	62	62	4,267,066
1355	Senior Public Health Microbiologist	1766	1	1	57,486
1356	Senior Public Health Chemist	1712	1	1	55,718
1360	Supervising Public Health Nurse	2392	13	13	999,388
1363	Clinical Supervisor	2299	1	1	74,828
1365	Public Health Physicians	B	8	8	926,900
1370	Division Manager - Emergency Medical Services	E	1	1	73,294
1371	Dentist	B	1	1	122,798
1380	Emergency Medical Services Specialist	1667	10	10	513,717
1401	Communicable Disease Specialist I	1210	5	5	196,984
1402	Communicable Disease Specialist II	1293	17	17	691,975
1403	Supervising Communicable Disease Specialist	1436	3	3	140,236
1427	Dental Assistant II	859	4	4	106,599
1428	Medical Assistant I	748	2	2	44,891
1429	Medical Assistant II	824	14	14	352,956
1450	Licensed Vocational Nurse III	1101	32	32	1,116,744
1451	Head Nurse	2392	4	4	309,764
1454	Nursing Services Manager	E	1	1	77,662
1455	Health Aide II	757	9	9	215,363
1457	Health Aide I	609	2	2	36,517
1465	Licensed Vocational Nurse I	883	1	1	31,363
1493	Physicians Assistant	2413	2	2	157,040

DEPARTMENT OF COMMUNITY HEALTH - 5620

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
1494	Licensed Vocational Nurse II	961	6	6	163,373
1496	Staff Nurse II	1877	2	2	115,709
1497	Staff Nurse III	2175	41	41	2,878,256
1501	Admitting Interviewer I	828	6	6	157,478
1510	Clinical Laboratory Technologist I	1494	1	1	48,672
1514	Clinical Laboratory Technologist II	1682	1	1	54,678
1516	Clinical Laboratory Technologist III	1841	3	3	165,543
1555	Occupational Therapist I	1899	3	3	187,143
1557	Occupational Therapist III	2357	4	4	293,663
1564	Nurse Practitioner	2413	9	9	669,786
1580	Physical Therapist I	1899	1	1	56,082
1580	Physical Therapist I (PT)	1899	1	1	41,704
1581	Physical Therapist II	2011	1	1	75,053
1583	Physical Therapist III	2357	6	6	444,668
1583	Physical Therapist III (PT)	2357	1	1	61,386
1600	Rehabilitation Therapy Supervisor	2604	2	2	169,520
1610	Rehabilitation Therapy Manager	E	1	1	78,832
1635	Therapy Aide	749	2	2	47,572
1644	Radiologic Technician II	1335	1	1	43,472
1655	Environmental Health Aide	1082	1	1	29,692
1670	Admitting Interviewer II	973	13	13	385,012
1785	Environmental Health Specialist I	1462	11	11	449,291
1787	Environmental Health Specialist II	1641	33	33	1,705,833
1789	Environmental Health Specialist III	1809	13	13	732,355
1790	Environmental Health Specialist Trainee	1276	5	5	179,538
1791	Supervising Environmental Health Specialist	2001	9	9	581,356
1917	Unlicensed Mental Health Clinician	1514	2	2	98,540
1919	Licensed Mental Health Clinician	1821	1	1	49,998
1920	Senior Licensed Mental Health Clinician	1956	2	2	127,400
1921	Medical Social Worker I	1407	2	2	77,220
1922	Medical Social Worker II	1664	3	3	156,608
1922	Social Worker III	1466	2	2	90,205
1940	Social Worker II	1304	1	1	40,687
1951	Substance Abuse Specialist I	1108	2	2	66,469
1952	Substance Abuse Specialist II	1222	1	1	39,780
2211	Systems and Procedures Analyst II	1665	2	3	165,343
2212	Systems and Procedures Analyst III	1930	2	2	119,517
2240	Senior Systems and Procedures Analyst	2161	1	1	70,356
2291	Staff Analyst I	1424	1	1	39,091
2293	Staff Analyst III	1826	11	14	794,801
2294	Senior Staff Analyst	F	2	2	124,748
2297	Principal Staff Analyst	E	2	3	219,882
3010	Chief Office Assistant	1371	1	1	44,642
3037	Driver	784	2	2	45,701
3070	Supervising Office Assistant II	1222	15	15	580,319
3076	Health Center Manager	1428	1	1	46,488
3078	Supervising Office Assistant I	1039	2	2	67,652
3080	Office Assistant III	915	87	90	2,603,771
3081	Office Assistant III - Confidential	915	1	1	29,266
3110	Office Assistant II	822	37	37	957,864
3125	Office Assistant I	732	1	1	20,752
3142	Secretary III	1022	2	2	60,952
3160	Secretary IV	1128	8	8	286,861
3166	Administrative Secretary - Conf.	1259	1	1	41,002

DEPARTMENT OF COMMUNITY HEALTH - 5620

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
3260	Account Clerk III	967	0	1	31,486
3520	Data Entry Operator II	809	1	1	26,338
3620	Program Technician II	1218	2	2	76,419
8227	Director of Community Health	B	<u>1</u>	<u>1</u>	<u>113,048</u>
Subtotal			682	691	\$ 33,039,337
	Auto Allowance				6,156
	Shift Differential				251,983
	Bilingual Skill Pay				127,576
	Less Salary Savings				<u>(3,041,511)</u>
TOTAL REGULAR SALARIES					\$ 30,383,541

**CALIFORNIA HEALTHCARE FOR INDIGENTS PROGRAM
BUDGET 5242
Special Revenue Fund**

	<u>Actual 2002-03</u>	<u>Adopted 2003-04</u>	<u>Recommended 2004-05</u>	<u>Increase/ Decrease</u>	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services & Supplies	\$ 1,114,504	\$ 711,480	\$ 195,200	\$ (516,280)	-73%
Operating Transfers Out	<u>6,370</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0%</u>
Total Appropriations	\$ 1,120,874	\$ 711,480	\$ 195,200	\$ (516,280)	-73%
<u>Revenues</u>					
Use of Money & Property	\$ 22,798	\$ 5,500	\$ 1,600	\$ (3,900)	-71%
State Aid	<u>1,435,552</u>	<u>705,980</u>	<u>193,600</u>	<u>(512,380)</u>	<u>-73%</u>
Total Revenues	\$ 1,458,350	\$ 711,480	\$ 195,200	\$ (516,280)	-73%
<u>Net County Cost</u>	\$ (337,476)	\$ 0	\$ 0	\$ 0	0%

CALIFORNIA HEALTHCARE FOR INDIGENTS PROGRAM – 5242

FUNCTION

The California Healthcare for Indigents Program (CHIP) is financed by the Tobacco Surtax Fund established by Proposition 99 of 1988. As originally established under Chapter 1331, Statutes of 1989, funds from the Hospital Services Account, Physician Services Account (PSA), and Other Health Services Account are directed to counties for use in paying private and county providers for uncompensated health care to people who cannot afford to pay for those services, and for whom payment will not be made through any private coverage or by any program funded in whole or in part by the Federal government.

OVERVIEW

The 2004-05 Recommended Budget of \$195,200 represents a 73% (\$516,280) decrease in appropriations and revenues from the 2003-04 Adopted Budget based on preliminary funding allocations included in the 2004-05 Proposed State Budget. **Recommended funding provides for the distribution of Proposition 99 CHIP funds to non-County hospitals and physicians for uncompensated care according to formulas established in State law. Fresno County does not receive a County Hospital sub-account allocation due to the contract with Community Medical Centers for indigent healthcare services.**

SUMMARY OF CAO RECOMMENDATIONS

SERVICES AND SUPPLIES

- Recommended Services and Supplies of \$195,200 provides for the following distributions of Proposition 99 CHIP funds:

	<u>ALLOCATION</u>	<u>INTEREST</u>	<u>TOTAL</u>
HOSPITAL SERVICES ACCOUNT	178,000	1,300	179,300
OTHER HEALTH SERVICES ACCOUNT	15,600	300	15,900
TOTAL	\$193,600	\$1,600	\$195,200

OPERATING TRANSFERS OUT

- On February 13, 1990, the Board of Supervisors adopted a 1989-90 Health Services Plan Update and Budget Supplement which identified that one-half of the PSA be allocated to the Emergency Medical Services (EMS) Fund budget (5244) for distribution to community physicians for uncompensated care for emergency, pediatric, and obstetric services. The EMS PSA was established on February 28, 1989 by Board of Supervisors action as authorized by Senate Bills 12 and 612. Based upon the 2004-05 Proposed State Budget, there will be no PSA allocation for 2004-05 that would require an Operating Transfer Out to the EMS Fund.

SUMMARY OF REVENUES

- Revenues, recommended at \$195,200, represent a 73% (\$516,280) decrease from the prior year based on preliminary funding allocations for 2004-05.
 - Use of Money and Property – Reflects the 2004-05 estimated Proposition 99 CHIP fund interest earnings.

UCALIFORNIA HEALTHCARE FOR INIDIGENTS PROGRAM – 5242

- State Aid – Represents the preliminary allocation of Proposition 99 CHIP funds for 2004-05 distributed among the following accounts:

Hospital Services Account.....	\$178,000
Physician Services Account – EMS.....	0
Other Health Services Account	\$ 15,600

**EMERGENCY MEDICAL SERVICES
BUDGET 5244
Special Revenue Fund**

	<u>Actual 2002-03</u>	<u>Adopted 2003-04</u>	<u>Recommended 2004-05</u>	<u>Increase/ Decrease</u>	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services & Supplies	\$ 1,272,083	\$ 2,009,514	\$ 2,159,512	\$ 149,998	7%
Total Appropriations	\$ 1,272,083	\$ 2,009,514	\$ 2,159,512	\$ 149,998	7%
<u>Revenues</u>					
Fines, Forf. & Penalties	\$ 1,120,274	\$ 1,360,000	\$ 1,520,000	\$ 160,000	12%
Use of Money & Property	55,076	50,000	40,000	(10,000)	-20%
State Aid	655,833	599,514	599,512	(2)	0%
Miscellaneous	0	0	0	0	0%
Operating Transfers In	6,370	0	0	0	0%
Total Revenues	\$ 1,837,553	\$ 2,009,514	\$ 2,159,512	\$ 149,998	7%
<u>Net County Cost</u>	\$ (565,470)	\$ 0	\$ 0	\$ 0	0%

EMERGENCY MEDICAL SERVICES – 5244

FUNCTION

The Emergency Medical Services (EMS) Fund was established by the Board of Supervisors on February 28, 1989, under authority of Senate Bill 12 (1987) and Senate Bill 612 (1988) for purposes of addressing uncompensated care costs of hospitals and physicians, using penalty assessments on traffic fines. In addition, Chapter 1331, Statutes of 1989 (Assembly Bill 75) which created the California Healthcare for Indigents Program (CHIP), requires that at least 50% of the Proposition 99 Tobacco Surtax monies designated for the Physician Services Account (PSA) must be deposited into the EMS Fund. At Board discretion, all or a portion of the remaining Proposition 99 PSA funds may be directed to the EMS Fund. In 1990, Board policy directed the entire discretionary portion of PSA funds to the EMS Fund. On September 28, 2000 the Governor signed Senate Bill 2132, adding the Emergency Medical Services Appropriation (EMSA) to the EMS Fund. EMSA funds are to be used to compensate physicians for emergency medical services provided in general acute care hospitals and are Proposition 99 generated revenues designated for special distribution through CHIP.

OVERVIEW

The 2004-05 Recommended Budget of \$2,159,512 represents a 7% (\$149,998) increase in appropriations and revenues over the 2003-04 Adopted Budget. The new EMSA subvention was established in 2000-01 and added to the EMS Fund appropriations at the allocation level of \$599,514 plus interest and was extended through 2003-04. **Approximately the same level is recommended for 2004-05, as the program is recommended for continuation in the 2004-05 Proposed State Budget.** In addition, Fresno County's Senate Bill 612 Penalty Assessment revenue is projected to increase this year by \$160,000 to reach \$1,520,000 in 2004-05 previously projected declines have not occurred primarily due to an increase in traffic enforcement fines. **Under existing Board policy, all PSA funds are transferred from the California Healthcare for Indigents budget (5242) into the EMS Fund. However, for the third year in a row there is no allocation to the PSA included in the Proposed State Budget. As a result, there are no PSA funds recommended for the EMS Fund in 2004-05.**

SUMMARY OF CAO RECOMMENDATIONS

SERVICES AND SUPPLIES

- Recommended appropriations of \$2,159,512 will be available to pay physician and hospital claims for emergency care performed in a general acute care hospital, obstetric care, and pediatric care for persons who cannot afford to pay, and for whom payment will not be made through any private coverage or by any program funded in whole or in part by the Federal government.
- Seventeen percent of the designated penalty assessment revenues must be expended for EMS purposes approved by your Board.
- The CHIP and EMS Fund statutes specify the following percentage allocations of monies by funding source:

UEMERGENCY MEDICAL SERVICES – 5244

	Physicians	Hospitals	Discretionary	Administration*
EMS Funds	58%	25%	17%	Up to 10%
Proposition 99	100%	–	–	Up to 10%
EMSA Funds	100%	–	–	Up to 10%

- *Distributions of EMS, Proposition 99, and EMSA funds to providers are calculated after allowance for administrative costs.

SUMMARY OF REVENUES

- Revenues are recommended at \$2,159,512, a 7% (\$149,998) increase over the prior year based on estimated allocations and penalty assessment revenues for 2004-05.
 - Fines, Forfeitures and Penalties - Represents the projected EMS designated penalty assessments which, by law, are divided into the following sub-accounts: Physicians, Hospitals, Discretionary, and Administration.
 - Use of Money and Property - Includes estimated interest earnings on balances in each of the following sub-accounts: Senate Bill 612 Physicians, Hospitals, Discretionary, Administration, EMSA Physicians, and EMSA Administration.
 - State Aid - Reflects EMSA program funds of \$599,512.

**COUNTY MEDICAL SERVICES
BUDGET 5240
General Fund**

	<u>Actual 2002-03</u>	<u>Adopted 2003-04</u>	<u>Recommended 2004-05</u>	<u>Increase/ Decrease</u>	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services & Supplies	\$ 16,427,491	\$ 16,868,852	\$ 17,206,229	\$ 337,377	2%
Other Charges	181,108	298,000	298,000	0	0%
Operating Transfers Out	<u>53,089,348</u>	<u>47,455,225</u>	<u>51,158,686</u>	<u>3,703,461</u>	<u>8%</u>
Total Appropriations	\$ 69,697,947	\$ 64,622,077	\$ 68,662,915	\$ 4,040,838	6%
<u>Revenues</u>					
Operating Transfers In	<u>\$ 16,608,599</u>	<u>\$ 17,166,852</u>	<u>\$ 17,504,229</u>	<u>\$ 337,377</u>	<u>2%</u>
Total Revenues	\$ 16,608,599	\$ 17,166,852	\$ 17,504,229	\$ 337,377	2%
<u>Net County Cost</u>	\$ 53,089,348	\$ 47,455,225	\$ 51,158,686	\$ 3,703,461	8%

COUNTY MEDICAL SERVICES – 5240

FUNCTION

This budget provides for the appropriation of the mandated County General Fund match requirements for local health and mental health services and for the California Healthcare for Indigents Program (CHIP) which supplements indigent health care services through the County's Medically Indigent Services Program (MISP). These County matching funds also satisfy requirements of State/Local Program Realignment (Assembly Bill 1288 of 1991) to deposit specified County funds into the Health and Welfare Trust Fund (H&WTF) to qualify for Realignment sales tax revenue. This budget finances the required deposit into the H&WTF of an amount equal to Vehicle License Fee (VLF) revenues received by the County General Fund under State/Local Program Realignment.

This budget also contains funding for the discretionary Emergency Medical Services (EMS) ambulance program and the County's payment to Community Medical Centers for indigent health care and specialty medical care for in-custody patients.

OVERVIEW

The 2004-05 Recommended Budget of **\$68,662,915** represents an **8%** (**\$3,703,461**) increase in net County cost from the 2003-04 Adopted Budget. This net County cost increase represents a projected increase in Realignment Vehicle License Fee revenues the County will receive in 2004-05 that are passed through the General Fund to the Health and Welfare Realignment Trust Fund as required County match. Accordingly, the net cost increase in this budget is offset with a like increase of VLF Realignment revenue included in the 2004-05 Countywide revenues budget. The net County cost in this budget is offset with Countywide revenues.

SUMMARY OF CAO RECOMMENDATIONS

SERVICES AND SUPPLIES

- Recommended funding of \$17,206,229 represents the 2004-05 estimated contract payment to Community Medical Centers for indigent health and in-custody patient care. This reflects a 2% inflationary cost adjustment of \$337,377, as provided for in the contract, over the actual 2003-04 contract payment. This adjustment is based on actual inflationary costs as of December 2003.

OTHER CHARGES

- Recommended funding of \$298,000 is included for the Emergency Medical Services rural ambulance contracts.

OPERATING TRANSFERS OUT

- Operating Transfers Out reflect the mandated County local match to qualify Fresno County for Local Health and Welfare Realignment sales tax revenue. The local match of **\$51,158,686** consists of \$10,404,113 for the Health Account; \$955,639 for the Mental Health Account; **\$37,648,943** in Health (**\$26,327,641**) and Mental Health (**\$11,321,302**) matching funds equivalent to the 2004-05 estimated Realignment VLF revenues; \$727,000 in estimated 2004-05 VLF Collection Account revenues; and **\$1,422,991** in estimated Social Services VLF funds. Matching funds reflect an **8%** (**\$3,703,461**) increase in estimated VLF Realignment revenues. These funds are appropriated in this budget and transferred to the Health and Welfare Trust Fund budget (5243).

UCOUNTY MEDICAL SERVICES – 5240

SUMMARY OF REVENUES

- Operating Transfers In (\$17,504,229). Represents the reimbursement to the General Fund from the State/Local Program Realignment revenues, which offset the EMS ambulance contract costs (\$298,000) and the Community Medical Centers indigent health care contract (\$17,206,229).

**HEALTH AND WELFARE TRUST FUND
BUDGET 5243
Trust Fund**

	<u>Actual 2002-03</u>	<u>Adopted 2003-04</u>	<u>Recommended 2004-05</u>	<u>Increase/ Decrease</u>	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	\$ 7,311,674	\$ 7,784,607	\$ 0	\$ (7,784,607)	-100%
Interfund Transfers Out	<u>131,298,719</u>	<u>118,129,654</u>	<u>127,867,761</u>	<u>9,738,107</u>	<u>8%</u>
Total Appropriations	\$ 138,610,393	\$ 125,914,261	\$ 127,867,761	\$ 1,953,500	2%
<u>Revenues</u>					
Sales Tax	\$ 67,208,571	\$ 65,307,830	\$ 75,065,693	\$ 9,757,863	15%
Other Financing	48,001,176	47,455,225	51,158,686	3,703,461	8%
Carryover	3,088,117	5,366,599	1,643,382	(3,723,217)	-69%
Intrafund Revenues	<u>7,796,429</u>	<u>7,784,607</u>	<u>0</u>	<u>(7,784,607)</u>	<u>-100%</u>
Total Revenues	\$ 126,094,293	\$ 125,914,261	\$ 127,867,761	\$ 1,953,500	2%
<u>Net County Cost</u>	\$ 12,516,100	\$ 0	\$ 0	\$ 0	0%

HEALTH AND WELFARE TRUST FUND – 5243

FUNCTION

Assembly Bill 1288 of 1991 requires counties to establish a local Health and Welfare Trust Fund (H&WTF) for proceeds of sales tax designated for State/Local Program Realignment. Counties must deposit an amount equivalent to the Vehicle License Fee (VLF) revenues they receive in the County's General Fund from the Local Revenue Fund of the State for Realignment. The statute also requires counties to deposit a continuing match of local funds for health and mental health services. Realignment revenues and local matching funds are directed for deposit into three accounts within the H&WTF: Social Services Account, Health Account, and Mental Health Account.

Monies in the H&WTF may only be expended for purposes of providing realigned mental health, public health, indigent health care, social services, and juvenile justice programs previously funded under Assembly Bill 90. Former County Stabilization revenues were also replaced by Social Services Account revenues. The County is permitted to spend Stabilization funds for general county purposes rather than solely among the realigned social services programs.

OVERVIEW

The 2004-05 Recommended Budget of \$127,867,761 represents a 2% (\$1,953,500) increase in appropriations and revenues from the 2003-04 Adopted Budget based on projected Realignment Sales Tax and VLF revenues and carryover funds budgeted for 2003-04. Realignment Sales Tax and VLF revenue projections for 2004-05 reflect a 15% increase (\$9,757,863) and 8% increase (\$3,703,461) respectively from the 2003-04 Adopted Budget. Trust Fund Carryover is budgeted at a 69% (\$1,643,382) increase over the prior year. There is no net County cost associated with this budget.

After two years of no Sales Tax Growth Account revenue to pay for caseload growth, in 2003-04 the State Controller's Office indicated there was Social Services Realignment sales tax revenue growth of \$50.4 million statewide for 2002-03. This sales tax growth revenue will be applied toward a portion of the unfunded 2001-02 caseload growth, with the balance to be restored with future sales tax growth revenues. Fresno County received \$1.9 million in sales tax growth revenues in 2003-04, which was applied to the \$5.2 million caseload growth shortfall for 2001-02.

The 2004-05 Proposed State Budget includes a \$5.2 million projection in Social Services Realignment sales tax growth. Due to a modest turnaround in State sales tax revenues, the social services caseload growth revenues of \$5.8 million is recommended in this budget. Even with this increase, the impact to Fresno County is a permanent loss of Social Services Realignment revenues of \$5.1 million in 2001-02; \$12.1 million in 2002-03; and \$17.2 million for 2003-04. In addition, there will be a \$15.1 million continuing unfunded cost in our cost structure for 2004-05. This annual shortfall in Sales Tax Growth Allocation funding will require a larger County General Fund share of realigned social services programs. In addition, there will be no sales tax revenues to pay for caseload cost increases incurred in 2003-04 that would normally be funded with the caseload growth allocation in 2004-05.

UHEALTH AND WELFARE TRUST FUND – 5243

SUMMARY OF CAO RECOMMENDATIONS

OTHER CHARGES

- No Other Charges are recommended for 2004-05. Section 17600.20 (a) of the Welfare and Institutions Code gives Boards of Supervisors the discretion to reallocate money among accounts in the H&WTF, not to exceed 10% of the amount deposited in the account from which the funds are reallocated. In 2003-04, these appropriations reflected the accounting for Sales Tax and VLF revenues reallocated from the Health Account and Mental Health Account to the Social Services Account of the H&WTF. Due to a projected \$9.8 million increase in 2004-05 Sales Tax revenues, these transfers are not required to offset eligible costs in social service programs.
- The requirements of Section 17600.20 © of the Welfare and Institutions Code are that it must be documented that transfers from the Health and/or Mental Health Accounts do not result in any substantial change in the Board's allocation of Health or Mental Health Account moneys among services, facilities, programs or providers. For 2004-05, this finding could not be made if the transfer occurred.

INTERFUND TRANSFERS OUT

- Recommended funding represents the payments from the H&WTF to the various General Fund operating budgets. Transfers are projected at \$127,867,761 for 2004-05 as shown below:

	<u>2003-04</u>	<u>2004-05</u>	<u>Increase/ (Decrease)</u>
Sales Tax	\$ 65,307,830	\$ 75,065,693	\$ 9,757,863
County Local Match	11,359,752	11,359,752	0
County VLF Match	36,095,473	39,798,934	3,703,461
Trust Fund Carryover	<u>5,366,599</u>	<u>1,643,382</u>	<u>(3,723,217)</u>
TOTAL	\$118,129,654	\$127,867,761	\$ 9,738,107

SUMMARY OF REVENUES

- Revenues are recommended at \$127,867,761, reflecting a 2% (\$1,953,500) increase from the prior year.
 - Sales Tax (\$75,065,693). Revenues are estimated at a 15% (\$9,757,863) increase from the prior year budgeted level based on the estimated actual revenue for 2003-04 and growth revenues projected for 2004-05. Of the total \$75,065,693 in estimated sales tax revenues, \$44,940,844 is earmarked by law for social services and former juvenile justice Assembly Bill 90 programs; \$21,801,525 for mental health programs; \$9,746,315 for health programs; and \$2,837,000 to replace former County Stabilization revenues. Included in the estimated social services revenues is \$5.8 million for caseload growth revenue, which is estimated at a level based on the State's Proposed 2003-04 Budget projection increase of \$5.2 million over the prior year.
 - Other Financing (\$51,158,686). Revenues are estimated at an 8% (\$3,703,461) increase from the 2003-04 budgeted level reflecting an increase in projected VLF revenues. These revenues represent payments from the General Fund, County Medical Services budget (5240), for the required County match for health services (\$36,731,754), mental health services (\$13,003,941) and social services (\$1,422,991). The local match for health, mental health, and social services

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includes \$39,798,934 in County funds equivalent to Realignment VLF revenue received into the General Fund, which includes mental health VLF Collection Account revenue of \$727,000.

- Carryover (\$1,643,382). Realignment carryover funds are recommended for 2004-05.
- Intrafund Revenues (\$0). A reallocation of dollars from the Mental Health and Health Accounts to the Social Services Account is not recommended for 2004-05. It is projected that sufficient sales tax revenues will be available in 2004-05 to finance social services program costs without the previously made 10% transfer of funds between accounts.