

**MENTAL HEALTH
ALCOHOL AND DRUG PROGRAMS
Budget Unit 422**

Donald Kingdon, Ph.D.

Mental Health Director

PROGRAM DESCRIPTION

The Alcohol and Drug Program's mission is to improve the quality of life in Shasta County by lowering the impact and incidence of alcohol and other drug use, misuse and abuse. The program provides prevention, intervention and treatment services. Outpatient counseling services are available to those in need of substance abuse treatment. Specialized treatment programs for adolescents, seniors, and individuals with coexisting conditions of mental illness and substance abuse dependence have been developed. Residential alcohol and drug treatment is provided through contracts with local providers. Prevention services are provided by program staff and via contracts with community-based organizations.

Funding for this Division is derived from State and Federal grants, including Medi-Cal, alcohol related vehicle fines, and fees collected from patients and insurance providers. The County General Fund funds approximately 2 percent of the total annual expense.

BUDGET REQUESTS

The Alcohol and Drug Program expenditures and revenues are requested at approximately \$200,000 (5 percent of budget) less than the prior year due primarily to a reduction in discretionary State General Funds and the proposed elimination of the fourth year of the Drug Court Partnership Grant. These cuts have resulted in reductions in residential treatment and detoxification contracted services and the decision to leave two Social Worker positions vacant. No fixed assets are requested for this budget unit. There is no change to the County General Fund match of \$34,885 to this program.

SUMMARY OF RECOMMENDATIONS

The modifications are technical in nature. No further modifications are recommended to the department's request.

PENDING ISSUES AND POLICY CONSIDERATIONS

The FY 2001-2002 State budget bill eliminated the funding that was provided under AB1740 (Ducheny) resulting in the elimination of all State General Fund allocations that had been provided in the previous year for adolescent specific treatment services (\$38,022) and the enhancement of adult treatment (\$51,363). In the past few months, 22 bills have been introduced in the State legislature that, if enacted, will have an impact on the delivery of alcohol and other drug treatment and prevention services.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The department head concurs with the recommended budget.

FINAL BOARD ACTION

Adopted as presented in the Proposed Budget.

COUNTY OF SHASTA SCHEDULE 9

REVENUES AND EXPENDITURES
STATE OF CALIFORNIA
BUDGET UNIT FINANCING SUMMARY
BUDGET FOR THE FISCAL YEAR 2002 - 2003

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2000-2001	ACTUAL BUDGET 2001-2002	ACTUAL EXP/REV 2001-2002	BUDGET REQUESTS 2002-2003	CAO RECOMMENDS 2002-2003	ADOPTED BY TH B O S 2002-2003
=====	=====	=====	=====	=====	=====	=====
UNIT TITLE: 422 ALCOHOL & DRUG PROGRAMS						
FUNCTION: HEALTH & SANITATION						
ACTIVITY: DRUG & ALCOHOL ABUSE SERVICES						
FUND:0080 MENTAL HEALTH						
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SALARIES AND BENEFITS	907369	994839	944,631	986,805	1,016,695	1,016,695
SERVICES AND SUPPLIES	405256	399724	357,138	307,778	309,067	309,067
OTHER CHARGES	712322	654590	613,894	540,420	540,420	540,420
FIXED ASSETS	0	23865	23,865	0	0	0
INTRAFUND TRANSFERS	-14423	-124664	-44,091	-138,000	-138,000	-138,000
TOTAL EXPENDITURES*****	\$2010525	\$1948354	\$1,895,437	\$1,697,003	\$1,728,182	\$1,728,182
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FINES, FORFEITURES & PENALTIES	215603	39061	33,152	32,900	32,900	32,900
REVENUE FROM MONEY & PROPERTY	3135	0	-3,135	0	0	0
INTERGOVERNMENTAL REVENUES	1793515	1657681	1,676,296	1,506,612	1,537,791	1,537,791
CHARGES FOR SERVICES	26361	68100	36,565	14,400	14,400	14,400
MISCELLANEOUS REVENUES	0	0	225	0	0	0
OTHR FINANCING SOURCES TRAN IN	19382	34885	34,885	34,885	34,885	34,885
OTHER FINANCING SRCS SALE F/A	1	0	7	10	10	10
TOTAL REVENUES*****	\$2057997	\$1799727	\$1,777,994	\$1,588,807	\$1,619,986	\$1,619,986
ALCOHOL & DRUG PROGRAMS EXP OVER (UNDER) REV	\$-47472	\$148627	\$117,442	\$108,196	\$108,196	\$108,196
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...Org Key Object	Type of Change	# of Pos	FTE	Class Title	Number of Pay Periods	Amount
42200 011000	BASE SALARIES & BENEFITS					896,580
42200 011000	TRANSFER	1	0.50	CLINICAL SOCIAL WRKR TO 41000	26	-18,509
42200 011000	TRANSFER	1	0.50	CLINICAL PROGM COORD TO 42400	26	-28,222
Account Total 011000						849,849
42200 018100	BASE SALARIES & BENEFITS					68,588
42200 018100	TRANSFER	1	0.50	CLINICAL SOCIAL WRKR TO 41000	26	-1,416
42200 018100	TRANSFER	1	0.50	CLINICAL PROGM COORD TO 42400	26	-2,158
Account Total 018100						65,014
42200 018201	BASE SALARIES & BENEFITS					31,122
42200 018201	TRANSFER	1	0.50	CLINICAL PROGM COORD TO 42400	26	-1,904
Account Total 018201						29,218
42200 018300	BASE SALARIES & BENEFITS					148,986
42200 018300	TRANSFER	1	0.50	CLINICAL SOCIAL WRKR TO 41000	26	-3,547
42200 018300	TRANSFER	1	0.50	CLINICAL PROGM COORD TO 42400	26	-2,613
Account Total 018300						142,826
42200 018400	BASE SALARIES & BENEFITS					4,482
42200 018400	TRANSFER	1	0.50	CLINICAL SOCIAL WRKR TO 41000	26	-92
42200 018400	TRANSFER	1	0.50	CLINICAL PROGM COORD TO 42400	26	-141
Account Total 018400						4,249
42200 018500	BASE SALARIES & BENEFITS					13,529
42200 018500	TRANSFER	1	0.50	CLINICAL SOCIAL WRKR TO 41000	26	-279
42200 018500	TRANSFER	1	0.50	CLINICAL PROGM COORD TO 42400	26	-425
Account Total 018500						12,825

**MENTAL HEALTH
SUBSTANCE ABUSE & CRIME PREVENTION PROGRAM
Budget Unit 424**

Donald Kingdon, Ph.D.

Mental Health Director

PROGRAM DESCRIPTION

This budget unit was developed in response to the passage of Proposition 36, the Substance Abuse and Crime Prevention Act of 2000 (Act). On November 7, 2000, Californians passed Proposition 36 which "mandates that any person convicted of a nonviolent drug possession offense, and any parolee who is determined by the Parole Authority to have committed a nonviolent drug possession offense, or violated any other drug-related condition of parole, shall be diverted from incarceration into licensed or certified community-based drug treatment programs."

The Division of Alcohol and Drug Programs has been designated as the lead agency and is responsible for developing and implementing alcohol and other drug treatment programs in response to the Act. In order to accomplish this mandate, the Division of Alcohol and Drug Programs works collaboratively with several County and State departments including Probation, District Attorney, Mental Health, County Administrative Office, Courts, State Parole and State Department of Alcohol and Drug Programs.

BUDGET REQUESTS

The Act provided for \$60 million in start-up revenue during FY 2000-2001 and provides \$120 million annually for drug treatment services in Fiscal Years 2001-2002 through 2005-2006. Shasta County will receive an allocation of \$709,451 from the State to provide Prop 36 services during FY 2002-03.

The Implementation Committee will be developing the FY 2002-03 Shasta County Plan detailing how the funds will be utilized and will be presented to the Board of Supervisors in May 2002. The Division will enhance services that are provided to individuals suffering from co-existing mental health and substance abuse issues through the creation of a "Forensic Behavioral Health Team". No new positions, fixed assets or County General Fund contribution are requested.

SUMMARY OF RECOMMENDATIONS

Modifications are technical in nature.

PENDING ISSUES AND POLICY CONSIDERATIONS

The Act specifically prohibits the use of any of the funds for drug testing purposes. As testing is a major component of most treatment programs, Senate Bill 223, the Substance Abuse Treatment Testing and Accountability Program, was implemented to provide funding for drug testing of Prop 36 clients, as well as for other related services. Shasta County's

share of funding for this year under this legislation is \$49,697.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The department head concurs with the recommended budget.

FINAL BOARD ACTION

Adopted as presented in the Proposed Budget.

COUNTY OF SHASTA SCHEDULE 9

REVENUES AND EXPENDITURES
 STATE OF CALIFORNIA
 BUDGET UNIT FINANCING SUMMARY
 BUDGET FOR THE FISCAL YEAR 2002 - 2003

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2000-2001	ACTUAL BUDGET 2001-2002	ACTUAL EXP/REV 2001-2002	BUDGET REQUESTS 2002-2003	CAO RECOMMENDS 2002-2003	ADOPTED BY TH B O S 2002-2003
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UNIT TITLE: 424 SUBSTANCE ABUSE CRIME PREVENT						
FUNCTION: HEALTH & SANITATION						
ACTIVITY: DRUG & ALCOHOL ABUSE SERVICES						
FUND:0189 SUBSTANCE ABUSE CRIME PREVENT						
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SALARIES AND BENEFITS	9346	198462	188,531	277,314	284,957	284,957
SERVICES AND SUPPLIES	50697	507003	281,290	448,475	448,495	448,495
OTHER CHARGES	0	268998	178,529	305,000	309,490	309,490
FIXED ASSETS	17227	0	0	0	0	0
INTRAFUND TRANSFERS	0	-18050	-8,290	-15,500	-15,500	-15,500
TOTAL EXPENDITURES*****	\$77270	\$956413	\$640,060	\$1,015,289	\$1,027,442	\$1,027,442
REVENUE FROM MONEY & PROPERTY	7963	20000	27,084	25,000	25,000	25,000
INTERGOVERNMENTAL REVENUES	337846	720435	672,593	759,148	759,148	759,148
CHARGES FOR SERVICES	0	15000	88	25,000	25,000	25,000
TOTAL REVENUES*****	\$345809	\$755435	\$699,765	\$809,148	\$809,148	\$809,148
SUBSTANCE ABUSE CRIME PREVENT EXP OVER (UNDER) REV	\$-268539	\$200978	\$-59,704	\$206,141	\$218,294	\$218,294
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...Org Key Object	Type of Change	# of Pos	FTE	Class Title	Number of Pay Periods	Amount
42400 011000	BASE SALARIES & BENEFITS					196,010
42400 011000	TRANSFER	1	0.50	CLINICAL PROGRAM COORD FRM 422	26	28,222
Account Total 011000						224,232
42400 018100	BASE SALARIES & BENEFITS					15,007
42400 018100	TRANSFER	1	0.50	CLINICAL PROGRAM COORD FRM 422	26	2,158
Account Total 018100						17,165
42400 018201	BASE SALARIES & BENEFITS					2,657
42400 018201	TRANSFER	1	0.50	CLINICAL PROGRAM COORD FRM 422	26	1,904
Account Total 018201						4,561
42400 018300	BASE SALARIES & BENEFITS					31,879
42400 018300	TRANSFER	1	0.50	CLINICAL PROGRAM COORD FRM 422	26	2,613
Account Total 018300						34,492
42400 018400	BASE SALARIES & BENEFITS					981
42400 018400	TRANSFER	1	0.50	CLINICAL SERVICES SUPVR FM 422	26	141
Account Total 018400						1,122
42400 018500	BASE SALARIES & BENEFITS					2,960
42400 018500	TRANSFER	1	0.50	CLINICAL PROGRAM COORD FRM 422	26	425
Account Total 018500						3,385

**MENTAL HEALTH
PERINATAL PROGRAM
Budget Unit 425**

Donald Kingdon, Ph.D.

Mental Health Director

PROGRAM DESCRIPTION

The Perinatal Program of Shasta County Alcohol and Drug Programs provides a full range of specialized treatment services to substance dependent women who are either pregnant, or who have children under the age of twelve. In addition to an alcohol and drug day-treatment program, services include intensive case management, childcare, transportation, parenting classes, residential treatment and transitional living. The Perinatal Program promotes a drug-free lifestyle with an emphasis on developing a strong mother/child relationship.

The Perinatal Program is funded through Federal and State perinatal grants (69%), Medi-Cal (2%), Perinatal fund balance (28%) and County General Fund match (1%).

BUDGET REQUESTS

The Perinatal Program will continue to focus on the provision of outpatient, day treatment, residential and transitional living services to pregnant and parenting women, especially teens, and their children. The Division is proposing to contract with Mayer's Memorial Hospital/Crossroads Clinic for perinatal treatment services in the eastern portion of Shasta County funded by State General Fund and Federal Substance Abuse Prevention and Treatment Block Grant funds. A program successfully developed to identify CalWORKs recipients who have mental health and/or substance abuse problems that are creating barriers to employment will be renewed and expanded to include domestic violence services in the eastern Shasta County area.

No new positions or fixed assets are requested. The requested County General Fund support to this budget unit of \$13,782 for FY 2002-2003 remains unchanged from the prior year.

SUMMARY OF RECOMMENDATIONS

Increased Health Insurance and cost-applied services comprise the minor modifications to the department's request.

PENDING ISSUES AND POLICY CONSIDERATIONS

No legislative or regulatory changes have been enacted that will affect this budget unit.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The department head concurs with the recommended budget.

FINAL BOARD ACTION

Adopted as presented in the Proposed Budget.

COUNTY OF SHASTA SCHEDULE 9

REVENUES AND EXPENDITURES
 STATE OF CALIFORNIA
 BUDGET UNIT FINANCING SUMMARY
 BUDGET FOR THE FISCAL YEAR 2002 - 2003

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2000-2001	ACTUAL BUDGET 2001-2002	ACTUAL EXP/REV 2001-2002	BUDGET REQUESTS 2002-2003	CAO RECOMMENDS 2002-2003	ADOPTED BY TH B O S 2002-2003
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UNIT TITLE: 425 PERINATAL						
FUNCTION: HEALTH & SANITATION						
ACTIVITY: DRUG & ALCOHOL ABUSE SERVICES						
FUND:0080 MENTAL HEALTH						
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SALARIES AND BENEFITS	443190	490978	437,949	545,304	563,611	563,611
SERVICES AND SUPPLIES	136638	159602	145,580	143,943	151,772	151,772
OTHER CHARGES	248748	422457	322,413	392,223	392,223	392,223
TOTAL EXPENDITURES*****	\$828576	\$1073037	\$905,943	\$1,081,470	\$1,107,606	\$1,107,606
INTERGOVERNMENTAL REVENUES	1185239	786276	761,777	781,707	781,707	781,707
CHARGES FOR SERVICES	0	100	22	100	100	100
OTHR FINANCING SOURCES TRAN IN	20346	13782	13,782	13,782	13,782	13,782
TOTAL REVENUES*****	\$1205585	\$800158	\$775,581	\$795,589	\$795,589	\$795,589
PERINATAL EXP OVER (UNDER) REV	\$-377008	\$272879	\$130,362	\$285,881	\$312,017	\$312,017
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SOCIAL SERVICES
Budget Unit 501

Del Skillman

Director of Social Services

PROGRAM DESCRIPTION

The Department of Social Services administers a variety of human service programs that promote the welfare of persons in Shasta County through income maintenance, employment and training programs, crisis intervention, protection and prevention services. The budget unit funds the salary and benefits of casework and support staff, administrative overhead, and operating expenses necessary to administer the programs, which include:

CalWORKS/Welfare to Work	Children Protective Services
Food Stamps	Adoptions
Medi-Cal	Foster Home Licensing & Placement
County Medical Services Program	Adult Protective Services
General Assistance	In-Home Protective Services
	Public Guardian

Program activities involve eligibility determination, emergency response, case management, information systems, fiscal services, administrative and clerical support. The CalWORKS function emphasizes employment facilitated by job readiness training and remedial education. Fraud investigation activities are contracted to the District Attorney's Office.

Administration of the Social Service programs is funded by a combination of state and federal sources (93.3 percent), charges for service and miscellaneous revenue (0.2 percent), statutorily required County General Fund contribution (2.8 percent), and utilization of available Department fund balance (3.7 percent).

BUDGET REQUESTS

This request is based upon many significant funding changes including the reduction of over \$1.3 million in programs between the requested and the recommended budgets.

The FY 2002-2003 request assumes no "cost of doing business" increases to the administrative allocations to operate the MediCal, IHSS, Food Stamps, CalWORKs, Foster Care and Adoptions programs and no redistribution of unspent state allocation at year-end to under-equity counties. The latest CalWORKs unfunded mandate is the Learning Disabilities legislation which began March 15, 2002. Mandatory screening and inclusion of learning disability evaluations in work plans without increased funding will cost the department a projected \$500,000 for contractual screening, diagnosis, and evaluation contracts. CalWORKs revenue reductions of over \$3 million coupled with no anticipated Realignment growth will force the department to reduce training, job service, community service and faith based services and allow vacant positions to go into salary savings. The

new IHSS Public Authority is projected to add \$220,000 in new administrative costs, and \$160,000 in LINCS program costs have been absorbed by Mental Health and Public Health in an effort to assist Social Services.

The original 9 FTE position requests have been reduced to 4 FTE in the CAO recommended budget. The remaining requests consist of an Office Assistant II and Social Worker for the newly developed IHSS Public Authority, an Eligibility Worker III to assist with monitoring of court orders and service for LINCS, and two half-time Social Service Aide and Foster Parent Liaison positions increased to full time. Requested positions are either tied to revenues or are overhead positions whose costs are spread to the entire agency. Fixed assets of five vehicles and two training projectors are also requested due to increased Public Guardian, IHSS, Adult Protective Services and other caseload growth particularly in the outlying areas.

The county share of cost portion of In-Home Supportive Services (IHSS) provider payments in the amount of \$3.7 million has been moved from this budget unit to the Welfare Cash Aid (541) budget.

SUMMARY OF RECOMMENDATIONS

A number of modifications were made to the Department's requested budget upon further discussion with the County Administrative Office including: (1) increased Health Insurance charges; (2) increased Workers Comp Experience, Miscellaneous Insurance and A-87 charges to add General Assistance costs; (3) increased Single Allocation projection to allow for caseload growth and under-equity county; (4) transferred LINCS charges to Mental Health and Public Health; (5) reduced CalWORKs contracts by \$627,000; and (6) increased department fund balance support by \$1.2 million.

PENDING ISSUES AND POLICY CONSIDERATIONS

The decisive reform to California's AFDC, MediCal and Food Stamp programs, implemented in 1997, is currently under reauthorization scrutiny. Many aspects of the CalWORKs Program are receiving close attention by lawmakers. Counties, along with many other special-interest groups, are advocating for consideration. Of particular importance is the definition of allowable work activities in context of CalWORKs time limits, maintaining subsidized support services (i.e. child care, medical coverage) for working families until they achieve a living wage, tying outcomes to child poverty, and measuring program success by actually putting people to work.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The department head concurs with the recommended budget.

FINAL BOARD ACTION

Adopted as presented in the Proposed Budget and as amended in the Supplemental Budget. A multitude of supplemental adjustments combine to total reductions of \$1.1 million in appropriations and \$3.9 million in anticipated revenues. Notable appropriation adjustments include reductions to District Attorney Welfare Fraud professional services (\$150,000), Information System charges (\$65,000) and Stage 1 Child Care (\$1 million) offset by increases in A-87 Central Service Costs (\$45,000), the Private Industry Council Job Service contract (\$130,000), new learning disability psychological exam mandates for Child Welfare (\$200,000) and CPS contracts (\$150,000). Since the CalWORKs allocations were held to FY 2001-02 levels, the Department has reduced CalWORKs contracts by over \$500,000 to remain within budget. A new Program Manager position/classification has been added within the Children and Family Services division to help relieve span of control issues within LINC/S/LIFFT programs, and a vehicle request of \$18,000 has been approved to replace a vehicle destroyed in a July accident.

CalWORKs Initiative revenue in the amount of \$2.6 million has been eliminated. Instead, the department was able to draw down the entire amount that the State was holding in June to avoid the 28 percent withhold that the State was implementing in July and allow the funds to flow into the department's fund balance. Other State and Federal revenue figures have been adjusted to reflect decreased allocations for State CalWORKs (\$860,000), Food Stamps (\$125,000), Child Care (\$800,000) and MediCal admin (\$400,000). Department fund balance of \$2.8 million will be utilized to bring this budget unit into balance.

A new sub-department has been established within this budget unit to recognize administrative costs associated with the In-Home Supportive Services Public Authority. Three new positions including one Senior Staff Services Analyst and two Office Assistants have been approved to provide the necessary support to the newly established Public Authority.

COUNTY OF SHASTA SCHEDULE 9

REVENUES AND EXPENDITURES
 STATE OF CALIFORNIA
 BUDGET UNIT FINANCING SUMMARY
 BUDGET FOR THE FISCAL YEAR 2002 - 2003

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2000-2001	ACTUAL BUDGET 2001-2002	ACTUAL EXP/REV 2001-2002	BUDGET REQUESTS 2002-2003	CAO RECOMMENDS 2002-2003	ADOPTED BY TH B O S 2002-2003
UNIT TITLE: 501 SOCIAL SERVICES ADMINISTRATION FUNCTION: PUBLIC ASSISTANCE ACTIVITY: PUBLIC ASSISTANCE ADMIN FUND:0140 SOCIAL SERVICES						
SALARIES AND BENEFITS	14211527	16309494	15,416,921	18,184,821	18,447,901	18,447,901
SERVICES AND SUPPLIES	6856527	11766234	11,037,030	8,734,985	8,587,851	8,587,851
OTHER CHARGES	11402010	14356422	13,187,156	9,680,001	8,460,074	8,460,074
FIXED ASSETS	138033	142350	132,060	79,895	97,895	97,895
INTRAFUND TRANSFERS	-334080	-396865	-613,141	-507,303	-859,417	-859,417
OTHER FINANCING USES	0	58115	57,726	0	0	0
TOTAL EXPENDITURES*****	\$32274017	\$42235750	\$39,217,752	\$36,172,399	\$34,734,304	\$34,734,304
REVENUE FROM MONEY & PROPERTY	566	280000	241,700	150,000	150,000	150,000
INTERGOVERNMENTAL REVENUES	41031776	32853430	33,124,283	34,582,875	29,446,622	29,446,622
CHARGES FOR SERVICES	89712	48400	58,792	56,400	56,400	56,400
MISCELLANEOUS REVENUES	41235	12500	16,087	12,500	11,012	11,012
OTHR FINANCING SOURCES TRAN IN	1418969	1303519	1,323,102	1,370,624	1,025,397	1,025,397
OTHER FINANCING SRCS SALE F/A	1390	2668	2,668	0	0	0
TOTAL REVENUES*****	\$42583648	\$34500517	\$34,766,631	\$36,172,399	\$30,689,431	\$30,689,431
SOCIAL SERVICES ADMINISTRATION EXP OVER (UNDER) REV	\$-10309631	\$7735233	\$4,451,121	\$0	\$4,044,873	\$4,044,873

...Org Key Object	Type of Change	# of Pos	FTE	Class Title	Number of Pay Periods	Amount
50100 011000	BASE SALARIES & BENEFITS					6,942,181
50100 011000	BASE SALARIES & BENEFITS					6,932,774
50100 011000	ADD	1	1.00	OFFICE ASSISTANT II	19	15,771
50100 011000	ADD	1	1.00	SOCIAL WORKER	19	25,683
50100 011000	ADD	1	1.00	ELIGIBILITY WORKER III	19	22,293
50100 011000	ADD	1	1.00	SENIOR STAFF SERVICES ANALYST	19	28,317
50100 011000	ADD	1	1.00	ASST SOCIAL WKR/SR SOCIAL WKR	19	29,025
50100 011000	ADD	2	2.00	CFS - PROGRAM MANAGER I/II	19	86,580
50100 011000	ADD	1	1.00	PA - SENIOR STAFF SVC ANALYST	19	28,319
50100 011000	ADD	2	2.00	PA - OFFICE ASSISTANT II	19	31,512
50100 011000	CHANGE HOURS	1	0.50	FOSTER PARENT LIASON 40 TO 80	19	14,845
50100 011000	CHANGE HOURS	1	0.50	SOCIAL SERVICES AIDE 40 TO 80	19	7,204
50100 011000	DELETE	1	1.00	SOCIAL WORKER	26	-31,224
50100 011000	DELETE	1	1.00	STAFF SERVICES ANALYST II	26	-32,308
50100 011000	DELETE	1	1.00	PROGRAM MANAGER I	19	-39,578
Account Total 011000						14,061,394
50100 018100	BASE SALARIES & BENEFITS					1,114,603
50100 018100	ADD	1	1.00	OFFICE ASSISTANT II	19	1,206
50100 018100	ADD	1	1.00	SOCIAL WORKER	19	1,965
50100 018100	ADD	1	1.00	ELIGIBILITY WORKER III	19	1,705
50100 018100	ADD	1	1.00	SENIOR STAFF SERVICES ANALYST	19	2,166
50100 018100	ADD	1	1.00	ASST SOCIAL WKR/SR SOCIAL WKR	19	2,220
50100 018100	ADD	2	2.00	CFS - PROGRAM MANAGER I/II	19	6,624
50100 018100	ADD	1	1.00	PA - SENIOR STAFF SVC ANALYST	19	2,166
50100 018100	ADD	2	2.00	PA - OFFICE ASSISTANT II	19	2,410
50100 018100	CHANGE HOURS	1	0.50	FOSTER PARENT LIASON 40 TO 80	19	1,136
50100 018100	CHANGE HOURS	1	0.50	SOCIAL SERVICES AIDE 40 TO 80	19	551
50100 018100	DELETE	1	1.00	SOCIAL WORKER	26	-2,389
50100 018100	DELETE	1	1.00	STAFF SERVICES ANALYST II	26	-2,472
50100 018100	DELETE	1	1.00	PROGRAM MANAGER I	19	-3,028
Account Total 018100						1,128,863
50100 018201	BASE SALARIES & BENEFITS					568,573
50100 018201	ADD	2	2.00	CFS - PROGRAM MANAGER I/II	19	6,060
50100 018201	ADD	1	1.00	PA - SENIOR STAFF SVC ANALYST	19	1,982
50100 018201	ADD	2	2.00	PA - OFFICE ASSISTANT II	19	2,206
50100 018201	DELETE	1	1.00	PROGRAM MANAGER I	19	-2,770
Account Total 018201						576,051
50100 018300	BASE SALARIES & BENEFITS					2,247,176
50100 018300	ADD	1	1.00	OFFICE ASSISTANT II	19	3,800
50100 018300	ADD	1	1.00	SOCIAL WORKER	19	3,800
50100 018300	ADD	1	1.00	ELIGIBILITY WORKER III	19	3,800
50100 018300	ADD	1	1.00	SENIOR STAFF SERVICES ANALYST	19	3,800
50100 018300	ADD	1	1.00	ASST SOCIAL WKR/SR SOCIAL WKR	19	3,800
50100 018300	ADD	2	2.00	CFS - PROGRAM MANAGER I/II	19	7,800

...Org Key Object	Type of Change	# of Pos	FTE	Class Title	Number of Pay Periods	Amount
50100 018300	ADD	1	1.00	PA - SENIOR STAFF SVC ANALYST	19	3,900
50100 018300	ADD	2	2.00	PA - OFFICE ASSISTANT II	19	7,800
50100 018300	CHANGE HOURS	1	0.50	FOSTER PARENT LIASON 40 TO 80	19	1,900
50100 018300	CHANGE HOURS	1	0.50	SOCIAL SERVICES AIDE 40 TO 80	19	1,900
50100 018300	DELETE	1	1.00	SOCIAL WORKER	26	-3,800
50100 018300	DELETE	1	1.00	STAFF SERVICES ANALYST II	26	-3,800
50100 018300	DELETE	1	1.00	PROGRAM MANAGER I	19	-3,900

Account Total 018300 2,277,976

BASE SALARIES & BENEFITS						
50100 018400	ADD	1	1.00	OFFICE ASSISTANT II	19	79
50100 018400	ADD	1	1.00	SOCIAL WORKER	19	128
50100 018400	ADD	1	1.00	ELIGIBILITY WORKER III	19	111
50100 018400	ADD	1	1.00	SENIOR STAFF SERVICES ANALYST	19	142
50100 018400	ADD	1	1.00	ASST SOCIAL WKR/SR SOCIAL WKR	19	145
50100 018400	ADD	2	2.00	CFS - PROGRAM MANAGER I/II	19	432
50100 018400	ADD	1	1.00	PA - SENIOR STAFF SVC ANALYST	19	142
50100 018400	ADD	2	2.00	PA - OFFICE ASSISTANT II	19	158
50100 018400	CHANGE HOURS	1	0.50	FOSTER PARENT LIASON 40 TO 80	19	74
50100 018400	CHANGE HOURS	1	0.50	SOCIAL SERVICES AIDE 40 TO 80	19	36
50100 018400	DELETE	1	1.00	SOCIAL WORKER	26	-156
50100 018400	DELETE	1	1.00	STAFF SERVICES ANALYST II	26	-162
50100 018400	DELETE	1	1.00	PROGRAM MANAGER I	19	-198

Account Total 018400 73,797

BASE SALARIES & BENEFITS						
50100 018500	ADD	1	1.00	OFFICE ASSISTANT II	19	238
50100 018500	ADD	1	1.00	SOCIAL WORKER	19	388
50100 018500	ADD	1	1.00	ELIGIBILITY WORKER III	19	336
50100 018500	ADD	1	1.00	SENIOR STAFF SERVICES ANALYST	19	427
50100 018500	ADD	1	1.00	ASST SOCIAL WKR/SR SOCIAL WKR	19	438
50100 018500	ADD	1	1.00	SOCIAL SERVICES AIDE 40 TO 80	19	109
50100 018500	ADD	2	2.00	CFS - PROGRAM MANAGER I/II	19	1,306
50100 018500	ADD	1	1.00	PA - SENIOR STAFF SVC ANALYST	19	427
50100 018500	ADD	2	2.00	PA - OFFICE ASSISTANT II	19	476
50100 018500	CHANGE HOURS	1	0.50	FOSTER PARENT LIASON 40 TO 80	19	224
50100 018500	DELETE	1	1.00	SOCIAL WORKER	26	-471
50100 018500	DELETE	1	1.00	STAFF SERVICES ANALYST II	26	-488
50100 018500	DELETE	1	1.00	PROGRAM MANAGER I	19	-597

Account Total 018500 222,722

**SOCIAL SERVICES
OPPORTUNITY CENTER
Budget Unit 530**

Del Skillman

Director of Social Services

PROGRAM DESCRIPTION

The Opportunity Center (OC) offers vocational rehabilitation services, including employment training and job placement opportunities in-house and with local employers, to persons with disabilities in Shasta County. The program provides janitorial, mail, photocopying and microfilming services for County departments as well as assembly and packaging services for community customers. Community business contracts provide work for persons with disabilities and generate income to offset expenses while providing the mandated training ground for vocational rehabilitation services. Funding is also received from the State Department of Rehabilitation. No County General Fund dollars are used to support this program.

BUDGET REQUESTS

Opportunity Center (OC) expenditures are projected to be approximately \$190,000 (6 percent of budget) more than requested last year. Health Insurance, A-87 charges, and increases in Client Payroll account for the majority of the increases. A new janitorial crew staffed by mental health clients with job coaching provided by OC staff will be implemented this year financed with contract revenue. OC is requesting to purchase a high speed, large-volume shredder (\$4,000) to provide shredding services to the Department of Social Services and a truck for the grounds/floor cleaning crews (\$20,000). No other fixed assets are requested. OC is also requesting an Employment Services Instructor III to provide pest control and other grounds maintenance services supported through contract revenue and deleting a Supported Employment Specialist position no longer needed.

SUMMARY OF RECOMMENDATIONS

Health Insurance increases of \$39,000 and an adjustment to the A-87 charges comprise the modifications to the department's request.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The department head concurs with the recommended budget.

FINAL BOARD ACTION

Adopted as presented in the Proposed Budget and as amended in the Supplemental Budget. Supplemental adjustments include an increase in the Unallocated Salary Savings of \$85,000 due to current staffing levels; increased Client Payroll of \$65,000; and a combined reduction of \$45,000 in cost-applied charges to CalWORKs and Mental Health. Increased Contract Services Revenue (\$82,000), Production Services Revenue (\$5,000) and Far Northern Regional Center Mileage Reimbursement (\$60,000) from new and renegotiated contracts will enable the Opportunity Center to retain over \$125,000 of their fund balance slated for use within the preliminary budget request.

COUNTY OF SHASTA SCHEDULE 9

REVENUES AND EXPENDITURES
 STATE OF CALIFORNIA
 BUDGET UNIT FINANCING SUMMARY
 BUDGET FOR THE FISCAL YEAR 2002 - 2003

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2000-2001	ACTUAL BUDGET 2001-2002	ACTUAL EXP/REV 2001-2002	BUDGET REQUESTS 2002-2003	CAO RECOMMENDS 2002-2003	ADOPTED BY TH B O S 2002-2003
=====	=====	=====	=====	=====	=====	=====
UNIT TITLE: 530 OPPORTUNITY CENTER FUNCTION: PUBLIC ASSISTANCE ACTIVITY: OTHER ASSISTANCE FUND:0120 OPPORTUNITY CENTER						
SALARIES AND BENEFITS	1572788	1784277	1,771,935	2,098,286	2,052,927	2,052,927
SERVICES AND SUPPLIES	1073607	1174998	1,144,086	1,231,087	1,226,387	1,226,387
OTHER CHARGES	808806	902557	883,455	1,006,479	1,061,234	1,061,234
FIXED ASSETS	55030	21236	20,308	24,000	24,000	24,000
INTRAFUND TRANSFERS	-1070528	-1034432	-1,123,609	-1,348,200	-1,303,500	-1,303,500
TOTAL EXPENDITURES*****	\$2439703	\$2848636	\$2,696,176	\$3,011,652	\$3,061,048	\$3,061,048
REVENUE FROM MONEY & PROPERTY	-4163	1332	-3,557	0	0	0
INTERGOVERNMENTAL REVENUES	1581721	1823079	1,731,270	1,865,175	1,865,175	1,865,175
CHARGES FOR SERVICES	841267	907804	958,534	989,000	1,136,000	1,136,000
MISCELLANEOUS REVENUES	5296	0	403	250	250	250
OTHER FINANCING SRCS SALE F/A	2181	1000	3,261	0	0	0
TOTAL REVENUES*****	\$2426302	\$2733215	\$2,689,911	\$2,854,425	\$3,001,425	\$3,001,425
OPPORTUNITY CENTER EXP OVER (UNDER) REV	\$13401	\$115421	\$6,265	\$157,227	\$59,623	\$59,623
=====	=====	=====	=====	=====	=====	=====

...Org Key Object	Type of Change	# of Pos	FTE	Class Title	Number of Pay Periods	Amount
53000 011000	BASE SALARIES & BENEFITS					1,562,334
53000 011000	ADD	1	1.00	EMPLOYMENT SERVICES INSTR III	19	15,436
53000 011000	DELETE	1	1.00	SUPPORTED EMPLOYMENT SPECLST	26	-20,856
Account Total 011000						1,556,914
53000 018100	BASE SALARIES & BENEFITS					195,441
53000 018100	ADD	1	1.00	EMPLOYMENT SERVICES INSTR III	19	1,181
53000 018100	DELETE	1	1.00	SUPPORTED EMPLOYMENT SPECLST	26	-1,596
Account Total 018100						195,026
53000 018201	BASE SALARIES & BENEFITS					33,974
Account Total 018201						33,974
53000 018300	BASE SALARIES & BENEFITS					372,227
53000 018300	ADD	1	1.00	EMPLOYMENT SERVICES INSTR III	19	4,286
53000 018300	DELETE	1	1.00	SUPPORTED EMPLOYMENT SPECLST	26	-5,888
Account Total 018300						370,625
53000 018400	BASE SALARIES & BENEFITS					8,272
53000 018400	ADD	1	1.00	EMPLOYMENT SERVICES INSTR III	19	77
53000 018400	DELETE	1	1.00	SUPPORTED EMPLOYMENT SPECLST	26	-104
Account Total 018400						8,245
53000 018500	BASE SALARIES & BENEFITS					38,531
53000 018500	ADD	1	1.00	EMPLOYMENT SERVICES INSTR III	19	233
53000 018500	DELETE	1	1.00	SUPPORTED EMPLOYMENT SPECLST	26	-315
Account Total 018500						38,449

**SOCIAL SERVICES
COUNTY INDIGENT CASES
Budget Unit 540**

Del Skillman

Director of Social Services

PROGRAM DESCRIPTION

State law requires each County to provide General Assistance (GA) to individuals who have no other income or means of support and are not eligible for other categorical assistance, such as Supplemental Security Income/State Supplementary Program (SSI/SSP) or Temporary Assistance to Needy Families. General Assistance is considered a program of last resort. Assistance payments and administrative costs are both funded solely by the Counties.

There are three groups of General Assistance recipients: "General Relief (GR) Cash Grant-Incapacitated," "GR Cash Grant-Employable," and "Interim Assistance." The "GR Incapacitated" program provides payment for individuals deemed by a physician to be temporarily incapacitated. Generally, such temporary incapacity is limited to three months or less. The "GR Employable" program provides employment, training and work experience to recipients. Employable recipients are eligible to participate for only three out of each twelve months. "Interim Assistance" provides payments to those individuals meeting General Assistance eligibility criteria who also have a disability. However, the applicant must apply for Federal SSI/SSP, and be awaiting a decision on such an application before Interim Assistance will be granted.

BUDGET REQUESTS

The FY 2002-2003 request of \$806,881 is 20 percent more than the FY 2001-2002 approval. This is primarily due to a similar increase in the number of open cases. The General Assistance Task Force reconvened in March 2002 to begin reviewing the current procedures manual and to assist in developing strategies designed to mitigate the anticipated upward trend in the GA caseload. The SSI Advocate hired last summer is working diligently with the Social Security Administration to expedite the granting of SSI applications to repay the grants paid to Interim Assistance clients. The department is closely monitoring collection activity, including Tax Intercept, to collect overpayments and repayments of grants.

No Fixed Assets or new positions are sought.

SUMMARY OF RECOMMENDATIONS

No modification to the department's request is recommended.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The department head concurs with the recommended budget.

FINAL BOARD ACTION

Adopted as presented in the Proposed Budget.

COUNTY OF SHASTA SCHEDULE 9

REVENUES AND EXPENDITURES
 STATE OF CALIFORNIA
 BUDGET UNIT FINANCING SUMMARY
 BUDGET FOR THE FISCAL YEAR 2002 - 2003

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2000-2001	ACTUAL BUDGET 2001-2002	ACTUAL EXP/REV 2001-2002	BUDGET REQUESTS 2002-2003	CAO RECOMMENDS 2002-2003	ADOPTED BY TH B O S 2002-2003
=====	=====	=====	=====	=====	=====	=====
UNIT TITLE: 540 COUNTY INDIGENT CASES						
FUNCTION: PUBLIC ASSISTANCE						
ACTIVITY: GENERAL RELIEF						
FUND:0140 SOCIAL SERVICES						
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SALARIES AND BENEFITS	130589	0	0	0	0	0
SERVICES AND SUPPLIES	34832	5290	5,290	5,000	5,000	5,000
OTHER CHARGES	555965	741350	714,358	804,281	804,281	804,281
INTRAFUND TRANSFERS	-90140	-2500	-2,831	-2,400	-2,400	-2,400
TOTAL EXPENDITURES*****	\$631245	\$744140	\$716,816	\$806,881	\$806,881	\$806,881
OTHR FINANCING SOURCES TRAN IN	649584	744140	744,140	806,881	806,881	806,881
TOTAL REVENUES*****	\$649584	\$744140	\$744,140	\$806,881	\$806,881	\$806,881
COUNTY INDIGENT CASES EXP OVER (UNDER) REV	\$-18339	\$0	\$-27,323	\$0	\$0	\$0
=====	=====	=====	=====	=====	=====	=====

**SOCIAL SERVICES
WELFARE CASH AID PAYMENTS
Budget Unit 541**

Del Skillman

Director of Social Services

PROGRAM DESCRIPTION

This budget unit accounts for the funds to the Welfare Cash Aid entitlement programs. Cash aid payments are funded by a combination of state and federal grants, and a statutorily required County General Fund contribution. The programs include several categories of Temporary Assistance to Needy Families (TANF): Family Group, Unemployed, Foster Care, Severely Emotionally Disturbed (SED) Foster Care; Aid for Adoption and the newly transferred county share of cost portion of In-Home Supportive Services (IHSS) provider payments.

BUDGET REQUESTS

The county share of cost portion of In-Home Supportive Services (IHSS) provider payments in the amount of \$3.7 million has been moved to this budget unit from the Administrative (501) budget. The \$1.2 million increase to the IHSS program this year will be financed with Realignment funds and an increased contribution from the County General Fund of \$500,000. This cost estimate does not include any provision for provider benefits at this time. Other Cash Aid budget increases include \$1.7 million for Foster Care, \$1.5 million for Adoption Aid and \$350,000 for a new Wraparound program aimed at moving children from group homes to either their own home or a foster family home. These increases will be financed with State and Federal Foster Care Assistance and Adoptive Child Aid funds.

SUMMARY OF RECOMMENDATIONS

Major modifications agreed upon after submission of the Department's initial request include: (1) increased projected child support collections by 3 percent; (2) removed 4 percent COLA from CalWORKs projections; and (3) moved enough Realignment into this budget unit so that the county cost of Assistance is 50/50 realignment/County General Fund. This resulted in expenditure reductions of \$945,000.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The department head concurs with the recommended budget.

FINAL BOARD ACTION

Adopted as presented in the Proposed Budget and as amended in the Supplemental Budget. Supplemental adjustments reflect a \$300,000 net reduction to appropriations and revenues due to the revised projection of non-federal to federally reimbursed Foster Care cases. Due to the 60 percent county share of cost, the department has decided not to implement the \$10,000 Supportive Transitional Emancipation Program for children aging out of foster care at this time.

COUNTY OF SHASTA SCHEDULE 9

REVENUES AND EXPENDITURES
 STATE OF CALIFORNIA
 BUDGET UNIT FINANCING SUMMARY
 BUDGET FOR THE FISCAL YEAR 2002 - 2003

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2000-2001	ACTUAL BUDGET 2001-2002	ACTUAL EXP/REV 2001-2002	BUDGET REQUESTS 2002-2003	CAO RECOMMENDS 2002-2003	ADOPTED BY TH B O S 2002-2003
=====	=====	=====	=====	=====	=====	=====
UNIT TITLE: 541 WELFARE CASH AID PAYMENTS						
FUNCTION: PUBLIC ASSISTANCE						
ACTIVITY: AID PROGRAMS						
FUND:0140 SOCIAL SERVICES						
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.						
OTHER CHARGES	30121431	31994015	31,994,015	40,181,036	38,933,398	38,933,398
TOTAL EXPENDITURES*****	\$30121431	\$31994015	\$31,994,015	\$40,181,036	\$38,933,398	\$38,933,398
.						
INTERGOVERNMENTAL REVENUES	26955927	28820170	28,820,170	34,450,638	35,033,621	35,033,621
OTHR FINANCING SOURCES TRAN IN	3075685	3075685	3,075,685	5,730,397	3,899,777	3,899,777
TOTAL REVENUES*****	\$30031612	\$31895855	\$31,895,855	\$40,181,035	\$38,933,398	\$38,933,398
WELFARE CASH AID PAYMENTS EXP OVER (UNDER) REV	\$89819	\$98160	\$98,161	\$1	\$0	\$0
=====	=====	=====	=====	=====	=====	=====

**HOUSING AND COMMUNITY ACTION PROGRAMS
HOUSING AUTHORITY
Budget Unit 543**

Larry Lees

Housing/Community Action Programs Director

PROGRAM DESCRIPTION

The Housing Authority administers the Section 8 Housing Assistance Payments Program through a contract with the U.S. Department of Housing and Urban Development (HUD). Monthly rental assistance payments are made directly to landlords on behalf of low-income tenants. Eligibility is limited to families and the elderly or disabled. There are presently 650 housing units in this program. The Housing Authority assists local efforts to provide affordable housing opportunities to low-income residents. Two additional social service programs are provided for Section 8 clients: Family Self Sufficiency provides mentoring and referral services to assist families in achieving economic self-sufficiency, and the Family Unification Program provides subsidized housing so that divided families can be reunited.

Expenditures within this budget unit are funded by the Federal Department of Housing and Urban Development. There is no County General Fund cost to the program. Payments of \$2.1 million made by the Housing Authority directly to landlords within the County are not reflected in this budget.

BUDGET REQUESTS

Activity within the Housing Authority Program remains relatively unchanged from the prior year. No fixed assets are requested. Program expenses continue to be fully funded by federal funds. No County General Fund appropriation is sought.

SUMMARY OF RECOMMENDATIONS

Increased Health Insurance costs and a .5 FTE Housing Programs Technician position effective July 1, 2002 to assist with the Section 8 housing units comprise the modifications to the Department's request.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The department head concurs with the recommended budget.

FINAL BOARD ACTION

Adopted as presented in the Proposed Budget.

REVENUES AND EXPENDITURES
 STATE OF CALIFORNIA
 BUDGET UNIT FINANCING SUMMARY
 BUDGET FOR THE FISCAL YEAR 2002 - 2003

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2000-2001	ACTUAL BUDGET 2001-2002	ACTUAL EXP/REV 2001-2002	BUDGET REQUESTS 2002-2003	CAO RECOMMENDS 2002-2003	ADOPTED BY TH B O S 2002-2003
=====						
UNIT TITLE: 543 HOUSING AUTHORITY FUNCTION: PUBLIC ASSISTANCE ACTIVITY: OTHER ASSISTANCE FUND:0060 GENERAL						
SALARIES AND BENEFITS	238502	297467	289,023	298,601	322,982	322,982
SERVICES AND SUPPLIES	84797	106378	89,706	102,380	76,850	76,850
OTHER CHARGES	74858	56552	56,552	67,568	67,568	67,568
INTRAFUND TRANSFERS	-61481	-46822	-21,946	-40,138	-40,138	-40,138
TOTAL EXPENDITURES*****	\$336676	\$413575	\$413,335	\$428,411	\$427,262	\$427,262
INTERGOVERNMENTAL REVENUES	336537	413575	413,335	428,411	427,262	427,262
CHARGES FOR SERVICES	139	0	0	0	0	0
TOTAL REVENUES*****	\$336676	\$413575	\$413,335	\$428,411	\$427,262	\$427,262
HOUSING AUTHORITY EXP OVER (UNDER) REV	\$0	\$0	\$0	\$0	\$0	\$0
=====						

...Org Key Object	Type of Change	# of Pos	FTE	Class Title	Number of Pay Periods	Amount
54300 011000	BASE SALARIES & BENEFITS					220,682
54300 011000	ADD	1	0.50	HOUSING PROGRAMS TECHNICIAN	26	14,471
Account Total 011000						235,153
54300 018100	BASE SALARIES & BENEFITS					17,266
54300 018100	ADD	1	0.50	HOUSING PROGRAMS TECHNICIAN	26	1,107
Account Total 018100						18,373
54300 018201	BASE SALARIES & BENEFITS					12,198
54300 018201	ADD	1	0.50	HOUSING PROGRAMS TECHNICIAN	26	967
Account Total 018201						13,165
54300 018300	BASE SALARIES & BENEFITS					25,892
54300 018300	ADD	1	0.50	HOUSING PROGRAMS TECHNICIAN	26	4,974
Account Total 018300						30,866
54300 018400	BASE SALARIES & BENEFITS					1,128
54300 018400	ADD	1	0.50	HOUSING PROGRAMS TECHNICIAN	26	72
Account Total 018400						1,200
54300 018500	BASE SALARIES & BENEFITS					3,405
54300 018500	ADD	1	0.50	HOUSING PROGRAMS TECHNICIAN	26	219
Account Total 018500						3,624

VETERANS SERVICE OFFICE
Budget Unit 570

Don L. Mangrum

Veterans Service Officer

PROGRAM DESCRIPTION

The Shasta County Veterans Service Office (VSO) was established pursuant to Section 970 of the California Military Veterans Code. The VSO assists approximately 23,000 veterans and 40,000 dependents residing within the County in obtaining a variety of benefits from the State Department of Veterans Affairs and the U.S. Department of Veterans Affairs. Services include filing for veteran's disability compensation benefits, pension benefits, widow's pensions, vocational rehabilitation, education, home loans, adaptive housing grants, medical and psychological treatment, counseling, life insurance, long term care and burial benefits. The non service-connected pensions for low income and homeless war era veterans are much like Supplemental Security Income (SSI) in that they are based on income and disability factors. This program has been very successful in helping to remove veterans from aid programs such as General Assistance and Temporary Assistance for Needy Families (TANF). The program is funded by the State Department of Veterans' Affairs (22 percent), and a County General Fund subsidy (78 percent).

BUDGET REQUESTS

The requested budget reflects a 14 percent increase over the FY 2001-2002 request. Projected retirement costs for the department head, completion of the air conditioning retrofit, communication enhancements, software and computer upgrades comprise the majority of the increases. These enhancements will provide connectivity to the mainframe and a new Veterans Information Management System able to print a multitude of VA forms, access upgrades over the Internet and receive better technical support.

No new positions or fixed assets are requested. The unreimbursed cost borne by the County General Fund has increased by \$27,500 to an estimated \$170,000 to cover these additional costs.

SUMMARY OF RECOMMENDATIONS

No modifications to the department's request are recommended.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The department head concurs with the recommended budget.

FINAL BOARD ACTION

Adopted as presented in the Proposed Budget.

COUNTY OF SHASTA SCHEDULE 9

REVENUES AND EXPENDITURES
 STATE OF CALIFORNIA
 BUDGET UNIT FINANCING SUMMARY
 BUDGET FOR THE FISCAL YEAR 2002 - 2003

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2000-2001	ACTUAL BUDGET 2001-2002	ACTUAL EXP/REV 2001-2002	BUDGET REQUESTS 2002-2003	CAO RECOMMENDS 2002-2003	ADOPTED BY TH B O S 2002-2003
=====	=====	=====	=====	=====	=====	=====
UNIT TITLE: 570 VETERANS SERVICE OFFICER						
FUNCTION: PUBLIC ASSISTANCE						
ACTIVITY: VETERANS' SERVICES						
FUND:0060 GENERAL						
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SALARIES AND BENEFITS	123402	149522	139,770	168,706	169,098	169,098
SERVICES AND SUPPLIES	28011	29291	27,794	41,444	41,444	41,444
OTHER CHARGES	4609	7035	7,035	5,843	5,843	5,843
OTHER FINANCING USES	0	3000	2,944	0	0	0
TOTAL EXPENDITURES*****	\$156022	\$188848	\$177,543	\$215,993	\$216,385	\$216,385
INTERGOVERNMENTAL REVENUES	68214	47000	61,913	47,000	47,000	47,000
OTHER FINANCING SRCS SALE F/A	22	0	0	0	0	0
TOTAL REVENUES*****	\$68236	\$47000	\$61,913	\$47,000	\$47,000	\$47,000
VETERANS SERVICE OFFICER EXP OVER (UNDER) REV	\$87786	\$141848	\$115,630	\$168,993	\$169,385	\$169,385
=====	=====	=====	=====	=====	=====	=====

COMMUNITY ACTION AGENCY
Budget Unit 590

Larry Lees

Housing/Community Action Programs Director

PROGRAM DESCRIPTION

The Community Action Agency (CAA) budget unit supports a variety of social service programs that aid senior citizens and the low-income population. Activities include the "pass-through" of \$200,000 in funds to nonprofit agencies, down payment loans for first time homebuyers, tenant-based rental assistance, rental rehabilitation, owner-occupied housing rehabilitation, the community service program and administration of the Community Volunteer Center/Retired Senior Volunteer Program (CVC/RSVP).

The CAA serves as staff and liaison to Planning and Service Area 2, Federal Emergency Management Assistance Program/Emergency Housing Assistance Program, and the Community Action Board. The RSVP includes an adult literacy program and an "all ages" volunteer program. The CAA provides offices, staff support and management of the RSVP Literacy Program. CAA also administers the HOME program, which offers down payment loans for first-time homebuyers and rental rehabilitation, for the City of Anderson and Shasta Lake.

The budget unit is supported by state and federal grants (83.3 percent), marriage license fees that flow to the Shasta County Women's Refuge (2.4 percent), fees, charges for service, contributions and miscellaneous revenue (12.6 percent), and a County General Fund appropriation (1.7 percent).

BUDGET REQUESTS

The FY 2002-2003 request is 32 percent less than the approved FY 2001-2002 budget due to reductions in CalWORKs Community Services and RSVP Literacy contract funding. The loss of the CalWORKs Community Services and Literacy contracts will result in the layoff of three RSVP Clerks and the decision to not fill a fourth position. The County General Fund contribution of \$21,681 supports the contract with Planning and Service Area 2 (PSA 2) to maintain and enhance programs and services for all older Americans.

SUMMARY OF RECOMMENDATIONS

The modification to the department's request includes the loss of the three RSVP Clerks requested by the Department.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The department head concurs with the recommended budget.

FINAL BOARD ACTION

Adopted as presented in the Proposed Budget and as amended in the Supplemental budget. A Supplemental increase of \$2,612 to reflect the actual cost associated with the Planning and Service Area 2 (PSA 2) contract to maintain and enhance programs and services for all older Americans increases the request for County General Fund support for this budget unit to \$24,293.

COUNTY OF SHASTA SCHEDULE 9

REVENUES AND EXPENDITURES
 STATE OF CALIFORNIA
 BUDGET UNIT FINANCING SUMMARY
 BUDGET FOR THE FISCAL YEAR 2002 - 2003

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2000-2001	ACTUAL BUDGET 2001-2002	ACTUAL EXP/REV 2001-2002	BUDGET REQUESTS 2002-2003	CAO RECOMMENDS 2002-2003	ADOPTED BY TH B O S 2002-2003
=====	=====	=====	=====	=====	=====	=====
UNIT TITLE: 590 COMMUNITY ACTION AGENCY						
FUNCTION: PUBLIC ASSISTANCE						
ACTIVITY: OTHER ASSISTANCE						
FUND:0060 GENERAL						
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SALARIES AND BENEFITS	342515	421562	355,008	370,073	268,236	268,236
SERVICES AND SUPPLIES	276999	332096	299,147	218,522	201,239	201,239
OTHER CHARGES	898431	1165408	338,339	799,021	791,633	791,633
FIXED ASSETS	23933	0	0	0	0	0
INTRAFUND TRANSFERS	-98991	-91738	-78,080	-10,000	-10,000	-10,000
TOTAL EXPENDITURES*****	\$1442887	\$1827328	\$914,415	\$1,377,616	\$1,251,108	\$1,251,108
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LICENSES, PERMITS & FRANCHISES	27114	29000	30,496	30,000	30,000	30,000
INTERGOVERNMENTAL REVENUES	1124658	1478483	578,822	1,064,756	1,040,934	1,040,934
CHARGES FOR SERVICES	117312	158387	186,730	121,779	16,481	16,481
MISCELLANEOUS REVENUES	141870	140409	91,209	109,310	109,310	109,310
TOTAL REVENUES*****	\$1410955	\$1806279	\$887,257	\$1,325,845	\$1,196,725	\$1,196,725
COMMUNITY ACTION AGENCY EXP OVER (UNDER) REV	\$31932	\$21049	\$27,158	\$51,771	\$54,383	\$54,383
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...Org Key Object	Type of Change	# of Pos	FTE	Class Title	Number of Pay Periods	Amount
59000 011000	BASE SALARIES & BENEFITS					24,782
59000 011000	BASE SALARIES & BENEFITS					93,203
59000 011000	BASE SALARIES & BENEFITS					20,832
59000 011000	BASE SALARIES & BENEFITS					75,864
59000 011000	BASE SALARIES & BENEFITS					3,947
59000 011000	BASE SALARIES & BENEFITS					29,063
59000 011000	BASE SALARIES & BENEFITS					3,947
59000 011000	BASE SALARIES & BENEFITS					13,738
59000 011000	DELETE	3	3.00	RSVP CLERKS	26	-63,223
59000 011000	TRANSFER	1	0.75	HOUSING REHAB SPECLST FROM 596	26	29,634
59000 011000	TRANSFER	1	0.70	HOUSING LOAN SPECIALIST TO 596	26	-20,344
Account Total 011000						211,443
59000 018100	BASE SALARIES & BENEFITS					2,279
59000 018100	BASE SALARIES & BENEFITS					7,129
59000 018100	BASE SALARIES & BENEFITS					2,006
59000 018100	BASE SALARIES & BENEFITS					5,803
59000 018100	BASE SALARIES & BENEFITS					302
59000 018100	BASE SALARIES & BENEFITS					2,223
59000 018100	BASE SALARIES & BENEFITS					302
59000 018100	BASE SALARIES & BENEFITS					1,051
59000 018100	DELETE	3	3.00	RSVP CLERKS	26	-4,836
59000 018100	TRANSFER	1	0.75	HOUSING REHAB SPECLST FROM 596	26	2,265
59000 018100	TRANSFER	1	0.70	HOUSING LOAN SPECIALIST TO 596	26	-1,556
Account Total 018100						16,968
59000 018201	BASE SALARIES & BENEFITS					1,754
59000 018201	BASE SALARIES & BENEFITS					2,391
59000 018201	BASE SALARIES & BENEFITS					141
59000 018201	BASE SALARIES & BENEFITS					281
59000 018201	TRANSFER	1	0.75	HOUSING REHAB SPECLST FROM 596	26	1,947
Account Total 018201						6,514
59000 018300	BASE SALARIES & BENEFITS					1,549
59000 018300	BASE SALARIES & BENEFITS					23,075
59000 018300	BASE SALARIES & BENEFITS					7,035
59000 018300	BASE SALARIES & BENEFITS					12,515
59000 018300	BASE SALARIES & BENEFITS					1,085
59000 018300	BASE SALARIES & BENEFITS					5,888
59000 018300	BASE SALARIES & BENEFITS					1,085
59000 018300	BASE SALARIES & BENEFITS					2,545
59000 018300	DELETE	3	3.00	RSVP CLERKS	26	-8,697
59000 018300	TRANSFER	1	0.75	HOUSING REHAB SPECLST FROM 596	26	3,021
59000 018300	TRANSFER	1	0.70	HOUSING LOAN SPECIALIST TO 596	26	-4,121
Account Total 018300						44,980

...Org Key Object	Type of Change	# of Pos	FTE	Class Title	Number of Pay Periods	Amount
59000 018400	BASE SALARIES & BENEFITS					149
59000 018400	BASE SALARIES & BENEFITS					466
59000 018400	BASE SALARIES & BENEFITS					132
59000 018400	BASE SALARIES & BENEFITS					380
59000 018400	BASE SALARIES & BENEFITS					19
59000 018400	BASE SALARIES & BENEFITS					145
59000 018400	BASE SALARIES & BENEFITS					20
59000 018400	BASE SALARIES & BENEFITS					69
59000 018400	DELETE	3	3.00	RSVP CLERKS	26	-317
59000 018400	TRANSFER	1	0.75	HOUSING REHAB SPECLST FROM 596	26	150
59000 018400	TRANSFER	1	0.70	HOUSING LOAN SPECIALIST TO 596	26	-102
Account Total 018400						1,111

59000 018500	BASE SALARIES & BENEFITS					449
59000 018500	BASE SALARIES & BENEFITS					1,405
59000 018500	BASE SALARIES & BENEFITS					395
59000 018500	BASE SALARIES & BENEFITS					1,144
59000 018500	BASE SALARIES & BENEFITS					60
59000 018500	BASE SALARIES & BENEFITS					439
59000 018500	BASE SALARIES & BENEFITS					59
59000 018500	BASE SALARIES & BENEFITS					207
59000 018500	DELETE	3	3.00	RSVP CLERKS	26	-954
59000 018500	TRANSFER	1	0.75	HOUSING REHAB SPECLST FROM 596	26	447
59000 018500	TRANSFER	1	0.70	HOUSING LOAN SPECIALIST TO 596	26	-307
Account Total 018500						3,344

**CDBG ADMINISTRATION/HOUSING AND COMMUNITY ACTION PROGRAMS
HOUSING REHABILITATION
Budget Unit 596**

Larry Lees

Housing/Community Action Programs Director

PROGRAM DESCRIPTION

The Housing Rehabilitation/Community Development Block Grant (CDBG) Administration acquires resources and administers rehabilitation and repair activities funded by the CDBG Program for homes owned and occupied by low-income persons. Services are offered in targeted areas throughout the County. CDBG program administration is provided via contract to the cities of Anderson and Shasta Lake. This department also administers technical Assistance Grants for housing and economic development. Continuation of the micro-enterprise assistance program is also included in the budget.

The department manages an outstanding loan portfolio of more than \$3 million. As these funds are repaid to the County, they become "program income" and are recycled into programs in the form of low interest loans and other activities. The repaid funds also support minor repairs to the housing of senior citizens.

The budget unit is supported by a combination of federal and local government revenues (75 percent), interest on payments, retained earnings, and miscellaneous fees and revenue (25 percent). Not reflected in this budget are the low interest housing rehabilitation loans that total \$300,000.

BUDGET REQUESTS

The FY 2002-2003 request is 53 percent less than the FY 2001-2002 approved budget due to: (1) the loss of CDBG rehabilitation grants (\$190,000); (2) reduction to the federal Micro-enterprise program (\$60,000), and (3) reduction of Federal CDBG Administrative revenue (\$80,000) due in part to the decision of Shasta Lake to hire their own Housing Specialists rather than contract with the County. The loss of the housing project funding will result in the layoff and elimination of a Housing Rehabilitation Specialist.

No fixed assets are requested. Total expenditures in excess of revenue are funded by retained earnings from the principal payments to loans receivable. There is no County General Fund cost to this budget.

SUMMARY OF RECOMMENDATIONS

The County Administrative Office worked closely with the department to address the reductions in staffing due to the cyclical nature of funding sources and the initiative on the department's behalf to cut costs when expenses climbed and revenue decreased.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The department head concurs with this budget as recommended.

FINAL BOARD ACTION

Adopted as presented in the Proposed Budget.

COUNTY OF SHASTA SCHEDULE 9

REVENUES AND EXPENDITURES
STATE OF CALIFORNIA
BUDGET UNIT FINANCING SUMMARY
BUDGET FOR THE FISCAL YEAR 2002 - 2003

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2000-2001	ACTUAL BUDGET 2001-2002	ACTUAL EXP/REV 2001-2002	BUDGET REQUESTS 2002-2003	CAO RECOMMENDS 2002-2003	ADOPTED BY TH B O S 2002-2003
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UNIT TITLE: 596 CDBG ADMIN/REHAB FUNCTION: PUBLIC ASSISTANCE ACTIVITY: OTHER ASSISTANCE FUND:0197 SHASTA HOUSING REHAB						
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SALARIES AND BENEFITS	242057	262566	255,402	214,840	200,251	200,251
SERVICES AND SUPPLIES	535443	556981	411,007	331,145	349,466	349,466
OTHER CHARGES	231449	227853	109,143	17,687	17,687	17,687
INTRAFUND TRANSFERS	-251714	-275705	-268,022	-223,198	-208,549	-208,549
TOTAL EXPENDITURES*****	\$757236	\$771695	\$507,529	\$340,474	\$358,855	\$358,855
REVENUE FROM MONEY & PROPERTY	33267	51000	26,727	32,000	32,000	32,000
INTERGOVERNMENTAL REVENUES	624887	641402	398,076	267,540	267,540	267,540
CHARGES FOR SERVICES	1760	3000	990	1,000	1,000	1,000
MISCELLANEOUS REVENUES	72763	8000	1,833	0	0	0
TOTAL REVENUES*****	\$732677	\$703402	\$427,627	\$300,540	\$300,540	\$300,540
CDBG ADMIN/REHAB EXP OVER (UNDER) REV	\$24559	\$68293	\$79,902	\$39,934	\$58,315	\$58,315
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...Org Key Object	Type of Change	# of Pos	FTE	Class Title	Number of Pay Periods	Amount
59600 011000	BASE SALARIES & BENEFITS					215,807
59600 011000	CHANGE HOURS	1	0.50	HOUSING REPAIR TECH 80 TO 40	26	-15,902
59600 011000	DELETE	1	1.00	HOUSING REHABILITATION SPECLST	26	-43,788
59600 011000	TRANSFER	1	0.75	HOUSING REHAB COORDNATR TO 590	26	-29,634
59600 011000	TRANSFER	1	0.70	HOUSING LOAN SPECIALIST FM 590	26	20,344
Account Total 011000						146,827
59600 018100	BASE SALARIES & BENEFITS					16,862
59600 018100	CHANGE HOURS	1	0.50	HOUSING REPAIR TECH 80 TO 40	26	-1,216
59600 018100	DELETE	1	1.00	HOUSING REHABILITATION SPECLST	26	-3,350
59600 018100	TRANSFER	1	0.75	HOUSING REHAB COORDNATR TO 590	26	-2,265
59600 018100	TRANSFER	1	0.70	HOUSING LOAN SPECIALIST FM 590	26	1,556
Account Total 018100						11,587
59600 018201	BASE SALARIES & BENEFITS					10,372
59600 018201	DELETE	1	1.00	HOUSING REHABILITATION SPECLST	26	-2,925
59600 018201	TRANSFER	1	0.75	HOUSING REHAB COORDNATR TO 590	26	-1,947
Account Total 018201						5,500
59600 018300	BASE SALARIES & BENEFITS					32,077
59600 018300	DELETE	1	1.00	HOUSING REHABILITATION SPECLST	26	-4,480
59600 018300	TRANSFER	1	0.75	HOUSING REHAB COORDNATR TO 590	26	-3,021
59600 018300	TRANSFER	1	0.70	HOUSING LOAN SPECIALIST FM 590	26	4,121
Account Total 018300						28,697
59600 018400	BASE SALARIES & BENEFITS					1,103
59600 018400	CHANGE HOURS	1	0.50	HOUSING REPAIR TECH 80 TO 40	26	-80
59600 018400	DELETE	1	1.00	HOUSING REHABILITATION SPECLST	26	-219
59600 018400	TRANSFER	1	0.75	HOUSING REHAB COORDNATR TO 590	26	-150
59600 018400	TRANSFER	1	0.70	HOUSING LOAN SPECIALIST FM 590	26	102
Account Total 018400						756
59600 018500	BASE SALARIES & BENEFITS					3,326
59600 018500	CHANGE HOURS	1	0.50	HOUSING REPAIR TECH 80 TO 40	26	-241
59600 018500	DELETE	1	1.00	HOUSING REHABILITATION SPECLST	26	-661
59600 018500	TRANSFER	1	0.75	HOUSING REHAB COORDNATR TO 590	26	-447
59600 018500	TRANSFER	1	0.70	HOUSING LOAN SPECIALIST FM 590	26	307
Account Total 018500						2,284

