

**PUBLIC HEALTH-CALIFORNIA CHILDREN'S SERVICES**  
Fund 0196 Public Health, Budget Unit 417  
Donnell Ewert, M.P.H., Health and Human Services Agency Director

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**PROGRAM DESCRIPTION**

California Children's Services (CCS) is a state-mandated program which provides diagnostic, treatment, case management, and therapy services for children and young adults aged less than 21 years with severe disabilities/diseases that may be improved or corrected with special medical and therapy services. Low and moderate-income families are assisted with medical expenses associated with caring for their disabled children.

**BUDGET REQUESTS**

The FY 2015-16 expenditure request represents an increase of approximately \$200,102 from the FY 2014-15 adjusted budget, predominantly due to an increase in Occupational/Physical Therapist staffing and associated administrative charges. The FY 2015-16 revenues have been projected based on the current FY 2014-15 state allocation. This program is funded by Social Services realignment revenue, categorical state funding, Medi-Cal fee for service, Public Health reserves, and a County General Fund contribution of \$135,106, which includes a three percent increase from the previous year. The county share of cost in this program continues to outpace available Social Services realignment funding for this program, and Public Health is currently using fund balance reserves in an amount of \$268,360 to fund the increased county cost to operate the CCS program.

**SUMMARY OF RECOMMENDATIONS**

The CEO recommends adjusting the salaries and benefits object level as unallocated salary savings has been reduced to zero and approving reduction in other salaries and benefits accounts for attrition.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

CCS operates under Public Health oversight and staff continues to closely monitor expenditures for both administrative and diagnostic and treatment services. As in previous years, these costs are somewhat unpredictable due to fluctuations in Medi-Cal client ratios and varying high-risk medical needs among CCS children. Therefore, due to the possibility of additional medical care costs, increased Medi-Cal caseload, particularly related to the implementation of Health Care Reform, and the decline in prior years of 1991 realignment revenues, Public Health bears the risk for the additional costs.

**DEPARTMENT HEAD CONCURRENCE OR APPEAL**

The department head concurs with this budget as recommended.

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**FINAL BOARD ACTION**

Adopted as presented in the proposed budget.

**Budget Unit: 417 - CALIFORNIA CHILDRENS SERVICES (FUND 0196)**  
**Function: HEALTH & SANITATION**  
**Activity: CALIFORNIA CHILDRENS SERVICES**

Detail By Revenue Category and Expenditure Object	2013-14 Actuals	2014-15		2015-16 Recommended	2015-16 Adopted by the Board of Supervisors
		Actual <input checked="" type="checkbox"/>	Estimated <input type="checkbox"/>		
1	2	3	4	5	
<b>Category: 500 INTERGOVERNMENTAL REVENUES</b>					
530901 STATE MEDICAL SERVICES	\$80,194	\$47,313		\$75,000	\$75,000
531500 STATE REALIGNMENT SOCIAL SVS	\$363,537	\$398,076		\$638,383	\$638,383
534000 STATE CALIF CHILDREN SERVICES	\$1,227,693	\$1,466,211		\$1,575,871	\$1,575,871
<b>INTERGOVERNMENTAL REVENUES</b>	<b>\$1,671,424</b>	<b>\$1,911,600</b>		<b>\$2,289,254</b>	<b>\$2,289,254</b>
<b>Category: 600 CHARGES FOR SERVICES</b>					
683001 CSS ENROLLMENT FEE	\$60	\$60		\$200	\$200
692100 PHOTOCOPIES	\$45	\$45		\$0	\$0
693030 CONTRACT SERVICES REVENUE	\$4,000	\$4,000		\$0	\$0
<b>CHARGES FOR SERVICES</b>	<b>\$4,105</b>	<b>\$4,105</b>		<b>\$200</b>	<b>\$200</b>
<b>Category: 700 MISCELLANEOUS REVENUES</b>					
792500 DONATIONS/CONTRIBUTIONS	\$1,050	\$0		\$500	\$500
795000 AUDITOR VOID/STALE DATED CHECK	\$139	\$232		\$0	\$0
799390 PRIOR PERIOD EXP ADJUSTMENT	\$1,336	\$40,359		\$0	\$0
<b>MISCELLANEOUS REVENUES</b>	<b>\$2,526</b>	<b>\$40,591</b>		<b>\$500</b>	<b>\$500</b>
<b>Category: 800 OTHR FINANCING SOURCES TRAN IN</b>					
800100 TRANS IN GENERAL FUND	\$131,171	\$131,171		\$135,106	\$135,106
<b>OTHR FINANCING SOURCES TRAN IN</b>	<b>\$131,171</b>	<b>\$131,171</b>		<b>\$135,106</b>	<b>\$135,106</b>
<b>Total Revenues:</b>					
	<b>\$1,809,226</b>	<b>\$2,087,467</b>		<b>\$2,425,060</b>	<b>\$2,425,060</b>
<b>Category: 010 SALARIES AND BENEFITS</b>					
011000 REGULAR SALARIES	\$794,085	\$873,928		\$1,146,914	\$1,146,914
011200 TERMINATION/SPECIAL PAY	\$26,138	\$6,360		\$16,297	\$16,297
017000 EXTRA HELP	\$96,907	\$63,781		\$63,415	\$63,415
017517 CELL/PDA COMM ALLOWANCE PROG	\$134	\$252		\$731	\$731
018100 EMPLOYER SHARE OASDI	\$60,636	\$64,163		\$89,984	\$89,984
018201 EMPLOYER SHARE RETIREMENT	\$108,463	\$128,849		\$181,296	\$181,296
018300 EMPLOYER SHARE HEALTH INSUR	\$193,179	\$187,335		\$205,788	\$205,788
018307 EMPLOYER SHR OTHER POST EMP BEN	\$15,879	\$76,578		\$34,408	\$34,408
018400 EMPLOYER SHR UNEMPLOYMENT INS	\$8,197	\$6,823		\$6,905	\$6,905
018500 WORKERS COMP EXPOSURE	\$8,089	\$8,482		\$15,468	\$15,468
018501 WORKERS COMP EXPERIENCE	\$11,700	\$13,164		\$19,255	\$19,255
<b>SALARIES AND BENEFITS</b>	<b>\$1,323,412</b>	<b>\$1,429,718</b>		<b>\$1,780,461</b>	<b>\$1,780,461</b>
<b>Category: 030 SERVICES AND SUPPLIES</b>					
032300 CLOTHING/PERSONAL SUPPLIES XP	\$234	\$233		\$300	\$300
032500 COMMUNICATIONS EXPENSE	\$2,147	\$2,286		\$3,000	\$3,000
032591 CHGS IT COMM	\$1,869	\$2,124		\$2,127	\$2,127

**Budget Unit: 417 - CALIFORNIA CHILDRENS SERVICES (FUND 0196)**  
**Function: HEALTH & SANITATION**  
**Activity: CALIFORNIA CHILDRENS SERVICES**

Detail By Revenue Category and Expenditure Object	2013-14 Actuals	2014-15		2015-16 Recommended	2015-16 Adopted by the Board of Supervisors
		Actual <input checked="" type="checkbox"/>	Estimated <input type="checkbox"/>		
1	2	3	4	5	
032700 FOOD EXPENSE	\$445	\$543	\$800	\$800	
032900 HOUSEHOLD EXPENSE	\$496	\$296	\$400	\$400	
032992 CHGS FAC MGMT HSHLD XP	\$8,385	\$8,369	\$5,100	\$5,100	
033102 INSUR XP LIABILITY EXPOSURE	\$859	\$1,002	\$4,802	\$4,802	
033105 INSUR XP LIABILITY EXPERIENCE	\$1,200	\$840	\$6,023	\$6,023	
033500 MAINTENANCE OF EQUIPMENT	\$5	\$0	\$500	\$500	
033592 CHGS IT MNT HARD/SOFTWARE	\$2,176	\$3,791	\$3,964	\$3,964	
033700 MAINTENANCE OF STRUCTURES	\$2,410	\$34	\$0	\$0	
033791 CHGS FAC MGMT MAINT STR	\$6,398	\$5,783	\$8,000	\$8,000	
033900 MEDICAL/DENTAL/LAB SUPPLIES	\$4,264	\$2,616	\$6,000	\$6,000	
034100 MEMBERSHIPS	\$2,000	\$2,000	\$2,000	\$2,000	
034310 MISC XP PRIOR PERIOD EXP ADJ	\$0	\$7,062	\$0	\$0	
034395 MISC XP PR PER STL DTE REISSUE	\$0	\$76	\$0	\$0	
034500 OFFICE EXPENSE	\$4,808	\$6,476	\$9,000	\$9,000	
034526 OFFICE XP POSTAGE	\$635	\$351	\$2,000	\$2,000	
034527 OFFICE XP PRINTING	\$538	\$47	\$0	\$0	
034591 CHGS OC POSTAGE SVS	\$5,443	\$5,494	\$5,699	\$5,699	
034592 CHGS OC OTHER MAIL SVS	\$3,209	\$3,209	\$3,368	\$3,368	
034800 PROF & SPECIAL SERVICES	\$2,730	\$1,836	\$36,800	\$36,800	
034801 PROF ACCOUNTING SVS	\$108,069	\$124,543	\$150,041	\$150,041	
034802 PROF ADMIN SVS	\$124,982	\$177,988	\$194,099	\$194,099	
034837 PROF PREEMPLOYMENT SVS	\$0	\$374	\$3,000	\$3,000	
034851 PROF TRAINING SVS	\$1,154	\$1,236	\$0	\$0	
034890 CHGS FAC MGMT PROF SVS	\$0	\$4	\$0	\$0	
034892 CHGS IT PROFESSIONAL SVS	\$34,796	\$35,003	\$33,508	\$33,508	
034900 PUBLICATIONS & LEGAL NOTICES	\$0	\$0	\$400	\$400	
035100 RENTS & LEASES OF EQUIPMENT	\$3,228	\$2,967	\$3,500	\$3,500	
035300 RENTS & LEASES OF STRUCTURES	\$0	\$1	\$0	\$0	
035500 MINOR EQUIPMENT	\$664	\$564	\$500	\$500	
035530 MNR EQP IT APRV	\$0	\$437	\$0	\$0	
035590 CHGS IT SOFTWARE EQP	\$1,291	\$0	\$200	\$200	
035591 CHGS IT HARDWARE EQP	\$9,472	\$9,127	\$11,000	\$11,000	
035592 CHGS IT TELECOMM EQP	\$85	\$0	\$0	\$0	
035700 SPECIAL DEPARTMENTAL EXPENSE	\$1,660	\$1,575	\$5,000	\$5,000	
035900 TRANSPORTATION & TRAVEL	\$464	\$2,706	\$8,000	\$8,000	
035940 TRANS/TRVL FUEL	\$335	\$790	\$0	\$0	
035941 TRANS/TRVL MILEAGE	\$2,912	\$3,564	\$1,000	\$1,000	
035990 CHGS FLEET TRANS/TRVL	\$2,609	\$2,594	\$7,492	\$7,492	
035999 TRN/TRV PY EE 1 DAY MEAL REIMB	\$177	\$40	\$300	\$300	

**Budget Unit: 417 - CALIFORNIA CHILDRENS SERVICES (FUND 0196)**  
**Function: HEALTH & SANITATION**  
**Activity: CALIFORNIA CHILDRENS SERVICES**

Detail By Revenue Category and Expenditure Object	2013-14 Actuals	2014-15		2015-16 Recommended	2015-16 Adopted by the Board of Supervisors
		Actual <input checked="" type="checkbox"/>	Estimated <input type="checkbox"/>		
1	2	3	4	5	
036100 UTILITIES	\$8,254	\$6,775		\$10,000	\$10,000
<b>SERVICES AND SUPPLIES</b>	<b>\$350,421</b>	<b>\$424,771</b>		<b>\$527,923</b>	<b>\$527,923</b>
<b>Category: 050 OTHER CHARGES</b>					
050001 CENTRAL SERVICE COST A-87	\$39,490	\$52,054		\$45,536	\$45,536
052000 SUPPORT & CARE OF PERSONS	\$2,607	\$1,363		\$4,500	\$4,500
052001 SUPP/CARE CLIENTS	\$63,481	\$54,630		\$85,000	\$85,000
052007 SUPP/CARE PATIENTS	\$85,920	\$26,645		\$250,000	\$250,000
<b>OTHER CHARGES</b>	<b>\$191,499</b>	<b>\$134,693</b>		<b>\$385,036</b>	<b>\$385,036</b>
<b>Total Expenditures/Appropriations:</b>	<b>\$1,865,332</b>	<b>\$1,989,184</b>		<b>\$2,693,420</b>	<b>\$2,693,420</b>
<b>Net Cost:</b>	<b>\$56,106</b>	<b>(\$98,283)</b>		<b>\$268,360</b>	<b>\$268,360</b>

**MENTAL HEALTH-ALCOHOL AND DRUG PROGRAMS**  
Fund 0080 Mental Health, Budget Unit 422  
Donnell Ewert, M.P.H., Health and Human Services Agency Director

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**PROGRAM DESCRIPTION**

The Alcohol and Drug Program (ADP) mission is to improve the quality of life in Shasta County by reducing the impact and incidence of alcohol and other drug use, misuse and abuse. The program provides prevention, intervention and treatment services embedded throughout HHS programs, and through community contract providers. Outpatient counseling services are available to those in need of substance abuse treatment. Specialized treatment programs are offered for adolescents, seniors, and individuals with co-existing conditions of mental illness and substance abuse dependence. Residential alcohol and drug treatment is provided through contracts with local providers.

**BUDGET REQUESTS**

The FY 2015-16 appropriation request is \$2.7 million, a decrease of \$667,348 from the FY 2014-15 budget. This decrease is predominately attributed to a change in accounting methodology for CalWORKS Behavioral Health Team. This was previously budgeted as revenue and is now being budgeted as a cost-applied. Revenues are correspondingly reduced to a total of \$2.2 million, a decrease of \$979,524 from the FY 2014-15 budget. The State CalWORKS revenue was budgeted at \$922,064 in FY 2014-15 and is budgeted at zero for FY 2015-16. A General Fund contribution of \$3,195 is requested at the FY 2014-15 level, which combines with realigned funds to draw down the federal revenues.

This budget proposes increases in residential alcohol and drug treatment contracted services, including sober living services. With the expansion of healthcare insurance access and treatment benefits, there is increased demand for community-based treatment programs that are Medi-Cal certified.

Staffing has been reduced by 1.0 FTE Assistant Social Worker/Social Worker to be transferred to the Social Services (BU 501) budget. The net cost to the Mental Health fund is \$312,176.

**SUMMARY OF RECOMMENDATIONS**

The CEO recommends adjusting the salaries and benefits object level as unallocated salary savings has been reduced to zero and approving reduction in other salaries and benefits accounts to allow for savings through attrition. The adjustment has a net zero effect on this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The Medi-Cal expansion population's treatment services, and the state's expanded treatment benefits, are reimbursed 100 percent by the federal and state governments through 2017 with no county cost. The HHS staff will continue to monitor this revenue closely to ensure that it is sufficient to fund planned activities and make expenditure adjustments if necessary.

2011 Realignment funding appears to be flowing consistently, although the state has not provided the county specific growth allocation from FY 2013-14 yet. It is expected to be distributed by June 2015 and will have the effect of changing FY 2014-15 base levels of funding by an unknown amount. Base funding could go up or down depending on spending levels of other counties and the formula that the state chooses to use for distribution.

The California Department of Health Care Services (DHCS) has applied for an 1115 waiver from the federal government in order to realign some Drug Medi-Cal responsibilities to counties, increase benefits by offering a residential and intensive outpatient benefit to all adults, eliminate a restriction on federal participation in paying for treatment in residential facilities with more than 16 beds, and to allow regional models for implementation. The existing Bridge to Reform 1115 Waiver expires October 31, 2015 and the

DHCS will seek approval of the new waiver by November 2015 according to the DHCS website.

**DEPARTMENT HEAD CONCURRENCE OR APPEAL**

The department head concurs with this budget as recommended.

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**FINAL BOARD ACTION**

Adopted as presented in the proposed budget.

**Budget Unit: 422 - ALCOHOL & DRUG PROGRAMS (FUND 0080)**  
**Function: HEALTH & SANITATION**  
**Activity: DRUG & ALCOHOL ABUSE SERVICES**

Detail By Revenue Category and Expenditure Object	2013-14 Actuals	2014-15		2015-16 Recommended	2015-16 Adopted by the Board of Supervisors
		Actual <input checked="" type="checkbox"/>	Estimated <input type="checkbox"/>		
1	2	3	4	5	
<b>Category: 300</b> <b>FINES, FORFEITURES &amp; PENALTIES</b>					
317531   VCF ALCOHOL PROGRAMS	\$23,495	\$21,868	\$23,000	\$23,000	
319150   PENALTIES ALCOHOL REHAB PROG	\$142	\$131	\$300	\$300	
<b>FINES, FORFEITURES &amp; PENALTIES</b>	<b>\$23,638</b>	<b>\$21,999</b>	<b>\$23,300</b>	<b>\$23,300</b>	
<b>Category: 400</b> <b>REVENUE FROM MONEY &amp; PROPERTY</b>					
420000   INTEREST	\$0	\$0	\$0	\$0	
<b>REVENUE FROM MONEY &amp; PROPERTY</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Category: 500</b> <b>INTERGOVERNMENTAL REVENUES</b>					
530991   STATE CALWORKS	\$681,487	\$689,894	\$0	\$0	
542603   ST REALIGNMENT 2011 AB109	\$496,699	\$584,193	\$579,143	\$579,143	
552100   FEDERAL MEDI-CAL	\$274,650	\$379,465	\$620,251	\$620,251	
552110   FED SUBSTANCE ABUSE PREV/TREAT	\$1,174,849	\$1,007,175	\$1,007,175	\$1,007,175	
<b>INTERGOVERNMENTAL REVENUES</b>	<b>\$2,627,686</b>	<b>\$2,660,727</b>	<b>\$2,206,569</b>	<b>\$2,206,569</b>	
<b>Category: 600</b> <b>CHARGES FOR SERVICES</b>					
682002   MENTAL HEALTH SERVICES OTHER	\$11,422	\$10,320	\$12,000	\$12,000	
682009   MH SVS SC COURT DRUG GRANT	\$8,853	\$2,245	\$8,000	\$8,000	
682015   MEDICAL MARIJUANA PGM ID FEES	\$1,120	\$700	\$1,060	\$1,060	
<b>CHARGES FOR SERVICES</b>	<b>\$21,395</b>	<b>\$13,265</b>	<b>\$21,060</b>	<b>\$21,060</b>	
<b>Category: 700</b> <b>MISCELLANEOUS REVENUES</b>					
799300   MISCELLANEOUS REVENUE	\$10	\$0	\$0	\$0	
799390   PRIOR PERIOD EXP ADJUSTMENT	\$5,958	\$31,795	\$0	\$0	
799391   PRIOR PERIOD REV ADJUSTMENT	\$11,447	\$0	\$0	\$0	
799600   INSURANCE LOSS & REFUNDS	\$0	\$107	\$0	\$0	
<b>MISCELLANEOUS REVENUES</b>	<b>\$17,417</b>	<b>\$31,902</b>	<b>\$0</b>	<b>\$0</b>	
<b>Category: 800</b> <b>OTHR FINANCING SOURCES TRAN IN</b>					
800100   TRANS IN GENERAL FUND	\$3,195	\$3,195	\$3,195	\$3,195	
<b>OTHR FINANCING SOURCES TRAN IN</b>	<b>\$3,195</b>	<b>\$3,195</b>	<b>\$3,195</b>	<b>\$3,195</b>	
<b>Category: 802</b> <b>OTHER FINANCING SRCS SALE C/A</b>					
896100   SALE OF CAPITAL ASSETS	\$0	\$2,551	\$0	\$0	
<b>OTHER FINANCING SRCS SALE C/A</b>	<b>\$0</b>	<b>\$2,551</b>	<b>\$0</b>	<b>\$0</b>	
<b>Total Revenues:</b>	<b>\$2,693,332</b>	<b>\$2,733,640</b>	<b>\$2,254,124</b>	<b>\$2,254,124</b>	
<b>Category: 010</b> <b>SALARIES AND BENEFITS</b>					
011000   REGULAR SALARIES	\$608,028	\$606,366	\$701,118	\$701,118	
011200   TERMINATION/SPECIAL PAY	\$66	\$0	\$0	\$0	
017000   EXTRA HELP	\$2,925	\$21,642	\$523	\$523	

**Budget Unit: 422 - ALCOHOL & DRUG PROGRAMS (FUND 0080)**  
**Function: HEALTH & SANITATION**  
**Activity: DRUG & ALCOHOL ABUSE SERVICES**

Detail By Revenue Category and Expenditure Object		2013-14 Actuals	2014-15 Actual <input checked="" type="checkbox"/> Estimated <input type="checkbox"/>	2015-16 Recommended	2015-16 Adopted by the Board of Supervisors
1		2	3	4	5
017502	OVERTIME PAY	\$209	\$994	\$0	\$0
017517	CELL/PDA COMM ALLOWANCE PROG	\$0	\$406	\$444	\$444
018100	EMPLOYER SHARE OASDI	\$43,485	\$43,588	\$53,370	\$53,370
018201	EMPLOYER SHARE RETIREMENT	\$81,642	\$89,303	\$110,749	\$110,749
018300	EMPLOYER SHARE HEALTH INSUR	\$171,811	\$151,223	\$172,016	\$172,016
018307	EMPLYR SHR OTHER POST EMP BEN	\$12,159	\$58,835	\$21,034	\$21,034
018400	EMPLOYER SHR UNEMPLOYMENT INS	\$5,622	\$4,579	\$4,002	\$4,002
018500	WORKERS COMP EXPOSURE	\$5,390	\$5,660	\$8,847	\$8,847
018501	WORKERS COMP EXPERIENCE	\$4,968	\$5,004	\$8,105	\$8,105
<b>SALARIES AND BENEFITS</b>		<b>\$936,307</b>	<b>\$987,604</b>	<b>\$1,080,208</b>	<b>\$1,080,208</b>
<b>Category: 030 SERVICES AND SUPPLIES</b>					
032300	CLOTHING/PERSONAL SUPPLIES XP	\$45	\$109	\$250	\$250
032500	COMMUNICATIONS EXPENSE	\$3,664	\$3,360	\$3,900	\$3,900
032591	CHGS IT COMM	\$2,817	\$2,956	\$2,632	\$2,632
032700	FOOD EXPENSE	\$255	\$0	\$100	\$100
032900	HOUSEHOLD EXPENSE	\$121	\$50	\$170	\$170
032990	CHGS OC HSHLD SVS	\$0	\$88	\$0	\$0
032992	CHGS FAC MGMT HSHLD XP	\$280	\$614	\$3,309	\$3,309
033102	INSUR XP LIABILITY EXPOSURE	\$572	\$674	\$3,197	\$3,197
033103	INSUR XP MISCELLANEOUS	\$1,356	\$1,968	\$1,356	\$1,356
033105	INSUR XP LIABILITY EXPERIENCE	\$288	\$312	\$1,103	\$1,103
033500	MAINTENANCE OF EQUIPMENT	\$32	\$0	\$100	\$100
033528	MNT EQP SOFTWARE	\$1,671	\$0	\$500	\$500
033592	CHGS IT MNT HARD/SOFTWARE	\$1,374	\$3,873	\$4,105	\$4,105
033700	MAINTENANCE OF STRUCTURES	\$883	\$0	\$0	\$0
033729	MNT STR FAC MGMT APRV	\$51	\$0	\$0	\$0
033791	CHGS FAC MGMT MAINT STR	\$5,527	\$11,251	\$8,105	\$8,105
033900	MEDICAL/DENTAL/LAB SUPPLIES	\$0	\$0	\$15,000	\$15,000
034100	MEMBERSHIPS	\$1,590	\$1,840	\$1,590	\$1,590
034309	MISC XP PRIOR PERIOD REV ADJ	\$553	\$236,076	\$0	\$0
034310	MISC XP PRIOR PERIOD EXP ADJ	\$2,070	\$10,993	\$0	\$0
034500	OFFICE EXPENSE	\$5,388	\$3,842	\$3,500	\$3,500
034527	OFFICE XP PRINTING	\$0	\$504	\$277	\$277
034591	CHGS OC POSTAGE SVS	\$0	\$0	\$123	\$123
034592	CHGS OC OTHER MAIL SVS	\$121	\$107	\$0	\$0
034800	PROF & SPECIAL SERVICES	\$89,506	\$86,217	\$179,792	\$179,792
034801	PROF ACCOUNTING SVS	\$211,708	\$331,964	\$344,642	\$344,642
034814	PROF COUNSELING SVS	\$14,336	\$10,279	\$12,000	\$12,000
034815	PROF DATA PROCESSING SVS	\$9,840	\$9,840	\$46,084	\$46,084

**Budget Unit: 422 - ALCOHOL & DRUG PROGRAMS (FUND 0080)**  
**Function: HEALTH & SANITATION**  
**Activity: DRUG & ALCOHOL ABUSE SERVICES**

Detail By Revenue Category and Expenditure Object	2013-14 Actuals	2014-15		2015-16 Recommended	2015-16 Adopted by the Board of Supervisors
		Actual <input checked="" type="checkbox"/>	Estimated <input type="checkbox"/>		
1	2	3	4	5	
034817 PROF DRUG TESTING SVS	\$6,440	\$7,214	\$6,000	\$6,000	\$6,000
034823 PROF HEALTH SVS	\$299,135	\$349,633	\$367,905	\$367,905	\$367,905
034837 PROF PREEMPLOYMENT SVS	\$0	\$173	\$0	\$0	\$0
034851 PROF TRAINING SVS	\$1,339	\$779	\$5,500	\$5,500	\$5,500
034854 PROF INTERPRETING SVS	\$0	\$0	\$100	\$100	\$100
034864 PROF CAPITL ASSET DISPOSAL SVS	\$0	\$172	\$0	\$0	\$0
034890 CHGS FAC MGMT PROF SVS	\$0	\$222	\$0	\$0	\$0
034892 CHGS IT PROFESSIONAL SVS	\$29,312	\$34,012	\$26,908	\$26,908	\$26,908
035100 RENTS & LEASES OF EQUIPMENT	\$2,402	\$2,506	\$2,450	\$2,450	\$2,450
035300 RENTS & LEASES OF STRUCTURES	\$8,347	\$8,659	\$17,000	\$17,000	\$17,000
035500 MINOR EQUIPMENT	\$148	\$332	\$700	\$700	\$700
035529 MNR EQP COMPUTERS	\$0	\$954	\$0	\$0	\$0
035530 MNR EQP IT APRV	\$0	\$3	\$0	\$0	\$0
035590 CHGS IT SOFTWARE EQP	\$683	\$0	\$0	\$0	\$0
035591 CHGS IT HARDWARE EQP	\$0	\$6,385	\$0	\$0	\$0
035592 CHGS IT TELECOMM EQP	\$0	\$64	\$0	\$0	\$0
035700 SPECIAL DEPARTMENTAL EXPENSE	\$0	\$284	\$100	\$100	\$100
035900 TRANSPORTATION & TRAVEL	\$2,499	\$5,478	\$4,500	\$4,500	\$4,500
035940 TRANS/TRVL FUEL	\$177	\$962	\$1,000	\$1,000	\$1,000
035941 TRANS/TRVL MILEAGE	\$208	\$488	\$800	\$800	\$800
035990 CHGS FLEET TRANS/TRVL	\$1,434	\$1,197	\$1,860	\$1,860	\$1,860
035999 TRN/TRV PY EE 1 DAY MEAL REIMB	\$93	\$86	\$200	\$200	\$200
036100 UTILITIES	\$6,404	\$5,719	\$9,003	\$9,003	\$9,003
<b>SERVICES AND SUPPLIES</b>	<b>\$712,684</b>	<b>\$1,142,254</b>	<b>\$1,075,861</b>	<b>\$1,075,861</b>	<b>\$1,075,861</b>
<b>Category: 050 OTHER CHARGES</b>					
050001 CENTRAL SERVICE COST A-87	\$48,309	\$42,713	\$23,730	\$23,730	\$23,730
052015 SUPP/CARE ADULT RESIDENTIAL	\$33,235	\$37,825	\$162,000	\$162,000	\$162,000
052019 SUPP/CARE CLIENT CONTRACT SVS	\$862,920	\$933,832	\$1,127,000	\$1,127,000	\$1,127,000
052020 SUPP/CARE CLIENT TRANSP SVS	\$0	\$0	\$100	\$100	\$100
<b>OTHER CHARGES</b>	<b>\$944,464</b>	<b>\$1,014,370</b>	<b>\$1,312,830</b>	<b>\$1,312,830</b>	<b>\$1,312,830</b>
<b>Category: 070 CAPITAL ASSETS</b>					
065095 1 VEHICLE W/ ACCESSORIES	\$0	\$17,703	\$0	\$0	\$0
<b>CAPITAL ASSETS</b>	<b>\$0</b>	<b>\$17,703</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Category: 080 INTRAFUND TRANSFERS</b>					
088404 C/A MHSA	(\$108)	\$0	\$0	\$0	\$0
088501 C/A SOCIAL SERVICES	\$0	\$0	(\$795,646)	(\$795,646)	(\$795,646)

**Budget Unit: 422 - ALCOHOL & DRUG PROGRAMS (FUND 0080)**

**Function: HEALTH & SANITATION**

**Activity: DRUG & ALCOHOL ABUSE SERVICES**

Detail By Revenue Category and Expenditure Object	2013-14 Actuals	2014-15 Actual <input checked="" type="checkbox"/> Estimated <input type="checkbox"/>	2015-16 Recommended	2015-16 Adopted by the Board of Supervisors
1	2	3	4	5
<b>INTRAFUND TRANSFERS</b>	(\$108)	\$0	(\$795,646)	(\$795,646)
<b>Total Expenditures/Appropriations:</b>	\$2,593,347	\$3,161,932	\$2,673,253	\$2,673,253
<b>Net Cost:</b>	(\$99,985)	\$428,292	\$419,129	\$419,129

## MENTAL HEALTH-PERINATAL PROGRAM

Fund 0080 Mental Health, Budget Unit 425

Donnell Ewert, M.P.H., Health and Human Services Agency Director

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### PROGRAM DESCRIPTION

The Perinatal Substance Abuse Prevention Program provides a full range of specialized treatment services to substance dependent women who are pregnant or who have children aged less than 18 years. In addition to alcohol and drug day-treatment services, intensive case management, childcare, transportation, and parenting classes are offered. The Perinatal Program promotes a drug-free lifestyle with an emphasis on developing a strong mother/child relationship. Funding for services is a combination of Perinatal State General Fund, Federal Substance Abuse Prevention and Treatment Block Grant Perinatal Set-Aside funds, Federal Drug Medi-Cal, and 2011 Realignments funds that are allocated to Shasta County specifically for women's perinatal services.

### BUDGET REQUESTS

Overall expenditures are projected at \$942,527, an increase of \$13,907 from the FY 2014-15 adjusted budget. The change is attributed to a decrease in salaries and benefits and services and supplies, yet increased contract expenditures for providing new services to clients, including funding to support group treatment services at one or more federally qualified health centers. General Fund support is requested at \$15,017 as a continuing County Maintenance of Effort match cost. A net deficit of \$343,094 will come from Mental Health fund balance.

### SUMMARY OF RECOMMENDATIONS

The CEO recommends the following modifications:

- Adjusting the salaries and benefits object level as unallocated salary savings has been reduced to zero and approving reduction in other salaries and benefits accounts to allow for savings through attrition.
- Deleting one Community Mental Health Worker for long-term vacancy cleanup.
- Including \$100,000 Intergovernmental Transfer (IGT) revenue in this budget. If the IGT revenue is realized as anticipated, it will help offset the \$343,094 FY 2015-16 deficit to the Mental Health fund.

### PENDING ISSUES AND POLICY CONSIDERATIONS

Some issues surrounding 2011 realignment remain unresolved, including the impact of realigned responsibility for Drug Medi-Cal services. Since Drug Medi-Cal was realigned to counties, the counties have taken on a significant federal entitlement program, without guarantee that realignment funds will grow commensurately with program costs. Funds may have to be diverted from Perinatal and other mental health programs in future years to fund Drug Medi-Cal services should realignment revenues fail to fully support services, which could potentially escalate costs in other programs such as mental health and child welfare.

### DEPARTMENT HEAD CONCURRENCE OR APPEAL

The department head concurs with this budget as recommended.

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### FINAL BOARD ACTION

Adopted as presented in the proposed budget.

**Budget Unit: 425 - PERINATAL (FUND 0080)**  
**Function: HEALTH & SANITATION**  
**Activity: DRUG & ALCOHOL ABUSE SERVICES**

Detail By Revenue Category and Expenditure Object	2013-14 Actuals	2014-15 Actual <input checked="" type="checkbox"/> Estimated <input type="checkbox"/>	2015-16 Recommended	2015-16 Adopted by the Board of Supervisors
1	2	3	4	5
<b>Category: 500 INTERGOVERNMENTAL REVENUES</b>				
542603 ST REALIGNMENT 2011 AB109	\$168,848	\$177,497	\$177,497	\$177,497
552100 FEDERAL MEDI-CAL	\$12,401	\$58,988	\$30,828	\$30,828
552104 FEDERAL IGT PHCP REVENUE	\$0	\$0	\$100,000	\$100,000
560300 FEDERAL PERINATAL GRANT	\$406,537	\$282,514	\$376,091	\$376,091
<b>INTERGOVERNMENTAL REVENUES</b>	<b>\$587,786</b>	<b>\$518,999</b>	<b>\$684,416</b>	<b>\$684,416</b>
<b>Category: 600 CHARGES FOR SERVICES</b>				
682002 MENTAL HEALTH SERVICES OTHER	\$28	\$0	\$0	\$0
<b>CHARGES FOR SERVICES</b>	<b>\$28</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Category: 700 MISCELLANEOUS REVENUES</b>				
799300 MISCELLANEOUS REVENUE	\$20	\$14	\$0	\$0
799390 PRIOR PERIOD EXP ADJUSTMENT	\$880	\$6,345	\$0	\$0
799391 PRIOR PERIOD REV ADJUSTMENT	\$102	\$0	\$0	\$0
<b>MISCELLANEOUS REVENUES</b>	<b>\$1,003</b>	<b>\$6,360</b>	<b>\$0</b>	<b>\$0</b>
<b>Category: 800 OTHR FINANCING SOURCES TRAN IN</b>				
800100 TRANS IN GENERAL FUND	\$15,017	\$15,017	\$15,017	\$15,017
<b>OTHR FINANCING SOURCES TRAN IN</b>	<b>\$15,017</b>	<b>\$15,017</b>	<b>\$15,017</b>	<b>\$15,017</b>
<b>Total Revenues:</b>	<b>\$603,835</b>	<b>\$540,377</b>	<b>\$699,433</b>	<b>\$699,433</b>
<b>Category: 010 SALARIES AND BENEFITS</b>				
011000 REGULAR SALARIES	\$275,823	\$247,429	\$327,295	\$327,295
011200 TERMINATION/SPECIAL PAY	\$0	\$791	\$0	\$0
017000 EXTRA HELP	\$12,090	\$8,917	\$0	\$0
017502 OVERTIME PAY	\$0	\$352	\$0	\$0
017505 STANDBY PAY	\$700	\$0	\$0	\$0
018100 EMPLOYER SHARE OASDI	\$20,417	\$18,341	\$25,038	\$25,038
018201 EMPLOYER SHARE RETIREMENT	\$37,765	\$36,525	\$51,722	\$51,722
018300 EMPLOYER SHARE HEALTH INSUR	\$74,769	\$57,077	\$88,882	\$88,882
018307 EMPLOYR SHR OTHER POST EMP BEN	\$5,515	\$25,193	\$9,819	\$9,819
018400 EMPLOYER SHR UNEMPLOYMENT INS	\$2,654	\$1,896	\$1,866	\$1,866
018500 WORKERS COMP EXPOSURE	\$2,544	\$2,317	\$4,124	\$4,124
<b>SALARIES AND BENEFITS</b>	<b>\$432,280</b>	<b>\$398,841</b>	<b>\$508,746</b>	<b>\$508,746</b>
<b>Category: 030 SERVICES AND SUPPLIES</b>				
032300 CLOTHING/PERSONAL SUPPLIES XP	\$91	\$149	\$250	\$250
032500 COMMUNICATIONS EXPENSE	\$2,480	\$2,478	\$2,500	\$2,500
032591 CHGS IT COMM	\$753	\$682	\$1,797	\$1,797
032700 FOOD EXPENSE	\$182	\$333	\$450	\$450

**Budget Unit: 425 - PERINATAL (FUND 0080)**

**Function: HEALTH & SANITATION**

**Activity: DRUG & ALCOHOL ABUSE SERVICES**

Detail By Revenue Category and Expenditure Object	2013-14 Actuals	2014-15		2015-16 Recommended	2015-16 Adopted by the Board of Supervisors
		Actual <input checked="" type="checkbox"/>	Estimated <input type="checkbox"/>		
1	2	3	4	5	
032900 HOUSEHOLD EXPENSE	\$687	\$426	\$600	\$600	
032990 CHGS OC HSHLD SVS	\$20,400	\$24,000	\$24,000	\$24,000	
032991 CHGS OC HSHLD SUPPL	\$1,694	\$1,374	\$1,300	\$1,300	
032992 CHGS FAC MGMT HSHLD XP	\$99	\$204	\$1,399	\$1,399	
033102 INSUR XP LIABILITY EXPOSURE	\$270	\$276	\$1,377	\$1,377	
033103 INSUR XP MISCELLANEOUS	\$108	\$480	\$198	\$198	
033500 MAINTENANCE OF EQUIPMENT	\$36	\$0	\$250	\$250	
033528 MNT EQP SOFTWARE	\$1,722	\$0	\$500	\$500	
033592 CHGS IT MNT HARD/SOFTWARE	\$1,489	\$1,551	\$2,712	\$2,712	
033729 MNT STR FAC MGMT APRV	\$61	\$0	\$100	\$100	
033791 CHGS FAC MGMT MAINT STR	\$2,095	\$2,983	\$2,374	\$2,374	
033900 MEDICAL/DENTAL/LAB SUPPLIES	\$512	\$482	\$3,000	\$3,000	
034100 MEMBERSHIPS	\$1,590	\$1,590	\$1,600	\$1,600	
034310 MISC XP PRIOR PERIOD EXP ADJ	\$2,895	\$2,038	\$0	\$0	
034500 OFFICE EXPENSE	\$5,111	\$2,985	\$4,000	\$4,000	
034527 OFFICE XP PRINTING	\$0	\$149	\$0	\$0	
034590 CHGS OC PHOTOCOPY SVS	\$45	\$89	\$20	\$20	
034591 CHGS OC POSTAGE SVS	\$89	\$79	\$42	\$42	
034592 CHGS OC OTHER MAIL SVS	\$691	\$696	\$675	\$675	
034800 PROF & SPECIAL SERVICES	\$654	\$18	\$0	\$0	
034801 PROF ACCOUNTING SVS	\$38,009	\$67,530	\$73,721	\$73,721	
034815 PROF DATA PROCESSING SVS	\$8,520	\$8,520	\$15,601	\$15,601	
034817 PROF DRUG TESTING SVS	\$399	\$219	\$7,000	\$7,000	
034837 PROF PREEMPLOYMENT SVS	\$0	\$728	\$0	\$0	
034851 PROF TRAINING SVS	\$10,904	\$328	\$0	\$0	
034854 PROF INTERPRETING SVS	\$0	\$0	\$100	\$100	
034890 CHGS FAC MGMT PROF SVS	\$0	\$38	\$0	\$0	
034892 CHGS IT PROFESSIONAL SVS	\$20,447	\$16,442	\$12,914	\$12,914	
035100 RENTS & LEASES OF EQUIPMENT	\$1,049	\$1,175	\$400	\$400	
035300 RENTS & LEASES OF STRUCTURES	\$20,358	\$15,206	\$38,000	\$38,000	
035500 MINOR EQUIPMENT	\$268	\$150	\$500	\$500	
035529 MNR EQP COMPUTERS	\$0	\$1,335	\$0	\$0	
035590 CHGS IT SOFTWARE EQP	\$169	\$0	\$0	\$0	
035591 CHGS IT HARDWARE EQP	\$0	\$12,080	\$0	\$0	
035592 CHGS IT TELECOMM EQP	\$30	\$64	\$0	\$0	
035700 SPECIAL DEPARTMENTAL EXPENSE	\$85	\$147	\$100	\$100	
035900 TRANSPORTATION & TRAVEL	\$243	\$0	\$300	\$300	
035940 TRANS/TRVL FUEL	\$418	\$1,563	\$1,400	\$1,400	
035942 TRANS/TRVL TRAINING	\$0	\$0	\$500	\$500	

**Budget Unit: 425 - PERINATAL (FUND 0080)**

**Function: HEALTH & SANITATION**

**Activity: DRUG & ALCOHOL ABUSE SERVICES**

Detail By Revenue Category and Expenditure Object	2013-14 Actuals	2014-15		2015-16 Recommended	2015-16 Adopted by the Board of Supervisors
		Actual <input checked="" type="checkbox"/>	Estimated <input type="checkbox"/>		
1	2	3	4	5	
035943 TRANS/TRVL CONFERENCES	\$0	\$0	\$500	\$500	
035990 CHGS FLEET TRANS/TRVL	\$5,346	\$1,964	\$6,516	\$6,516	
036100 UTILITIES	\$7,424	\$7,763	\$2,650	\$2,650	
<b>SERVICES AND SUPPLIES</b>	<b>\$157,435</b>	<b>\$178,332</b>	<b>\$209,346</b>	<b>\$209,346</b>	
<b>Category: 050 OTHER CHARGES</b>					
050001 CENTRAL SERVICE COST A-87	(\$4,849)	\$25,550	\$12,435	\$12,435	
052015 SUPP/CARE ADULT RESIDENTIAL	\$30,940	\$109,990	\$120,000	\$120,000	
052019 SUPP/CARE CLIENT CONTRACT SVS	\$0	\$0	\$100,000	\$100,000	
052020 SUPP/CARE CLIENT TRANSPOR SVS	\$900	\$3,150	\$4,000	\$4,000	
<b>OTHER CHARGES</b>	<b>\$26,990</b>	<b>\$138,690</b>	<b>\$236,435</b>	<b>\$236,435</b>	
<b>Category: 080 INTRAFUND TRANSFERS</b>					
088422 C/A ALCOHOL & DRUG	(\$14,336)	(\$10,279)	(\$12,000)	(\$12,000)	
<b>INTRAFUND TRANSFERS</b>	<b>(\$14,336)</b>	<b>(\$10,279)</b>	<b>(\$12,000)</b>	<b>(\$12,000)</b>	
<b>Total Expenditures/Appropriations:</b>	<b>\$602,369</b>	<b>\$705,584</b>	<b>\$942,527</b>	<b>\$942,527</b>	
<b>Net Cost:</b>	<b>(\$1,466)</b>	<b>\$165,207</b>	<b>\$243,094</b>	<b>\$243,094</b>	

## SOCIAL SERVICES

Fund 0140 Social Services, Budget Unit 501

Donnell Ewert, M.P.H., Health and Human Services Agency Director

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### PROGRAM DESCRIPTION

Through its Social Services budget, the HHSA administers a variety of human service programs that promote the welfare of persons in Shasta County through crisis intervention and protection functions, prevention services, income maintenance, and employment and training programs. The Social Services budget funds the salary and benefits of casework and support staff, Social Services program administration, and operating expenses necessary to carry out these critical support programs, which include CalWORKs/Welfare to Work, Eligibility Services for Medi-Cal, CalFresh, and County Medical Services Program, Child Protective Service, Child Welfare Services and Court ordered supervision, Adoptions, Foster Home Licensing & Placement, Adult Protective Services, and In-Home Supportive Services. Operation of Social Service programs is funded by a combination of federal and state revenues, Social Services realignment, charges for services and miscellaneous revenues, and a statutorily required County General Fund contribution.

### BUDGET REQUESTS

The total expenditure request for Social Services is \$63 million, an increase of \$5.5 million from the FY 2014-15 adjusted budget. The majority of this increase is due to increases in staffing and funding the Intergovernmental Transfer (IGT) which has corresponding revenue to offset the cost. Also impacting this budget is an increase in Public Guardian (BU 292) budget net county cost, which is borne by the County General Fund and projected to be \$334,650 above the FY 2014-15 adjusted budget. This budget includes a reduction of \$214,154 in General Fund contribution to offset the increased staffing costs that are charged to the Public Guardian budget.

#### Position Changes Requested:

- Removal of the June 30, 2015, sunset dates on these positions added during the implementation of the Affordable Care Act (ACA):
  - 6.0 FTE Eligibility Supervisor
  - 53.0 FTE Eligibility Worker I/II
  - 5.0 FT Eligibility Worker III
  - 4.0 FTE Office Assistant I/II
  - 1.0 FTE Staff Services Analyst I/II
- Add positions to perform CalFresh and Medi-Cal eligibility and maintain mandated time frames and quality assurance standards:
  - 2.0 FTE Eligibility Supervisor
  - 3.0 FTE Eligibility Worker III
  - 12.0 FTE Eligibility Worker I/II
- Add:
  - 2.0 FTE Office Assistant I/II position allocations are requested to provide support for the Job Services Network Center at the CalWORKs site and the Resource Center at the Breslauer site.
  - 1.0 FTE Legal Clerk to provide legal clerical support for case carrying social workers managing an increasing caseload
  - 1.0 FTE Social Worker to increase placement stability
  - 1.0 FTE Social Worker to increase capacity for Family Team Meetings
  - 1.0 FTE Social Worker to provide a deeper examination of child abuse and neglect referrals within 24 hours of the referral being received
  - 2.0 FTE Social Worker to begin the transformation of the current Adoptions unit into a Permanency/Adoptions unit that would implement concurrent planning and up front

- permanency planning to reduce the time period in establishing permanency for youth in the foster care system
- 1.0 FTE Social Worker Supervisor I to provide increased planning, organizing, and directing of work requiring a high level of case review and approval of casework
- 1.0 FTE Social Worker Supervisor II to build capacity for continuous quality improvement
- 1.0 FTE Social Service Aide to improve the consistent utilization of Safety Organized Practice
- 1.0 FTE Mental Health Clinician to provide a registered/licensed mental health professional for IHSS recipients
- 1.0 FTE Social Service Aide to assist social worker staff in putting case plans into action for the increasing need for services within the Adult Protective Services program and the increasing complexity of cases
- 1.0 FTE Deputy Public Guardian to address the more complex public conservatorships and increased number of cases; the time associated with the Deputy Public Guardian performing these activities is charged to the Public Guardian (BU 292) budget, while activities performed before conservatorship takes place is funded through other social services funding mechanisms.
- 2.0 FTE Driver to assist clients with transportation support
- Transfer:
  - 2.0 FTE Office Assistant III from the HHS Administration (BU 502) budget to cover support functions in Adoptions and Child Welfare now provided through extra help and to provide clerical support for CQI activities
  - 1.0 FTE Assistant Social Worker / Social Worker from Alcohol and Drug Programs (BU 422) for Quality Assurance Work
  - 1.0 FTE Job Developer to the Opportunity Center (BU 530)

The FY 2015-16 budget submission includes capital asset requests for the following: (1) An electronic message board to allow for immediate updating of information as well as assist in promoting new technologies for customer use; (2) a video conferencing system to be used within Regional Services to hold division meetings, supervisory meetings and staff meetings that involve staff from multiple sites; and (3) four new vehicles and eight replacement vehicles which are used to provide transportation for staff and clients in the delivery of services.

### SUMMARY OF RECOMMENDATIONS

The CEO recommends the following modifications:

- Adjusting the salaries and benefits object level as unallocated salary savings has been reduced to zero and approving reduction in other salaries and benefits accounts to allow for savings through attrition.
- Including allocation for mosquito abatement which is charged for County-owned property.
- Modifying the Intergovernmental Transfer (IGT) accounts per the Auditor-Controller's recommendation; this creates a net decrease of \$500,000 in revenue. HHS will bring the IGT proposal to the Board for consideration at a later date.
- Transferring the General Assistance administrative costs from 088540 to 088542 as the new General Assistance cost center is BU 542.
- Modifying professional services by adding \$6,070 for an increased contract amount.
- Removing one Eligibility Worker III request, but approving two new Eligibility Worker III positions.
- Extending the June 30, 2015 sunset dates to June 30, 2017 instead of removing them to allow for continued evaluation of the funding necessary to support these sixty-nine positions.

The total expenditures after CEO recommended adjustments are \$59 million, total revenues are \$57.8 million, and the net cost to the Social Services fund balance is \$1.7 million. This will leave Social Services with an estimated \$8.2 million in available reserves at the end of FY 2015-16.

### PENDING ISSUES AND POLICY CONSIDERATIONS

The Social Services budget continues to tackle budget and programmatic challenges in FY 2015-16. Sales tax realignment revenue is expected to continue to grow in FY 2015-16 due to an improved

economy, and the growth in revenue will fund partial repayment of the prior year's caseload growth. Under 1991 realignment, Social Services programs receive payment for the increasing cost of operating entitlement programs by allocation of excess revenues to pay these costs before general growth payments are made. These realignment revenues, as well as other county resources and state allocations, are used to draw down federal matching revenues that sustain programs. For the realigned programs, the county share is made up of a combination of realignment and County General Fund dollars. For the non-realigned programs, the county share comes entirely from County General Fund. Under 2011 realignment, Social Services programs receive payment for costs previously paid for by the state general fund, with growth payments distributed between protective services and behavioral health.

The ongoing implementation of the Affordable Care Act and a slow economic recovery have continued to drive high caseloads in social services eligibility and employment programs and the associated need for staff. The outlook for sufficient funding to cover proposed costs remains strong and Shasta County continues to benefit from other counties under-expending their allocations.

**DEPARTMENT HEAD CONCURRENCE OR APPEAL**

The department head concurs with this budget as recommended.

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**FINAL BOARD ACTION**

Adopted as presented in the proposed budget.

**Budget Unit: 501 - SOCIAL SERVICES ADMINISTRATION (FUND 0140)**

**Function: PUBLIC ASSISTANCE**

**Activity: PUBLIC ASSISTANCE ADMIN**

Detail By Revenue Category and Expenditure Object		2013-14 Actuals	2014-15 Actual <input checked="" type="checkbox"/> Estimated <input type="checkbox"/>	2015-16 Recommended	2015-16 Adopted by the Board of Supervisors
1		2	3	4	5
<b>Category: 400 REVENUE FROM MONEY &amp; PROPERTY</b>					
420000	INTEREST	\$14,710	\$25,991	\$0	\$0
<b>REVENUE FROM MONEY &amp; PROPERTY</b>		<b>\$14,710</b>	<b>\$25,991</b>	<b>\$0</b>	<b>\$0</b>
<b>Category: 500 INTERGOVERNMENTAL REVENUES</b>					
530200	ST LICENSING FOSTER FAM HOME	\$97,850	\$87,294	\$92,076	\$92,076
530900	ST CHILD WELFARE SERVICES	\$0	\$10,530	\$0	\$0
530991	STATE CALWORKS	\$2,109,827	\$2,212,769	\$2,388,296	\$2,388,296
531500	STATE REALIGNMENT SOCIAL SVS	\$6,983,813	\$1,986,212	\$2,232,485	\$2,232,485
531700	STATE IHSS INHOME	\$1,188,594	\$1,476,365	\$1,797,977	\$1,797,977
531800	STATE FOOD STAMPS	\$3,249,522	\$3,651,588	\$4,085,495	\$4,085,495
533100	STATE MEDICAL MEDI CAL ADMIN	\$3,868,308	\$4,086,623	\$5,286,628	\$5,286,628
533150	STATE CMSP	\$917,363	\$3,624	\$105,444	\$105,444
542603	ST REALIGNMENT 2011 AB109	\$7,635,495	\$7,690,481	\$8,097,247	\$8,097,247
549019	STATE CAPTA GRANT	\$2,946	\$0	\$0	\$0
549621	STATE REV FOR SYSTEM UPGRADES	\$56,202	\$356	\$0	\$0
550210	FED LICENSE FOSTER FAM HOME	\$68,410	\$59,584	\$61,986	\$61,986
550220	FEDERAL FRAUD/FRED GRANT ADMIN	\$0	\$0	\$50,000	\$50,000
550500	FEDERAL ADOPT PROGRAM ADMIN	\$338,071	\$351,738	\$427,251	\$427,251
550900	FEDERAL FOOD STAMP PROG ADMIN	\$4,065,372	\$4,424,310	\$5,793,575	\$5,793,575
550901	FEDERAL OPTIONS FOR RECOVERY	\$299,314	\$322,867	\$428,329	\$428,329
550930	FEDERAL CWS IV E ADMIN	\$4,469,675	\$4,402,441	\$5,613,073	\$5,613,073
550935	FED FAMILY PRESERVATION SUPPT	\$147,688	\$151,398	\$151,640	\$151,640
550960	FED INDEPEND LIVING SKILL PLAN	\$89,184	\$85,515	\$85,530	\$85,530
550980	FED FOOD STAMP EMP TRNG ADMIN	\$100,743	\$110,976	\$112,158	\$112,158
550990	FED FOSTER CARE ELIGIBILITY	\$205,904	\$206,619	\$268,304	\$268,304
550992	FED COM BASED FAMILY RSRC PGM	\$15,451	\$14,864	\$14,864	\$14,864
550993	FED FGU WTW CAL LEARN	\$8,085,943	\$8,805,976	\$9,823,853	\$9,823,853
551001	FED SUPPLMNTL SECURITY INCOME	\$1,744	\$0	\$0	\$0
552102	FED MEDICAL ASSISTANCE PROG	\$6,675,519	\$7,333,675	\$9,248,649	\$9,248,649
560621	FED REV FOR SYSTEM UPGRADES	\$255,457	\$1,975	\$0	\$0
563770	CONTRIBUTION FROM SCOE	\$9,530	\$11,780	\$11,780	\$11,780
<b>INTERGOVERNMENTAL REVENUES</b>		<b>\$50,937,928</b>	<b>\$47,489,561</b>	<b>\$56,176,640</b>	<b>\$56,176,640</b>
<b>Category: 600 CHARGES FOR SERVICES</b>					
679300	R/F BIRTH CERT ABUSE CHILD	\$37,869	\$37,776	\$34,093	\$34,093
685010	STEPPARENT ADOPTIONS FEES	\$1,500	\$1,962	\$1,000	\$1,000
692100	PHOTOCOPIES	\$511	\$400	\$431	\$431
692200	REIMBURSE TRAVEL	\$150	\$0	\$0	\$0
692440	FINGERPRINTING FEES	\$32	\$0	\$0	\$0
692730	REIMB ADMIN SERVICES	\$7,502	\$13,126	\$10,456	\$10,456
692800	CHILDREN & FAM FIRST CONTRACT	\$0	\$1,000	\$0	\$0

**Budget Unit: 501 - SOCIAL SERVICES ADMINISTRATION (FUND 0140)**

**Function: PUBLIC ASSISTANCE**

**Activity: PUBLIC ASSISTANCE ADMIN**

Detail By Revenue Category and Expenditure Object	2013-14 Actuals	2014-15	2015-16 Recommended	2015-16 Adopted by the Board of Supervisors
		Actual <input checked="" type="checkbox"/> Estimated <input type="checkbox"/>		
1	2	3	4	5
<b>CHARGES FOR SERVICES</b>	\$47,565	\$54,266	\$45,980	\$45,980
<b>Category: 700 MISCELLANEOUS REVENUES</b>				
792500 DONATIONS/CONTRIBUTIONS	\$100	\$5,075	\$0	\$0
795000 AUDITOR VOID/STALE DATED CHECK	\$5,398	\$6,388	\$0	\$0
795100 PRIOR YEAR VOIDED WRTS/CHECKS	\$22	\$0	\$0	\$0
795120 WELFARE REPAYMENTS	\$122,410	\$47,648	\$102,127	\$102,127
799300 MISCELLANEOUS REVENUE	\$1,168	\$64	\$300	\$300
799311 LITIGATION SETTLEMENT	\$574	\$0	\$0	\$0
799390 PRIOR PERIOD EXP ADJUSTMENT	\$29,140	\$1,545,305	\$0	\$0
799391 PRIOR PERIOD REV ADJUSTMENT	\$0	\$680,172	\$410,316	\$410,316
799400 JURY & WITNESS FEES	\$315	\$2,521	\$500	\$500
799600 INSURANCE LOSS & REFUNDS	\$4,406	\$0	\$0	\$0
799601 INSURANCE PROCEEDS C/A	\$0	\$6,498	\$0	\$0
<b>MISCELLANEOUS REVENUES</b>	<b>\$163,536</b>	<b>\$2,293,673</b>	<b>\$513,243</b>	<b>\$513,243</b>
<b>Category: 800 OTHR FINANCING SOURCES TRAN IN</b>				
800100 TRANS IN GENERAL FUND	\$1,180,968	\$1,216,397	\$1,038,735	\$1,038,735
<b>OTHR FINANCING SOURCES TRAN IN</b>	<b>\$1,180,968</b>	<b>\$1,216,397</b>	<b>\$1,038,735</b>	<b>\$1,038,735</b>
<b>Category: 802 OTHER FINANCING SRCS SALE C/A</b>				
896100 SALE OF CAPITAL ASSETS	\$13,414	\$3,445	\$0	\$0
<b>OTHER FINANCING SRCS SALE C/A</b>	<b>\$13,414</b>	<b>\$3,445</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Revenues:</b>	<b>\$52,358,122</b>	<b>\$51,083,334</b>	<b>\$57,774,598</b>	<b>\$57,774,598</b>
<b>Category: 010 SALARIES AND BENEFITS</b>				
011000 REGULAR SALARIES	\$16,420,437	\$17,359,411	\$20,592,465	\$20,592,465
011200 TERMINATION/SPECIAL PAY	\$255,325	\$151,967	\$182,787	\$182,787
017000 EXTRA HELP	\$250,305	\$193,047	\$449,776	\$449,776
017502 OVERTIME PAY	\$308,932	\$256,151	\$330,959	\$330,959
017503 SHIFT DIFFERENTIAL	\$1,935	\$254	\$914	\$914
017505 STANDBY PAY	\$51,109	\$50,513	\$69,368	\$69,368
017509 HOLIDAY OVERTIME PAY	\$4,366	\$3,672	\$2,285	\$2,285
017517 CELL/PDA COMM ALLOWANCE PROG	\$4,084	\$6,471	\$6,967	\$6,967
018100 EMPLOYER SHARE OASDI	\$1,239,129	\$1,281,520	\$1,628,264	\$1,628,264
018201 EMPLOYER SHARE RETIREMENT	\$2,235,979	\$2,549,176	\$3,256,349	\$3,256,349
018204 EMPLOYER SHARE DEFERRED COMP	\$0	\$0	\$0	\$0
018300 EMPLOYER SHARE HEALTH INSUR	\$5,346,275	\$5,173,793	\$5,788,198	\$5,788,198
018307 EMPLOYR SHR OTHER POST EMP BEN	\$328,348	\$1,467,809	\$617,774	\$617,774
018400 EMPLOYER SHR UNEMPLOYMENT INS	\$156,880	\$130,416	\$122,358	\$122,358
018500 WORKERS COMP EXPOSURE	\$152,647	\$162,210	\$272,778	\$272,778

**Budget Unit: 501 - SOCIAL SERVICES ADMINISTRATION (FUND 0140)**

**Function: PUBLIC ASSISTANCE**

**Activity: PUBLIC ASSISTANCE ADMIN**

Detail By Revenue Category and Expenditure Object	2013-14 Actuals	2014-15	2015-16 Recommended	2015-16 Adopted by the Board of Supervisors
		Actual <input checked="" type="checkbox"/> Estimated <input type="checkbox"/>		
1	2	3	4	5
018501 WORKERS COMP EXPERIENCE	\$404,484	\$354,552	\$514,581	\$514,581
<b>SALARIES AND BENEFITS</b>	<b>\$27,160,242</b>	<b>\$29,140,968</b>	<b>\$33,835,823</b>	<b>\$33,835,823</b>
<b>Category: 030 SERVICES AND SUPPLIES</b>				
032300 CLOTHING/PERSONAL SUPPLIES XP	\$2,257	\$2,986	\$3,000	\$3,000
032500 COMMUNICATIONS EXPENSE	\$189,718	\$204,838	\$227,990	\$227,990
032590 CHGS FAC MGMT COMM	\$340	\$306	\$306	\$306
032591 CHGS IT COMM	\$154,099	\$137,008	\$140,000	\$140,000
032700 FOOD EXPENSE	\$1,074	\$1,593	\$2,840	\$2,840
032900 HOUSEHOLD EXPENSE	\$29,782	\$31,068	\$30,048	\$30,048
032990 CHGS OC HSHLD SVS	\$256,405	\$263,620	\$270,581	\$270,581
032991 CHGS OC HSHLD SUPPL	\$42,499	\$38,757	\$44,009	\$44,009
032992 CHGS FAC MGMT HSHLD XP	\$30,965	\$32,008	\$74,027	\$74,027
033100 INSURANCE EXPENSE	\$55	\$560	\$1,750	\$1,750
033102 INSUR XP LIABILITY EXPOSURE	\$16,218	\$19,307	\$90,028	\$90,028
033103 INSUR XP MISCELLANEOUS	\$21,144	\$30,180	\$19,294	\$19,294
033105 INSUR XP LIABILITY EXPERIENCE	\$37,248	\$29,532	\$101,042	\$101,042
033300 JURY & WITNESS EXPENSE	\$11,813	\$8,709	\$10,000	\$10,000
033500 MAINTENANCE OF EQUIPMENT	\$176,361	\$83,196	\$230,127	\$230,127
033528 MNT EQP SOFTWARE	\$6,321	\$3,340	\$128,372	\$128,372
033531 MNT EQP IT APRV	\$0	\$509	\$0	\$0
033592 CHGS IT MNT HARD/SOFTWARE	\$61,012	\$130,512	\$139,334	\$139,334
033700 MAINTENANCE OF STRUCTURES	\$6,003	\$4,051	\$52,166	\$52,166
033729 MNT STR FAC MGMT APRV	\$2,645	\$22,471	\$53,000	\$53,000
033790 CHGS OC MAINT STR	\$1,908	\$1,908	\$1,908	\$1,908
033791 CHGS FAC MGMT MAINT STR	\$248,788	\$291,659	\$363,452	\$363,452
033900 MEDICAL/DENTAL/LAB SUPPLIES	\$1,173	\$82	\$2,003	\$2,003
034100 MEMBERSHIPS	\$40,816	\$43,684	\$50,920	\$50,920
034300 MISCELLANEOUS EXPENSE	\$0	\$0	\$250	\$250
034309 MISC XP PRIOR PERIOD REV ADJ	\$0	\$3,250,466	\$0	\$0
034310 MISC XP PRIOR PERIOD EXP ADJ	\$33,083	\$521,202	\$0	\$0
034390 MISC XP OVER/SHORT ACCOUNT	\$0	\$338	\$0	\$0
034395 MISC XP PR PER STL DTE REISSUE	\$0	\$220	\$0	\$0
034500 OFFICE EXPENSE	\$336,709	\$337,877	\$733,060	\$733,060
034526 OFFICE XP POSTAGE	\$103,069	\$105,937	\$79,400	\$79,400
034527 OFFICE XP PRINTING	\$17,835	\$9,597	\$35,150	\$35,150
034536 OFFICE XP OFFICE FURNITURE	\$0	\$14,539	\$0	\$0
034539 OFFICE XP IT APRV	\$456	\$0	\$475	\$475
034590 CHGS OC PHOTOCOPY SVS	\$86,496	\$58,129	\$41,848	\$41,848
034591 CHGS OC POSTAGE SVS	\$207,040	\$204,455	\$207,739	\$207,739

**Budget Unit: 501 - SOCIAL SERVICES ADMINISTRATION (FUND 0140)**

**Function: PUBLIC ASSISTANCE**

**Activity: PUBLIC ASSISTANCE ADMIN**

Detail By Revenue Category and Expenditure Object	2013-14 Actuals	2014-15	2015-16 Recommended	2015-16 Adopted by the Board of Supervisors
		Actual <input checked="" type="checkbox"/> Estimated <input type="checkbox"/>		
1	2	3	4	5
034592 CHGS OC OTHER MAIL SVS	\$88,746	\$81,182	\$91,298	\$91,298
034800 PROF & SPECIAL SERVICES	\$5,110,512	\$5,719,501	\$7,084,113	\$7,084,113
034801 PROF ACCOUNTING SVS	\$2,767,430	\$2,894,246	\$3,896,356	\$3,896,356
034803 PROF ADVERTISING & MKTG SVS	\$224	\$7,670	\$3,200	\$3,200
034807 PROF BANK SVS	\$2,352	\$2,352	\$2,900	\$2,900
034835 PROF PHOTO/FILMING SVS	\$0	\$0	\$200	\$200
034837 PROF PREEMPLOYMENT SVS	\$5,423	\$20,213	\$8,000	\$8,000
034848 PROF SVS IT APRV	\$0	\$4,208	\$0	\$0
034849 PROF TECHNOLOGICAL SVS	\$11,359	\$11,870	\$37,500	\$37,500
034851 PROF TRAINING SVS	\$173,153	\$182,466	\$335,345	\$335,345
034864 PROF CAPITL ASSET DISPOSAL SVS	\$927	\$127	\$0	\$0
034890 CHGS FAC MGMT PROF SVS	\$0	\$2,886	\$12,145	\$12,145
034892 CHGS IT PROFESSIONAL SVS	\$1,312,495	\$1,372,520	\$1,289,931	\$1,289,931
034900 PUBLICATIONS & LEGAL NOTICES	\$4,315	\$2,001	\$6,750	\$6,750
035100 RENTS & LEASES OF EQUIPMENT	\$84,148	\$77,345	\$112,092	\$112,092
035300 RENTS & LEASES OF STRUCTURES	\$710,530	\$714,925	\$1,016,841	\$1,016,841
035500 MINOR EQUIPMENT	\$92,426	\$37,928	\$62,559	\$62,559
035528 MINOR EQP SOFTWARE	\$98,445	\$27,813	\$283,238	\$283,238
035529 MNR EQP COMPUTERS	\$53,137	\$198,375	\$183,700	\$183,700
035530 MNR EQP IT APRV	\$8,650	\$27,752	\$53,960	\$53,960
035531 MNR EQP FAC MGMT APRV	\$0	\$1,433	\$0	\$0
035590 CHGS IT SOFTWARE EQP	\$41,820	\$1,674	\$43,000	\$43,000
035591 CHGS IT HARDWARE EQP	\$109,592	\$157,325	\$279,575	\$279,575
035592 CHGS IT TELECOMM EQP	\$3,980	\$2,819	\$6,191	\$6,191
035700 SPECIAL DEPARTMENTAL EXPENSE	\$1,311	\$3,525	\$1,500	\$1,500
035754 SP DEPT XP ONLINE DATA SUBSCR	\$0	\$501	\$0	\$0
035900 TRANSPORTATION & TRAVEL	\$99,514	\$136,942	\$131,058	\$131,058
035940 TRANS/TRVL FUEL	\$39,214	\$77,758	\$145,697	\$145,697
035942 TRANS/TRVL TRAINING	\$31,815	\$48,165	\$75,926	\$75,926
035990 CHGS FLEET TRANS/TRVL	\$168,494	\$90,500	\$156,548	\$156,548
035999 TRN/TRV PY EE 1 DAY MEAL REIMB	\$17,067	\$16,286	\$14,769	\$14,769
036100 UTILITIES	\$318,241	\$297,213	\$354,874	\$354,874
<b>SERVICES AND SUPPLIES</b>	<b>\$13,478,677</b>	<b>\$18,104,192</b>	<b>\$18,823,385</b>	<b>\$18,823,385</b>
<b>Category: 050 OTHER CHARGES</b>				
050001 CENTRAL SERVICE COST A-87	\$878,983	\$1,023,831	\$1,084,775	\$1,084,775
050003 BUILDING & EQUIPMENT USE A-87	\$33,666	\$33,765	\$33,766	\$33,766
050600 JUDGEMENTS & DAMAGES	\$0	\$626	\$0	\$0
050800 TAXES & ASSESSMENTS	\$0	\$16	\$1,120	\$1,120
052000 SUPPORT & CARE OF PERSONS	\$979,774	\$859,463	\$1,244,538	\$1,244,538

**Budget Unit: 501 - SOCIAL SERVICES ADMINISTRATION (FUND 0140)**

**Function: PUBLIC ASSISTANCE**

**Activity: PUBLIC ASSISTANCE ADMIN**

Detail By Revenue Category and Expenditure Object	2013-14 Actuals	2014-15	2015-16 Recommended	2015-16 Adopted by the Board of Supervisors
		Actual <input checked="" type="checkbox"/> Estimated <input type="checkbox"/>		
1	2	3	4	5
052001 SUPP/CARE CLIENTS	\$2,086,250	\$2,580,929	\$3,126,350	\$3,126,350
052004 SUPP/CARE MINORS/WARDS	\$51,654	\$51,664	\$93,000	\$93,000
052005 SUPP/CARE PUBL ASST RECIPIENTS	\$911,077	\$979,878	\$1,130,646	\$1,130,646
052006 SUPP/CARE FOSTER CHILDREN	\$176,895	\$159,949	\$221,200	\$221,200
052009 SUPP/CARE ADULTS	\$136,619	\$182,275	\$214,515	\$214,515
<b>OTHER CHARGES</b>	<b>\$5,254,923</b>	<b>\$5,872,400</b>	<b>\$7,149,910</b>	<b>\$7,149,910</b>
<b>Category: 070 CAPITAL ASSETS</b>				
065025 1 ELECTRONIC MESSAGE BOARD	\$0	\$0	\$10,000	\$10,000
065083 1 TRUCK W/ ACCESSORIES	\$0	\$0	\$35,000	\$35,000
065088 1 VAN W/ ACCESSORIES	\$0	\$0	\$43,000	\$43,000
065117 1 VIDEO CONFERENCE SYSTEM	\$0	\$0	\$46,950	\$46,950
065280 9 VEHICLES W/ACCESSORIES	\$199,921	\$0	\$0	\$0
065301 10 VEHICLES W/ACCESS	\$0	\$229,758	\$252,000	\$252,000
<b>CAPITAL ASSETS</b>	<b>\$199,921</b>	<b>\$229,758</b>	<b>\$386,950</b>	<b>\$386,950</b>
<b>Category: 080 INTRAFUND TRANSFERS</b>				
088292 C/A PUBLIC GUARDIAN	(\$526,785)	(\$511,578)	(\$742,783)	(\$742,783)
088411 C/A PUBLIC HEALTH	(\$5,438)	\$0	\$0	\$0
088540 C/A COUNTY INDIGENTS	(\$307,410)	(\$358,429)	\$0	\$0
088542 C/A COUNTY INDIGENTS-GEN	\$0	\$0	(\$380,630)	(\$380,630)
<b>INTRAFUND TRANSFERS</b>	<b>(\$839,633)</b>	<b>(\$870,007)</b>	<b>(\$1,123,413)</b>	<b>(\$1,123,413)</b>
<b>Category: 095 OTHER FINANCING USES</b>				
095166 TRANS OUT CAPITAL PROJECTS	\$0	\$45,825	\$0	\$0
095410 TRAN OUT MENTAL HEALTH	\$1,238,542	\$2,615,115	\$400,000	\$400,000
<b>OTHER FINANCING USES</b>	<b>\$1,238,542</b>	<b>\$2,660,940</b>	<b>\$400,000</b>	<b>\$400,000</b>
<b>Total Expenditures/Appropriations:</b>	<b>\$46,492,674</b>	<b>\$55,138,253</b>	<b>\$59,472,655</b>	<b>\$59,472,655</b>
<b>Net Cost:</b>	<b>(\$5,865,448)</b>	<b>\$4,054,918</b>	<b>\$1,698,057</b>	<b>\$1,698,057</b>

## HEALTH AND HUMAN SERVICES AGENCY ADMINISTRATION

Fund 0140 Social Services, Budget Unit 502

Donnell Ewert, M.P.H., Health and Human Services Agency Director

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### PROGRAM DESCRIPTION

The Board of Supervisors created the Health and Human Services Agency (HHS) in June 2006, consistent with AB1881 and subsequent legislation, which allows any California county to participate in the integration of health and human service programs. HHS Administration costs are approximately five percent of the total HHS budgeted expenditures and represent all administrative functions, including senior leadership, community relations, fiscal, analysis, contracts management, facilities/information technology support, human resources, and compliance/quality assurance.

### BUDGET REQUESTS

Salary and benefit expenditures are budgeted at \$8.4 million, which is an increase of \$579,617 from the FY 2014-15 adjusted budget, which is predominantly attributable to increases and transfers in staffing allocations. Sufficient allocation is requested to fund the addition of 1.0 FTE IT Supervisor in the Information Technology (BU 925) budget to provide project management for additional Privacy and Security efforts and lead the IT team members assigned to Health and Human Services Agency responsibilities.

#### Position Changes Requested:

- Transfer:
  - 2.0 FTE Agency Staff Services Analyst from Mental Health (BU 410) budget to assist in supporting agency-wide information technology needs, inclusive of electronic health records activities
  - 1.0 FTE Senior Staff Analyst from Mental Health Services Act (BU 404) budget to assist with electronic health record activities and remove the June 30, 2015 sunset date
  - 1.0 FTE Epidemiologist from Public Health (BU 411) budget to perform agency-wide activities
  - 2.0 FTE Typist Clerk III positions to the Social Services (BU 501) budget to perform adoption activities support and Child Welfare case reviews support and perform a net zero reclassification to Office Assistant III
- Add:
  - 1.0 FTE Staff Services Analyst I/II to work on continuity of operations planning and emergency preparedness activities
  - 1.0 FTE Staff Services Analyst I/II with the contract's unit to handle the increased volume and complexity of contracts being processed
  - 1.0 FTE Staff Services Analyst I/II to assist in the agency's HIPAA, Privacy & Security regulations review, gap identification, development and implementation of compliance plans and associated policies and procedures, as well as the training of staff
  - 1.0 FTE Staff Services Analyst I/II to perform CQI activities; this is offset by deleting 1.0 FTE Community Education Specialist I/II
  - 1.0 FTE Personnel Analyst to perform agency-wide activities
  - 1.0 FTE Senior Staff Services Analyst to research complex financing and project issues spanning the Business and Support Services Branch that deal with emergent needs
- Other:
  - 1.0 FTE Agency Staff Services Analyst I/II - remove sunset date of June 30, 2015; assignment is agency-wide information technology needs and related activities

Services and supplies are budgeted at \$1.4 million, an increase of \$359,302, predominantly due to enhanced staff development tools and privacy and security agreements necessary to come into

compliance with regulations.

The only revenue in this budget unit comes from administrative charges paid by the IHSS Public Authority. All other costs are passed on to HHS budget units through cost applied accounts. HHS Administration (BU 502) generally has no effect on the fund balance as all costs are apportioned to the respective HHS programs. However, at the end of FY 2013-14 there was a net county cost overage related to year-end accruals that were not fully charged (cost applied) to other HHS budget units before year-end closing, resulting in prior period revenue and expenditure adjustments in the amount of \$332,470 and a contribution to fund balance which has been included in HHS projections and will require a budget amendment. Provided that the other HHS budgets supporting the costs of HHS Administration remain healthy, this cost center can sustain the increased personnel and support costs requested in the FY 2015-16 budget.

#### SUMMARY OF RECOMMENDATIONS

The CEO recommends the following modifications:

- Adjusting the salaries and benefits object level as unallocated salary savings has been reduced to zero and approving reduction in other salaries and benefits accounts to allow for savings through attrition.
- Extending the sunset date on one Agency Staff Services Analyst III from June 30, 2015 to June 30, 2017 instead of removing it; this will allow staff to continue to evaluate the level of support for information technology and electronic health records activities.
- Extending the sunset date on one Senior Staff Analyst from June 30, 2015 to June 30, 2017 instead of removing it; this will allow staff to continue to evaluate the level of support for information technology and electronic health records activities.

These modifications have a net zero effect on the requested budget.

#### PENDING ISSUES AND POLICY CONSIDERATIONS

The Agency continues to focus on development of sufficient reserves to ensure program sustainability. A key threat on the horizon is the potential of another economic downturn. When this occurs, social service and safety net caseloads will again grow and expand from this new higher-level plateau that we are currently on. The agency is planning for this by focusing on building reserves to cover sustainable operations in our key areas of service provision, as well as working to resolve structural budget deficits which have affected us. It should be noted that there are no Realignment shifts proposed as part of this budget.

#### DEPARTMENT HEAD CONCURRENCE OR APPEAL

The department head concurs with this budget as recommended.

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#### FINAL BOARD ACTION

Adopted as presented in the proposed budget.

**Budget Unit: 502 - HEALTH & HUMAN SVS AGENCY ADM (FUND 0140)**

**Function: PUBLIC ASSISTANCE**

**Activity: PUBLIC ASSISTANCE ADMIN**

Detail By Revenue Category and Expenditure Object	2013-14 Actuals	2014-15 Actual <input checked="" type="checkbox"/> Estimated <input type="checkbox"/>	2015-16 Recommended	2015-16 Adopted by the Board of Supervisors
1	2	3	4	5
<b>Category: 600 CHARGES FOR SERVICES</b>				
692100 PHOTOCOPIES	\$77	\$54	\$0	\$0
692200 REIMBURSE TRAVEL	\$722	\$0	\$0	\$0
692730 REIMB ADMIN SERVICES	\$13,452	\$27,319	\$35,221	\$35,221
<b>CHARGES FOR SERVICES</b>	<b>\$14,252</b>	<b>\$27,373</b>	<b>\$35,221</b>	<b>\$35,221</b>
<b>Category: 700 MISCELLANEOUS REVENUES</b>				
799300 MISCELLANEOUS REVENUE	\$0	\$100	\$0	\$0
799390 PRIOR PERIOD EXP ADJUSTMENT	\$4,811	\$100,189	\$0	\$0
799391 PRIOR PERIOD REV ADJUSTMENT	\$0	\$590	\$0	\$0
<b>MISCELLANEOUS REVENUES</b>	<b>\$4,811</b>	<b>\$100,879</b>	<b>\$0</b>	<b>\$0</b>
<b>Category: 802 OTHER FINANCING SRCS SALE C/A</b>				
896101 SALE OF SURPLUS PROPERTY	\$247	\$0	\$0	\$0
<b>OTHER FINANCING SRCS SALE C/A</b>	<b>\$247</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Revenues:</b>	<b>\$19,311</b>	<b>\$128,253</b>	<b>\$35,221</b>	<b>\$35,221</b>
<b>Category: 010 SALARIES AND BENEFITS</b>				
011000 REGULAR SALARIES	\$4,451,778	\$4,645,585	\$5,537,571	\$5,537,571
011200 TERMINATION/SPECIAL PAY	\$75,426	\$24,983	\$0	\$0
017000 EXTRA HELP	\$37,560	\$71,798	\$36,690	\$36,690
017502 OVERTIME PAY	\$64,982	\$68,886	\$64,613	\$64,613
017509 HOLIDAY OVERTIME PAY	\$1,001	\$652	\$0	\$0
017517 CELL/PDA COMM ALLOWANCE PROG	\$12,306	\$14,773	\$15,390	\$15,390
018100 EMPLOYER SHARE OASDI	\$331,281	\$340,991	\$420,543	\$420,543
018201 EMPLOYER SHARE RETIREMENT	\$604,800	\$680,194	\$872,707	\$872,707
018204 EMPLOYER SHARE DEFERRED COMP	\$8,803	\$9,213	\$8,948	\$8,948
018300 EMPLOYER SHARE HEALTH INSUR	\$1,005,443	\$978,423	\$1,132,849	\$1,132,849
018307 EMPLOYR SHR OTHER POST EMP BEN	\$89,026	\$396,769	\$166,127	\$166,127
018400 EMPLOYER SHR UNEMPLOYMENT INS	\$42,002	\$34,832	\$32,224	\$32,224
018500 WORKERS COMP EXPOSURE	\$40,943	\$43,429	\$71,250	\$71,250
018501 WORKERS COMP EXPERIENCE	\$2,772	\$5,592	\$11,347	\$11,347
<b>SALARIES AND BENEFITS</b>	<b>\$6,768,129</b>	<b>\$7,316,126</b>	<b>\$8,370,259</b>	<b>\$8,370,259</b>
<b>Category: 030 SERVICES AND SUPPLIES</b>				
032300 CLOTHING/PERSONAL SUPPLIES XP	\$2,284	\$764	\$750	\$750
032500 COMMUNICATIONS EXPENSE	\$19,532	\$19,434	\$24,400	\$24,400
032591 CHGS IT COMM	\$6,745	\$7,663	\$7,340	\$7,340
032700 FOOD EXPENSE	\$197	\$646	\$700	\$700
032900 HOUSEHOLD EXPENSE	\$1,653	\$1,708	\$2,000	\$2,000

**Budget Unit: 502 - HEALTH & HUMAN SVS AGENCY ADM (FUND 0140)**

**Function: PUBLIC ASSISTANCE**

**Activity: PUBLIC ASSISTANCE ADMIN**

Detail By Revenue Category and Expenditure Object	2013-14 Actuals	2014-15		2015-16 Recommended	2015-16 Adopted by the Board of Supervisors
		Actual <input checked="" type="checkbox"/>	Estimated <input type="checkbox"/>		
1	2	3	4	5	
032990 CHGS OC HSHLD SVS	\$26,172	\$25,963	\$26,100	\$26,100	
032991 CHGS OC HSHLD SUPPL	\$5,540	\$3,975	\$6,000	\$6,000	
032992 CHGS FAC MGMT HSHLD XP	\$17,851	\$20,708	\$11,317	\$11,317	
033100 INSURANCE EXPENSE	\$160	\$166	\$0	\$0	
033102 INSUR XP LIABILITY EXPOSURE	\$4,352	\$5,181	\$21,617	\$21,617	
033103 INSUR XP MISCELLANEOUS	\$1,788	\$6,672	\$4,611	\$4,611	
033105 INSUR XP LIABILITY EXPERIENCE	\$600	\$1,260	\$5,871	\$5,871	
033500 MAINTENANCE OF EQUIPMENT	\$814	\$32	\$300	\$300	
033528 MNT EQP SOFTWARE	\$62	\$0	\$0	\$0	
033592 CHGS IT MNT HARD/SOFTWARE	\$7,637	\$17,910	\$18,489	\$18,489	
033700 MAINTENANCE OF STRUCTURES	\$952	\$0	\$600	\$600	
033729 MNT STR FAC MGMT APRV	\$2,211	\$0	\$300	\$300	
033790 CHGS OC MAINT STR	\$1,200	\$1,200	\$1,200	\$1,200	
033791 CHGS FAC MGMT MAINT STR	\$48,467	\$71,508	\$42,896	\$42,896	
033900 MEDICAL/DENTAL/LAB SUPPLIES	\$0	\$15	\$0	\$0	
034100 MEMBERSHIPS	\$1,404	\$1,231	\$3,700	\$3,700	
034310 MISC XP PRIOR PERIOD EXP ADJ	\$0	\$12,783	\$0	\$0	
034500 OFFICE EXPENSE	\$56,473	\$53,408	\$58,150	\$58,150	
034526 OFFICE XP POSTAGE	\$5	\$87	\$0	\$0	
034527 OFFICE XP PRINTING	\$350	\$746	\$3,500	\$3,500	
034536 OFFICE XP OFFICE FURNITURE	\$0	\$2,515	\$0	\$0	
034590 CHGS OC PHOTOCOPY SVS	\$0	\$1,225	\$2,450	\$2,450	
034591 CHGS OC POSTAGE SVS	\$15,808	\$15,360	\$16,670	\$16,670	
034592 CHGS OC OTHER MAIL SVS	\$8,507	\$8,538	\$8,453	\$8,453	
034800 PROF & SPECIAL SERVICES	\$105,492	\$227,496	\$362,563	\$362,563	
034837 PROF PREEMPLOYMENT SVS	\$44,696	\$24,540	\$25,000	\$25,000	
034848 PROF SVS IT APRV	\$414	\$0	\$0	\$0	
034851 PROF TRAINING SVS	\$15,572	\$16,048	\$0	\$0	
034890 CHGS FAC MGMT PROF SVS	\$0	\$209	\$0	\$0	
034892 CHGS IT PROFESSIONAL SVS	\$175,986	\$220,293	\$390,537	\$390,537	
034900 PUBLICATIONS & LEGAL NOTICES	\$119	\$0	\$0	\$0	
035100 RENTS & LEASES OF EQUIPMENT	\$14,543	\$11,070	\$19,000	\$19,000	
035300 RENTS & LEASES OF STRUCTURES	\$89,139	\$94,940	\$114,652	\$114,652	
035500 MINOR EQUIPMENT	\$25,501	\$4,352	\$26,700	\$26,700	
035528 MINOR EQP SOFTWARE	\$334	\$0	\$15,000	\$15,000	
035529 MNR EQP COMPUTERS	\$107	\$85	\$1,800	\$1,800	
035530 MNR EQP IT APRV	\$53	\$989	\$24,350	\$24,350	
035590 CHGS IT SOFTWARE EQP	\$12,702	\$3,856	\$10,300	\$10,300	
035591 CHGS IT HARDWARE EQP	\$70,085	\$33,933	\$40,600	\$40,600	

**Budget Unit: 502 - HEALTH & HUMAN SVS AGENCY ADM (FUND 0140)**

**Function: PUBLIC ASSISTANCE**

**Activity: PUBLIC ASSISTANCE ADMIN**

Detail By Revenue Category and Expenditure Object	2013-14 Actuals	2014-15		2015-16 Recommended	2015-16 Adopted by the Board of Supervisors
		Actual <input checked="" type="checkbox"/>	Estimated <input type="checkbox"/>		
1	2	3	4	5	
035592 CHGS IT TELECOMM EQP	\$60	\$300	\$1,750	\$1,750	
035700 SPECIAL DEPARTMENTAL EXPENSE	\$5,599	\$2,637	\$4,500	\$4,500	
035754 SP DEPT XP ONLINE DATA SUBSCR	\$1,617	\$1,256	\$1,800	\$1,800	
035900 TRANSPORTATION & TRAVEL	\$9,123	\$20,659	\$28,500	\$28,500	
035940 TRANS/TRVL FUEL	\$1,580	\$1,613	\$0	\$0	
035990 CHGS FLEET TRANS/TRVL	\$3,832	\$623	\$3,616	\$3,616	
035999 TRN/TRV PY EE 1 DAY MEAL REIMB	\$329	\$556	\$450	\$450	
036100 UTILITIES	\$53,051	\$55,329	\$56,163	\$56,163	
<b>SERVICES AND SUPPLIES</b>	<b>\$860,715</b>	<b>\$1,001,497</b>	<b>\$1,394,695</b>	<b>\$1,394,695</b>	
<b>Category: 050 OTHER CHARGES</b>					
050001 CENTRAL SERVICE COST A-87	\$284,765	\$212,326	\$201,891	\$201,891	
<b>OTHER CHARGES</b>	<b>\$284,765</b>	<b>\$212,326</b>	<b>\$201,891</b>	<b>\$201,891</b>	
<b>Category: 070 CAPITAL ASSETS</b>					
065095 1 VEHICLE W/ ACCESSORIES	\$0	\$24,604	\$0	\$0	
<b>CAPITAL ASSETS</b>	<b>\$0</b>	<b>\$24,604</b>	<b>\$0</b>	<b>\$0</b>	
<b>Category: 080 INTRAFUND TRANSFERS</b>					
088404 C/A MHSA	(\$617,878)	(\$683,646)	(\$786,720)	(\$786,720)	
088410 C/A MENTAL HEALTH	(\$1,858,809)	(\$2,180,041)	(\$2,586,806)	(\$2,586,806)	
088411 C/A PUBLIC HEALTH	(\$1,572,132)	(\$1,449,887)	(\$1,676,026)	(\$1,676,026)	
088417 C/A CA CHILD SERVICES	(\$108,304)	(\$124,590)	(\$150,041)	(\$150,041)	
088422 C/A ALCOHOL & DRUG	(\$213,324)	(\$332,468)	(\$344,642)	(\$344,642)	
088425 C/A PERINATAL	(\$38,338)	(\$67,679)	(\$73,721)	(\$73,721)	
088501 C/A SOCIAL SERVICES	(\$2,809,369)	(\$2,911,453)	(\$3,896,356)	(\$3,896,356)	
088530 C/A OPPORTUNITY CENTER	(\$343,671)	(\$383,958)	(\$417,312)	(\$417,312)	
088998 C/A PRIOR PERIOD EXP ADJ	\$0	(\$331,879)	\$0	\$0	
<b>INTRAFUND TRANSFERS</b>	<b>(\$7,561,829)</b>	<b>(\$8,465,605)</b>	<b>(\$9,931,624)</b>	<b>(\$9,931,624)</b>	
<b>Total Expenditures/Appropriations:</b>	<b>\$351,780</b>	<b>\$88,948</b>	<b>\$35,221</b>	<b>\$35,221</b>	
<b>Net Cost:</b>	<b>\$332,469</b>	<b>(\$39,304)</b>	<b>\$0</b>	<b>\$0</b>	