

COUNTY OF FRESNO

2008-09 PROPOSED BUDGET

Table of Contents

Summary of Funds.....	1
Recommended Permanent Staffing.....	2
Financing of (NCC) Net County Cost.....	3
Fiscal Explanation.....	4

HUMAN SERVICES

Department of Public Health.....	5
California Healthcare for Indigents Program	27
Emergency Medical Services	31
County Medical Service.....	35
Department of Behavioral Health.....	41
Mental Health Managed Care.....	61
Substance Abuse Services.....	69
Mental Health Services Act – Children & Youth	81
Mental Health Services Act – Transition Age Youth	93
Mental Health Services Act – Adults	97
Mental Health Services Act – Older Adults	115
Mental Health Services Act – Administration.....	121
Children & Family Services – Mental Health	131
Children & Family Services – Welfare	145
Employment & Temporary Assistance	157
Employment & Temporary Assistance – Aid to Adoption.....	181
Employment & Temporary Assistance – Cal WORKs	185
Employment & Temporary Assistance – Aid to Refugees	189
Employment & Temporary Assistance – Dependent Children – Foster Care	193
Employment & Temporary Assistance – General Relief	201
Veteran’s Service Office	207
Employment & Temporary Assistance – In-Home Supportive Services	213
In-Home Supportive Service – Public Authority.....	217
Human Service Finance	227
Health & Welfare Trust Fund	237
Compliance	243

JUSTICE SERVICE

Sheriff.....	249
Sheriff – Court Services	259
Coroner-Public Administrator / Public Guardian	265
District Attorney	275
District Attorney – Grants	299
District Attorney – Welfare Fraud/Child Abduction/Special Remedies/Training	319
Public Defender	331
Probation	347
Probation – Grants	367
Probation – Juvenile Justice Campus	381
Probation – Elkhorn Correctional Facility	389
Department of Child Support Services.....	397
Court Ancillary Services	403
Alternate Indigent Defense.....	409
Grand Jury.....	413

COUNTY OF FRESNO

2008-09 PROPOSED BUDGET

Table of Contents

ADMINISTRATION, FISCAL, & INTERNAL SERVICES

Board of Supervisors	417
County Administrative Office.....	423
Advertising County Resources.....	439
Interest & Miscellaneous Expenditures.....	443
Debt Service	449
Contingencies, General Reserves, & Designations	455
Discretionary Revenues	459
County Clerk – Elections.....	463
County Clerk/Central Warehouse	473
Auditor – Controller/Treasurer Tax Collector	479
Assessor – Recorder	501
County Counsel.....	511
General Services – Administration.....	517
General Services – Facility Services.....	523
General Services – Fleet Services.....	529
General Services – Graphic Communication Services	535
General Services – Security Services.....	541
Purchasing.....	547
Property Management Enterprise Fund	551
Information Technology Services Department.....	555
PeopleSoft Operations	567
Telecommunications.....	573
Personnel.....	581
Risk Management	591

LIBRARY

Librarian.....	607
Fresno County Free Library.....	613
Fresno County Library – Grants	619
San Joaquin Valley Library System	621
Library – Measure B.....	627
Library – Measure B – Capital Improvements	635
Library – Grants Tax Ordinance Funds.....	641

LAND USE & DEVELOPMENT SERVICES

Agriculture.....	647
Cooperative Extension.....	665
Public Works & Planning	671
Public Works & Planning – Support Services.....	687
Public Works & Planning – Road Fund.....	693
Public Works & Planning – Transit Services	703
Public Works & Planning – Grants.....	707
Public Works & Planning – Community Development Block Grant	717
Public Works & Planning – Community Redevelopment	723
Parks & Grounds.....	727
Juvenile Justice Campus – Public Works Operations & Maintenance.....	735
Off-Road Highway License Fund.....	739
Fish & Game Propagation	743

COUNTY OF FRESNO
2008-09 PROPOSED BUDGET

Table of Contents

Southeast Regional Disposal Site.....	747
Fresno/Clovis Metropolitan Solid Waste Commission	751
Shaver Lake Transfer Station	755
American Avenue Disposal Site	759
Coalinga Disposal Site	767
Resources: Enterprise Fund.....	773
Special Districts Administration Enterprise Fund.....	781
Local Agency Formation Commission Support.....	785

COUNTY OF FRESNO
2008-09 PROPOSED BUDGET
Table of Contents

Transmittal Letter



Bart Bohn
County Administrative Officer
Administrative Office

June 16, 2008

Board of Supervisors
County of Fresno
Hall of Records
Fresno, CA 93721

Dear Board of Supervisors Members:

The County Administrative Office has prepared the attached 2008-2009 Recommended Budget as a balanced fiscal document. On December 18, 2007 the Board of Supervisors approved a new direction for the 2008-2009 budget process by establishing an Executive Budget Committee. The six members of the EBC spent about 100 hours reviewing and adjusting budget proposals from the 23 Departments to craft a Recommended Budget that best meets the needs of all Departments and is consistent with Board priorities. During this intensive, interactive review process several strategic initiatives were identified associated with supporting and streamlining system operations which will be acted upon in the budget year. Despite challenging economic conditions, the budget total at \$1.746B slightly exceeds last year's record budget.

Key features of the 2008-2009 Recommended Budget are as follows:

It continues the effort to increase the General Reserve by adding \$1M. This is an increase of over 12% and supports a long-term goal of raising the General Reserve to 3% of the General Fund.

It relies upon the 23 Departments to accurately estimate Departmental and Special Revenues to be realized from Federal programs, State programs, grants, reimbursable services, sales tax measures, internal service funds, and fee-for-service charges. These revenues make up about 80% of the total revenues in this Recommended Budget. They are all earmarked for specific programs.

It relies on the Auditor-Controller/Treasurer-Tax Collector to accurately estimate Countywide Revenues received from various State and local tax sources, franchise agreements, subventions, and other minor sources. These revenues, along with the projected fund balance from the current fiscal year, provide the greatest amount of discretion for the Board to fund programs that are not supported by Departmental Revenues, or, in other words, have a Net County Cost. In the budget year, the amount is estimated at just under \$350M, or about 20% of the total Budget. As evidence of the economic downturn, the amount is also about \$1M less in the budget year than is the current year.

While some specific programs are adequately funded, most are faced with the challenge of continuing to adopt change and find new, innovative ways of creating additional efficiencies through consolidation of functions, programs or departments or they risk being forced to reduce service level

Transmittal Letter

because expenditures have outpaced flat, or declining, revenues. Usually, Departments in this situation have no other option other than making up a large part of the shortfall by reducing staff. The Recommended Budget must eliminate several hundred authorized positions from the current total of 7822. Forecasting this situation as a long-term trend, hiring controls have been in place to constrain filling positions. There are currently over 650 vacant positions across the County. Many of these will be eliminated while some will be used to accommodate displaced employees.

The Recommended Budget recognizes that the Board has prioritized Public Safety as the top priority. Over 80% of the revenues available for allocation to the Departments to cover discretionary Net County Cost have been allocated to the five Justice Departments. The other Departments are allocated slightly less than 20%. A substantial portion of the remaining 20% is used to provide support to the Justice Departments. This Recommended Budget also reestablishes the Board policy of minimal allocation of discretionary revenue to the Human Services Departments. Because of the critical nature of activities in court, there was careful consideration of the balance between prosecution and defense. If the streamlining of the court process could be achieved by implementing identified strategic initiatives, including but not limited to, those detailed in the National Institute of Corrections report, it is expected that substantial funding for incarceration would be available for other public safety needs. Within the Sheriff's budget, the EBC ensured that the number one priority was the support of the current level of patrolling deputies.

To sustain an adequate level of cash to support County operations, short term borrowing has been increased to \$95M in the budget year. This is due to the deliberate delay in timely payments from the State. Despite the great difficulty with the State budget and fiscal stress at the local level, the County has maintained the highest short-term bond rating possible and recently raised its long term bond rating. The two very positive factors that have influenced the bond ratings are no OPEB liability regarding retiree healthcare and the County indigent medical care contract with Community Medical Centers.

While the benefit schedule for our Tier 1 defined benefit retirement system is very generous, it is also very costly. Liability calculations are very sensitive to a number of key assumptions. Costs to the employer continue to rise rapidly to cover higher POB debt service charges and employer rates. Rates are expected to level off as the smoothing of past losses is concluded. Tier 2 and Tier 3 benefit schedules enacted recently by the Board are also expected to help in curbing the growth of the Unfunded Actuarial Accrued Liability (UAAL) and resulting rates in future years.

Multi-year projections of revenues and expenditures have been maintained for the past three years at the urging of the bond rating agencies. Those projections continue to show recurring projected shortfalls against redefined current service levels (CSL) for the next several years. With economic recovery by late 2009 or 2010, growing tax revenues could start to lessen the annual recurring shortfalls by budget year 2011-2012.

Respectfully submitted,



BART BOHN
County Administrative Officer

Summary of Funds

SUMMARY OF FUNDS

<u>REQUIREMENTS</u>	2007-08 Adopted	2008-09 Recommended	Increase/ Decrease
<u>General Fund</u>			
Administration and Fiscal	\$ 57,387,012	\$ 64,388,261	\$ 7,001,249
Contingencies/Resv./Designations	2,043,268	1,238,824	(804,444)
Justice Services	322,811,501	310,647,287	(12,164,214)
Land Use and Development	68,305,383	59,005,169	(9,300,214)
Human Services	801,693,794	804,558,748	2,864,954
Internal Services	30,267,113	5,597,151	(24,669,962)
TOTAL GENERAL FUND	\$ 1,282,508,071	\$ 1,245,435,440	\$ (37,072,631)
<u>Other Funds</u>			
Road	\$ 67,381,887	\$ 91,550,307	\$ 24,168,420
Community Redevelopment	51,670	61,747	10,077
Designation	145,130	114,253	(30,877)
Emergency Medical Services	2,008,219	2,107,494	99,275
CHIP	360,216	280,408	(79,808)
Library Funds	51,675,771	36,080,724	(15,595,047)
Designation		2,156,114	2,156,114
Internal Service Funds	154,763,233	192,100,387	37,337,154
Health & Welfare Trust	154,676,319	141,345,317	(13,331,002)
Debt Service	5,817,461	7,946,149	2,128,688
Enterprise Funds	19,660,610	26,816,952	7,156,342
Other Miscellaneous	163,850	240,007	76,157
TOTAL OTHER FUNDS	\$ 456,704,366	\$ 500,799,859	\$ 44,095,493
TOTAL REQUIREMENTS	\$ 1,739,212,437	\$ 1,746,235,299	\$ 7,022,862
<u>AVAILABLE FINANCING</u>			
<u>Revenues</u>			
Taxes	\$ 225,771,555	\$ 239,406,865	\$ 13,635,310
Licenses, Permits, and Franchises	11,038,995	9,290,705	(1,748,290)
Fines, Forfeitures, and Penalties	10,853,870	10,535,276	(318,594)
Use of Money and Property	13,292,995	11,515,302	(1,777,693)
State Aid	431,682,034	419,532,722	(12,149,312)
Federal Aid	311,461,900	307,926,553	(3,535,347)
Other Gov't'l Aid	7,882,619	3,315,193	(4,567,426)
Charges for Services	138,508,365	150,010,119	11,501,754
Miscellaneous Revenues	14,614,797	11,924,524	(2,690,273)
Other Financing Sources	163,576,404	153,048,981	(10,527,423)
Residual Equity Transfer In	0	4,500,000	4,500,000
Intrafund Revenues	44,047,230	36,505,426	(7,541,804)
Annual Leave Designation	400,000	0	(400,000)
Realignment Trust Funds	154,676,318	141,345,317	(13,331,001)
Enterprise Revenues	14,415,798	20,312,767	5,896,969
Internal Service Fund Revenues	149,752,956	186,409,146	36,656,190
TOTAL REVENUES	\$ 1,691,975,836	\$ 1,705,578,896	\$ 13,603,060
<u>Fund Balance</u>			
General Fund	\$ 14,995,264	\$ 9,675,478	\$ (5,319,786)
Other Funds	32,241,337	30,980,925	(1,260,412)
TOTAL FUND BALANCE	\$ 47,236,601	\$ 40,656,403	\$ (6,580,198)
TOTAL FINANCING	\$ 1,739,212,437	\$ 1,746,235,299	\$ 7,022,862

Recommended Permanent Staffing

RECOMMENDED PERMANENT STAFFING				
	CURRENT 2007-08	RECOMMENDED 2008-09	INCREASE/ (DECREASE)	
GENERAL FUND				
Administration & Fiscal Services	400	393	(7)	(2%)
Justice Services	2,619	2,400 *	(219)	(8%)
Land Use & Development Services	289	257	(32)	(11%)
Human Services	3,425	3,304	(121)	(4%)
Internal Services	54	53	(1)	(2%)
TOTAL GENERAL FUND	6,787	6,407	(380)	(6%)
OTHER FUNDS				
Road/Disposal Funds	283	284	1	0%
Library Funds	337	337	0	0%
Internal Services Funds	422	408	(14)	(3%)
TOTAL OTHER FUNDS	1,042	1,029	(13)	(1%)
TOTAL ALL FUNDS	7,829	7,436	(393)	(5%)

* This number does not reflect a reduction in positions to balance the Sheriff's (3111) budget.

Financing of (NCC) Net County Cost

By System in Millions

FINANCING OF NET COUNTY COST (NCC) BY SYSTEM IN MILLIONS				
	2007-08 ADOPTED NCC	2008-09 RECOMMENDED NCC	INCREASE/ (DECREASE)	
<u>SOURCES</u>				
<u>COUNTYWIDE REVENUES</u>				
COUNTYWIDE REVENUE	\$ 287.9	\$ 292.7	\$ 4.8	2%
REALIGNMENT VLF	47.4	47.3	(0.1)	(0%)
TOTAL COUNTYWIDE REVENUES	\$ 335.3	\$ 340.0	\$ 4.7	1%
<u>FUND BALANCE/RESERVES/DESIGNATIONS</u>				
FUND BALANCE	\$ 14.7	\$ 9.7	(5.0)	(34%)
ANNUAL LEAVE DESIGNATION DRAW	0.4	0.0	(0.4)	(100%)
RELEASE OF ENCUMBRANCES	0.3	0.0	(0.3)	(100%)
TOTAL FUND BALANCE/RESERVE/DESIGNATIONS	\$ 15.4	\$ 9.7	\$ (5.7)	(37%)
TOTAL GENERAL FUND SOURCES TO FINANCE NET COUNTY COST	\$ 350.7	\$ 349.7	\$ (1.0)	(0%)
<u>DISTRIBUTION</u>				
ADMINISTRATION & FISCAL	\$ 32.7	38.1	5.4	16%
CONTINGENCIES/RESV./DESIGNATIONS	2.0	1.2	(0.8)	(39%)
JUSTICE SERVICES	211.5	202.6	(8.9)	(4%)
LAND USE & DEVELOPMENT	14.2	16.4	2.2	16%
HUMAN SERVICES SYSTEM	76.1	88.4	12.3	16%
INTERNAL SERVICES	14.1	3.0	(11.1)	(79%)
TOTAL DISTRIBUTION OF NET COUNTY COST	\$ 350.7	\$ 349.7	\$ (1.0)	(0%)

**Fiscal Explanation
2008-09 Proposed Budget**

FISCAL EXPLANATION

2008-09 PROPOSED BUDGET

**Explanation Regarding Appropriations Data Included in the
Actual 2006-07 Columns in the FISCAL SUMMARY Reports**

2006-07 Actuals – includes expenditures against
FY 2006-07 appropriations as of June 30, 2007.
It does not include expenditures against any
prior year encumbrances.

Department of Public Health – 5620

Public Health BUDGET 5620 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	48,056,411	57,865,227	55,833,655	(2,031,572)	-4%
Services and Supplies	22,395,947	21,080,688	19,895,792	(1,184,896)	-6%
Other Charges	1,181,039	1,383,921	1,257,197	(126,724)	-9%
Residual Equity Transfers(Out)	160,498	-	-	-	-100%
General Fixed Assets	442,514	162,000	23,000	(139,000)	-86%
Total Appropriations	\$ 72,236,409	\$ 80,491,836	\$ 77,009,644	(3,482,192)	-4%
<u>Revenues</u>					
Licenses, Permits & Franchises	123,441	90,500	112,120	21,620	24%
Fines, Forfeitures & Penalties	600	-	-	-	-100%
Intergovernment Revenues - St	8,396,447	10,330,359	9,194,177	(1,136,182)	-11%
Intergovernment Rev-Federal	13,685,290	13,627,041	12,329,956	(1,297,085)	-10%
Charges For Services	13,197,367	14,132,034	16,642,365	2,510,331	18%
Miscellaneous Revenues	794,997	990,825	1,195,550	204,725	21%
Other Financing Sources	32,772,983	37,059,050	33,437,586	(3,621,464)	-10%
Intrafund Revenue	1,202,777	1,713,583	1,445,030	(268,553)	-16%
Total Revenues	\$ 70,173,902	\$ 77,943,392	\$ 74,356,784	(3,586,608)	-5%
<u>Net County Cost</u>	\$ 2,062,507	\$ 2,548,444	\$ 2,652,860	\$ 104,416	4%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	701	658	586	(72)	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Department of Public Health – 5620

FUNCTION

The mission of the Department of Public Health is to promote, preserve and protect the health of the community. The Department serves four essential public health functions. These functions include health care, community health, environmental health, and emergency preparedness and response. These essential functions are carried out through services provided in seven divisions including Children's Medical Services, Emergency Medical Services, Community Health, Environmental Health, Correctional Health, Public Health Nursing, and the Public Health Laboratory. This budget also funds the County's Office of Emergency Services and the County's share of a joint City/County program with the Central Valley Society for the Prevention of Cruelty to Animals (SPCA) to provide animal pound, quarantine services, and leash law enforcement.

OVERVIEW

The 2008-09 Recommended Budget reflects a 4% decrease (\$3,482,192) in total appropriations from the FY 2007-08 Adopted Budget. This decrease is due primarily to reduced State and Federal revenues projected for FY 2008-09. The FY 2008-09 Net County Cost included in this budget reflects a 4% increase (\$104,416) due to 1) the annual inflationary adjustment for the County's contract with the SPCA for animal control services, 2) increased costs of medical services provided to Federal and State inmates housed at the Jail and 3) County General Revenues included in this budget for rural ambulance services. All other costs incurred in this budget are revenue and Realignment offset. Salary Savings for Regular Salaries is budgeted at 5% (\$1,814,946) and is applied at the same percentage to Unemployment (\$1,815), Retirement (\$640,675), OASDI (\$137,936), and Health Insurance (\$196,739). Staffing is recommended at 586 positions, a net decrease of 72 positions from the Adopted FY 2007-08 Budget, including the deletion of two management positions. The Department anticipates that most employees in positions proposed for deletion will be retained within the Department in existing vacancies. The Department of Public Health's 2008-09 Recommended Budget does not diminish the County's ability to meet its obligation to provide medical services to medically indigent persons pursuant to the existing agreement with Community Medical Centers.

By statute, a local Maintenance-of-Effort (MOE) requirement exists to ensure that sufficient State/Local Health Realignment funds and California Healthcare for Indigents Program (CHIP) funds are spent exclusively on health programs. In order to meet this MOE, the Department must incur costs for services that equal the total of the Sales Tax Realignment, the County mandated match, and Vehicle License Fees that make up Health Realignment revenues. If MOE expenditure levels are not met, CHIP revenues must be returned to the State. The FY 2008-09 Recommended Budget provides services at a level that maximizes available resources and allows continued funding of remaining programs.

DEPARTMENT COMMENTS

The Department of Public Health's mission is to promote, preserve and protect the health of the community. Public health nurses continue to provide essential services that reduce infant mortality and premature births, promote early detection of childhood behavioral and developmental disabilities, and provide access to health and social services. Children's Medical Services Division staff will promote preventive health care

Department of Public Health – 5620

to impoverished children and specialty health care to children with crippling and chronic diseases. Community Health Division staff will work to preserve the health of County residents by increasing immunization rates and identifying and treating patients infected or exposed to contagious diseases such as HIV, hepatitis, Chlamydia, tuberculosis, whooping cough and meningitis. Correctional Health Division staff will continue to provide health care to patients in custody at the County's four adult facilities and two juvenile facilities. Environmental Health Division staff will address the needs of our growing county in the areas of consumer food protection, dairy inspection, water well inspection, land use, vector control, public pool inspection, animal and rabies control, solid waste and hazardous materials enforcement. Policy, Planning and Communications Office staff will continue to partner with local government planners and engineers, developers and community-based organizations to build healthy neighborhoods and safe environments that assure proper nutrition and active living. These collaborative efforts will reduce the community's risk for obesity, diabetes, cardiovascular disease, chronic respiratory illness and premature death. Department administration will address the health care needs of County residents by developing a regional Medi-Cal Managed Care Initiative and by monitoring the master agreement between the County and Community Medical Centers to provide health care to patients in custody and the medically indigent population.

The Department also leads the region in preparedness and response to natural disasters as well as biological, chemical, and radiological terrorism. The Office of Emergency Services was instrumental in coordinating the local response to the 2007 Winter Freeze Emergency and continues to provide county-wide training in preparation for future emergencies and disasters. The Central California Emergency Medical Services Agency continues to provide regional dispatch services for all ambulance providers in Fresno, Kings, and Madera Counties, as well as Fresno City Fire and Clovis City Fire. The Agency will continue to discuss dispatch opportunities with other city Fire Departments. The Public Health Laboratory is a Level-B Regional Bioterrorism Laboratory and one of only four local Level II Chemical Terrorism Laboratories in the nation, making it a critical resource in our region for the detection of emerging diseases and chemical hazards. The Director-Health Officer serves on several local, regional and state committees and commissions, representing the interests and needs of Fresno County and its residents.

On February 26, 2008, the Department received approval from the County Board of Supervisors to implement a strategic plan that allows the Department to meet mandates, provide essential services and assume public health leadership in the most efficient and effective manner regardless of the fiscal climate. The strategic reorganization of the Department requires elimination of certain Divisions and consolidation of existing programs and services in FY 2008-09. Consolidation of programs may mitigate a portion of the service reductions included in this Recommended Budget, as senior management identifies efficiencies of operations and service delivery. Phase I of the strategic reorganization is scheduled to begin July 1, 2008.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Public Health Nursing	\$10,137,081	\$10,137,081	\$0	87.8
Community Health	\$9,323,325	\$9,323,325	\$0	86.0
Environmental Health	\$14,056,428	\$12,928,027	\$1,128,401	85.2
Public Health Laboratory	\$3,460,708	\$3,460,708	\$0	29.2
Correctional Health	\$17,686,511	\$16,038,121	\$1,648,390	126.5
Children's Medical Services	\$15,883,387	\$15,883,387	\$0	128.2
Emergency Medical Services	\$6,135,682	\$6,135,682	\$0	32.1
Total:	\$76,683,122	\$73,906,331	\$2,776,791	575.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Public Health Nursing	\$9,475,058	\$9,475,058	\$0	82
Community Health	\$10,256,103	\$10,256,103	\$0	95.5
Environmental Health	\$13,840,405	\$12,849,593	\$990,812	85.7
Public Health Laboratory	\$3,353,030	\$3,353,030	\$0	28.3
Correctional Health	\$17,544,790	\$15,917,742	\$1,627,048	128.9
Children's Medical Services	\$15,961,580	\$15,961,580	\$0	132.2
Emergency Medical Services	\$6,578,678	\$6,543,678	\$35,000	33.4
Total:	\$77,009,644	\$74,356,784	\$2,652,860	586.0

PROGRAM BUDGETS

Division of Public Health Nursing

Program Description

- **Function(s)** – The Division of Public Health Nursing provides health care services to at risk individuals and families, education and outreach to prevent health problems in the community, and emergency preparedness and response planning for large scale disease outbreaks and other public health threats. The Public Health Nursing Division includes the Maternal, Child and Adolescent Health (MCAH) programs which provide outreach, health education, and referral services to women of childbearing age and their children. The programs stress early entry to prenatal care and infant preventive health exams to reduce infant morbidity and mortality, and promote healthy babies.
- **Outcome(s)** – To improve health outcomes and quality of life for infants, children and adults in Fresno County through preventive health services, field nursing services, and response to public health threats and emergencies.

Department of Public Health – 5620

- Mandates & Level of Mandated Activities – California Code of Regulations mandates the local health jurisdiction maintain a Public Health Nursing Director to provide for preventive and therapeutic care of the population served.
- Appropriation Detail -- Salaries and Benefits are recommended at \$8,249,453 which reflects a 21% decrease from the Adopted FY 2007-08 Budget, due to the elimination of 26.3 positions to match forecasted revenues with expenditures, and the movement of the Child Health and Disability Prevention program (CHDP), Lead, and Foster Care programs to the Division of Children's Medical Services (CMS). Services and Supplies are recommended at \$1,098,037 and represent a 59% decrease from the Adopted FY 2007-08 Budget due primarily to the exclusion of the Maternal, Child and Adolescent Health program's SMART Model of Care Agreement in this budget, the movement of the CHDP, Lead and Foster Care programs to the CMS Division, as well as reduced services and supplies resulting from staffing reductions.
- Revenue Detail – Revenues are recommended at \$9,475,058, a 22% decrease from the Adopted FY 2007-08 Budget due to reduced State and Federal reimbursement resulting from program reductions and reduced Health Realignment needed to fund costs in this budget.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$8,885,117	\$8,249,453
Service & Supplies	\$1,112,718	\$1,098,037
Other Charges	\$139,246	\$127,568
Total Appropriations	\$10,137,081	\$9,475,058

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$1,186,082	\$1,186,383
Intergovernment Revenues – Federal	\$4,928,902	\$4,626,802
Charges for Service	\$280,000	\$280,000
Other Financing Sources	\$3,452,877	\$3,093,004
Intrafund	\$289,220	\$288,869
Total Revenue	\$10,137,081	\$9,475,058

Total Recommended Positions

Total Positions for the above program include 82.0 full time equivalent(s) (FTE), which reflect a decrease of 26.3 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
1346	Public Health Nurse II	Filled	1.0	\$130,140
3110	Office Assistant II	Filled	1.0	\$47,638
3140	Secretary III	Filled	1.0	\$64,089
3070	Supervising Office Assistant II	Filled	1.0	\$64,125

Department of Public Health – 5620

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
1319	Health Education Assistant	Filled	2.0	\$131,354
1455	Health Aide II	Filled	5.0	\$237,804
1324	Health Education Specialist	Filled	1.0	\$79,304
1319	Health Education Assistant	Vacant	2.0	\$108,758
1346	Public Health Nurse II	Vacant	2.0	\$228,250
3110	Office Assistant II	Vacant	1.0	\$43,847
1324	Health Education Specialist	Vacant	1.0	\$65,322
1345	Public Health Nurse I	Vacant	5.0	\$471,515
3080	Office Assistant III	Vacant	3.0	\$144,090
2291	Staff Analyst	Vacant	0.3	\$20,965
Totals			26.3	\$1,837,201

Service Impact of Funding Reductions:

- Deletion of nursing positions will reduce the field nursing unit's ability to provide health assessments and health care coordination services for medically fragile high risk infants and their families countywide. Families are referred by hospital neonatal intensive care units and specialty care centers, but are also referred from Child Protective Services (CPS) after a report of suspected abuse or medical neglect. This unit received approximately 1,000 referrals for services in FY 2006-07. Fifty percent of the referrals were for mothers and infants discharged from hospitals with preterm and/or medically fragile infants, and 50% were by local medical providers and CPS.
- Deletion of nursing positions will reduce the Department's capacity to provide health assessments, to refer clients to support services, to coordinate health care, and to support the client's family members.
- Deletions will also reduce the Department's capacity to respond to local emergencies and public health threats. The nursing field staff provides larger scale nursing response to communicable disease outbreaks through disease investigation, mass vaccination, and prophylaxis services. Field nurses were activated in this area twice in 2007, once for a meningococcal outbreak among students in a local school, and secondarily in response to a widespread foodborne outbreak requiring a larger number of client interviews for source investigation. This staff also routinely provides immunization services for senior flu clinics each year.
- Deletion of vacant health education staff will reduce the capacity to provide outreach, health education on the importance of prenatal and postnatal medical care, and care coordination for pregnant and parenting women. Approximately 100 women are currently on waiting lists for services from MCAH health education staff.
- Deletion of Health Aides who are primarily assigned to interpret and provide follow-up for public health nurses and assist with health education and other staff. Elimination of these positions will result in service delays.
- Deletion of nursing positions will also reduce the Department's capacity to case manage high-risk pregnant and parenting women and their infants to improve birth outcomes and reduce infant mortality rates.

Department of Public Health – 5620

- Elimination of clerical and administrative support positions will shift those duties to direct service staff.

Division of Community Health

Program Description

- Function(s) – The Division of Community Health provides treatment and preventive health care and outreach services such as disease investigation, immunizations, data collection/entry and analysis, case management, disease education, tuberculosis treatment, provider referrals for specialty care, provider education, reporting of illnesses, and enforcement of laws to reduce the incidence of communicable diseases and infections.
- Outcome(s) – To reduce the incidence and transmission of communicable diseases in Fresno County through aggressive public education, immunizations, disease surveillance, disease investigation, diagnosis and treatment.
- Mandates & Level of Mandated Activities – Health and Safety Code mandates that counties control the spread of tuberculosis, report communicable diseases, maintain an immunization program, record birth and death statistics, and provide education and outreach services to prevent the transmission of disease. Service levels are not mandated.
- Appropriation Detail -- Salaries and Benefits are recommended at \$7,852,185 which reflects a 4% decrease from the Adopted FY 2007-08 Budget due to the elimination of 11.3 positions to match forecasted revenues with expenditures. Services and Supplies are recommended at \$2,244,598 which represents a 5% increase from the Adopted FY 2007-08 Budget as result of the shift of the Immunization Clinic to the Division of Community Health and costs associated with the Specialty Clinic.
- Revenue Detail -- Revenues are recommended at \$10,256,103, a 2% decrease from the Adopted FY 2007-08 due to reduced Charges for Services anticipated in the Specialty Clinic due to position deletions, and reduced State and Federal revenues needed to fund costs in this budget.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$7,165,842	\$7,852,185
Service & Supplies	\$2,008,790	\$2,244,598
Other Charges	\$148,693	\$159,320
Total Appropriations	\$9,323,325	\$10,256,103

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Licenses, Permits, & Franchises	\$45,120	\$45,120
Intergovernment Revenues – State	\$2,573,560	\$2,719,552
Intergovernment Revenues – Federal	\$656,698	\$642,404
Charges for Service	\$581,401	\$684,151
Miscellaneous Revenues	\$247,963	\$247,963

Department of Public Health – 5620

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Other Financing Sources	\$4,520,709	\$5,203,149
Intrafund	\$697,874	\$713,764
Total Revenue	\$9,323,325	\$10,256,103

Total Recommended Positions

Total Positions for the above program include 95.5 full time equivalent(s) (FTE), which reflect a decrease of 11.3 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
3080	Office Assistant III	Filled	1.0	\$57,143
1450	Licensed Vocational Nurse III	Filled	1.0	\$79,071
1497	Staff Nurse III	Filled	1.0	\$137,439
1345HT	Public Health Nurse II (HT)	Vacant	1.0	\$57,063
3080	Office Assistant III	Vacant	2.0	\$96,060
1501	Admitting Interviewer I	Vacant	1.0	\$44,127
1401	Communicable Disease Specialist I	Vacant	1.0	\$61,195
1319	Health Education Assistant	Vacant	1.0	\$54,379
1429	Medical Assistant II	Vacant	1.0	\$43,922
1564	Nurse Practitioner	Vacant	1.0	\$128,252
2291	Staff Analyst I	Vacant	0.3	\$20,965
Totals			11.3	\$779,616

Service Impact of Funding Reductions:

- Included in this budget is the elimination of vacant positions in the Specialty Clinic that provides diagnosis and treatment of sexually transmitted infections, medical follow-up, contact investigation, and partner notification. Elimination of the vacant positions will reduce the capacity to provide services for approximately 4,200 patients seen annually, which may result in service delays and increased waiting times for patients.
- Reduction of nursing staff in the Chest Clinic will delay or deny treatment for patients infected with the latent form of tuberculosis.
- Reduction of disease investigation staff will decrease the capacity to respond to public health threats such as salmonella, meningitis, and E. coli outbreaks.
- Elimination of clerical and administrative support positions will shift those duties to direct service staff.

Division of Environmental Health

Program Description

- Function(s) – The Environmental Health Division monitors and enforces compliance with California Health and Safety Codes regarding drinking water, retail food,

Department of Public Health – 5620

housing, swimming pools, solid waste, hazardous materials, rabies and animal control. In addition, the Division provides emergency response to dangerous incidents through the Emergency Response Team, and operates the Office of Emergency Services that plans for and responds to major emergencies such as wildfires, floods, freezes, extreme heat and earthquakes.

- Outcome(s) – To protect Fresno County residents from public health threats which may arise from contaminated food, unsafe drinking water, and unhealthy environments.
- Mandates & Level of Mandated Activities – California Health and Safety Code, Code of Regulations, Food and Agriculture Code and Public Resources Code mandates that counties provide enforcement and compliance programs for food safety, public swimming pools, water wells, waste management, milk and dairies, land use, institutional health, animal rabies investigations, animal control, and the Certified Unified Public Agency program. When appropriate, the Division applies a risk-based analysis to determine inspection frequency.
- Appropriation Detail -- Salaries and Benefits are recommended at \$7,816,382 and reflect a 1% increase from the Adopted FY 2007-08 Budget due to negotiated salary and cost of living adjustments and normal step advances, offset by the elimination of 5.3 positions. Services and Supplies are recommended at \$5,754,221 and represent a 1% increase over the Adopted FY 2007-08 Budget due primarily to pass through expenditures in the Homeland Security Grant program.
- Revenue Detail -- Revenues are recommended at \$12,849,593, a 1% increase over the Adopted FY 2007-08 due to increased Environmental Health Fees which is offset by an equal reduction in Health Realignment formerly allocated to this budget. The Net County Cost included in this budget (\$990,812) represents the cost of the County's contract with the SPCA for the animal pound, quarantine services, and leash law enforcement.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$7,808,681	\$7,816,382
Service & Supplies	\$5,962,164	\$5,754,221
Other Charges	\$285,583	\$269,802
Total Appropriations	\$14,056,428	\$13,840,405

Department of Public Health – 5620

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Licenses, Permits, & Franchises	\$67,000	\$67,000
Intergovernment Revenues – State	\$616,981	\$617,139
Intergovernment Revenues – Federal	\$2,733,634	\$2,736,235
Charges for Service	\$6,039,562	\$6,039,562
Miscellaneous Revenues	\$448,461	\$448,461
Other Financing Sources	\$2,998,397	\$2,917,234
Intrafund	\$23,992	\$23,962
Total Revenue	\$12,928,027	\$12,849,593
NCC	\$1,128,401	\$990,812

Total Recommended Positions

Total Positions for the above program include 85.7 full time equivalent(s) (FTE), which reflect a decrease of 5.3 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
3070	Supervising Office Assistant II	Filled	1.0	\$73,007
1787	Environmental Health Specialist II	Vacant	2.0	\$158,130
3110	Office Assistant II	Vacant	2.0	\$96,060
2291	Staff Analyst I	Vacant	0.3	\$20,965
Totals			5.3	\$348,162

Service Impact of Funding Reductions:

- Rabies bite investigations will no longer be provided by the Department within the City of Fresno. The City of Fresno may choose to contract with the SPCA, reimburse the Department, or create a City of Fresno Animal Control program to provide this service.
- Funding reductions will eliminate substandard housing inspections. The Fresno County Public Works and Planning - Building and Safety Division may respond to housing complaints.
- Elimination of clerical and administrative support positions will shift those duties to direct service staff.

Public Health Laboratory

Program Description

- Function(s) – The Public Health Laboratory provides clinical and environmental testing to detect the presence of disease producing agents for the purpose of identification, prevention, and control of infectious disease outbreaks and environmental threats to the public's health.
- Outcome(s) – To assure public and private access to the highest quality environmental and clinical laboratory services at the local, regional, and state level.

Department of Public Health – 5620

- **Mandates & Level of Mandated Activities** – Health and Safety Code mandates that counties provide public health laboratory services to examine specimens from suspected cases of infectious disease and environmental threats. The public health laboratory must also analyze and report laboratory results to aid in communicable disease and environmental health surveillance and investigations. Federal law mandates that public health laboratories comply with Clinical Laboratory Improvement Amendments (CLIA), which regulate both operational and facility requirements.
- **Appropriation Detail** -- Salaries and Benefits are recommended at \$2,052,858 and reflect a 1% increase from the Adopted FY 2007-08 Budget due to negotiated salary and cost of living adjustments and normal step advances. Services and Supplies are recommended at \$1,237,948 and represent a 6% increase over the Adopted FY 2007-08 Budget due primarily to increased laboratory supplies associated with increased testing services forecasted for FY 2008-09.
- **Revenue Detail** -- Revenues are recommended at \$3,353,030, a 6% increase over the Adopted FY 2007-08 due to a forecasted increase in fee-based laboratory tests expected in FY 2008-09.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$2,131,849	\$2,052,858
Service & Supplies	\$1,262,840	\$1,237,948
Other Charges	\$66,019	\$62,224
Total Appropriations	\$3,460,708	\$3,353,030

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$78,630	\$78,650
Charges for Service	\$1,376,923	\$1,376,923
Other Financing Sources	\$1,586,211	\$1,479,022
Intrafund	\$418,944	\$418,435
Total Revenue	\$3,460,708	\$3,353,030

Total Recommended Positions

Total Positions for the above program include 28.3 full time equivalent(s) (FTE), which reflect a decrease of 1.1 FTE(s) from FY 2007-08.

Department of Public Health – 5620

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
3070	Supervising Office Assistant	Vacant	1.0	\$75,256
2291	Staff Analyst I	Vacant	0.1	\$6,988
Totals			1.1	\$82,244

Service Impact of Funding Reductions:

- Elimination of clerical and administrative support positions will shift those duties to direct service staff.

Division of Correctional Health

Program Description

- Function(s) – The function of the Division of Correctional Health is to provide outpatient medical, dental, and mental health services to adults and juveniles in custody at the County's detention facilities. Medical health in the adult and juvenile detention facilities includes medical screening at the time of booking to identify communicable diseases, chronic conditions, pregnancy, drug and alcohol abuse, injuries, and mental illness. Medical care also includes treatment for urgent conditions and management of chronic diseases. Dental health in the adult facility includes tooth extraction to control or treat periodontal infection and abscess. Mental health care in the adult facilities includes screening, crisis intervention, stabilization, and medication management.
- Outcome(s) – To provide quality outpatient medical, dental, and mental health services to patients in custody in accordance with the community standard of care.
- Mandates & Level of Mandated Activities – Title 15 of the California Code of Regulations mandates that counties provide health care to adults and youth in custody in a manner consistent with the community standard. Title 15 of the Code also mandates that counties provide mental health screening, crisis intervention and management of acute psychiatric episodes, stabilization and treatment of mental disorders, and medication support services.
- Appropriation Detail -- Salaries and Benefits are recommended at \$14,477,251 and reflect a 3% decrease from the Adopted FY 2007-08 Budget due to the elimination of 13.4 positions as well as negotiated salary and cost of living adjustments and normal step advances. Services and Supplies are recommended at \$2,815,590 and represent a 13% decrease from the Adopted FY 2007-08 Budget due primarily to reduced pharmaceutical costs forecasted as a result of a revised drug formulary and dispensing protocols.
- Revenue Detail -- Revenues are recommended at \$15,917,742, a 1% decrease from the Adopted FY 2007-08 Budget due to reduced costs included in this Budget. The Net County Cost included in this budget (\$1,627,048), reflects the actual cost of providing medical and dental treatment to State and Federal inmates in custody at the adult detention facilities.

Department of Public Health – 5620

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$14,561,364	\$14,477,251
Service & Supplies	\$2,862,912	\$2,815,590
Other Charges	\$262,235	\$251,949
Total Appropriations	\$17,686,511	\$17,544,790

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – Federal	\$1,225,536	\$1,226,702
Charges for Service	\$5,500	\$5,500
Other Financing Sources	\$14,807,085	\$14,685,540
Total Revenue	\$16,038,121	\$15,917,742
NCC	\$1,648,390	\$1,627,048

Total Recommended Positions

Total Positions for the above program include 128.9 full time equivalent(s) (FTE), which reflect a decrease of 13.4 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
1323	Mental Health Nurse II	Filled	2.0	\$251,111
1497	Staff Nurse III	Filled	1.0	\$137,439
1497	Staff Nurse III	Vacant	5.0	\$617,841
1371	Dentist	Vacant	1.0	\$205,181
1496	Staff Nurse II	Vacant	1.0	\$95,274
1450	Licensed Vocational Nurse III	Vacant	3.0	\$187,953
2291	Staff Analyst I	Vacant	0.4	\$27,953
Totals			13.4	\$1,522,752

Service Impact of Funding Reductions:

- Deletion of positions in the adult and juvenile detention facilities will reduce the capacity to provide medical, dental, and mental health services to patients in custody. Reduction in capacity may result in service delays for patients with low acuity complaints and conditions. In some instances, inmates may not be evaluated or treated prior to release from custody.
- Elimination of administrative support positions will shift those duties to direct service staff.

Department of Public Health – 5620

Division of Children's Medical Services

Program Description

- Function(s) – The Division of Children's Medical Services contains the California Children's Services (CCS) program, Child Health and Disability Prevention (CHDP) program, and the Childhood Lead Poisoning Prevention program. The CCS program provides diagnostic and treatment services, medical case management, and physical and occupational therapy services to qualifying children for CCS eligible conditions. The Child Health and Disability Prevention program (CHDP) is a no cost and complete periodic health promotion and disease prevention program serving infants, children, teens, and youth (to age 21) in Fresno County. The CHDP program makes periodic preventive health assessments available to eligible children with existing health problems and preventive health screenings for children and adults. The Childhood Lead Poisoning Prevention Program (CLPPP) provides services to the community for the purpose of increasing awareness regarding the hazards of lead exposure and increasing the number of children tested for blood lead poisoning. Additional services provided include health plan review and care coordination for children in foster care.
- Outcome(s) -- To identify, screen, and treat children who may need specialized medical care and to encourage families with children who have physical disabilities to obtain necessary medical services to maximize their children's potential.
- Mandates & Level of Mandated Activities – Health and Safety Code mandates counties to establish a California Children's Services program. When household income and CCS medical condition eligibility requirements are met, the Code mandates the level of service to CCS consumers. Staffing levels for the CCS program are mandated by the State as a condition to receive State and Federal funding allocations. Health and Safety Code mandates the Child Health and Disability Prevention (CHDP) program. Welfare and Institutions Code requires health care coordination services for children in foster care utilizing public health nursing staff. The State of California is mandated to provide lead poisoning investigation and prevention services, but funds local counties to provide these services. Federal Medicaid and Early Periodic Screening, Diagnosis and Treatment (EPSDT) legislation mandates services and staffing levels. California Vehicle Code requires a car seat education program.
- Appropriation Detail -- Salaries and Benefits are recommended at \$12,229,379 and reflect a 8% increase from the Adopted FY 2007-08 Budget due to negotiated salary and cost of living adjustments and normal step advances, and the shift of the CHDP and CLPPP programs to the Division. Services and Supplies are recommended at \$3,462,133 and represent a 11% increase over the Adopted FY 2007-08 Budget due primarily to forecasted payments to CCS medical therapy providers based on prior year expenditure trends, as well as the shift of programs to the Division.
- Revenue Detail -- Revenues are recommended at \$15,961,580, an 8% increase over the Adopted FY 2007-08 due to State reimbursement for increased costs included in this budget.

Department of Public Health – 5620

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$12,082,567	\$12,229,379
Service & Supplies	\$3,522,663	\$3,462,133
Other Charges	\$255,157	\$247,068
Fixed Assets	\$23,000	\$23,000
Total Appropriations	\$15,883,387	\$15,961,580

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$4,214,488	\$4,236,342
Intergovernment Revenues – Federal	\$1,062,046	\$1,063,056
Charges for Service	\$6,422,445	\$6,597,184
Miscellaneous Revenues	\$163,652	\$163,652
Other Financing Sources	\$4,020,756	\$3,901,346
Total Revenue	\$15,883,387	\$15,961,580

Total Recommended Positions

Total Positions for the above program include 132.2 full time equivalent(s) (FTE), which reflect a decrease of 12.5 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
1319	Health Education Assistant	Filled	1.0	\$63,948
1427	Dental Assistant II	Filled	1.0	\$54,865
3080	Office Assistant III	Filled	1.0	\$58,853
1346	Public Health Nurse II	Vacant	1.0	\$137,440
1427	Dental Assistant II	Vacant	1.0	\$46,633
1324	Health Education Specialist	Vacant	3.0	\$195,966
1319	Health Educaiton Assistant	Vacant	2.0	\$108,758
1345	Public Health Nurse I	Vacant	1.0	\$94,303
3080	Office Assistant III	Vacant	1.0	\$48,030
2291	Staff Analyst I	Vacant	0.5	\$34,940
Totals			12.5	\$843,736

Service Impact of Funding Reductions:

- Elimination of childrens oral health programs will reduce the Department's targeted efforts to provide dental education, outreach and referral. The elimination will terminate the school based brushing, flossing and fluoride treatment program, as well as the school based dental screening and sealant program. Last year, over 300 rural children received dental screenings. Of these children, 177 received preventive

Department of Public Health – 5620

sealants. Limited oral health education, outreach, and referral will continue through the Department's remaining child health programs.

- Deletion of nursing positions will reduce the Department's capacity to provide health assessments, to refer clients to support services, to coordinate health care, and to support the client's family members.

Emergency Medical Services

Program Description

- Function(s) – The Emergency Medical Services (EMS) Division is responsible for planning, implementation, coordination, and evaluation of the local EMS system, including the EMS Communications System infrastructure. In addition, the EMS Division is responsible for monitoring the performance of the County's ambulance services contractors. The Counties of Kings, Tulare, and Madera contract for the Department of Public Health to serve as the designated local EMS agency for those counties. In addition, the EMS Education and Training program provides education, training, and certification/accreditation for Public Safety Responders-Defibrillation, Emergency Medical Technicians I/Paramedics, Mobile Intensive Care Nurses, Base Hospital Physicians, and EMS Dispatchers.
- Outcome(s) – To administer an EMS system for the four County region that provides quality state of the art prehospital care through every phase of the emergency incident, maintains qualified well trained EMS responders, and maintains an effective communication system.
- Mandates & Level of Mandated Activities – California Health and Safety Code mandates that a county which elects to implement an emergency medical services system must designate a local EMS Agency, Agency Director, and Medical Director.
- Appropriation Detail -- Salaries and Benefits are recommended at \$3,156,147 and reflect a 10% increase from the Adopted FY 2007-08 Budget due to negotiated salary and cost of living adjustments and normal step advances as well as the relocation of a Systems and Procedures Analyst position to this Division. Services and Supplies are recommended at \$3,283,265 and represent a 20% increase over the Adopted FY 2007-08 Budget due primarily to pass through HRSA equipment purchases for hospitals and payments to American Ambulance for Clovis Fire dispatch.
- Revenue Detail -- Revenues are recommended at \$6,543,678, a 15% increase over the Adopted FY 2007-08 due primarily to additional funds received for Clovis dispatch services and the EMS Communications Center. The Net County Cost included in this budget (\$35,000) represents additional County General Revenues requested by the Department to fund emergency transports and dry runs in Coalinga.

Department of Public Health – 5620

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$3,055,989	\$3,156,147
Service & Supplies	\$2,947,807	\$3,283,265
Other Charges	\$131,886	\$139,266
Total Appropriations	\$6,135,682	\$6,578,678

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$356,021	\$356,111
Intergovernment Revenues – Federal	\$2,032,823	\$2,034,757
Charges for Service	\$1,659,045	\$1,659,045
Miscellaneous Revenues	\$335,474	\$335,474
Other Financing Sources	\$1,752,319	\$2,158,291
Total Revenue	\$6,135,682	\$6,543,678
NCC	\$0	\$35,000

Total Recommended Positions

Total Positions for the above program include 33.4 full time equivalent(s) (FTE), which reflect a decrease of 2.1 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
1785	Emergency Medical Services Specialist	Vacant	1.0	\$80,261
3080	Office Assistant III	Vacant	1.0	\$48,030
2291	Staff Analyst I	Vacant	0.1	\$6,988
Totals			2.1	\$135,279

Service Impact of Funding Reductions:

- Funding reductions may limit or delay EMS contract compliance review.
- Elimination of clerical and administrative support will shift those duties to direct service staff.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 74,356,784, a 5.0 % (\$ 3,586,608) decrease from fiscal year 2007-08, which is primarily due to a reduction in budgeted Health Realignment revenues. Specific changes by revenue accounts are noted below.
 - Licenses, Permits and Franchises (\$ 112,120) -- Reflects a 24% increase based on FY 2007-08 actual revenues. These revenues are derived from animal and business license fees paid to Environmental Health, and burial and disinterment fees.

Department of Public Health – 5620

- State Aid (\$ 9,194,177) -- Represents a 11% decrease due primarily to decreased revenues which funded the SMART Model of Care Agreement included in the Adopted FY 2007-08 Budget as well as elimination of State revenues from deletion of dental services.
- Federal Aid (\$ 12,329,956) – Represents an 10% decrease due to reduced Maternal, Child and Adolescent Health (MCAH) Federal matching revenues as a result of program reductions in the Public Health Nursing Division and reduced Medi-Cal Administrative Activities (MAA) revenues based on forecasts for FY 2008-09. These reductions are offset by increases in Federal revenues for Homeland Security, Hospital Bioterrorism, and Pandemic Influenza.
- Charges for Services (\$ 16,642,365) -- Reflects a 18% increase based primarily on increased Environmental Health fees which reflect 100% cost recovery and higher reimbursement for increased personnel costs in the CCS Administration program. These increases are offset by reduced Medi-Cal reimbursement and the deletion of revenues received to offset unfunded State mandates (SB-90).
- Miscellaneous Revenues (\$ 1,195,550) -- Reflects a 21% increase based on actual trust fund revenues used to finance services and track specific funding sources. These include Vital Statistics Trust Funds utilized to offset the cost of clerical support, Child Restraint Trust Funds utilized for the purchase of infant and toddler car seats, EMS Trust Funds utilized for Emergency Medical Services administration costs, and other miscellaneous trust funds that will be utilized to offset the costs of this budget.
- State/Local Program Health Realignment (\$ 29,858,551) – This amount is based on the Governor's Budget estimates for FY 2008-09 and the utilization of one-time Realignment carryover in FY 2007-08.
- State/Local Program Mental Health Realignment (\$ 1,856,537) -- This amount is included at the same level as 2007-08 and provides partial funding for the Jail Psychiatric Services program.
- State/Local Program Social Services Realignment (\$ 1,722,498) – This amount reflects the mandated Social Services Realignment match for costs in the California Children's Services program.
- Intrafund Revenues (\$ 1,445,030) -- Estimated at a 16% decrease due primarily to reductions in revenues received from the Department of Employment and Temporary Assistance for reimbursable Medi-Cal activities conducted in the Department.

PENDING FACTORS

To address the State budget deficit forecasted for FY 2008-09, the Governor's Budget calls for a ten percent across-the-board reduction to State General Fund programs. If approved, this across-the-board reduction may reduce revenues in multiple Department programs that receive State General Funds. Accordingly, the Department may amend the FY 2008-09 Budget to reflect these State General Fund revenue reductions.

The proposed budget includes the deletion of the school based brushing, flossing and fluoride treatment program, as well as the school based dental screening and sealant program. The Department of Public Health will contact the Fresno County Indian Gaming Local Community Benefit Committee to determine if childrens dental disease

Department of Public Health – 5620

prevention and treatment services deleted in this budget qualify for funding. Should the services qualify, the Department will apply for funds to restore services. In the event funds are awarded, the FY 2008-09 Budget may be amended to provide childrens dental services.

Additionally, First Five Fresno County and other regional and statewide funding agencies have demonstrated interest in supporting a planning grant to assess oral health needs, identify prevention and treatment resources and promote best practice to create a county wide oral health system of care. The Department proposes to participate in this County wide oral health initiative. The Department may identify opportunities to receive grant funding to provide children's oral health services as part of this County wide initiative.

Department of Public Health – 5620

DEPARTMENT OF PUBLIC HEALTH - 5620

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
0293	Assistant Director of Community Health	D	2	2	\$ 221,709
1304	Public Health Program Manager	E	3	3	228,077
1305	Director of Public Health Laboratory	F	1	1	100,402
1310	Division Manager - Public Health	E	4	4	424,523
1313	Division Manager - Environmental Health	E	1	1	100,402
1319	Health Education Assistant	1217	17	9	363,008
1320	Health Educator	1743	7	7	367,271
1321	Epidemiologist	2109	4	4	272,263
1323	Mental Health Nurse II	2556	6	4	356,989
1324	Health Education Specialist	1498	20	15	714,205
1330	Senior Emergency Medical Services Specialist	2028	5	5	327,148
1331	Public Health Chemist I	1550	2	2	104,303
1332	Public Health Chemist II	1743	3	3	169,560
1334	Public Health Microbiologist II	1743	2	2	106,620
1340	Public Health Laboratory Assistant I	809	2	2	51,843
1341	Public Health Laboratory Assistant II	955	2	2	64,777
1345	Public Health Nurse I	2236	18	12	793,254
1345HT	Public Health Nurse I (1/2 T)	1118	1	0	0
1346	Public Health Nurse II	2556	56	52	4,561,258
1346PT	Public Health Nurse II	1278	4	4	291,889
1355	Senior Public Health Microbiologist	1992	1	1	55,437
1356	Senior Public Health Chemist	1931	1	1	62,324
1360	Supervising Public Health Nurse	3000	13	13	1,373,655
1365	Public Health Physician	B	9	9	1,083,961
1367	Psychiatrist	A	2	2	347,688
1370	Division Manager - Emergency Medical Services	E	1	1	100,402
1371	Dentist	B	1	0	0
1380	Emergency Medical Services Specialist	1881	10	9	553,106
1401	Communicable Disease Specialist I	1392	2	1	37,882
1402	Communicable Disease Specialist II	1487	17	17	847,531
1403	Supervising Communicable Disease Specialist	1620	3	3	156,828
1427	Dental Assistant II	988	4	2	65,509
1429	Medical Assistant II	948	15	14	433,727
1450	Licensed Vocational Nurse III	1429	30	26	1,201,027
1451	Head Nurse	3000	5	5	518,464
1455	Health Aide II	871	10	5	142,711
1463	Psychiatric Technician II	1305	1	1	36,522
1465	Licensed Vocational Nurse I (Step 3)	1175	1	1	38,607
1467	Psychiatric Technician I	1196	2	2	63,994
1468	Psychiatric Technician III	1429	4	4	178,627
1493	Physician Assistant	3106	2	2	188,225
1494	Licensed Vocational Nurse II	1305	5	5	194,623
1496	Staff Nurse II	2207	7	6	396,248
1497	Staff Nurse III	2556	44	37	3,280,608
1501	Admitting Interviewer I	953	3	2	54,398
1514	Clinical Laboratory Technologist II	1897	3	3	178,203
1516	Clinical Laboratory Technologist III	2077	2	2	138,336
1555	Occupational Therapist I	2185	2	2	133,535
1557	Occupational Therapist III	2712	5	5	420,002
1564	Nurse Practitioner	3106	6	5	522,047
1580	Physical Therapist I (PT)	1748	1	1	47,591

Department of Public Health – 5620

DEPARTMENT OF PUBLIC HEALTH - 5620

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
1583	Physical Therapist III	2712	11	11	945,071
1583PT	Physical Therapist III (PT)	2170	1	1	59,062
1610	Rehabilitative Therapy Manager	E	1	1	98,601
1635	Therapy Aide	862	3	3	84,418
1644	Radiologic Technologist II	1536	1	1	52,041
1670	Admitting Interviewer II	1119	16	16	570,535
1785	Environmental Health Specialist I	1650	6	6	294,342
1787	Environmental Health Specialist II	1851	29	27	1,587,652
1789	Environmental Health Specialist III	2041	21	21	1,357,811
1790	Environmental Health Specialist Trainee	1440	1	1	39,187
1791	Supervising Environmental Health Specialist	2396	9	9	730,740
1917	Unlicensed Mental Health Clinician	1743	1	1	47,461
1919	Licensed Mental Health Clinician	2096	2	2	124,765
1920	Senior Licensed Mental Health Clinician	2251	1	1	76,287
1922	Medical Social Worker II	1915	3	3	184,492
1928	Community Health Specialist II	1393	1	1	47,187
1935	Social Worker III	1687	3	3	160,299
2212	Systems and Procedures Analyst III	2177	5	5	332,949
2240	Senior Systems and Procedures Analyst	2438	1	1	78,714
2291	Staff Analyst I	1607	3	1	43,742
2292	Staff Analyst II	1784	1	1	56,811
2293	Staff Analyst III	2060	9	9	591,766
2294	Senior Staff Analyst	F	3	3	220,718
2297	Principal Staff Analyst	E	2	2	163,848
3010	Chief Office Assistant	1547	1	1	49,953
3070	Supervising Office Assistant II	1407	15	12	547,620
3080	Office Assistant III	1054	96	85	2,954,558
3081	Office Assistant III - Confidential	1002	1	1	31,296
3110	Office Assistant II	946	19	17	515,314
3140	Secretary III	1177	1	0	0
3160	Secretary IV	1299	9	9	388,541
3166	Administrative Secretary - Conf.	1447	1	1	47,316
3240	Supervising Account Clerk II	1473	1	1	42,428
3260	Account Clerk III	1113	5	5	181,746
3520	Data Entry Operator II	932	1	1	31,580
3621	Program Technician II	1401	1	1	47,526
8227	Director of Public Health	B	1	1	187,911
Subtotal			658	586	\$ 35,445,607
Auto Allowance					6,156
Less Salary Savings					(1,814,946)
TOTAL REGULAR SALARIES					\$ 33,636,817

Department of Public Health – 5620

DEPARTMENT OF PUBLIC HEALTH - 5620

FILLED POSITIONS RECOMMENDED FOR DELETION

(July 13, 2008)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1319	Health Education Assistant	Filled	1217	-3	\$ 195,302
1323	Mental Health Nurse II	Filled	2556	-2	251,111
1324	Health Education Specialist	Filled	1498	-1	79,304
1346	Public Health Nurse II	Filled	2556	-1	130,140
1427	Dental Assistant II	Filled	988	-1	54,865
1450	Licensed Vocational Nurse III	Filled	1429	-1	79,071
1455	Health Aide II	Filled	871	-5	237,804
1497	Staff Nurse III	Filled	2556	-2	274,878
3070	Supervising Office Assistant II	Filled	1407	-2	137,132
3080	Office Assistant III	Filled	1054	-2	115,996
3110	Office Assistant II	Filled	946	-1	47,638
3140	Secretary III	Filled	1177	-1	64,089
Cost of Restoring Filled Positions				<u>-22</u>	<u>\$ 1,667,330</u>

VACANT POSITIONS RECOMMENDED FOR DELETION

(July 13, 2008)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
1319	Health Education Assistant	Vacant	1217	-5	\$ 271,895
1324	Health Education Specialist	Vacant	1498	-4	261,288
1345	Public Health Nurse I	Vacant	2236	-6	565,818
1345HT	Public Health Nurse I	Vacant	1118	-1	57,063
1346	Public Health Nurse II	Vacant	2556	-3	365,690
1371	Dentist	Vacant	B	-1	205,181
1380	Emergency Medical Services Specialist	Vacant	1881	-1	80,261
1401	Communicable Disease Specialist I	Vacant	1392	-1	61,195
1427	Dental Assistant II	Vacant	988	-1	46,633
1429	Medical Assistant II	Vacant	948	-1	43,922
1450	Licensed Vocational Nurse III	Vacant	1429	-3	187,953
1496	Staff Nurse II	Vacant	2207	-1	95,274
1497	Staff Nurse III	Vacant	2556	-5	617,841
1501	Admitting Interviewer I	Vacant	953	-1	44,127
1564	Nurse Practitioner	Vacant	3106	-1	128,252
1787	Environmental Health Specialist II	Vacant	1851	-2	158,130
2291	Staff Analyst I	Vacant	1607	-2	139,764
3070	Supervising Office Assistant II	Vacant	1407	-1	75,256
3080	Office Assistant III	Vacant	1054	-9	432,270
3110	Office Assistant II	Vacant	946	-1	43,847
Cost of Restoring Vacant Positions				<u>-50</u>	<u>\$ 3,881,660</u>
Cost of Restoring Filled and Vacant Positions				<u>-72</u>	<u>\$ 5,548,990</u>

California Healthcare for Indigents Program – 5242

CA Healthcare for Indigents BUDGET 5242 CA Indigents Healthcare Program					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	116,281	330,360	266,153	(64,207)	-19%
Other Financing Uses	-	29,856	14,255	(15,601)	-52%
Total Appropriations	\$ 116,281	\$ 360,216	\$ 280,408	(79,808)	-22%
<u>Revenues</u>					
Rev From Use of Money & Prop	7,292	10,492	4,412	(6,080)	-58%
Intergovernment Revenues - St	381,016	349,724	275,996	(73,728)	-21%
Intrafund Revenue	-	-	-	-	-100%
Total Revenues	\$ 388,308	\$ 360,216	\$ 280,408	(79,808)	-22%
<u>Net County Cost</u>	\$ (272,026)	\$ -	\$ -	\$ -	-100%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary					-
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

California Healthcare for Indigents Program – 5242

FUNCTION

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

OVERVIEW

The 2008-09 Recommended Budget of \$280,408 represents a 22% (\$79,808) decrease in appropriations and revenues from the 2007-08 Adopted Budget based on preliminary funding allocations included in the 2008-09 Governor's Budget. Recommended funding provides for the distribution of Proposition 99 CHIP funds to non-County hospitals and physicians for uncompensated care according to formulas established in State law. Fresno County does not receive a County Hospital sub-account allocation due to the contract with Community Medical Centers for indigent healthcare services.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
California Healthcare for Indigents	\$280,408	\$280,408	\$0	0.0
Total:	\$280,408	\$280,408	\$0	0.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
California Healthcare for Indigents	\$280,408	\$280,408	\$0	0.0
Total:	\$280,408	\$280,408	\$0	0.0

PROGRAM BUDGETS

California Healthcare for Indigents Program

Program Description

- Function(s) – To provide State funding to hospitals and physicians for partial reimbursement of the cost of providing uncompensated care.
- Outcome(s) – Continued financial support to local physicians and hospitals to help offset the cost of treating the medically indigent or those unable to pay.
- Mandates & Level of Mandated Activities -- None

California Healthcare for Indigents Program – 5242

- Appropriation Detail – Appropriations included in this budget of \$280,408 will provide for the distribution of Proposition 99 CHIP funds in the amount of \$266,153 for hospitals. The remaining funds of \$14,255 will be transferred to Emergency Medical Services Organization 5244 for disbursement to physicians. Based on actual costs, up to 10% (\$28,408) of the allocated CHIP funds may be used to cover administrative costs incurred in the Department of Community Health and Human Services Finance.
- Revenue Detail – CHIP revenues are based on the allocations included in the FY 2008-09 Governor's Budget.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$266,153	\$266,153
Other Financing Uses	\$14,255	\$14,255
Total Appropriations	\$280,408	\$280,408

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Revenue from the Use of Money	\$4,412	\$4,412
Intergovernment Revenues – State	\$275,996	\$275,996
Total Revenue	\$280,408	\$280,408
NCC	\$0	\$0

Service Impact of Funding Reductions:

- Proposed State CHIP reductions will reduce funding available to local hospitals and physicians for uncompensated care.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 280,408, a 22.0 % (\$ 79,808) decrease from fiscal year 2007-08, which is primarily due to preliminary allocations in the Governor's Budget. Specific changes by revenue accounts are noted below.
 - Use of Money and Property (\$ 4,412) -- Reflects the 2008-09 estimated Proposition 99 CHIP fund interest earnings.
 - State Aid (\$ 275,996) -- Represents the preliminary allocation of Proposition 99 CHIP funds allocated to Fresno County for FY 2008-09.

Emergency Medical Services – 5244

Emergency Medical Services BUDGET 5244 Emergency Medical Services					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	303,357	2,008,219	2,107,494	99,275	5%
Total Appropriations	\$ 303,357	\$ 2,008,219	\$ 2,107,494	99,275	5%
<u>Revenues</u>					
Fines, Forfeitures & Penalties	1,256,244	1,338,901	1,408,140	69,239	5%
Rev From Use of Money & Prop	150,308	39,959	85,589	45,630	114%
Intergovernment Revenues - St	1,006,206	599,503	599,510	7	0%
Other Financing Sources	-	29,856	14,255	(15,601)	-52%
Intrafund Revenue	-	-	-	-	-100%
Total Revenues	\$ 2,412,758	\$ 2,008,219	\$ 2,107,494	99,275	5%
<u>Net County Cost</u>	\$ (2,109,401)	\$ -	\$ -	\$ -	-100%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary					-
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Emergency Medical Services – 5244

FUNCTION

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

OVERVIEW

The 2008-09 Recommended Budget of \$2,107,494 represents a 5% \$99,275 increase in projected appropriations and revenues from the 2007-08 Adopted Budget. The new EMSA subvention was established in 2000-01 and was added to the EMS Fund appropriations at a level of \$599,512 per year through 2005-06. The allocation level decreased slightly in FY 2006-07 from \$599,512 to \$599,503. Approximately the same level is recommended for 2008-09, as the program is recommended for continuation in the FY 2008-09 Governor's Budget. In addition, Fresno County's Senate Bill 612 Penalty Assessment revenue is projected to increase by \$69,239 to \$1,408,140 in 2008-09. This projected increase is based on actual 2006-07 traffic enforcement fine revenues. Recommended funding reflects Board policy that all PSA funds be transferred from the California Healthcare for Indigents budget (5242) into the EMS Fund.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Emergency Medical Services Fund	\$2,107,494	\$2,107,494	\$0	0.0
Total:	\$2,107,494	\$2,107,494	\$0	0.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Emergency Medical Services Fund	\$2,107,494	\$2,107,494	\$0	0.0
Total:	\$2,107,494	\$2,107,494	\$0	0.0

Emergency Medical Services – 5244

PROGRAM BUDGETS

Emergency Medical Services Fund

Program Description

- Function(s) – The Emergency Medical Services (EMS) Fund function is to reimburse physicians, hospitals, and the local EMS Agency for uncompensated care utilizing funding from penalty assessments, traffic fines, and revenues deposited in this fund from the California Healthcare for Indigents, and Emergency Medical Services Authority programs.
- Outcome(s) -- Continued financial support to local physicians and hospitals to help offset the cost of treating the medically indigent or those unable to pay.
- Mandates & Level of Mandated Activities -- None
- Appropriation Detail -- Recommended appropriations of \$2,107,494 will be available to pay physician and hospital claims for emergency care performed in a general acute care hospital, obstetric care, and pediatric care for persons who cannot afford to pay, and for whom payment will not be made through any private coverage or by any program funded in whole or in part by the Federal government. Based on actual costs, up to 10% (\$210,749) of funds deposited may be used to cover administrative costs incurred in the Department of Public Health and Human Services Finance. Distributions of EMS, Proposition 99, and EMSA funds to providers are calculated after this allowance for administrative costs Seventeen percent of the designated penalty assessment revenues must be expended for EMS purposes approved by your Board.
- Revenue Detail – EMS fund revenues are derived from estimated actual receipts of penalty assessments and traffic fines as well as the local EMSA and CHIP allocations included in the FY 2008-09 Governor's Budget.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$2,107,494	\$2,107,494
Total Appropriations	\$2,107,494	\$2,107,494

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Fines, Forfeitures, & Penalties	\$1,408,140	\$1,408,140
Revenue from the Use of Money	\$85,589	\$85,589
Intergovernment Revenues – State	\$599,510	\$599,510
Other Financing Sources	\$14,255	\$14,255
Total Revenue	\$2,107,494	\$2,107,494
NCC	\$0	\$0

Emergency Medical Services – 5244

SUMMARY OF REVENUES

- Revenues are recommended at \$ 2,107,494, a 5.0 % (\$ 99,275) increase over fiscal year 2007-08, which is primarily due to increased revenues derived from penalty assessments. Specific changes by revenue accounts are noted below.
 - Fines, Forfeitures and Penalties (\$ 1,408,140) -- Represents the projected EMS designated penalty assessments which, by law, are divided into the following sub-accounts: Physicians, Hospitals, Discretionary, and Administration.
 - Use of Money and Property (\$ 85,589) -- Includes estimated interest earnings on balances in each of the following sub-accounts: Senate Bill 612 Physicians, Hospitals, Discretionary, Administration, EMSA Physicians, and EMSA Administration.
 - State Aid (\$ 599,510) -- Reflects EMSA program funds of \$599,510..
 - Operating Transfers In – (\$ 14,255) -- Reflects funds that will be transferred from the California Healthcare for Indigents Program budget (5242). These funds represent the entire portion of the Physician Services Account revenue plus interest which, by law, must first be deposited into the CHIP fund and are subsequently transferred into this budget according to Board policy.

County Medical Service – 5240

County Medical Services BUDGET 5240 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	-	19,231,685	19,985,941	754,256	4%
Other Charges	298,000	258,000	-	(258,000)	-100%
Other Financing Uses	74,247,874	58,781,244	58,670,843	(110,401)	0%
Total Appropriations	\$ 74,545,874	\$ 78,270,929	\$ 78,656,784	385,855	0%
<u>Revenues</u>					
Charges For Services	14,586	-	-	-	-100%
Miscellaneous Revenues	(3,284)	-	-	-	-100%
Other Financing Sources	18,911,370	19,489,685	19,985,941	496,256	3%
Intrafund Revenue	-	-	-	-	-100%
Total Revenues	\$ 18,922,672	\$ 19,489,685	\$ 19,985,941	496,256	3%
<u>Net County Cost</u>	\$ 55,623,203	\$ 58,781,244	\$ 58,670,843	\$ (110,401)	0%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary				-	
**The column labeled Actual 2006 07 includes expenditures against FY 2006 07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

County Medical Service – 5240

FUNCTION

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

This budget also contains funding for the County's payment to Community Medical Centers for indigent health care and specialty medical care for in-custody patients.

OVERVIEW

The 2008-09 Recommended Budget of \$78,656,784 represents a \$110,401 decrease in net County cost from the 2007-08 Adopted Budget. This net County cost decrease represents a projected decrease in Realignment VLF revenues the County will receive in 2008-09 that are passed through the General Fund to the Health and Welfare Realignment Trust Fund as required County match. Accordingly, the net cost increase in this budget is offset with a like increase of VLF Realignment revenue included in the 2008-09 Countywide Revenues budget. The net County cost in this budget is offset with Countywide revenues.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Realignment NCC County Match and VLF Deposit	\$58,670,843	\$0	\$58,670,843	0.0
Indigent and Inmate Healthcare	\$19,985,941	\$19,985,941	\$0	0.0
Rural Ambulance	\$258,000	\$258,000	\$0	0.0
Total:	\$78,914,784	\$20,243,941	\$58,670,843	0.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Realignment NCC County Match and VLF Deposit	\$58,670,843	\$0	\$58,670,843	0.0
Indigent and Inmate Healthcare	\$19,985,941	\$19,985,941	\$0	0.0
Total:	\$78,656,784	\$19,985,941	\$58,670,843	0.0

PROGRAM BUDGETS

Realignment NCC County Match and VLF Deposit

Program Description

- Function(s) – This budget represents the mandatory County match for Health and Mental Health Realignment revenues as well as the County General Revenues supported with Vehicle License Fees that are deposited in the Health and Welfare Trust Fund that fund Health, Mental Health, and Social Services within the County.
- Outcome(s) – Continued financial support for Health, Mental Health, and Social Services programs through VLF revenues and mandatory County matching funds.
- Mandates & Level of Mandated Activities – The County match and conditions of depositing VLF revenues into the Health and Welfare Trust Fund are required in State law and are condition of utilizing State/local Realignment Sales Tax and VLF revenues.
- Appropriation Detail – Other Financing Uses reflect the mandated County local match to qualify Fresno County for Local Health and Welfare Realignment sales tax revenue. The local match of \$58,670,843 consists of \$10,404,113 for the Health Account; \$955,639 for the Mental Health Account; \$44,487,577 in Health (\$29,961,195) and Mental Health (\$14,526,382) matching funds equivalent to the 2008-09 estimated Realignment VLF revenues; \$727,543 in estimated 2007-08 VLF Collection Account revenues; and \$2,095,971 in estimated Social Services VLF funds. Matching funds reflect a decrease of \$110,414 in estimated VLF Realignment revenues. These funds are appropriated in this budget and transferred to the Health and Welfare Trust Fund budget (5243).
- Revenue Detail – The County match of \$11,359,752 for Health and Mental Health Realignment funds included in this budget is funded with County General Revenues and is a fixed cost established in State law. The remaining NCC of \$47,311,091 is offset with VLF revenues received as a result of State/local Realignment that are deposited into the General Fund and into this budget.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Other Financing Uses	\$58,670,843	\$58,670,843
Total Appropriations	\$58,670,843	\$58,670,843

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Total Revenue	\$0	\$0
NCC	\$58,670,843	\$58,670,843

Service Impact of Funding Reductions:

- No reductions are included in this budget.

County Medical Service – 5240

Indigent and Inmate Healthcare

Program Description

- Function(s) – This budget represents the County's payment to Community Medical Centers for contracted indigent and inmate health services.
- Outcome(s) – The continued provision of healthcare to Medically Indigent Services Program (MISP) and in-custody patients served through the Agreement with Community Medical Centers.
- Mandates & Level of Mandated Activities – Welfare and Institutions Code 17000 mandates that Counties provide indigent medical care to its residents. Title 15 mandates that healthcare be provided to in-custody patients equivalent to that received in the community. Terms, conditions, and required activities related to these mandates are included in the existing Agreement with Community Medical Centers.
- Appropriation Detail – Recommended appropriations of \$19,985,941 represents the 2008-09 estimated contract payment to Community Medical Centers for indigent health and in-custody patient care. This amount reflects an estimated 4% (\$754,256) inflationary cost adjustment, as provided for in the contract, over the FY 2007-08 contract amount.
- Revenue Detail – Other Financing Sources (\$19,985,941) represents State/Local Program Realignment revenues which fund the entire cost of the Agreement with Community Medical Centers.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$19,985,941	\$19,985,941
Total Appropriations	\$19,985,941	\$19,985,941

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Other Financing Sources	\$19,985,941	\$19,985,941
Total Revenue	\$19,985,941	\$19,985,941
NCC	\$0	\$0

Service Impact of Funding Reductions:

- The overall decrease in VLF revenues will decrease available Realignment revenues for health, mental health, and social services.

County Medical Service – 5240

SUMMARY OF REVENUES

- Revenues are recommended at \$ 19,985,941, a 3.0 % (\$ 496,256) increase over fiscal year 2007-08, which is primarily due to additional Health Realignment used to fund annual inflationary adjustment to the Agreement with Community Medical Centers. Specific changes by revenue accounts are noted below.
- Operating Transfers In from Special Revenue Funds (\$ 19,985,941) -- Represents the reimbursement to the General Fund from the State/Local Program Realignment revenues, which offset the Community Medical Centers indigent health care contract (\$19,985,941).

Department of Behavioral Health – 5630

Behavioral Health BUDGET 5630 GENERAL FUND				
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease
<u>FISCAL SUMMARY</u>				
<u>Appropriations</u>				
Salaries and Benefits	26,654,878	28,046,728	23,357,073	(4,689,655) -16.7%
Services and Supplies	18,188,077	18,574,793	17,246,641	(1,328,152) -7.2%
Other Charges	1,361,198	1,401,797	1,068,461	(333,336) -23.8%
Total Appropriations	\$ 46,204,153	\$ 48,023,318	\$ 41,672,175	(6,351,143) -13.2%
<u>Revenues</u>				
Intergovernment Revenues - St	5,006,438	7,040,675	4,889,998	(2,150,677) -30.5%
Intergovernment Rev-Federal	136,294	961,067	591,644	(369,423) -38.4%
Charges For Services	6,665,042	9,959,905	5,014,911	(4,944,994) -49.6%
Miscellaneous Revenues	784,691	642,462	991,607	349,145 54.3%
Other Financing Sources	27,219,726	25,851,166	27,007,642	1,156,476 4.5%
Intrafund Revenue	3,849,492	2,916,043	3,176,373	260,330 8.9%
Total Revenues	\$ 43,661,684	\$ 47,371,318	\$ 41,672,175	(5,699,143) -12.0%
<u>Net County Cost</u>	\$ 2,542,469	\$ 652,000	\$ -	\$ (652,000) -100.0%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease
Position Summary	377	316	258	(58)
<p>**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>				

5/23/2008

Department of Behavioral Health – 5630

FUNCTION

The Department of Behavioral Health's Budget Unit 5630 supports the functions to provide mandated mental health services to Fresno County residents of transitional age youths, adults, and older adults. Mental health services will be provided at 7 different sites located throughout the metropolitan and rural areas of Fresno County (Kings Canyon/UMC Complex, Kerman, Coalinga, Huron, Selma, Senior Resource Center, and Blackstone Avenue/Apollo).

The Department's system of care is comprised of eight programs which cover 24/7 crisis and acute psychiatric inpatient services, outpatient mental health services, and specialty Federal and State-funded services. The names of the programs are Crisis Intervention Services (CIS), Psychiatric Health Facility (PHF), Apollo Crisis Residential Program, Outpatient Adult System of Care, the Projects for Assistance in Transition from Homelessness (PATH), Supported Employment and Education Services (SEES) Program, Conservatorship/Legal Team, and Employment Services Program (ESP)/CalWORKS.

In Fiscal Year 2007-08 the Department has taken strategic initiatives to reconfigure and redesign the system to cope with the budget cuts while enhancing culturally and linguistically competent services, encouraging a consumer/client driven and family-oriented approach, and focusing on wellness and recovery services. The Department has changed its practice from an office-based and drop-in type of service to community-based with a team case management system in place to ensure that seriously mentally ill consumers have consistent assigned case management staff to support them throughout the duration of treatment. In the last three years, the Department staff have worked diligently to reduce costly institutionalized care for consumers and have returned at least 50 consumers to live in a more independent setting in the community. In addition, the Department has completed the implementation of the three-year plan for Mental Health Services Act/ Proposition 63-Community Services and Support component. In collaboration with other departments and agencies, the Department is ready to launch another series of public stakeholder meetings for Mental Health Services Act Prevention and Early Intervention, Housing, and Workforce Education and Training components.

The Department envisions a countywide system where effective prevention strategies are in place and everyone with a mental illness and/or substance related disorder will have access to early detection, effective treatment and support services essential to live, work, learn and participate fully in the community.

OVERVIEW

The FY 2008-09 Recommended Budget of \$ 41,672,175 reflects a 13.2% (\$6,351,143) decrease from the FY 2007-08 Adopted Budget, and the FY 2008-09 Recommended Budget revenues of \$ 41,672,175 reflect a net 12% (\$5,699,143) decrease from the FY 2007-08 Adopted Budget. This decrease is due to an effort to balance operational cost with reduced estimated revenues due to cuts in staffing level. Staffing is recommended at 258 positions, a net decrease of 58 positions from the prior year level. A 5% (\$728,293) salary savings has been used in calculating Regular Salaries (account 6100) in the Recommended Budget. A \$396,330 savings in combined, related benefits has also been calculated in the Recommended Budget for Unemployment, Retirement, OASDI and Health Insurance.

DEPARTMENT COMMENTS

- The Recommended Budget for FY 08-09 contains a \$6,351,143 reduction of budget appropriation and a reduction of 58 FTEs from the prior FY 07-08. The recommended reduction is necessary to absorb the increased costs related to salary and benefits for cost of living, step increases, and retirement costs.
- The Department appreciates the efforts being made by the Board of Supervisors to reduce unemployment insurance rates, worker's compensation rates and employee health insurance contribution rates. The reduction of these rates has resulted in \$274,122 savings for the Recommended Budget FY 08-09 for this Budget Unit.
- To put things in perspective, it is necessary to highlight some of the historical budgetary data and trends to better understand the impacts to consumer services. FY 2008-09 would mark the fifth year in a row that the Department has sustained significant reductions in its budget as follows:
- With the Recommended Budget for FY 08-09, in four fiscal years, the total number of full-time equivalent positions cut would be 227 positions (88 position cuts in FY 05-06, 16 position cuts in FY 06-07, 65 position cuts in FY 07-08 and 58 position cuts in the Recommended Budget for FY 08-09).
- Approximately \$29.6 million of budget appropriation would be reduced in these five fiscal years.

On July 17, 2007, the Board of Supervisors set the priority target population for those consumers that have serious mental illness (SMI), the Department moved to a case management model implemented with teams assigned throughout the County. This model allows for consistent case management services to specific SMI consumers throughout their course of treatment. Non-SMI consumers, those that don't meet the priority target population, would be referred to primary care physicians and/or clinics for services in the community. Crisis services will continue for all consumers.

In order to provide services to the greatest number of consumers in the most cost effective manner, due to budget constraints, consolidation of services to the existing areas/clinics where no lease cost is involved or where lease cost is minimal and where the most number of consumers can access services is necessary. Therefore, without County General Fund support, two rural mental health clinics (Sanger & Reedley) and three outlying metropolitan clinics (Pinedale, Fine Street/Airport, and California Hotel) will need to be closed. Outpatient services will continue to be provided at seven sites; Kings Canyon/UMC Complex, Coalinga, Huron, Kerman, Selma, West Fresno and the Senior Resource Center.

Downsizing and consolidating the outpatient case management teams from 10 to 5 teams will result in 72 employees providing outpatient services to approximately 7,000 mentally ill consumers .

Due to clinic closures and reduced staffing levels caseloads for staff will increase from 75 to 100 per staff. This will result in longer wait times for initial assessments, appointments to see psychiatrists for medication will increase to from 6 weeks to 12 weeks, and time between visits will increase from 2 weeks to 8 weeks. As outpatient services are reduced, consumers would not be seen as frequently as necessary. Therefore, due to these reductions in services, consumers could potentially decompensate from their illness, which could result in more 5150 situations impacting law enforcement, ambulance services, emergency room services, and crisis and

Department of Behavioral Health – 5630

inpatient psychiatric services. In addition, some consumers may find themselves incarcerated or homeless from not having readily available mental health services due to these cuts.

Crisis intervention and acute inpatient services are mandated services, the Department's budget reflects the same minimum staffing level for the 24/7 Crisis Intervention Services (CIS) program, the 16-bed inpatient Psychiatric Health Facility (PHF), and the 16-bed crisis residential services (Apollo) program. All three programs are in need of building/structural maintenance services. No funding is available for these critical needs. Any further cuts in crisis services would definitely and negatively impact the jail, law enforcement, emergency medical services, local emergency rooms, and more importantly, affect the recovery journey for these consumers.

Due to budget reductions the Department will need to reduce the Emergency Housing Voucher Program and eliminate the Peer Support Services and Representative Payee Services for consumers. For these services, the Department received approved Net County Cost of \$652,000 in FY 07-08.

Administrative/program support services would be impacted as a total of 18 positions providing administrative/clerical support would be eliminated. This will hamper the Department's ability to keep up with State reporting, claims/billing, personnel paperwork, contract management, Board items, and other unforeseen administrative functions.

The Department will no longer be able to pay for psychotropic medications for consumers who receive outpatient mental health services in all clinics. The psychiatrists will continue to see consumers and prescribe medications for them as part of the treatment. However, the consumers will be responsible for paying for their prescribed medications if they do not have Medi-Cal or Medicare health benefits.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Acute Crisis Services - Psychiatric Health Facility (PHF)	\$4,693,880	\$4,693,880	\$0	36.1
Acute Crisis Services - Crisis Intervention Services (CIS)	\$6,971,744	\$6,971,744	\$0	52.8
Acute Crisis Services - Apollo Residential	\$1,366,604	\$1,366,604	\$0	17.3
Adult System of Care Rural and Metro	\$15,615,191	\$15,615,191	\$0	99.8
Employment Services Program (ESP)	\$2,316,553	\$2,316,553	\$0	19.0
The Projects for Assistance in Transition from Homelessness (PATH)	\$554,002	\$554,002	\$0	0.0
The Supported Employment and Education Services program (SEES)	\$518,960	\$518,960	\$0	6.0
Conservator/State Hospitals	\$9,792,048	\$9,792,048	\$0	2.0
Total:	\$41,828,982	\$41,828,982	\$0	233.0

Department of Behavioral Health – 5630

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Acute Crisis Services - Psychiatric Health Facility (PHF)	\$4,343,896	\$4,343,896	\$0	34.5
Acute Crisis Services - Crisis Intervention Services (CIS)	\$6,850,639	\$6,850,639	\$0	47.9
Acute Crisis Services - Apollo Residential	\$1,392,126	\$1,392,126	\$0	17.2
Adult System of Care Rural and Metro	\$15,414,540	\$15,414,540	\$0	123.4
Employment Services Program (ESP)	\$2,384,585	\$2,384,585	\$0	23.0
The Projects for Assistance in Transition from Homelessness (PATH)	\$469,789	\$469,789	\$0	0.0
The Supported Employment and Education Services program (SEES)	\$515,092	\$515,092	\$0	6.0
Conservator/State Hospitals	\$10,301,508	\$10,301,508	\$0	6.0
Total:	\$41,672,175	\$41,672,175	\$0	258.0

PROGRAM BUDGETS

Acute Crisis Services - Psychiatric Health Facility (PHF)

Program Description

- Function(s) – The PHF is a 16-bed inpatient acute psychiatric health facility, which provides mandated services . The PHF provides intensive inpatient evaluation and treatment focusing on symptom reduction and stabilization. Discharge planning includes linkage to outpatient case management and/or other necessary services to avoid recidivism. The program goal is to help individuals achieve stability and return to the least restrictive environment possible within their community.
- Outcome(s) – In Fiscal Year 2006-2007 the PHF served 631 individuals. The average length of stay for each individual was 6.71 days. The average daily census was 14 individuals. Total number of bed days was 5,393. The average cost per day was \$642.30.
- In Fiscal Year 2007-2008, as of March 31, 2008, the PHF provided services to 424 individuals. The average length of stay was 7.14 days. The average daily census was 14 individuals. Total number of bed days was 3,735. The average cost per day was \$717.92.
- Mandates & Level of Mandated Activities -- Under the auspices of the Department of Behavioral Health the Fresno County PHF is licensed and mandated by the State of California Department of Mental Health under Title 22 and Welfare and Institutions

Department of Behavioral Health – 5630

Codes 5600.2., 5600.3., 5600.6 to provide inpatient evaluation and treatment for residents of Fresno County with severe and acute mental illness.

- Appropriation Detail – The Appropriations for the FY2008-2009 have increased by 14.4% (\$546,397)
- Revenue Detail -- The estimated revenues for the FY 2008-09 Recommended Budget have increased by 17.7% (\$654,680). This is primarily due to an increase in allocation of Mental Health Realignment Revenues to operate this mandated program.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$3,728,806	\$3,390,839
Service & Supplies	\$938,910	\$927,119
Other Charges	\$26,164	\$25,938
Total Appropriations	\$4,693,880	\$4,343,896

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$172,111	\$172,111
Intergovernment Revenues – Federal	\$2,682	\$2,682
Charges for Service	\$561,206	\$561,206
Other Financing Sources	\$3,949,285	\$3,587,846
Intrafund	\$8,596	\$20,051
Total Revenue	\$4,693,880	\$4,343,896
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 34.580 full time equivalent(s) (FTE), which reflect a decrease of 0.240 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
3081	Office Assistant III - Confidential	Filled	0.040	\$2,525
1670	Admitting Interviewer II	Filled	0.040	\$2,408
2212	Systems and Procedures Analyst III	Filled	0.040	\$4,523
2293	Staff Analyst III	Vacant	0.040	\$3,835
3125	Office Assistant I	Vacant	0.080	\$3,543
Totals			0.240	\$16,834

Department of Behavioral Health – 5630

Service Impact of Funding Reductions:

- Potential increase of recidivism rate to inpatient services due to reduction in outpatient services and no case manager would be available.

Acute Crisis Services - Crisis Intervention Services (CIS)

Program Description

- Function(s) – CIS is an outpatient urgent care type clinic that operates 24 hours/7 days a week providing mandated crisis services to Fresno County adult residents that are in crisis on a voluntarily or involuntarily status. CIS consolidated staffing by combining the Psychiatric Assessment Center for Treatment (PACT), a crisis stabilization program and Crisis Response Services (CRS) a crisis intervention program that evaluated consumers on-site and in the community. CIS is developing an assessment service to provide non-crisis intake assessments to determine whether a consumer is severely mentally ill and meets medical necessity criteria for ongoing specialty mental health outpatient services. CIS admits and provides crisis services to approximately 4,800 consumers a year.
- Outcome(s) -- CIS will continue with the transition from stabilization to crisis intervention by reinforcing self-care, self-regulation, and social interaction and community integration skills in order to maintain consumers in the least restrictive level of care and to prevent the need for hospitalization. It is in the process of developing assessment services. CIS will continue to work with Adult System of Care case management program to develop a more fluid system for linking consumers to outpatient services. CIS admits and provides crisis services to approximately 4,800 consumers a year. With the addition of assessment services CIS will provide services to additional 800 – 1000 consumers per year.
- Mandates & Level of Mandated Activities -- Crisis services are mandated 24 hours/7days a week by Welfare & Institutions Code Section 5600.2, 5600.3 and 5600.6
- Appropriation Detail -- Appropriations for the FY2008-2009 have decreased 3.6% (\$256,248).
- Revenue Detail -- The estimated revenues for the FY 2008-09 Recommended Budget have decreased by 4.1% (289,297) from FY 2007-08. This is primarily due to a decrease in allocation of Mental Health Realignment Revenues to operate this mandated program.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$5,085,331	\$4,979,282
Service & Supplies	\$1,755,592	\$1,741,665
Other Charges	\$130,821	\$129,692
Total Appropriations	\$6,971,744	\$6,850,639

Department of Behavioral Health – 5630

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$803,807	\$803,807
Intergovernment Revenues – Federal	\$23,282	\$23,282
Charges for Service	\$1,355,415	\$1,355,415
Other Financing Sources	\$4,714,032	\$4,535,656
Intrafund	\$75,208	\$132,479
Total Revenue	\$6,971,744	\$6,850,639
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 47.900 full time equivalent(s) (FTE), which reflect a decrease of 1.200 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
3081	Office Assistant III - Confidential	Filled	0.200	\$12,626
1670	Admitting Interviewer II	Filled	0.200	\$12,042
2212	Systems and Procedures Analyst III	Filled	0.200	\$22,615
2293	Staff Analyst III	Vacant	0.200	\$19,178
3125	Office Assistant I	Vacant	0.400	\$17,718
Totals			1.200	\$84,179

Service Impact of Funding Reductions:

- Potential increase of recidivism rate to inpatient services due to reduction in outpatient services and no case manager would be available
- Reduction of support staff will increase the workload on remaining staff.

Acute Crisis Services - Apollo Residential

Program Description

- Function(s) – The Apollo is a 16-bed crisis residential facility for mentally ill adults aged 18 – 59. The Apollo is licensed and certified by the California Department of Social Services and the State Department of Mental Health as a social rehabilitation program. Residents are supported in their efforts to restore, maintain, and apply interpersonal living skills, as well as utilize community supportive services. Therapeutic services are closely monitored and highly structured while residents work toward a more independent lifestyle. Apollo serves as an alternative and preventative measure to inpatient psychiatric hospitalization.
- Outcome(s) – In FY 2008-2009, Apollo will continue to increase the number of conserved consumers admitted to Apollo from Institutions for Mental Diseases (IMD) facilities with the goal of reducing the IMD population and returning conservatees to

Department of Behavioral Health – 5630

a lower level of care in their home community. Additionally, efforts will be made to increase the number of Fresno County consumers admitted to Apollo on Temporary Conservatorship from PHF and other contracted acute psychiatric facilities with the goal of decreasing the number of consumers placed on Permanent Conservatorship. Relative to crisis episodes, Apollo will increase the admittance percentage into Apollo of those consumers who are Severely Mentally Ill and meet medical necessity in order to decrease the need for intensive crisis services and acute in-patient psychiatric hospitalization. Along with the Department's implementation of the Wellness and Recovery/Case Management approach, Apollo will reinforce self-care, self-regulation, social interaction, and community integration skills among its residents. Lastly, Apollo will increase its working alliance with Outpatient Adult System of Care and the case management system in order to decrease crisis episodes and over utilization of Intensive Services.

- **Mandates & Level of Mandated Activities** -- The State of California Community Care Licensing Division requires the Apollo administrator to obtain an Administrator Certification, staff to be certified in water safety and first aid, provide therapeutic group activities and outings, supply residential housing facilities that are clean, operable, and in good condition, provide a two week menu of nutritious meals and snacks, staff each shift with enough personnel to comply with the self-described treatment program filed with the State of California, and establish a written staff continuing education plan.
- **Appropriation Detail** – Appropriations for the FY2008-2009 have decreased by 4.9% (\$71,235).
- **Revenue Detail** -- The estimated revenues for the FY 2008-09 Recommended Budget have decreased 4.4% (\$64,648) from FY 2007-08. This is primarily due to reduction of overall Revenues to Appropriations level.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,044,150	\$1,039,750
Service & Supplies	\$315,913	\$345,891
Other Charges	\$6,541	\$6,485
Total Appropriations	\$1,366,604	\$1,392,126

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$40,236	\$40,236
Intergovernment Revenues – Federal	\$671	\$671
Charges for Service	\$398,644	\$398,644
Other Financing Sources	\$925,171	\$947,830
Intrafund	\$1,882	\$4,745
Total Revenue	\$1,366,604	\$1,392,126
NCC	\$0	\$0

Department of Behavioral Health – 5630

Total Recommended Positions:

Total Positions for the above program include 17.270 full time equivalent(s) (FTE), which reflect a decrease of 0.06 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
3081	Office Assistant I	Filled	0.010	\$631
1670	Admitting Interviewer II	Filled	0.010	\$602
2212	Systems and Procedures Analyst III	Filled	0.010	\$1,131
2293	Staff Analyst III	Vacant	0.010	\$959
3125	Office Assistant I	Vacant	0.020	\$886
Totals			0.060	\$4,209

Service Impact of Funding Reductions:

- Reduction of support staff will increase the workload on remaining staff

Outpatient Adult System of Care - Rural and Metropolitan Areas

Program Description

- Function(s) – The Outpatient Adult System of Care provides outpatient specialty mental health services to the seriously mentally ill population of Fresno County at four rural and three metropolitan sites; Kerman, Huron, Coalinga, Selma, West Fresno, Kings Canyon/UMC Complex, and the Senior Resource Center (Dakota and Blackstone). The outpatient clinics provide an array of specialty services, including assessment and plan of care development, medication management, individual and group rehabilitation, independent living, socialization, and community integration skills, as well as community-based case management. These services are provided in both the clinic setting and within the communities in which clients live and work.
- Outcome(s) -- It is anticipated that approximately 7,000 consumers will be served during FY 2008-09 through the outpatient clinics. The Department's transformation from a traditional medical model to a community-based team case management model began in FY 07-08. Early data as well as the available literature suggest that clients who receive these more intensive outpatient case management services will benefit from fewer psychiatric crises, fewer hospital admissions, decreased levels of homelessness and incarceration, better medication compliance, better symptom management, and a better quality of life. It is expected that all seriously mentally ill consumers now have an assigned case manager to assist with coordination of appropriate services.
- Mandates & Level of Mandated Activities -- While outpatient case management is only mandated to the extent resources are available, these services are necessary for the seriously mentally ill to avoid costly crisis services and hospital admissions.
- Appropriation Detail -- Appropriations for the FY 2008-2009 have decreased by 25.7% (\$5,319,720)

Department of Behavioral Health – 5630

- Revenue Detail -- The estimated revenues for the FY 2008-09 Recommended Budget have decreased by 23.8% (\$4,809,451) from FY 2007-08. This is primarily due to decrease of Medi-Cal revenues and decrease in mental health realignment allocation.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$10,219,964	\$11,049,650
Service & Supplies	\$4,924,273	\$3,897,998
Other Charges	\$470,954	\$466,892
Total Appropriations	\$15,615,191	\$15,414,540

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$3,355,802	\$3,355,802
Intergovernment Revenues – Federal	\$208,800	\$208,800
Charges for Service	\$2,975,810	\$2,427,374
Other Financing Sources	\$8,903,189	\$9,044,798
Intrafund	\$171,590	\$377,766
Total Revenue	\$15,615,191	\$15,414,540
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 123.440 full time equivalent(s) (FTE), which reflect a decrease of 56.320 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
3081	Office Assistant III - Confidential	Filled	0.720	\$45,456
2293	Staff Analyst III	Vacant	0.720	\$69,044
1670	Admitting Interviewer II	Filled	0.720	\$43,351
2212	Systems and Procedures Analyst III	Filled	0.720	\$81,416
1363	Clinical Supervisor	Filled	2.000	\$264,590
1917	Unlicensed Mental Health Clinician	Filled	1.000	\$97,121
3080	Office Assistant III	Filled	5.000	\$318,815
3078	Supervising Office Assistant I	Filled	1.000	\$71,500
1323	Mental Health Nurse II	Filled	1.000	\$130,551
3110	Office Assistant II	Filled	1.000	\$58,619
3144	Secretary I	Vacant	1.000	\$48,220
1367	Psychiatrist	Vacant	5.000	\$1,127,340
1917	Unlicensed Mental Health Clinician	Vacant	12.000	\$1,110,960
3125	Office Assistant I	Vacant	5.440	\$240,965
1363	Clinical Supervisor	Vacant	1.000	\$125,989

Department of Behavioral Health – 5630

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
1927	Comm Mental Health Specialist I	Vacant	11.000	\$804,144
1309	Division Manager - Mental Health	Vacant	1.000	\$138,169
1963	Mental Health Worker I	Vacant	2.000	\$90,684
1322	Mental Health Nurse I	Vacant	4.000	\$388,036
Totals			56.320	\$5,254,970

Service Impact of Funding Reductions:

- Along with the elimination of 58 positions, 44 vacant and 14 FTE filled positions, the Department will need to consolidate outpatient services from 10 teams to 5 teams. This will increase the average caseload from 75 consumers per one staff to an average of 110 consumers per staff. Additional increases may be realized if the demand for services and or an increase in population occurs. Currently the Department has an average wait time of 2-3 weeks to be seen. Loss of positions would result in an increase to the average wait time to 6-8 weeks and could increase if demands for services increase.
- As outpatient services would be significantly reduced, consumers would not be seen as frequently as medically necessary. Therefore, consumers could potentially decompensate, resulting in more 5150 situations and impact law enforcement, ambulance services, emergency room services, and crisis and inpatient psychiatric services. An increase in incarceration and homelessness might also result from a reduction of mental health services.
- This budget does not account for any change in psychiatrists salary and benefits other than a cost of living increase.
- The Department will no longer be able to pay for psychotropic medications for consumers who receive outpatient mental health services in all clinics. The psychiatrists will continue to see consumers and prescribe medications for them as part of the treatment. However, the consumers will be responsible for paying for their prescribed medications if they do not have Medi-Cal or Medicare health benefits.

PATH Grant/Homeless

Program Description

- Function(s) – The Projects for Assistance in Transition from Homelessness (PATH) grant is contracted to Turning Point of Central California. The specific program is titled First Step Outreach, which provides outreach services to the homeless mentally ill in the community. These homeless clients are identified by law enforcement, community agencies, and through citizen notification. Additionally, the First Step Outreach PATH program provides assessment and plan development; therapy and rehabilitation services; medication management, monitoring, and support; referral to community-based organizations to access shelter/housing, food, and clothing; case management services; and transportation and linkage to Fresno County Human Services Departments.

Department of Behavioral Health – 5630

- Outcome(s) -- The PATH grant program served 151 homeless mentally ill clients to date in FY 07-08, providing food, clothing, shelter, and mental health treatment to those without a home and without hope.
- Mandates & Level of Mandated Activities -- PATH grant services are not mandated, but are funded by the Substance Abuse and Mental Health Services Administration (SAMHSA) of the Federal government. These services are also consistent with recent BOS and Fresno City Council direction to end homelessness.
- Appropriation Detail -- Appropriations have decreased by 22% (\$134,758) in the salary and benefits.
- Revenue Detail – The estimated revenues for the FY 2008-09 Recommended Budget have decreased by 26% (\$169,113) from FY 2007-08. This is primarily due to reduction of allocation of the Mental Health Realignment and Medi-Cal Revenues.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$554,002	\$469,789
Total Appropriations	\$554,002	\$469,789

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$813	\$0
Intergovernment Revenues – Federal	\$291,840	\$285,088
Charges for Service	\$146,687	\$36,875
Other Financing Sources	\$114,662	\$147,826
Total Revenue	\$554,002	\$469,789
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 0.000 full time equivalent(s) (FTE), which reflect a decrease of 0.000 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- The grant reduction for FY2008-2008 is due to State's reduction to counties.
- The program is changing to a Full Services Partnership program so fewer consumers are going to receive a higher level of service.

Supported Employment and Education Services program (SEES)

Program Description

- Function(s) – The Supported Employment and Education Services program is a collaborative arrangement between the State and County which provides supported employment services, including job development, job placement, and job coaching for the seriously mentally ill who are ready for competitive employment. For those

Department of Behavioral Health – 5630

not yet ready for employment, other services are available onsite at DBH from the Fresno Adult School. These services include learning disability assessment, résumé development, interviewing skills, GED preparation, class skills, a job club, and tutoring. The Department has dedicated one (1) staff to supportive education, to provide assistance to mental health clients who require assistance to choose, access and succeed in the educational environment. DBH has close working relationships with the local community colleges and maintains office hours at Fresno City College. Ongoing assessment and support for these services is provided by the case management teams.

- Outcome(s) -- The DBH/DOR cooperative contract began July 1, 2007, and identifies comprehensive employment services to be provided to 90 clients. Additional clients are served in the educational component of this program. To date, 112 clients have received services in FY 07-08.
- Mandates & Level of Mandated Activities -- The SEES program is not mandated by state, federal, or local laws, but is funded by a cooperative agreement between Fresno County DBH and the California Department of Rehabilitation.
- Appropriation Detail – Appropriations for the FY 2008-2009 have decreased by 30.3% (\$224,389).
- Revenue Detail -- The estimated revenues for the FY 2008-09 Recommended Budget have decreased by 30.1% (\$222,060) from FY 2007-08. This is primarily due to reduction of allocation of the Mental Health Realignment Revenues and Medi-Cal Revenues.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$479,033	\$473,446
Service & Supplies	\$39,927	\$41,646
Total Appropriations	\$518,960	\$515,092

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$404,057	\$402,459
Intergovernment Revenues – Federal	\$15,092	\$15,092
Charges for Service	\$63,117	\$19,488
Other Financing Sources	\$14,593	\$0
Intrafund	\$22,101	\$78,053
Total Revenue	\$518,960	\$515,092
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 6.0 full time equivalent(s) (FTE), which reflect a decrease of 0.000 FTE(s) from FY 2007-08.

Department of Behavioral Health – 5630

Service Impact of Funding Reductions:

- No change in service or staffing.

Conservator/Hospitals

Program Description

- Function(s) – The Team provides support and consultation to other County departments, including County Counsel and the Public Guardian in relation to the seriously mentally ill who have been deemed gravely disabled and in need of conservatorship. The most severely ill of these clients may require placement in locked facilities, Institutes for Mental Disease (IMDs), or State Hospitals. The Department continues to focus efforts on transitioning these clients to less restrictive, less costly, safe, and affordable housing. Out-of-County conservatees are served directly by the Team, while in-County conservatees are served by the case management teams to foster continuity in the therapeutic relationship.
- Outcome(s) -- There are currently 338 conservatees.
- Mandates & Level of Mandated Activities -- The services provided by the Team are mandated by the Welfare & Institutions Code of California § 6600.
- Appropriation Detail -- Appropriations for the FY 2008-2009 have increased by 9% (\$850,162).
- Revenue Detail -- The estimated revenues for the FY 2008-09 Recommended Budget have increased by 10.4% (\$973,838) from FY 2007-08. This is primarily due to increase in allocation of Mental Health Realignment Revenue.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$161,021	\$538,636
Service & Supplies	\$9,191,404	\$9,323,418
Other Charges	\$439,623	\$439,454
Total Appropriations	\$9,792,048	\$10,301,508

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$115,583	\$115,583
Intergovernment Revenues – Federal	\$56,029	\$56,029
Charges for Service	\$215,909	\$215,909
Miscellaneous Revenues	\$991,607	\$991,607
Other Financing Sources	\$8,390,642	\$8,891,512
Intrafund	\$22,278	\$30,868
Total Revenue	\$9,792,048	\$10,301,508
NCC	\$0	\$0

Department of Behavioral Health – 5630

Total Recommended Positions

Total Positions for the above program include 5.810 full time equivalent(s) (FTE), which reflect a decrease of 0.180 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
1670	Admitting Interviewer II	Filled	0.030	\$1,806
3080	Office Assistant III	Filled	0.030	\$1,894
2212	Systems and Procedures Analyst III	Filled	0.030	\$3,392
3125	Office Assistant I	Vacant	0.060	\$2,658
2293	Staff Analyst III	Vacant	0.030	\$2,877
Totals			0.180	\$12,627

Service Impact of Funding Reductions:

- Reduction of support staff will increase the workload on remaining staff.

Employment Services Program (ESP)

Program Description

- Function(s) – This program provides mental health services to CalWORKs eligible clients referred from the Department of Employment and Temporary Assistance whose mental health issues are documented as a barrier to employment.
- Outcome(s) -- The over-arching outcome for this program is to reduce mental health barriers so that clients can seek, gain and retain employment. It is anticipated that 329 clients will receive services through this program.
- Mandates & Level of Mandated Activities – This service is not mandated.
- Appropriation Detail -- Appropriations for the FY 2008-2009 have increased by 44% (\$728,465) from the FY 07-08 Adopted Budget for salary and benefits primarily due to an increase in staffing level.
- Revenue Detail -- Revenues estimated for this program have increased by 26.0% (\$485,740). All revenues to support this function are from the CalWORKs Mental Health and Substance Abuse allocation.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,781,172	\$1,885,470
Service & Supplies	\$535,381	\$499,115
Total Appropriations	\$2,316,553	\$2,384,585

Department of Behavioral Health – 5630

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intrafund	\$2,316,553	\$2,384,585
Total Revenue	\$2,316,553	\$2,384,585
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 23.000 full time equivalent(s) (FTE), which reflect a decrease of .000 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 41,672,175, a 12.0 % (\$ 5,699,143) decrease from fiscal year 2007-08, which is primarily due to elimination of AB 2034 program and reduction of reimbursable revenue due to staffing cut. Specific changes by revenue accounts are noted below.
 - Intergovernment Revenues - State (\$ 4,889,998) – Revenues have decreased by 30.5% (\$2,150,677) due to elimination of AB 2034 program, reduction of State Health Medi-Cal Administration due to a reduction in Medi-Cal revenue, elimination of Other Health State Administration revenue, and reduction in Early and Periodic Screening, Diagnosis and Treatment (EPSDT) State revenue.
 - Intergovernment Revenues - Federal (\$ 591,644) – Revenues have decreased by 38.4% (\$369,423) due to a reduction in MAA Medical Administration revenue.
 - Charges For Services (\$ 5,014,911) – Revenues have decreased by 49.6% (\$4,944,994) due to a reduction in Medi-Cal revenue and other charges for services resulting from proposed staff cut, and other charges for services.
 - Miscellaneous and other revenues (\$ 991,607) – Revenues projected to increase by 54.3% (\$349,145) due to projected increase in Conservatorship program clients' share of cost and miscellaneous reimbursement.
 - Other Financing Source or Mental Health Realignment (\$27,007,642) – Revenues projected to increase by 4.5% (\$1,156,476), resulting from a release of funds due to a reduction in A-87 costs.
 - Intrafund Revenue (\$ 3,176,373) – Revenues projected to increase by 8.9% (\$260,330) due to Mental Health Services Act fund that will offset various staff time to spend on the implementation of new Mental Health Information System.

Department of Behavioral Health – 5630

PENDING FACTORS

The State budget proposed for FY 2008-09 recommends a 10% reduction in the Managed Care Allocation paid to counties to operate their local Mental Health Plan. If approved, this will result in a revenue decrease of \$330,524 to the Department.

The State budget proposed for FY 2008-09 recommends a 5% reduction in the Schedule of Maximum Allowance (SMA) for Outpatient Services paid to counties to operate their local Mental Health Plan. If approved, this will result in a Federal Financial Participation (FFP) revenue decrease of approximately \$213,163.

The County also continues the cost settlement process with the State for prior fiscal years dating back to FY 2001-02 due to costs exceeding the payments received. This may result in cost settlement unbudgeted payments in FY 2008-09.

Continued decreases in funding for the Department will impact clients' mental health services and waiting time for services.

The Department anticipates its preparation for the implementation of the electronic health record (EHR) will involve different classifications of staff and time and may result in a delay in service delivery.

Department of Behavioral Health – 5630

DEPARTMENT OF BEHAVIORAL HEALTH - 5630

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
3205	Account Clerk II	990	1	1	\$ 31,444
3166	Administrative Secretary - Conf.	1371	1	1	42,113
1501	Admitting Interviewer I	953	1	1	34,594
1670	Admitting Interviewer II	1119	6	5	187,184
1363	Clinical Supervisor	2594	14	11	918,816
1927	Community Mental Health Specialist I	1262	17	6	259,960
1928	Community Mental Health Specialist II	1393	42	42	1,953,299
2316	Deputy Director of Behavioral Health	D	1	1	87,648
8073	Director of Adult Services	B	1	1	122,373
1309	Division Manager - Mental Health	E	4	3	262,732
3037	Driver	903	4	4	122,092
1919	Licensed Mental Health Clinician	2096	2	2	137,300
1911	Licensed Psychologist	2362	1	1	57,337
1465	Licensed Vocational Nurse I	1175	0	0	0
1494	Licensed Vocational Nurse II	1305	1	1	44,151
1450	Licensed Vocational Nurse III	1429	12	12	579,936
1322	Mental Health Nurse I	2268	9	5	311,060
1323	Mental Health Nurse II	2556	10	9	812,989
1963	Mental Health Worker I	770	8	6	140,276
1960	Mental Health Worker II	934	16	16	488,082
1564	Nurse Practitioner	3106	0	0	0
1454	Nursing Services Manager	E	1	1	96,789
3125	Office Assistant I	842	8	2	46,844
3110	Office Assistant II	946	4	3	96,935
3080	Office Assistant III	1054	43	38	1,352,440
3081	Office Assistant III - Confidential	1054	1	0	0
2297	Principal Staff Analyst	E	1	1	81,673
2336	Behavioral Health Business Manager	E	1	1	81,673
3620	Program Technician I	1252	2	2	67,694
3621	Program Technician II	1401	0	0	0
1463	Psychiatric Technician II	1305	3	3	131,412
1468	Psychiatric Technician III	1429	2	2	96,656
1367	Psychiatrist	A	14	9	1,366,435
1592	Recreational Therapist II	1546	1	1	52,250
3144	Secretary I	946	1	0	0
3142	Secretary II	1054	0	0	0
3140	Secretary III	1177	1	1	36,545
3160	Secretary IV	1299	2	2	81,609
1920	Senior Licensed Mental Health Clinician	2251	36	36	2,732,803
1910	Senior Licensed Psychologist	2505	1	1	80,679
2294	Senior Staff Analyst	F	3	3	213,185
2240	Senior Systems & Procedures Analyst	2438	1	1	67,829
2291	Staff Analyst I	1607	1	1	53,078
2292	Staff Analyst II	1784	0	0	0
2293	Staff Analyst III	2060	4	3	194,282
3078	Supervising Office Assistant I	1213	1	0	0
3070	Supervising Office Assistant II	1407	7	7	333,102
2212	Systems and Procedures Analyst III	2177	3	2	140,216
2213	Systems and Procedures Analyst I	1522	0	0	0
1917	Unlicensed Mental Health Clinician	1743	23	10	568,598
Subtotal			316	258	\$ 14,566,113
Auto Allowance					6,156
Shift Differential					181,506
Bilingual Skills Pay					77,800
Less Salary Savings					(728,293)
TOTAL REGULAR SALARIES					\$ 14,103,282

Department of Behavioral Health – 5630

VACANT POSITIONS PROPOSED FOR DELETION

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1309	Division Manager - Mental Health	Vacant	E	-1	138,169
2293	Staff Analyst III	Vacant	2060	-1	95,894
1927	Comm Mental Health Spec I	Vacant	1262	-11	804,144
1963	Mental Health Worker I	Vacant	770	-2	90,684
1322	Mental Health Nurse I	Vacant	2236	-4	388,036
1917	Unlicensed Mental Health Clinician	Vacant	1743	-12	1,110,960
1363	Clinical Supervisor	Vacant	2594	-1	125,989
3144	Secretary I	Vacant	946	-1	48,220
3125	Office Assistant I	Vacant	842	-6	265,770
1367	Psychiatrist	Vacant	A	-5	1,127,340
				-44	4,195,206

FILLED POSITIONS PROPOSED FOR DELETION

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
3081	Office Assistant III - Confidential	Filled	1054	-1	63,133
1670	Admitting Interviewer II	Filled	1119	-1	60,210
1363	Clinical Supervisor	Filled	2594	-2	264,590
1323	Mental Health Nurse II	Filled	2556	-1	130,551
1917	Unlicensed Mental Health Clinician	Filled	1743	-1	97,121
3110	Office Assistant II	Filled	946	-1	58,619
3080	Office Assistant III	Filled	1054	-5	318,815
3078	Supervising Office Assistant I	Filled	1213	-1	71,500
2212	Systems and Procedures Analyst III	Filled	2177	-1	113,078
				-14	1,177,617

Mental Health Managed Care – 5601

Mental Health Managed Care BUDGET 5601 GENERAL FUND				
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease
<u>FISCAL SUMMARY</u>				
<u>Appropriations</u>				
Salaries and Benefits	2,060,607	2,928,181	2,469,920	(458,261) -15.7%
Services and Supplies	7,729,293	11,882,744	12,168,093	285,349 2.4%
Other Charges	114,785	106,169	52,584	(53,585) -50.5%
Total Appropriations	\$ 9,904,686	\$ 14,917,094	\$ 14,690,597	(226,497) -1.5%
<u>Revenues</u>				
Intergovernment Revenues - St	9,529,456	9,387,442	9,374,800	(12,642) -0.1%
Intergovernment Rev-Federal	-	-	32,868	32,868
Intergovernment Revenue-Other	-	-	-	- -100.0%
Charges For Services	1,523,626	3,460,000	3,627,500	167,500 4.8%
Miscellaneous Revenues	2,607	2,300	2,300	- 0.0%
Other Financing Sources	-	2,000,000	1,463,408	(536,592) -26.8%
Intrafund Revenue	33,693	67,352	189,721	122,369 181.7%
Total Revenues	\$ 11,089,383	\$ 14,917,094	\$ 14,690,597	(226,497) -1.5%
<u>Net County Cost</u>	\$ (1,184,697)	\$ -	\$ -	\$ (0)
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease
Position Summary	34	40	32	(8)
<p>**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>				

Mental Health Managed Care – 5601

FUNCTION

The Department of Behavioral Health, Managed Care Division, is responsible to the Local Mental Health Director to provide oversight of the Fresno County Mental Health Plan (MHP) operated through an agreement with the California Department of Mental Health. This oversight includes client records management, monitoring access, timely services, quality of care, and compliance with Federal and State regulations by County mental health programs and the network of contract providers and inpatient facilities serving Fresno County Medi-Cal beneficiaries of all ages, who reside in and outside of the County.

The Managed Care Division is responsible to develop agreements and arrange for medically necessary inpatient and outpatient specialty mental health services. The staff also provide ongoing education and training to County and contract providers staffs, certify community-based practice sites, credential professional staff, authorize ongoing treatment services, perform post-service audits, process claims and request provider payments. Managed Care serves as the entry point for individuals and families requesting mental health services and provides clerical and clinical screening to determine the appropriate referral. Beginning in FY 07-08, Managed Care assumed the responsibility for the Welfare and Institutions Code 5150 training and certification of County mental health staff and licensed health professionals at local inpatient hospitals.

The Division supports the Departments of Behavioral Health (DBH) and Children and Family Services (DCFS) by establishing system-wide standards and operational procedures for maintaining client records to insure adherence with federal and state consent, confidentiality and protected health information regulations and approves all forms used to document client services. Division staffs also provide training, perform quality reviews and billing audits of medication services; credential and screen licensed staff, negotiate agreements; investigate client grievances, establish the policies and procedures of the MHP, support Quality Improvement activities, and coordinate Federal and State reviews and audits.

OVERVIEW

The FY 2008-09 Recommended Budget of \$14,690,597 reflects a 1.5% (\$226,497) decrease over the FY 2007-08 Adopted Budget due primarily to the reduction of staff, which includes eliminating 5.0 FTE staff assigned to the DCFS' medical record functions in the prior fiscal year; eliminating 4.0 FTE positions in Managed Care; and adding 1.0 FTE staff to meet new federal and state claims processing requirements. There is no County cost associated with this budget. Staffing is recommended at 32.0 FTE's, a decrease of 8.0 FTE's over the prior year level of 40 FTE's. A 5% (82,021) salary savings has been used in calculating Regular Salaries (account 6100) in the Recommended Budget. A \$45,628 savings in combined, related benefits has also been calculated in the Recommended Budget for Unemployment, Retirement, OASDI and Health Insurance.

DEPARTMENT COMMENTS

The Mental Health Plan continues to be challenged with access, penetration rates, intensity of services and retention of Medi-Cal beneficiaries without the additional funding from the Mental Health Managed Care Allocation and other federal and state funding sources that are required to expand the current system capacity, increase the cultural diversity of the provider panel and attract mental health professionals willing to serve the rural communities.

Mental Health Managed Care – 5601

Divisional goals for FY 2008-09 will incorporate the utilization review and provider relations support for the Mental Health Services Act programs into daily operations; continue efforts to increase cultural competency within the MHP provider network; select providers to serve rural communities; maintain fiscal integrity to ensure expenditures are at or below appropriations and that revenues match expenditures; expand MHP policies and procedures related to documentation and billing standards; work closely with Human Services Finance to establish processes and address information system issues to insure accurate cost reporting of contract provider services; and prepare for the implementation of the new mental health information system and its utilization by the MHP provider network.

At this time, the County is under appeal with the State on several past year Medi-Cal cost settlement accounts, the amount and due date for potential paybacks have not yet been determined and is not included in the FY 08-09 budget for the Managed Care Division. In addition, the County is at risk for potential repayments to organizational providers for those costs associated MHP contract services.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Managed Care	\$14,550,876	\$14,550,876	\$0	31.0
Total:	\$14,550,876	\$14,550,876	\$0	31.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Managed Care	\$14,690,597	\$14,690,597	\$0	32.0
Total:	\$14,690,597	\$14,690,597	\$0	32.0

PROGRAM BUDGETS

Managed Care Administration

Program Description

- Function(s) – Fresno County contracts with the California Department of Mental Health to operate as a Mental Health Plan (MHP) to provide or arrange for medically necessary inpatient and outpatient specialty mental health services for its Medi-Cal beneficiaries of all ages, who reside in and outside of the County. Under the direct responsibility of the Local Mental Health Director, the Managed Care Division provides oversight of this State contract to monitor access, timely services, quality of care, and compliance with Federal and State regulations.
- Outcome(s) -- Support the MHP to meet the quality improvement measures and goals in the 2008 Quality Improvement Work Plan through data reports, technical assistance, client and provider surveys and participation in the clinical and administrative performance improvement projects.

Mental Health Managed Care – 5601

- Improve prescribing practices of the medical staff and the effective use of anti-psychotic medications for clients of all ages through ongoing quality monitoring and feedback to the Medical Directors of DBH and DCFS.
- Advance the principles of wellness and recovery and continue efforts toward a seamless service delivery model that integrates the MHP provider network with County programs through training, effective referrals, service coordination and the transition of care.
- Mandates & Level of Mandated Activities -- All management and functional responsibilities performed by Managed Care are mandated through Division 5, Welfare and Institutions Code; Title 42, Code of Federal Regulations; Part 438, Managed Care, Title 9; and the County's agreement with the State Department of Mental Health to operate the Fresno County Mental Health Plan.
- Salaries and Benefits, recommended at \$2,469,920 represent a 15.7% \$458,261 decrease over the FY 2007-08 level. This decrease is primarily due to the elimination of positions associated with the DCFS medical records and the reduction of filled and vacant positions to keep costs within available funding.
- Services and Supplies, recommended at \$12,168,093 represent a 2.4% \$285,349 increase in provider contracts for outpatient specialty mental health services to Medi-Cal beneficiaries under age 21.
- Other Expenses, recommended at \$52,584, represents a 50.5% \$53,585 decrease due to decrease cost of Human Service Finance Accounting support.
- Revenues are recommended at \$14,690,597 represent 1.5% \$226,497 decrease over the prior year level.
- Intergovernment Revenues- State \$9,374,800 – Recommended at a 0.1% decrease with the amount of the Managed Care Allocation at the same as FY 2007-08 and an increase in the Early and Periodic Screening, Diagnostic and Treatment (EPSDT) revenue due to the projected increase in services by contract providers to Medi-Cal beneficiaries under the age of 21 and an estimated increase in provider fees, which are billed by the County.
- Intergovernment Revenues- Federal \$32,868 -- Represents the estimated claiming of Medi-Cal Administration Activity
- Charges for Services \$3,627,500 – Estimated at a 4.8% increase over the FY 2007-08 level based on the rise of Medi-Cal services through new organizational provider agreements and the increase in federally mandated Therapeutic Behavioral Services.
- Miscellaneous Revenue \$2,300 -- Estimated at the FY 2007-08 level for payments associated with photocopies of client records
- Other Finance Sources – Mental Health Realignment \$1,463,408 – Represents a 27% decrease from prior year level of \$2,000,000 based upon the estimated cost of indigent inpatient hospital services and the County match required to offset the Federal Financial Participation (FFP) Medi-Cal payments for the cost of acute inpatient services provided to Medi-Cal beneficiaries by hospitals that bill and receive payment directly from the State.
- Intrafund Revenues \$189,721 – Recommended at a \$122,369 increase from prior year. Reflects reimbursement from the Mental Health Services Act (5667) \$139,721

Mental Health Managed Care – 5601

to offset the cost of staff assigned to the implementation of the new mental health information system and the Department of Employment and Temporary Assistance (5610) for services provided to CalWORKs clients with welfare-to-work plan that includes the need for mental health services as provided by MHP network providers \$50,000.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$2,355,989	\$2,469,920
Service & Supplies	\$12,141,845	\$12,168,093
Other Charges	\$53,042	\$52,584
Total Appropriations	\$14,550,876	\$14,690,597

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$9,374,800	\$9,374,800
Intergovernment Revenues – Federal	\$32,868	\$32,868
Charges for Service	\$3,627,500	\$3,627,500
Miscellaneous Revenues	\$2,300	\$2,300
Other Financing Sources	\$1,463,408	\$1,463,408
Intrafund	\$50,000	\$189,721
Total Revenue	\$14,550,876	\$14,690,597

Total Recommended Positions

Total Positions for the above program include 32.0 full time equivalent(s) (FTE), which reflect a decrease of 8.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
1347	Utilization Review Specialist	Filled	1.0	\$123,160
3070	Supervising Office Assistant II	Filled	1.0	\$80,861
2291	Staff Analyst I	Vacant	1.0	\$77,230
3080	Office Assistant III	Filled	1.0	\$56,709
3110	Office Assistant II	Filled	3.0	\$136,331
3110	Office Assistant I	Vacant	2.0	\$59,244
Totals			9.0	\$533,535

Service Impact of Funding Reductions:

- There will be no service reduction associated with the deletion of 5 FTE's performing medical records management as 4 of these positions are included in the recommended budget for the DCFS. The reduction of the 1 FTE Utilization Review Specialist will reduce clinical support provided to the Compliance Office for County

Mental Health Managed Care – 5601

program reviews and will reduce the clinical review of routine service authorization/reauthorization requests. The remaining two positions will have no impact on service as they were vacant for the majority of FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 14,690,597, a 1.5 % (\$ 266,497) decrease from fiscal year 2007-08, which is primarily due to a reduction in Intergovernmental Revenues - State and Charges For Services. Specific changes by revenue accounts are noted below.
 - Intergovernment Revenues - State decrease by \$12,642
 - Intergovernment Revenues -Federal increase by \$32,868
 - Charges For Services increase by \$167,500
 - Mental Health Realignment decrease by \$536,592
 - Intrafund Revenue increase by (\$ 122,369) -- \$189,721

PENDING FACTORS

The State budget proposed for FY 2008-09 recommends a 10% reduction in the Managed Care Allocation paid to counties to operate their local Mental Health Plan. If approved, the resulting revenue decrease of \$574,156 would need to be reduced from the allocation to DBH and DCFS to continue funding the cost of medically necessary outpatient mental health services for Medi-Cal beneficiaries.

As County-operated mental health programs focus on services to the priority target populations and decreased client capacity from staff reductions, the capacity within the MHP provider network will need to increase to provide medically necessary services to Medi-Cal beneficiaries with an associated increase the amount of the Managed Care Allocation needed by the County to match the Medi-Cal Federal Financial Participation payments.

The County continues to be at risk for repayment to the State related to organizational provider services for cost settlements dating back to FY 2000-2001.

Extensive training and support to MHP providers will be necessary to allow access and claiming through the new mental health information system.

Increasing federal and state regulations in areas such as targeted case management, electronic health records and electronic signatures will require the development of policies, procedures and internal/external processing guidelines to insure compliance.

Mental Health Managed Care – 5601

MENTAL HEALTH MANAGED CARE - 5601

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS CURRENT</u>	<u>RECOMMENDED</u>	<u>RECOMMENDED SALARIES</u>
1309	Division Manager - Mental Health	E	1	1	\$ 87,648
1323	Mental Health Nurse II	2556	1	1	90,748
1347	Utilization Review Specialist	2395	8	7	540,092
1363	Clinical Supervisor	2594	1	1	83,541
1670	Admitting Interviewer II	1119	1	1	30,406
1550	Medical Records Coordinator	1992	1	1	64,173
1560	Provider Relations Specialist	1226	3	4	147,085
2294	Senior Staff Analyst	F	1	1	69,843
2291	Staff Analyst I	1607	1	0	0
3070	Supervising Office Assistant II	1407	2	1	47,586
3080	Office Assistant III	1054	12	11	385,408
3110	Office Assistant II	946	4	1	26,428
3125	Office Assistant I	842	3	1	23,422
3160	Secretary IV	1299	1	1	43,930
Subtotal			40	32	\$ 1,640,310
Bi-lingual Pay					6,994
Less Salary Savings					(82,021)
TOTAL REGULAR SALARIES					\$ 1,565,284

Filled positions recommended for Deletions					
<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>Status</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1347	Utilization Review Specialist	2395	Filled	-1	123,160
3070	Supervising Office Assistant II	1407	Filled	-1	80,861
3080	Office Assistant III	1054	Filled	-1	56,709
1309	Office Assistant II	946	Filled	-3	136,331
Cost of Restoring Filled Positions				-6	397,061

Vacant positions recommended for Deletions					
<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>Status</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
2291	Staff Analyst I	1607	Vacant	-1	77,230
3110	Office Assistant I	946	Vacant	-2	59,244
Cost of Restoring Vacant Positions				-3	136,474

Substance Abuse Services – 5602

Substance Abuse Services BUDGET 5602 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	1,986,155	2,593,926	2,860,839	266,913	10%
Services and Supplies	14,610,304	18,665,791	18,578,488	(87,303)	0%
Other Charges	231,830	289,932	417,585	127,653	44%
Total Appropriations	\$ 16,828,290	\$ 21,549,649	\$ 21,856,912	307,263	1%
<u>Revenues</u>					
Intergovernment Revenues - St	5,912,180	9,858,707	4,163,503	(5,695,204)	-58%
Intergovernment Rev-Federal	4,255,161	5,103,704	5,577,163	473,459	9%
Charges For Services	7,858,118	4,812,064	10,115,120	5,303,056	110%
Miscellaneous Revenues	443,766	872,599	1,062,817	190,218	22%
Intrafund Revenue	1,043,591	878,754	938,309	59,555	7%
Total Revenues	\$ 19,512,815	\$ 21,525,828	\$ 21,856,912	331,084	2%
<u>Net County Cost</u>	\$ (2,684,526)	\$ 23,821	\$ -	\$ (23,821)	-100%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	32	34	36	2	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Substance Abuse Services – 5602

FUNCTION

The Department of Behavioral Health, Substance Abuse Services (SAS) division, is responsible for planning, developing, and administering a county wide substance abuse prevention and treatment service delivery system. This division's mission is to support appropriate education, prevention, and treatment services to reduce or eliminate alcohol and other drug-related barriers to ongoing health, well-being, and economic independence of individuals and families. Fresno County offers a wide range of primary and secondary prevention and treatment services which include detoxification, short- and long-term residential and outpatient programs, and ancillary services including sober living centers. Programs include Drug Court Partnership, Proposition 36, Parolee Services Network, Driving Under the Influence (DUI), and Penal Code 1000 programs. SAS administers alcohol and drug prevention and treatment services primarily through contracts with community service providers. Community service providers are secured through competitive bid processes and provide substance abuse prevention and treatment services in both rural and urban locations. Substance abuse services are also provided through collaborative agreements with other County departments. The division also functions as the point of contact for Fresno County with the State Department of Alcohol and Drug Programs for all alcohol and drug services and activities.

OVERVIEW

The FY 2008-09 Recommended Budget of \$ 21,856,912 reflects a 1% (307,263) increase in appropriations over FY 2007-08 Adopted Budget. The FY 2008-09 Recommended Budget reflects \$21,856,912 in revenues, an increase of 2% (331,084) over the FY 2007-08 Adopted Budget. No Net County cost is recommended, a decrease of \$23,821 from the FY 2007-08. Staffing is recommended at 36 positions, an increase of 2 positions over FY 2007-08. Additional staff will perform contract oversight to 17 newly established adolescent outpatient clinics; assist in policy and procedure development; and provide quality assurance for the recently integrated, County operated substance abuse and mental health program. No salary savings were included in this budget.

DEPARTMENT COMMENTS

The misuse of alcohol and other drugs creates barriers to successful life outcomes for a large percentage of Human Services clients and families. Over the past year significant program changes have occurred, including the implementation of the Offender Treatment Program and the California Outcomes Management System (CalOMS). The CalOMS system provides outcome information at the client level, program level, and county wide, as well as comparative data with like sized counties and state wide.

Divisional Goals for FY 2008-09 include maintaining fiscal integrity by ensuring that expenditures are at or below appropriations and that revenues match expenditures; maintaining workforce competency standards as established by the State; maintaining an outcome management system to determine program and system effectiveness; expanding the automated billing system; implementing an electronic contract file system; increasing co-occurring capable services throughout the local system; continuing to review funding announcements and submitting proposals for Federal funding to enhance and expand existing services.

Substance Abuse Services – 5602

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Substance Abuse County Support	\$1,649,234	\$1,649,234	\$0	12.7
Substance Abuse Contracts	\$14,037,675	\$14,037,675	\$0	2.0
Offender Treatment Program	\$540,691	\$540,691	\$0	0.0
Substance Abuse and Crime Prevention Act of 2000 (SACPA) also know as "Proposition 36"	\$3,085,290	\$3,085,290	\$0	7.5
Drug Court Partnership	\$869,578	\$869,578	\$0	0.1
Perinatal Addiction Treatment and Health Services (PATHS)	\$1,596,307	\$1,596,307	\$0	13.7
Total:	\$21,778,775	\$21,778,775	\$0	36.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Substance Abuse County Support	\$1,728,667	\$1,728,667	\$0	13.0
Substance Abuse Contracts	\$14,036,864	\$14,036,864	\$0	2.0
Offender Treatment Program	\$540,691	\$540,691	\$0	0.0
Substance Abuse and Crime Prevention Act of 2000 (SACPA) also know as "Proposition 36"	\$3,090,312	\$3,090,312	\$0	7.4
Drug Court Partnership	\$869,538	\$869,538	\$0	0.1
Perinatal Addiction Treatment and Health Services (PATHS)	\$1,590,840	\$1,590,840	\$0	13.5
Total:	\$21,856,912	\$21,856,912	\$0	36.0

PROGRAM BUDGETS

Substance Abuse County Support

Program Description

- Function(s) – This Program contains staffing and services to support the provision of planning, development, and administration of a county wide substance abuse prevention and treatment service delivery system. A primary task of this program is to procure and monitor substance abuse prevention and treatment services for Fresno County residents. This process involves utilizing the competitive bid process, contracting with qualified Community Based Organizations and monitoring the

Substance Abuse Services – 5602

performance of those organizations. Other activities include needs assessments, legislative monitoring, research & evaluation, and training. The program also partners and collaborates with other counties to facilitate learning exchanges and further improve services and efficiencies. Additional staff will perform contract oversight to 17 newly established adolescent outpatient clinics.

- Outcome(s) – Maintain 100% compliance with the State Department of Alcohol and Drug Programs Negotiated Net Amount/Drug Medi-Cal Agreement as evidenced by the results from the State Monitoring visit.
- Mandates & Level of Mandated Activities – Health and Safety Code: Division 10.5 through Division 10.10
- Appropriation Detail – Appropriations are 2% above FY 07-08 appropriations
- Revenue Detail – Revenue for this program is 2% above the FY 07-08 revenues.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,157,650	\$1,197,630
Service & Supplies	\$272,523	\$304,469
Other Charges	\$219,061	\$226,568
Total Appropriations	\$1,649,234	\$1,728,667

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$28,286	\$28,286
Intergovernment Revenues – Federal	\$650,556	\$650,556
Charges for Service	\$125,497	\$125,497
Miscellaneous Revenues	\$811,358	\$924,328
Intrafund	\$33,537	\$0
Total Revenue	\$1,649,234	\$1,728,667
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 13.0 full time equivalent(s) (FTE), which reflect an increase of 1.0 FTE(s) from FY 2007-08.

Substance Abuse Contracts

Program Description

- Function(s) – This Program contains staffing and contracts for community-based prevention and treatment services. The Substance Abuse Services Division is responsible for the procurement and monitoring of alcohol and drug prevention and treatment services in Fresno County. This process involves developing and implementing a competitive bid process, contracting with qualified Community-

Substance Abuse Services – 5602

Based Organizations and monitoring these organizations. Fresno County has a range of primary and secondary prevention programs, outpatient drug-free, narcotic replacement therapy, residential, ancillary, DUI and PC-1000 programs. Currently the Substance Abuse Division contracts with approximately 24 Community-based Organizations who provide a wide range of services. In addition, the Division has Memorandums of Understanding with five County Departments providing services to consumers of the Department of Community Health and the Criminal Justice Systems.

- Outcome(s) – Ensure all contracts meet federal, state and local requirements and that the vendors fulfill all contractual obligations. It is anticipated that 11,731 individuals will receive alcohol and drug treatment services and 3,114 individuals will receive prevention services during FY 08-09 supported through this program.
- Mandates & Level of Mandated Activities -- Health and Safety Code: Division 10.5 through Division 10.10
- Appropriation Detail -- Appropriations are less than 2% above 07-08 appropriations
- Revenue Detail -- Revenue for this program is less than 2% above the 07-08 revenues.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$159,303	\$158,492
Service & Supplies	\$13,878,372	\$13,878,372
Total Appropriations	\$14,037,675	\$14,036,864

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – Federal	\$4,373,626	\$4,373,626
Charges for Service	\$9,664,049	\$9,656,730
Miscellaneous Revenues	\$0	\$6,508
Total Revenue	\$14,037,675	\$14,036,864
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 2 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Offender Treatment Program

Program Description

- Function(s) – This Program contains contracts for community-based treatment services for the Offender Treatment Program (OTP), which provides services to clients eligible for SACPA (Proposition 36).

Substance Abuse Services – 5602

- Outcome(s) – To enhance the SACPA outcomes and accountability by continuing to maintain the increased levels of residential treatment services established in FY 07-08. It is anticipated that 105 Proposition 36 eligible clients will receive drug treatment services through this program.
- Mandates & Level of Mandated Activities -- Health and Safety Code: Division 10.10 Section 11999.30
- Appropriation Detail -- Appropriations are 15% above FY 07-08 appropriations
- Revenue Detail -- Revenue for this program is 15% above the FY 07-08 revenues.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$540,691	\$540,691
Total Appropriations	\$540,691	\$540,691

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$486,622	\$486,622
Charges for Service	\$10,790	\$10,790
Miscellaneous Revenues	\$43,279	\$43,279
Total Revenue	\$540,691	\$540,691
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 0.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Substance Abuse and Crime Prevention Act of 2000 (SACPA)

Program Description

- Function(s) – This Program contains staffing and service contracts allowing for the administration, implementation and monitoring of The Substance Abuse and Crime Prevention Act 2000 (SACPA), also known as "Proposition 36". Requirements include submission of State quarterly reports and the Annual Plan; developing and implementing a competitive bid process; contracting with certified providers; developing MOU's and Interagency Agreements with government agencies; developing internal quality assurance systems; monitoring contracted services and activities; conducting research and evaluation of program performance; and reporting outcomes.
- Outcome(s) – Continue to procure substance abuse treatment services for first- or second-time nonviolent adult drug offenders in lieu of incarceration to fulfill State wide goals of preserving jail and prison cells for serious and violent offenders, enhance public safety by reducing drug-related crime and improve public health by

Substance Abuse Services – 5602

reducing drug abuse. It is anticipated that 2,090 clients will receive drug treatment services through this program.

- Mandates & Level of Mandated Activities -- Health and Safety Code: Division 10.8 Sections 11999.4 - 11999.13 and Division 10.9 Sections 11999.20 - 11999.25
- Appropriation Detail -- Appropriations are 12% below FY 07-08 appropriations
- Revenue Detail -- Revenue for this program is 12% below the FY 07-08 revenues.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$497,951	\$489,170
Service & Supplies	\$2,489,291	\$2,499,445
Other Charges	\$98,048	\$101,697
Total Appropriations	\$3,085,290	\$3,090,312

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$2,735,131	\$2,735,131
Intergovernment Revenues – Federal	\$322,611	\$327,633
Miscellaneous Revenues	\$27,548	\$27,548
Total Revenue	\$3,085,290	\$3,090,312
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 7.4 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- With the reduction of available funding for this program it is anticipated that more clients will receive less costly outpatient services instead of residential services and it is foreseen that waiting lists for treatment services will be established during this fiscal year. Both of these actions may reduce positive outcomes.

Drug Court Partnership

Program Description

- Function(s) – This Program contains staffing and services to support the local Drug Court Program. In FY 1999-00, the Fresno County Program Oversight Committee, consisting of members of the Superior Court, Probation, Public Defender, District Attorney, Substance Abuse and the Sheriff's Department, submitted and received a grant to fully fund an enhanced Drug Court Program. This program administers funds received by the Department of Behavioral Health which are then transferred to the Superior Court, Probation, Public Defender, District Attorney, Department of Behavioral Health and Sheriff to provide the staffing and supplies to operate the Post

Substance Abuse Services – 5602

Conviction Drug Court. It is anticipated that State funds will decrease by \$26,164 in FY 2008-09.

- Outcome(s) – To continue to reduce drug usage and recidivism among nonviolent drug offenders, procure court-supervised treatment services, and combine treatment with other rehabilitation services for long-term care and recovery. It is anticipated that 210 clients will receive drug treatment services through this program.
- Mandates & Level of Mandated Activities -- Health and Safety Code: Division 10.5 Sections 11970.1 - 11970.35 and 11970.45
- Appropriation Detail -- Appropriations are 4% above FY 07-08 appropriations
- Revenue Detail -- Revenue for this program is 4% above the FY 07-08 revenues.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$7,454	\$7,414
Service & Supplies	\$862,124	\$862,124
Total Appropriations	\$869,578	\$869,538

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$799,712	\$799,712
Intergovernment Revenues – Federal	\$63,550	\$63,879
Intrafund	\$6,316	\$5,947
Total Revenue	\$869,578	\$869,538
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 0.1 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Perinatal Addiction Treatment and Health Services (PATHS)

Program Description

- Function(s) – This Program contains staffing and services to support the PATHS program. PATHS is a gender-specific program focused on serving substance abusing women who are pregnant and/or parenting or of childbearing age. The program provides screening and assessment services, individual and group treatment, education on substance abuse, parenting and life-skills, family meetings, health screening, toxicology screening, Aftercare, and Alumni groups. On-site child care is provided for the children of the women participating in the program. The goal is to facilitate improved bonding and attachment between mother and child, as this has been shown to help the child developmentally, and provide a strong support and motivation for the mother to complete treatment. Additional staff will provide policy

Substance Abuse Services – 5602

and procedure development and quality assurance for the recently integrated, county run substance abuse and mental health program.

- Outcome(s) – Maintain current service capacity and continue to integrate co-occurring treatment into the program. It is anticipated that 400 women and 300 children will receive services at the PATHS program during FY 08-09. It is anticipated that clients will remain in the program longer and drop rates will decrease due to the integration of mental health services along with substance abuse services which will result in an increase of service level from FY 07-08.
- Mandates & Level of Mandated Activities -- Health and Safety Code: Division 10.5 Sections 11830 - 11833
- Appropriation Detail -- Appropriations are 17% above FY 07-08 appropriations
- Revenue Detail -- Revenue for this program is 17% above the FY 07-08 revenues.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,037,112	\$1,008,133
Service & Supplies	\$473,079	\$493,387
Other Charges	\$86,116	\$89,320
Total Appropriations	\$1,596,307	\$1,590,840

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$113,752	\$113,752
Intergovernment Revenues – Federal	\$161,469	\$161,469
Charges for Service	\$364,536	\$322,103
Miscellaneous Revenues	\$24,196	\$61,154
Intrafund	\$932,354	\$932,362
Total Revenue	\$1,596,307	\$1,590,840
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 13.5 full time equivalent(s) (FTE), which reflect an increase of 1.0 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$21,856,912, a 0.2 % (\$331,084) increase over fiscal year 2007-08, which is primarily due to increased Drug Medi-Cal, Federal SAPT and Drug Medi-Cal Administrative funding. Specific changes by revenue accounts are noted below.
 - State (\$4,163,503) – An accounting related shift of Drug Medi-Cal to the Charges for Services category has reduced budgeted State revenues by over \$5,000,000. Other State revenues have been budgeted at the FY 2007-08 Allocation level.

Substance Abuse Services – 5602

Additional reductions are related to the planned expenditure of roll-over revenue available in SACPA funds during FY 2007-08.

- Federal (\$5,577,163) – An increase of \$473,459 is the result of increased available Federal SAPT funding due to prior year cost efficiencies which primarily support contracted services and the PATHS programs.
- Charges for Services (\$10,115,056) – An increase of \$ 5,303,056 is due to a shift of the State component of Drug Medi-Cal to this category for FY 08-09.
- Misc Revenues (\$1,062,817) – This category accounts for Drug Medi-Cal Administrative reimbursement as well as trust fund transfers to allow the use of local fines for the required County match funds to support Perinatal and Offender Treatment Programs.
- Intrafund Revenues (\$938,309) – Funding received from other County Departments is anticipated to increase as Substance Abuse Services recognizes staff time used to support the Employment Services Program in Behavioral Health.

PENDING FACTORS

Revenues included in the FY 2008-09 request reflect the best estimates from Substance Abuse staff based on State and Federal discussions. It is unknown at this time whether the estimated Budget Year reductions in State funding will be upheld by the Legislature or restored to the current level.

Substance Abuse Services – 5602

SUBSTANCE ABUSE SERVICES - 5602

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
1363	Clinical Supervisor	2594	1	1	\$ 83,541
1445	Deputy Alcohol and Drug Program Administrator	E	1	1	87,833
1670	Admitting Interviewer II	1119	1	1	33,595
1951	Substance Abuse Specialist I	1275	3	3	116,997
1952	Substance Abuse Specialist II	1407	5	5	218,494
1953	Senior Substance Abuse Specialist	1619	6	6	313,549
2291	Staff Analyst I	1607	2	4	182,978
2293	Staff Analyst III	2060	2	2	132,690
2294	Senior Staff Analyst	F	3	3	208,998
2297	Principal Staff Analyst	E	1	1	67,935
3037	Driver	903	1	1	30,523
3070	Supervising Office Assistant II	1407	1	1	47,586
3080	Office Assistant III	1054	2	2	71,275
3110	Office Assistant II	946	2	2	57,760
3160	Secretary IV	1299	1	1	43,930
3620	Program Tech I	1252	1	1	42,187
3621	Program Tech II	1401	1	1	47,374
Subtotal			34	36	\$ 1,787,245
TOTAL REGULAR SALARIES					\$ 1,787,245

Mental Health Services Act – Children & Youth – 5663

Children & Youth MHSA BUDGET 5663 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	22,662	112,112	1,330,277	1,218,165	1087%
Services and Supplies	4,374	4,626,933	4,313,536	(313,397)	-7%
Residual Equity Transfers(Out)	-	38,000	76,000	38,000	100%
Total Appropriations	\$ 27,036	\$ 4,777,045	\$ 5,719,813	942,768	20%
<u>Revenues</u>					
Intergovernment Revenues - St	26,705	4,282,470	4,881,313	598,843	14%
Intergovernment Rev-Federal	-	76,520	6,140	(70,380)	-92%
Charges For Services	-	418,055	832,360	414,305	99%
Total Revenues	\$ 26,705	\$ 4,777,045	\$ 5,719,813	942,768	20%
<u>Net County Cost</u>	\$ 331	\$ -	\$ -	\$ -	-100%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary		20	20	-	
<p>**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>					

Mental Health Services Act – Children & Youth – 5663

FUNCTION

Under the provisions of the Mental Health Services Act (MHSA), also known as Proposition 63, County mental health departments receive funding to assist in providing mental health services to underserved and unserved populations. These services can be provided as new programs or through an approved expansion of existing programs. The County MHSA Community Services and Supports (CSS) Program and Expenditure Plan for children and families is administered by the Department of Children and Family Services in collaboration with all MHSA programs and under the leadership of the local Mental Health Director. The County of Fresno is responsible for the planning, development, and administering of MHSA services for children and families as a part of a comprehensive MHSA plan for the greater Fresno County Community. The CSS programs provide direct mental health treatment services as well as additional family and client supports such as housing vouchers, utility allowances, educational training, food vouchers, transportation, respite care assistance, etc. In line with the core elements of the MHSA, this budget will support the provision of CSS services in accordance with cultural competency - eliminating ethnic disparities, focusing on family and client centered plans of care, community collaboration, fostering recovery and resiliency, and providing for an integrated service experience for clients and families. The programs funded in this budget will be advancing the goals of MHSA through using a combination of five different strategies for the children/youth and family population. The strategies include the SMART Model of Care, Functional Family Therapy (FFT), Team Decision Making (TDM), School-Based Services, and Outreach and Engagement. A large proportion of these services will be targeted towards the neediest in the population such as infants age 0-5, children involved in the juvenile justice system and K-12 aged children at schools in Fresno County. Increased mental health participation in child welfare placement decisions for high-risk youth are incorporated into the TDM program and has done so with great success over the last year. Outreach and engagement services will focus on children and families in rural and metro areas, clients that have no means to pay for services, as well as cultural groups traditionally not served by current mental health systems. Outreach and engagement services will increase communication within the community and assist in reducing disparities within programs and the community. Majority of services are provided through outsourcing.

OVERVIEW

The FY 2008-09 Recommended Budget appropriations of \$5,719,813 reflect a net 20% (\$942,768) increase from the FY 2007-08 Adopted Budget, and the FY 2008-09 Recommended Budget revenues of \$5,719,813 reflect a net 20% (\$942,768) increase from the FY 2007-08 Adopted Budget. Staffing is recommended at 20 positions, which is the same level as FY 2007-08. A 5% (\$43,785) salary savings has been used in calculating Regular Salaries (account 6100) in the Recommended Budget. A \$25,556 savings in combined, related benefits has also been calculated in the Recommended Budget for Unemployment, Retirement, OASDI, and Health Insurance.

DEPARTMENT COMMENTS

The target population for the children/youth and family MHSA services are children ages 0-18 who have Severe Emotional Disturbance (SED) or Severe Mental Illness (SMI) that result in significant functional impairment, or who demonstrate significant social, emotional, educational and/or occupational impairments who could meet the criteria for an SED and/or SMI diagnosis. Other characteristics of the targeted population are high risk or court dependents through the Child Welfare System. Many times this population

Mental Health Services Act – Children & Youth – 5663

is underinsured or uninsured. Many of these youth are from racially and ethnically diverse populations (Latino, Southeast Asian, and African American, etc.). The target population also consists of families affected by substance abuse issues, and/or experiencing extreme behaviors at school. Because of unaddressed social, emotional, and health needs, these children experience behavioral problems, multiple placements, educational failure and disproportionate institutionalization as youth and adults.

The lack of mental health treatment services for many segments of the Fresno County population leads to many societal impacts in schools, the juvenile justice system, and in child welfare. It affects the ability of families and children to function at levels that encourage recovery and resiliency. The addition of treatment and community supports will assist the neediest in the County and reduce identified disparities. MHSA focuses on transforming public mental health by looking at other factors that lead to recovery and wellness. FY 2008-09 will be the first year of full implementation of all approved Community Services and Supports plans. Outcomes measurements will be developed through the State Department of Mental Health (DMH) to track recipients of MHSA services to the fullest extent. Over the past year, significant program changes occurred which included approval of MHSA plans by the State DMH; establishment of MHSA administration staffing to oversee the implementation of these services; collaboration between many agencies/departments; competitive bidding leading to the securing of vendors to provide these services; as well as expanding community stakeholder involvement in MHSA activities. In addition, in the spirit of MHSA goals the majority of staffing for these MHSA services will be through client family members. Parent Partners and Care Managers will be an integral part in the implementation of these MHSA activities. For the first time Parent Partners and Peer Support Specialists are permanent Fresno County job classifications.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Team Decision Making	\$436,322	\$436,322	\$0	4.0
School-Based Services	\$1,574,163	\$1,574,163	\$0	16.0
SMART Model of Care	\$2,292,073	\$2,292,073	\$0	0.0
Functional Family Therapy	\$734,943	\$734,943	\$0	0.0
Outreach and Engagement	\$709,083	\$709,083	\$0	0.0
Total:	\$5,746,584	\$5,746,584	\$0	20.0

Mental Health Services Act – Children & Youth – 5663

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Team Decision Making	\$431,504	\$431,504	\$0	4.0
School-Based Services	\$1,552,210	\$1,552,210	\$0	16.0
SMART Model of Care	\$2,292,073	\$2,292,073	\$0	0.0
Functional Family Therapy	\$734,943	\$734,943	\$0	0.0
Outreach and Engagement	\$709,083	\$709,083	\$0	0.0
Total:	\$5,719,813	\$5,719,813	\$0	20.0

PROGRAM BUDGETS

TEAM DECISION MAKING EXPANSION TEAM

Program Description

- Function(s) – Provision of a team approach to make appropriate plans for preventing foster care placements, to reduce out-of-home care and placement changes. The TDM is a multi-disciplined, multi dimensional process involving parents, support system, social workers, probation and teachers to operationalize a wellness and resiliency philosophy. The TDM concept prompts individuals to come together to preserve/stabilize placements as well as provide monitoring for appropriate use of placements in a means that is wellness and success driven. This General System Development program is staffed with Parent Partners, Community Mental Health Specialists, and a Mental Health Clinician, reflecting the family driven philosophy of MHSA and providing an integrated service experience for staff, children and parents.
- Outcome(s) – The projected target to be served over the initial 12 month period was 60 children/families. Reporting period ending 1/30/08 reported 140 children/families have received services. 2008 reporting continues to show increased service provision beyond initial projections. On January 9, 2008, DMH approved a funding request that increased staffing of this program to include 1 FTE Clinician, 1 FTE CMHS and partial funding .3 to .5 of a Clinical Supervisor. This expansion will increase capacity for services.
- Mandates & Level of Mandated Activities – Program mandated to monitor actual service provision compared to estimated levels of service on a quarterly basis, conduct satisfaction surveys, report quarterly QI activities and maintain documentation for all required contract monitoring. All MHSA programs and services will be provided as outlined in DMH Performance Contract. The County will account for all MHSA funds and expenditures in accordance with the Welfare and Institutions Code Section 5892 (f).
- Appropriation Detail -- Appropriations have increased primarily due to the addition of a Mental Health Clinician and a Community Mental Health Specialist in March 2008 to increase capacity to provide mental health services and supports (\$157,285). Increase offset by the elimination of appropriations included in FY 2007-08 for the purchase of start-up equipment and supplies.
- Revenue Detail -- The estimated revenues for the FY 2008-09 Recommended Budget have increased from FY 2007-08. This is primarily due to an increase in

Mental Health Services Act – Children & Youth – 5663

State MHSA Revenues (\$130,096) available to offset the cost of the additional positions.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$259,808	\$254,990
Service & Supplies	\$176,514	\$176,514
Total Appropriations	\$436,322	\$431,504

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$393,041	\$388,223
Intergovernment Revenues – Federal	\$6,140	\$6,140
Charges for Service	\$37,141	\$37,141
Total Revenue	\$436,322	\$431,504
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 4.0 full time equivalent(s) (FTE), which reflect an increase of 0 FTE(s) from FY 2007-08.

SCHOOL-BASED SERVICES

Program Description

- Function(s) – Fresno County received State DMH approval on January 9, 2008 for this program. School Based Services were identified as a priority population in the initial Fresno County stakeholder process (2005-2006). However, due to the lack of MHSA funds available during initial CSS funding, this program was not able to be funded. These targeted youth may be at risk of educational failure, institutional care, hospitalization, incarceration, and out of home placement. It is proposed that 270 children/families will be served each full fiscal year. SED will include, but not be limited to: severe depression and anxiety (i.e., Major Depressive, Bi-Polar, OCD, PTSD, Eating and Panic Disorders). Children/youth with SED who also experience co-occurring – mental health and alcohol/substance abuse and/or discipline issues will be included among those served. This General System Development funded School-Based Program will allow mental health services to be provided at 12 additional school sites and allow for more days of service than the current service delivery. It is expected that three high school sites will be added, at least 6 elementary school sites and 2-3 middle school sites. These school sites shall be designated by collaborative discussions/meetings between Children's Mental Health, school sites, schools' Special Education Local Plan Area (SELPA) Directors, Child Welfare agencies, and other community partners according to the greatest need.
- Outcome(s) – This new program is targeted to serve 270 children/families with the option of providing Evidenced Based Practices (EBP) treatment services such as Cognitive Behavior Therapy (CBT), Incredible Years, and Art Therapy. However,

Mental Health Services Act – Children & Youth – 5663

treatment options may be adjusted to meet the unique needs of the client/family and may not include an EBP. It is anticipated that this program will be at full capacity during FY 2008-09.

- **Mandates & Level of Mandated Activities** -- Program mandates include monitoring of actual service provision compared to estimated levels of service on a quarterly basis, conduct satisfaction surveys, report quarterly QI activities and maintain documentation for all required contract monitoring. All MHSA programs and services will be provided as outlined in DMH Performance Contract. The County will account for all MHSA funds and expenditures in accordance with the Welfare and Institutions Code Section 5892 (f).
- **Appropriation Detail** -- Appropriations have increased primarily due to the full year funding of staffing costs and services and supplies costs for this program that was added during FY 2007-08. Program should be fully staffed during FY 2008-09 to provide mental health services and supports (\$1,552,210).
- **Revenue Detail** -- The estimated revenues for the FY 2008-09 Recommended Budget have increased from FY 2007-08. This is primarily due to a full year of State MHSA Revenues anticipated to be received during FY 2008-09 (\$1,552,210).

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,097,240	\$1,075,287
Service & Supplies	\$400,923	\$400,923
Residual Equity Transfers Out	\$76,000	\$76,000
Total Appropriations	\$1,574,163	\$1,552,210

Residual Equity Transfers Out (\$76,000):

No. of Items	Item Description	Cost	Purpose
4	New - Mid-Size Passenger Sedans	\$76,000	To transport children and families to various support services throughout the community.
Total Cost:		\$76,000	

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$1,234,373	\$1,212,420
Charges for Service	\$339,790	\$339,790
Total Revenue	\$1,574,163	\$1,552,210
NCC	\$0	\$0

Mental Health Services Act – Children & Youth – 5663

Total Recommended Positions

Total Positions for the above program include 16.0 full time equivalent(s) (FTE), which reflect an increase of 0 FTE(s) from FY 2007-08.

SMART MODEL OF CARE

Program Description

- Function(s) – Through the initial CSS planning and approval process, the County of Fresno expanded an existing program which provides 24hr/day 7days a week comprehensive and intensive services and supports SMART Model of Care Component. This program accesses full service partnerships (FSP) funds to provide comprehensive and intensive services and supports that include care management, case management, linkage, referral, evidenced based treatment, peer support for families, coordination of services, translation services, emergency housing assistance, child care services, utility assistance, clothing, food, hygiene vouchers, transportation, and crisis services (wrap around services). This stakeholder driven, County and DMH-approved program provides a separate team of staff dedicated to providing 130 high-risk youth and families a “whatever it takes” approach to service delivery. In addition, evidenced-based treatment is available for the FSP clients.
- Outcome(s) – The SMART Model of Care direct services started on December 28, 2007, with services initiated to 23 children/family members to date, it is anticipated that program will be at full capacity during FY 2008-09.
- Mandates & Level of Mandated Activities – Program is mandated to monitor actual service provision compared to estimated levels of service on a quarterly basis, conduct satisfaction surveys, report quarterly QI activities and maintain documentation for all required contract monitoring. All FSP programs must meet reporting requirements that include, but are not limited to: FSP assessments, key event tracking, quarterly assessments reviewed by County and submitted via a State DMH database. All MHSA programs and services are provided as outlined in the DMH Performance Contract. The County will account for all MHSA funds and expenditures in accordance with the Welfare and Institutions Code Section 5892 (f).
- Appropriation Detail -- Appropriations have decreased primarily due to the completion of start-up purchases made by the contracted providers during FY 2007-08, which was the initial contract period (\$392,380).
- Revenue Detail -- The estimated revenues for the FY 2008-09 Recommended Budget have decreased from FY 2007-08. This is primarily due to a decrease in MHSA Revenues that were obligated for the purchasing of start-up equipment and supplies (\$425,924).

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$2,292,073	\$2,292,073
Total Appropriations	\$2,292,073	\$2,292,073

Mental Health Services Act – Children & Youth – 5663

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$1,959,938	\$1,959,938
Charges for Service	\$332,135	\$332,135
Total Revenue	\$2,292,073	\$2,292,073
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 0.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

FUNCTIONAL FAMILY THERAPY

Program Description

- Function(s) – The County of Fresno received stakeholder support and DMH approval to expand the Functional Family Therapy (FFT) program by utilizing MHSA General System Development funds. This program expansion has improved and expanded supports and services for youth with serious emotional disturbance (SED) and their families. This program expansion enhanced staffing to include 4 CMHS and 1 mental health clinician positions. The expansion of this program is designed to increase capacity of service providers that can deliver the FFT intervention (will help improve structures, services and supports for clients). The expansion of this program is designed to have flexible hours of treatment- outside of the traditional 8-5, Monday through Friday schedule, service are provided at hours convenient for the client/family- proposed hours would be 10AM to 7PM including coverage over the weekend. The priority population includes participants that are disproportionately of color, more likely to re-offend and less likely to succeed in family, school or community because of their emotional and behavioral problems. The majority of youth have co-occurring serious emotional disturbances and substance abuse disorders. The primary focus of this Juvenile Justice proposal is to increase access, and availability to the FFT for children ages 11-15.
- Outcome(s) -- It is proposed that 120 children/families will be served each year, most recent quarterly report identified that 69 children/families have received these services as of first reporting quarter. It is anticipated that this program will be at full capacity by end of the fiscal year.
- Mandates & Level of Mandated Activities – Program is mandated to monitor actual service provision compared to estimated levels of service on a quarterly basis, conduct satisfaction surveys, report quarterly QI activities and maintain documentation for all required contract monitoring. All MHSA programs and services are provided as outlined in DMH Performance Contract. The County will account for all MHSA funds and expenditures in accordance with the Welfare and Institutions Code Section 5892 (f).
- Appropriation Detail -- Appropriations have decreased primarily due to the completion of start-up purchases made by the contracted provider during FY 2007-08, which was the initial contract period (\$123,499).

Mental Health Services Act – Children & Youth – 5663

- Revenue Detail -- The estimated revenues for the FY 2008-09 Recommended Budget have decreased from FY 2007-08. This is primarily due to a decrease in MHSA Revenues that were obligated for the purchasing of start-up equipment and supplies (\$165,129).

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$734,943	\$734,943
Total Appropriations	\$734,943	\$734,943

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$611,649	\$611,649
Charges for Service	\$123,294	\$123,294
Total Revenue	\$734,943	\$734,943
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 0.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

OUTREACH & ENGAGEMENT FOR CHILDREN

Program Description

- Function(s) – Fresno County received stakeholder support and DMH funding for the use of Outreach and Engagement funds to reach unserved populations of children/youth/families with serious emotional disturbance (SED) through an Outreach and Engagement work plan. Individuals that have had extremely brief and/or crisis oriented contact with and/or service from the existing mental health system are considered unserved. The special activities provided in this program to reach the unserved populations within the overarching goals of MHSA include the following:
- Contractor collaborates with existing community-based organizations that have extensive outreach and engagement capabilities. Currently, DCFS has partnered with multiple community-based organizations within the targeted population communities (Latino, Southeast Asian, African American etc.). The program is racially, ethnically and linguistically diverse, vendor is facilitating referrals to appropriate services and completing follow up with those who did not fully engage in services. This enables clients/families to be linked to the most appropriate service provider.
- One of the goals of Outreach and Engagement program is to reduce ethnic disparities. This is accomplished by selecting community-based organizations familiar and located within the targeted areas described above. In addition, part of the staffing will also consist of client/family members who are from the targeted

Mental Health Services Act – Children & Youth – 5663

communities. This will enable a keen understanding of the specific outreach and engagement activities needed to be carried out in order to reach this targeted population.

- Outcome(s) – Over 700 children/families are expected to be served each year. Outreach meetings have been initiated with 41 children and families receiving outreach and engagement services.
- Mandates & Level of Mandated Activities -- Program mandated to monitor actual service provision compared to estimated levels of service on a quarterly basis, conduct satisfaction surveys, report quarterly QI activities and maintain documentation for all required contract monitoring. All MHSA programs and services are provided as outlined in DMH Performance Contract. The County will account for all MHSA funds and expenditures in accordance with the Welfare and Institutions Code Section 5892 (f).
- Appropriation Detail -- Appropriations have decreased primarily due to the completion of start-up purchases made by the contracted providers during FY 2007-08, which was the initial contract period (\$261,029).
- Revenue Detail -- The estimated revenues for the FY 2008-09 Recommended Budget have decreased from FY 2007-08. This is primarily due to a decrease in MHSA Revenues that were obligated for the purchasing of start-up equipment and supplies (\$292,000).

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$709,083	\$709,083
Total Appropriations	\$709,083	\$709,083

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$709,083	\$709,083
Total Revenue	\$709,083	\$709,083
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 0.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 5,719,813, a 20.0 % (\$ 942,768) increase over fiscal year 2007-08, which is primarily due to the inclusion of a new School-Based Program that is offset with State Mental Health Services Act Revenues and Medi-Cal/Early Periodic Screening, Diagnosis and Treatment Revenues. The increase in revenue is offset by the exclusion of MHSA one-time funding that was required to be used by the end of FY 2007-08 or designated to a local prudent reserve account. Specific changes by revenue accounts are noted below.

Mental Health Services Act – Children & Youth – 5663

- Intergovernment Revenues-State (\$ 4,881,313) – Revenues have increased by 14% (\$598,843) due to the additional Mental Health Services Act funding anticipated to offset the costs associated with a new School-Based Program.
- Intergovernment Revenues-Federal (\$ 6,140) – Revenues have decreased by 92% (\$70,380) due to a reduction in the amount of Federal Medi-Cal Administrative Activities Revenues, which was offset by an increase in anticipated Medi-Cal Revenues.
- Charges for Services (\$ 832,360) – Revenues have increased by 99% (\$414,305) due to an increase in Medi-Cal billable activities associated with the provision of mental health and community support services provided by contracted providers.

PENDING FACTORS

Community Services and Supports FY 2008-09 funding amount as published by DMH on January 31, 2008 is \$13,629,843 for Fresno County, which is \$2,415,900 increase over the FY 2007-08 funding amount for this component.

Prevention and Early Implementation FY 2008-09 funding amount as published by DMH on August 10, 2007 is \$4,574,500 for Fresno County.

Fresno County workplans for implementation of additional MHSA components such as Information Technology, Capital Facilities, Workforce Education and Training, and Housing shall be developed during FY 2008-09 resulting in additional funding.

Mental Health Services Act – Children & Youth – 5663

MENTAL HEALTH SERVICES ACT - CHILDREN & YOUTH - 5663

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
1928	Community Mental Health Specialist II	1346	2	2	\$ 85,964
1965	Parent Partner I	729	5	5	104,074
3125	Office Assistant I	814	2	2	46,930
1920	Senior Licensed Mental Health Clinician	2175	2	2	126,446
1919	Licensed Mental Health Clinician	2025	5	5	297,858
1917	Unlicensed Mental Health Clinician	1684	3	3	145,635
1363	Clinical Supervisor	2506	<u>1</u>	<u>1</u>	<u>68,801</u>
Subtotal			20	20	\$ 875,708
Bilingual Skill Pay					11,700
Less Salary Savings					<u>(43,785)</u>
TOTAL REGULAR SALARIES					\$ 843,623

Mental Health Services Act – Transition Age Youth – 5664

Transition Age Youth MHSA BUDGET 5664 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	3	2,037,724	1,527,544	(510,180)	-25%
Total Appropriations	\$ 3	\$ 2,037,724	\$ 1,527,544	(510,180)	-25%
<u>Revenues</u>					
Intergovernment Revenues - St	331	1,879,578	1,386,189	(493,389)	-26%
Charges For Services	-	158,146	141,355	(16,791)	-11%
Total Revenues	\$ 331	\$ 2,037,724	\$ 1,527,544	(510,180)	-25%
<u>Net County Cost</u>	\$ (328)	\$ -	\$ -	\$ -	-100%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary					-
<p>**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>					

Mental Health Services Act – Transition Age Youth – 5664

FUNCTION

Under the provisions of the Mental Health Services Act (MHSA), also known as Proposition 63, County mental health departments receive funding to assist in providing mental health services to underserved and unserved populations. These services can be provided through new programs or through an approved expansion of existing programs. The County MHSA Community Services and Supports (CSS) Program and Expenditure Plan for transition age youth (TAY) is administered by the Department of Behavioral Health in collaboration with all MHSA programs and under the leadership of the local Mental Health Director. The CSS programs provide for direct mental health treatment services as well as additional family and client supports such as housing vouchers, utility allowances, educational training, food vouchers, transportation, respite care assistance, etc. In line with the core elements of the MHSA, this budget will support the provision of CSS services in accordance with cultural competency - eliminating ethnic disparities, focusing on family and client centered plans of care, community collaboration, fostering recovery and resiliency, and providing for an integrated service experience for clients and families. This program will be advancing the goals of MHSA through using a combination of three different strategies for the TAY population, which are combined as a part of a full service partnership and best practice model. The strategies include TAY Mental Health Services and Supports, Wrap-Around Services and Supportive Housing program. Services are contracted out to a community based-organization, Genesis Family Center that was awarded a contract through the competitive bid process.

OVERVIEW

The FY 2008-09 Recommended Budget appropriations of \$1,527,544 reflect a net 25% (\$510,180) decrease from the FY 2007-08 Adopted Budget, and the FY 2008-09 Recommended Budget revenues of \$1,527,544 reflect a net 25% (\$510,810) decrease from the FY 2007-08 Adopted Budget. There is no recommended staffing as the services funded under this budget are provided by a community based organization.

DEPARTMENT COMMENTS

The target population for Fresno County is transition age youth ages 16-25 who have Severe Emotional Disturbance (SED) or Severe Mental Illness (SMI) that result in significant functional impairment, or who demonstrate significant social, emotional, educational and/or occupational impairments who could meet the criteria for an SED and/or SMI diagnosis, including youth with dual diagnosis or co-occurring disorders, including substance abuse and others. The addition of treatment and community supports will assist the neediest in the County. MHSA focuses on transforming mental health by looking at other factors that lead to recovery and wellness. FY 2008-09 will be the first year of full implementation of all approved Community Services and Supports plans. Full Service Partnership contracted programs are held accountable to State driven outcome measures, that include, but are not limited to: consumer satisfaction surveys, FSP assessments, key event tracking and capacity measurements. Effective March 2008, the State Department of Mental Health (DMH) provided technical assistance to counties for the purpose of implementation of Full Service Partnership programs to ensure full compliance.

Mental Health Services Act – Transition Age Youth – 5664

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Mental Health Services & Supports-Assertive Community Treatment	\$1,527,544	\$1,527,544	\$0	0.0
Total:	\$1,527,544	\$1,527,544	\$0	0.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Mental Health Services & Supports-Assertive Community Treatment	\$1,527,544	\$1,527,544	\$0	0.0
Total:	\$1,527,544	\$1,527,544	\$0	0.0

PROGRAM BUDGETS

TRANSITION AGE YOUTH - ASSERTIVE COMMUNITY TREATMENT

Program Description

- Function(s) – The Transitional Age Youth Services and Support Program advances the goals of MHSA through using a combination of the three different strategies for the Transition Age Youth population, which are combined as part of a full service partnership and best practice model Transition to Independent Process (TIP). The strategies include Transition Age Youth Mental Health Services, Wrap-Around Services and Supportive Housing program. More specifically, this full service partnership will provide services and supports for TAY in regional parts of Fresno County as further defined by youth aging out of the County's Children's Mental Health System, youth experiencing first break, youth at risk of homelessness and those aging out of Juvenile Justice. Services are to have a strong housing component, to include housing for parenting TAY.
- Outcome(s) – It is anticipated that this program will be at full capacity during FY 2007-08 as the contract was executed, service site certified and referrals were initiated. It is anticipated that this Full Service Partnership will be at capacity of 99 by end of FY 2008-09.
- Mandates & Level of Mandated Activities -- Program is mandated to monitor actual service provision compared to estimated levels of service on a quarterly basis, conduct satisfaction surveys, report quarterly QI activities and maintain documentation for all required contract monitoring. All MHSA programs and services are provided as outlined in DMH Performance Contract. The County will account for all MHSA funds and expenditures in accordance with Welfare and Institutions Code Section 5892 (f).

Mental Health Services Act – Transition Age Youth – 5664

- Appropriation Detail -- Appropriations have decreased primarily due to the completion of start-up purchases made by the contracted providers during FY 2007-08, which was the initial contract period (\$510,180).
- Revenue Detail -- The estimated revenues for the FY 2008-09 Recommended Budget have decreased from FY 2007-08. This is primarily due to a decrease in MHSA Revenues that were obligated for the purchasing of start-up equipment and supplies (\$426,657).

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$1,527,544	\$1,527,544
Total Appropriations	\$1,527,544	\$1,527,544

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$1,386,189	\$1,386,189
Charges for Service	\$141,355	\$141,355
Total Revenue	\$1,527,544	\$1,527,544
NCC	\$0	\$0

SUMMARY OF REVENUES

- Revenues are recommended at \$ 1,527,544, a 25. % (\$ 510,180) decrease from fiscal year 2007-08, which is primarily due to the reduction of State MHSA one-time funds earmarked for the contracted provider to purchase start-up equipment and supplies in FY 2007-08. Specific changes by revenue accounts are noted below.
 - Intergovernment Revenues-State (\$ 1,386,189) – Revenues have decreased by 26% (\$493,389) due to the completion of start-up purchases funded with one-time MHSA funds.
 - Charges for Services (\$ 141,355) – Revenues have decreased by 11% (\$16,791) due to a decrease in projected Medi-Cal billing by the contracted provider.

PENDING FACTORS

Fresno County workplans for implementation of additional MHSA components such as Information Technology, Capital Facilities, Workforce Education and Training, and Housing shall be developed during FY 2008-09 resulting in additional funding.

Mental Health Services Act – Adults – 5665

Adults MHSA BUDGET 5665 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	-	-	581,578	581,578	100%
Services and Supplies	18	3,392,057	4,856,096	1,464,039	43%
Total Appropriations	\$ 18	\$ 3,392,057	\$ 5,437,674	2,045,617	60%
<u>Revenues</u>					
Intergovernment Revenues - St	18	3,214,037	4,307,693	1,093,656	34%
Charges For Services	-	178,020	1,129,981	951,961	535%
Total Revenues	\$ 18	\$ 3,392,057	\$ 5,437,674	2,045,617	60%
<u>Net County Cost</u>	\$ -	\$ -	\$ -	\$ -	-100%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary		11	12	1	
<p>**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>					

Mental Health Services Act – Adults – 5665

FUNCTION

Under the provisions of the Mental Health Services Act (MHSA), also known as Proposition 63, County mental health departments receive funding to assist in providing mental health services to unserved and underserved populations. The County MHSA Community Services and Supports (CSS) Program and Expenditure Plan for the adult population is administered by the Department of Behavioral Health (DBH) in collaboration with all MHSA programs under the leadership of the local Mental Health Director. This budget represents approved work plans for the adult population including, a wellness center; a community based treatment team for repeat users of crisis/inpatient services; AB 2034 expansion/restoration services for homeless mentally ill; and co-occurring training for staff, consumers and family members. DBH is responsible for planning, developing, and administering MHSA services to adult populations in Fresno County. The CSS contracted services provides for direct mental health treatment services as well as additional family and client supports such as housing and food vouchers, utility allowances, educational training, transportation, etc. In line with the core elements of the MHSA, this budget will support the provision of CSS services in accordance with cultural competency - eliminating ethnic disparities, focusing on family and client centered plans of care, community collaboration, fostering wellness and recovery, and providing for an integrated service experience for clients and families. Service design and funding is specific to four target groups: 1) adults who are homeless, or at risk of homelessness; 2) adults who are in or leaving long-term institutional settings, including jails, state hospitals, Institutes for Mental Disease, Urgent Care Centers, various residential treatment or other facilities; 3) adults who have co-occurring disorders (mental health with substance abuse); and 4) adults who are culturally and linguistically unserved from special needs populations including those who are: experiencing high risk pregnancy; hearing, visually, and physically impaired; serious and persistently mentally ill; monolingual; developmentally disabled; and/or medical disabled.

The programs funded in this budget will be advancing the goals of MHSA through a combination of four strategies for the target populations. The originally approved strategies outline services provided in a drop-in wellness center for transition age youth, adult and older adult populations; an Assertive Community Treatment Team (ACTT) which provides team approach community based treatment services for high crisis users; and expansion of AB2034 services and co-occurring education. Services have been contracted out to community-based organizations through competitive bid processes for service provision in both rural and urban locations. Effective January 8, 2008, State Department of Mental Health (DMH) approved the Fresno County Contract Amendment which expands capacity for the ACT model for those with high recidivism rates, implementation of approval will double staffing and capacity for adults at risk of homelessness, incarceration or hospitalization and also funded the addition of 10 Peer Support Specialist positions.

OVERVIEW

The FY 2008-09 Recommended Budget appropriations of \$5,437,674 reflect a net 60% (\$2,045,617) increase from the FY 2007-08 Adopted Budget, and the FY 2008-09 Recommended Budget revenues of \$5,437,674 reflect a net 60% (\$2,045,617) increase from the FY 2007-08 Adopted Budget. Staffing is recommended at 12 positions, which is an increase of one position over the number of positions in FY 2007-08. A 5% (\$18,116) salary savings has been used in calculating Regular Salaries (account 6100)

Mental Health Services Act – Adults – 5665

in the Recommended Budget. A \$10,814 savings in combined, related benefits has also been calculated in the Recommended Budget for Unemployment, Retirement, OASDI, and Health Insurance.

DEPARTMENT COMMENTS

The priority populations for services funded under this budget include adults age 26-59 with Severe Mental Illness (SMI) who are unserved or underserved and/or uninsured. The addition of treatment and community supports will assist the neediest in the County. MHSA focuses on transforming public mental health by looking at all factors that lead to recovery and wellness. FY 2008-09 will be the first year of full implementation of all approved CSS plans. It is expected that outcomes measurements will be developed through the State to track recipients of MHSA services to the fullest extent. Over the past year, significant program changes occurred which included approval of MHSA plans by the State; establishment of MHSA administration staffing positions to oversee the implementation of these services; collaboration between agencies/departments for service provision; competitive bidding leading to the securing of vendors to provide these services; as well as expanding community stakeholder involvement in MHSA activities. In addition, in the spirit of MHSA goals staffing for MHSA services will include consumers and family and support system members. For the first time Parent Partners and Peer Support Specialists have become permanent Fresno County job classifications. During FY 2008-09, it is anticipated that program and fiscal growth will occur based on anticipated increases in MHSA funding for Fresno County. All funding increases and subsequent program expansions require stakeholder input, public comment, County and DMH approval. All approved actions will be proposed to the Board of Supervisors for appropriate action.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Enhanced Peer Support Services	\$530,844	\$530,844	\$0	10.0
AB 2034 Expansion/Restoration	\$1,581,463	\$1,581,463	\$0	0.0
Wellness & Recovery Center	\$973,548	\$973,548	\$0	0.0
Intensive Community Services & Supports Team/Assertive Community Treatment	\$1,716,720	\$1,716,720	\$0	0.0
Co-Occurring Disorders Training	\$176,245	\$176,245	\$0	1.0
State Department of Rehabilitation County Matching Funds	\$120,044	\$120,044	\$0	0.0
Total:	\$5,098,864	\$5,098,864	\$0	11.0

Mental Health Services Act – Adults – 5665

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Enhanced Peer Support	\$521,319	\$521,319	\$0	10.0
AB 2034 Expansion/Restoration	\$1,581,463	\$1,581,463	\$0	0.0
Wellness & Recover Center	\$973,548	\$973,548	\$0	0.0
Intensive Community Services & Supports Team/Assertive Community Treatment	\$1,716,720	\$1,716,720	\$0	0.0
Co-Occurring Disorders Training	\$174,459	\$174,459	\$0	1.0
State Department of Rehabilitation County Matching Funds	\$196,106	\$196,106	\$0	0.0
Federal PATHS County Matching Funds	\$147,826	\$147,826	\$0	0.0
Clinical Supervisor/FSP Coordinator	\$126,233	\$126,233	\$0	1.0
Total:	\$5,437,674	\$5,437,674	\$0	12.0

PROGRAM BUDGETS

ENHANCED PEER SUPPORT SERVICES

Program Description

- Function(s) – The provision of MHSA funded Peer Support Specialist services communicates recovery principles and transformation of service provision as outlined in the MHSA regulations. This expands the inclusion of Peer Support Specialist services assigned to DBH to include, but not be limited to outpatient personal service teams. Currently, two positions are approved in the DBH Older Adult Expansion program to provide services on the MHSA short-term personal service coordination team. The increased total of these services will be part of the continued transformation of our system of care in the DBH and ensure that consumers and their family members are receiving peer to peer/family services in an effort to support wellness and recovery principles. The infusion of the peer to peer speciality services throughout all DBH programs will increase availability of peer services, support and encourage work force capacity and model the transformation for services as prompted through the MHSA. The DBH is currently implementing transformation strategies in which case management teams are being designed to meet the wellness and recovery needs of the Fresno County seriously mentally ill (SMI) population. Each team will have specialty Peer Support Specialist services as part of the multidisciplinary team and incorporate the MHSA wellness and recovery principles, thus increasing staffing and ability for teams to service an additional volume of clients/family members with this specialized peer service.
- Outcome(s) – The DBH has been defining the target population that will receive County services. The design of the DBH outpatient teams will monitor for enrollment of those that meet the target population for SMI and the MHSA definition of unserved

Mental Health Services Act – Adults – 5665

and underserved populations. The team design has recognized cultural disparities, linguistic needs, and geographic disbursement in order to define access and appropriateness of services. Peer Support Specialists will be recruited that will assist in meeting the cultural needs of the team assignment, i.e. Latino Team, Asian Pacific Islander Team, Older Adult team, Transition Age Youth Teams. It is anticipated that the addition of these services will ensure that over 200 consumers will receive direct peer support services as a part of their treatment and recovery plan.

- **Mandates & Level of Mandated Activities** -- Program mandated to monitor actual service provision compared to estimated levels of service on a quarterly basis, conduct satisfaction surveys, report quarterly QI activities and maintain documentation for all required contract monitoring. All MHSA programs and services will be provided as outlined in the DMH Performance Contract. The County will account for all MHSA funds and expenditures in accordance with the Welfare and Institutions Code Section 5892 (f).
- **Appropriation Detail** -- FY 2008-09 is the first full year that appropriations have been included to incur the costs associated with the provision of these services (\$521,319). Anticipated costs include staffing costs, ongoing program operational costs, and start-up costs such as furniture, equipment and supplies.
- **Revenue Detail** -- FY 2008-09 is the first full year that revenue has been included to offset the costs associated with the provision of these services (\$521,319). This primarily includes State MHSA Revenues (\$300,249), and also includes Medi-Cal Revenues to be generated through billing for services (\$221,070).

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$370,931	\$361,406
Service & Supplies	\$159,913	\$159,913
Total Appropriations	\$530,844	\$521,319

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$309,774	\$300,249
Charges for Service	\$221,070	\$221,070
Total Revenue	\$530,844	\$521,319
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 10.0 full time equivalent(s) (FTE), which reflect a decrease of 0 FTE(s) from FY 2007-08.

Mental Health Services Act – Adults – 5665

AB 2034 EXPANSION/RESTORATION

Program Description

- **Function(s)** – The goal of the program is to reduce the long-term adverse community impacts of untreated mental illness and serious emotional disorders, including: to define serious mental illness among adults as a condition deserving priority attention, including prevention and early intervention services and medical and supportive care; to reduce the long-term adverse impact on individuals, families and state and local budgets resulting from untreated serious mental illness; to expand the kinds of successful, innovative service programs for adults including culturally and linguistically competent approaches for underserved populations; and to emphasize strategies to reduce negative outcomes that may result from untreated mental illness, such as hospitalizations, incarcerations, school failure or dropout, unemployment, prolonged suffering, and homelessness. This strategy provides mental health services available 24/7, with low caseloads a single point of responsibility, supported independent and independent living and vocational/supported educational service to mentally ill homeless adults, ages 18-59 years, with particular emphasis on linking the mentally ill identified at the Fresno Rescue Mission, Poverello House and Naomi's House. This stakeholder approved and State funded expansion created a full service partnership capacity for 67 enrollments. Action anticipated during FY 2008-09 will include an increase in appropriations to expand these services through the access of increased MHSA funding. This proposed action will increase capacity by 60 with an annual budget of approximately \$ 633,000.
- **Outcome(s)** – It is fully anticipated that this program will be operating at full capacity (67) during FY 2008-09. Quarterly reporting documents that over 35 enrollments have been completed this reporting period.
- **Mandates & Level of Mandated Activities** -- Program mandated to monitor actual service provision compared to estimated levels of service on a quarterly basis, conduct satisfaction surveys, report quarterly QI activities and maintain documentation for all required contract monitoring. All FSP programs must meet reporting requirements that include, but are not limited to: FSP assessments, key event tracking, quarterly assessments reviewed by County and submitted via a State DMH database. All MHSA programs and services are provided as outlined in the DMH Performance Contract. The County will account for all MHSA funds and expenditures in accordance with the Welfare and Institutions Code Section 5892 (f).
- **Appropriation Detail** -- Appropriations have increased primarily due to the expansion of the initial workplan/program that was included in FY 2007-08 (\$481,059). This increase is partially offset by a decrease in appropriations due to the completion of start-up purchases made by the contracted provider during FY 2007-08, which was the initial contract period.
- **Revenue Detail** -- The estimated revenues for the FY 2008-09 Recommended Budget have increased from FY 2007-08. This is primarily due to the expansion of the initial workplan/program that was included in FY 2007-08 (\$481,059). Estimated revenues include State MHSA Revenues and Medi-Cal Revenues anticipated to be generated by the contracted provider.

Mental Health Services Act – Adults – 5665

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$1,581,463	\$1,581,463
Total Appropriations	\$1,581,463	\$1,581,463

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$1,339,813	\$1,339,813
Charges for Service	\$241,650	\$241,650
Total Revenue	\$1,581,463	\$1,581,463
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 0.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

WELLNESS & RECOVERY CENTER

Program Description

- Function(s) – The 'Center' is modeled after the "Village" type of services that have been implemented in Los Angeles County for peer and family support services. Peer and family support services are designed for Transition Age Youth (TAY), adult and older adult populations and their families. Special attention during program design is being given regarding Center services, locations, activities and environmental ambiance to ensure they are age sensitive and appropriately reflect the cultures and age groups served. Hours of operation will be Monday through Saturday, from 8 a.m. to 8 p.m. Client and family support services, education and advocacy services will be provided to TAY clients aged 16-24, adult clients and older adult clients and their family members/significant others. Through the competitive bid process, the 'Center' program was awarded to Kingsview via executed contract in November 2008. Location for services has met with stakeholder approval with final lease negotiations being completed this month. Consumer and family involvement in the planning process has been evident through a series of population specific design meetings. Renovations are scheduled to start in March 2008. Peer support services are being initiated at alternative sites to encourage peer attendance and provide a smooth transition for clients, families and staff from current county operated peer services. Action anticipated during FY 2008-09 will include an increase in appropriations to expand these services with available increased MHSA funding. This proposed action will increase capacity of this full service partnership by 40 enrollments with an annual budget of approximately \$ 589,000.
- The Center is designed to have a co-location program component that will be providing Assertive Community Treatment-type services to those who are frequent users of crisis/intensive services.

Mental Health Services Act – Adults – 5665

- The Center, as also funded with General System Development funds will provide a peer/family member support drop in, support and educational center. A warm or CALM (Consumers Against Living Miserably) line will be developed and staffed by consumers and family members. Services will be available in the County's threshold languages. By year three of full operations, the warm, or CALM line, will be available in English, Spanish and Hmong.
- Additional 'Center' activities per contract will include:
- Educational services about mental health issues and anti-stigma information will also be available. Center staff will educate DBH staff, primary care physicians and the community about mental health issues, wellness and recovery. Staff will provide training to DBH staff, primary care physicians, consumers and family members on Wellness Recovery Action Plans and Crisis Plans.
- Literacy services, vocational and supported educational services will also be provided along with a food bank, clothing exchange, housing resources, etc. Transportation will also be available for consumers and family members to community resources and social events. Recreational and meaningful activities will be developed.
- Volunteer and paid employment opportunities both in the Center and with outside services/businesses will be available. Stipends will be available for employment activities and consumer enterprises. Information and services will be available in Spanish and southeast Asian languages (Hmong, Cambodian and Laotian).
- Outcome(s) – This program will serve existing and new clients and family members who receive services through Fresno County DBH and contracted services. Services will be available to TAY, adults and older adults. There will be age and gender specific services for each of these populations. It is anticipated that this program will be fully functional in FY 2008-09 and at estimated capacity of 200 consumers/families.
- Mandates & Level of Mandated Activities -- Program mandated to monitor actual service provision compared to estimated levels of service on a quarterly basis, conduct satisfaction surveys, report quarterly QI activities and maintain documentation for all required contract monitoring. All MHSA programs and services are provided as outlined in the DMH Performance Contract. The County will account for all MHSA funds and expenditures in accordance with the Welfare and Institutions Code Section 5892 (f).
- Appropriation Detail -- Appropriations have decreased primarily due to the completion of start-up purchases made by the contracted provider during FY 2007-08, which was the initial contract period (\$323,078).
- Revenue Detail -- The estimated revenues for the FY 2008-09 Recommended Budget have decreased from FY 2007-08. This is primarily due to a decrease in MHSA Revenues that were obligated for the purchasing of start-up equipment and supplies (\$323,078).

Mental Health Services Act – Adults – 5665

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$973,548	\$973,548
Total Appropriations	\$973,548	\$973,548

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$973,548	\$973,548
Total Revenue	\$973,548	\$973,548
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 0.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

INTENSIVE COMMUNITY SERVICES AND SUPPORTS TEAM/ASSERTIVE COMMUNITY TREATMENT

Program Description

- Function(s) – During FY 2007-08, through stakeholder recommendation and DMH funding, Fresno County has initiated a Mental Health Services Act (MHSA) Intensive Community Services and Supports Team (ICSST) / Assertive Community Treatment (ACT) project as a “whatever-it-takes” program to work toward ending frequent hospitalizations for adults with serious mental illness. The program uses innovative interventions in comprehensive services and housing to support the consumer in recovery and self-sufficiency. Services are consumer-directed, and employ psychosocial rehabilitation and recovery principles. This full service partnership program as awarded through the competitive bid process to Turning Point of Central California was initiated via executed contract in December 2007. Action anticipated during FY 2008-09 include an increase in appropriations through the stakeholder, public review, County and DMH process to expand these services with available increased MHSA funding. This proposed action will increase capacity of this full service partnership by 40 enrollments with an annual budget of approximately \$589,000.
- The ICSST/ACT program is a partnership between Turning Point and DBH to provide outreach, personal services coordination, food, clothing, housing, daily living skills, mental and physical health treatment, substance abuse services (through a subcontract), supported education and employment, vocational skills assessment and development, transportation, advocacy and peer support. The priority population will meet SMI requirements and represent those identified as frequent users of crisis services (as identified by four or more hospitalizations in one year).
- The Intensive Community Services Support Team program features:
 - – Single point of responsibility;

Mental Health Services Act – Adults – 5665

- – Low caseloads, 1:10—1:15 ratio of staff to clients;
- – 24/7 availability to the client to meet their needs;
- – Provision of intensive services and supports;
- – Considerable personal attention to clients;
- – Provision of linkage to all needed services;
- – Cultural competency principles;
- – Housing services as appropriate.
- Outcome(s) – It is anticipated that this full service partnership will be fully functional and at capacity by end of FY 2008-09. Current quarterly reporting period documents services have been initiated for enrolled referrals. It is anticipated that a program capacity of 45 will be met by July 2008.
- Mandates & Level of Mandated Activities -- Program mandated to monitor actual service provision compared to estimated levels of service on a quarterly basis, conduct satisfaction surveys, report quarterly QI activities and maintain documentation for all required contract monitoring. All FSP programs must meet reporting requirements that include, but are not limited to: FSP assessments, key event tracking, quarterly assessments reviewed by County and submitted to State DMH database. All MHSA programs and services are provided as outlined in the DMH Performance Contract. The County will account for all MHSA funds and expenditures in accordance with Welfare and Institutions Code Section 5892 (f).
- Appropriation Detail -- Appropriations have increased due to a projected increase in costs anticipated by the contracted provider (\$861,201). The increase is partially offset by the completion of start-up purchases made by the contracted provider during FY 2007-08, which was the initial contract period.
- Revenue Detail -- The estimated revenues for the FY 2008-09 Recommended Budget have increased from FY 2007-08 (\$861,201). This increase is primarily due to an increase in Medi-Cal Revenues anticipated to be generated by the contracted provider (\$518,221).

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$1,716,720	\$1,716,720
Total Appropriations	\$1,716,720	\$1,716,720

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$1,049,459	\$1,049,459
Charges for Service	\$667,261	\$667,261
Total Revenue	\$1,716,720	\$1,716,720
NCC	\$0	\$0

Mental Health Services Act – Adults – 5665

Total Recommended Positions

Total Positions for the above program include 0.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

CO-OCCURRING DISORDERS TRAINING

Program Description

- Function(s) – Through stakeholder approval and DMH funding, Fresno County has initiated a Co-Occurring Disorder work plan. This work plan provides for extensive staff training and weekly service reviews and mentoring on services provided for clients aged 18 and older who have co-occurring disorders. FY 2007-08 activities included the active inclusion of DCFS in this transformational project which will have a positive impact on County and community system transformation and integration. Staff will be trained on-site in integrated dual disorders treatment which blends mental health and substance abuse treatments. Staff will obtain extensive training on substances of abuse and how they affect mental illness, substance abuse assessment skills, motivational interviewing skills and substance abuse counseling skills. Outside expert trainers and weekly staff training/mentoring sessions and service consultations/reviews will be conducted with clinical staff within the Departments on treating consumers with co-occurring disorders. This will allow integrated services to be offered through a single, unified, comprehensive service system that is community-based and consumer-centered. Integrated treatment will match the intensity of the disorder with a commensurate intensity of treatment interventions. One of the goals is to deliver effective services in an environment that is both welcoming and responsive to individual needs, irrespective of ethnicity, national origin, language, race, religion, age, disability, gender, sexual orientation or socioeconomic standing.
- Through this proposed training, Fresno County hopes to advance the goals of the MHSA. These include the following;
- Reduce the long-term adverse community impacts of untreated mental illness and serious emotional disorders.
- Expand the kinds of successful, innovative and welcoming service programs for adults and seniors including culturally and linguistically competent approaches for underserved populations.
- Enhance service provision as offered through a single, unified, comprehensive service system which matches the intensity of the disorder with a commensurate intensity of treatment interventions are best practices.
- Delivery of effective services in an environment that is both welcoming and responsive to individual needs, irrespective of ethnicity, national origin, language, race, religion, age, disability, gender, sexual orientation or socioeconomic standing.
- Outcome(s) -- It is anticipated that this general system development program will be fully functional by end of FY 2008-09. Integration of co-occurring system of care has been incorporated into 2008 QIC work plan, requirements and outcome measures will be maintained on a quarterly basis. It is anticipated that each County and community service area will have an identified and active change agent and initiate the COMPASS readiness tool during FY 2008-09 as a part of this multi year work plan.

Mental Health Services Act – Adults – 5665

- **Mandates & Level of Mandated Activities** -- Program mandated to monitor actual service provision compared to estimated levels of service on a quarterly basis, report quarterly QI activities and maintain documentation for all required contract monitoring. All MHSA programs and services are provided as outlined in the DMH Performance Contract. The County will account for all MHSA funds and expenditures in accordance with Welfare and Institution Code Section 5892 (f).
- **Appropriation Detail** -- Appropriations have increased primarily due to the inclusion of a Mental Health Clinician that was not included in FY 2007-08 (\$174,459). The increase is partially offset by a reduction in appropriations included to fund contracted services.
- **Revenue Detail** -- The estimated revenues for the FY 2008-09 Recommended Budget have increased from FY 2007-08 (\$174,459). This is primarily due to an increase in State MHSA Revenues included to offset the cost of the Mental Health Clinician position that was not included in FY 2007-08.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$95,726	\$93,939
Service & Supplies	\$80,520	\$80,520
Total Appropriations	\$176,246	\$174,459

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$176,246	\$174,459
Total Revenue	\$176,246	\$174,459
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 1.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

State Department of Rehabilitation County Matching Funds

Program Description

- **Function(s)** – The goal of this program is to participate in a dollar match with the State Department of Rehabilitation (DOR) in order to provide staff and resources that will provide vocational rehabilitation services to persons with severe and persistent mental illness. This strategy provides an enhancement to services to ensure that those consumers served by MHSA Full Service Partnership programs receive wellness and recovery services that translate into job opportunities and personal growth. The enhancement to serve 90 consumers is a Department of Mental Health approved MHSA expenditure. Direct services to the consumers includes, but is not limited to identification of job openings, assistance in job search

Mental Health Services Act – Adults – 5665

process, job readiness and follow-up services to ensure that each consumer learns skills to retain employment.

- Outcome(s) – It is fully anticipated that this program will reach the maximum capacity of 90, currently there are 52 consumers receiving services. Outcome measures include tracking for employment placement and sustainability. Outcomes are reported on a quarterly basis and will be included in the MHSA reporting procedures effective this quarter.
- Mandates & Level of Mandated Activities – All MHSA programs and services are provided as outlined in the DMH Performance Contract. The County will account for all MHSA funds and expenditures in accordance with the Welfare and Institution Code Section 5892 (f). Program is mandated to complete tracking per DOR requirements in order to maintain services under contract with DOR.
- Appropriation Detail – Appropriations have increased based on the opportunity to increase services to the eligible consumers of Fresno County. The match of \$196,106 will provide revenues of \$ 1,327,284 for the operational and administrative cost of these services as a collaboration between MHSA, DOR and Department of Behavioral Health. This match opportunity has been reviewed and approved by State DMH.
- Revenue Detail -- The estimated revenues for the FY 2008-09 Recommended Budget have increased from FY 2007-08 (\$120,044). This is primarily due to an increase in State MHSA Revenues, ability to access CSS unspent dollars for State DMH approved expenses. Increase related to ability provided through DOR to increase the volume of services to consumers.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$120,044	\$196,106
Total Appropriations	\$120,044	\$196,106

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$120,044	\$196,106
Total Revenue	\$120,044	\$196,106
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 0.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Mental Health Services Act – Adults – 5665

Federal PATHS County Matching Funds

Program Description

- **Function(s)** – Program provides ability for Fresno County to enhance services to seriously mentally ill (SMI) adults who are suffering from severe mental illness and substance abuse who are homeless or at risk of homelessness in order to decrease use of hospitalizations, incarcerations or access to crisis services. This integrated approach will have a impact on the reduction of high cost services that impact service areas that include, but are not limited to law enforcement, jail services and County crisis services. The MHSA participation in this program will provide housing funds for up to 30 SMI consumers. This partnership provide funding that encourages an approach that does not require the consumer to be homeless, but allows for interventions for those that are at risk of homelessness. The provision of supported housing services will empower the consumer to take an active role in their recovery process. MHSA participation in this component is an allowable activity per previously identified stakeholder process that documents housing for homeless as a community priority as well as per the guidance of DMH Information Notice 08-12. The allowable use of MHSA General System Development Funds includes project based expenditures.
- **Outcome(s)** – It is anticipated that this grant funded, contracted service will be fully functional and at capacity by end of FY 2008-09. Current quarterly reporting period documents services have been initiated for enrolled referrals. Housing outcomes will track use of funds and interventions provided that alleviate homeless situations and reduce frequency of homelessness. It is anticipated that a program capacity of 30 will be met by October 2008.
- **Mandates & Level of Mandated Activities** – Program mandated to monitor actual service provision compared to estimated levels of service on a quarterly basis, conduct satisfaction surveys, report quarterly QI activities and maintain documentation for all required contract monitoring. All programs providing assertive community treatment programming must meet reporting requirements that include, but are not limited to: reduction of incarcerations, hospitalizations, crisis accesses as well as satisfaction surveys. All MHSA programs and services are provided as outlined in the DMH Performance Contract. The County will account for all MHSA funds and expenditures in accordance with Welfare and Institutions Code Section 5892 (f).
- **Appropriation Detail** – FY 08-09 is the first year that appropriations have been included to incur the costs associated with the provision of these services (\$147,826). Anticipated costs include program operational costs. These services have been added due to the ability to participate in the PATH grant collaboration specific to the provision of housing for MHSA eligible consumers per DMH Info Notice 08-12.
- **Revenue Detail** – FY 2008-09 is the first year that revenue has been included to offset the costs associated with the provision of these services (\$147,826). Revenue is from State MHSA revenues.

Mental Health Services Act – Adults – 5665

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$0	\$147,826
Total Appropriations	\$0	\$147,826

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$0	\$147,826
Total Revenue	\$0	\$147,826
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 0.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Clinical Supervisor/ FSP Coordinator

Program Description

- **Function(s)** – The Full Services Partnership (FSP) Coordinator will work closely with all county and community partners ensuring that Fresno County MHSA FSP services are in compliance with MHSA regulations. Position and duties will provide clinical oversight to all Fresno MHSA FSP programs and ensure coordination and infrastructure for all components and service provision for FSP eligible and enrolled FSP consumers as we move to a fully integrated plan. Coordination services will include oversight to the FSP programs for all ages with time dedicated to the interventions and integration of services, in a direct effort to reduce risk of incarceration, homelessness and hospitalization which was clearly noted as a community priority. Position will provide collaboration with other agencies, departments and programs to educate about FSP requirements and tracking, recommend referrals to available and appropriate resources for consumers who might or might not meet FSP criteria. This program expenditure has been determined by State DMH to be consistent with the implementation of the CSS component of Fresno County's Three-Year Program and Expenditure Plan. This position will provide oversight to 40 consumers/family members and work with a minimum of 4 community vendors. Per DMH regulations, 51% of all CSS MHSA funding must be allocated to FSP services.
- **Outcome(s)** – It is anticipated that all FSP programs will be in full operation during FY 08/09, with projected expansions that will increase services by over 150 enrollments for consumer services.
- **Mandates & Level of Mandated Activities** – This program component will provide oversight for the adherence of all mandated reporting requirements that monitor actual service provision compared to estimated levels of service on a quarterly basis, conduct satisfaction surveys, report quarterly QI activities and maintain

Mental Health Services Act – Adults – 5665

documentation for all required contract monitoring. Each FSP program must meet reporting requirements that include, but are not limited to: FSP assessments, key event tracking, quarterly assessments reviewed by County and submitted to State DMH database. All MHSA programs and services are provided as outlined in the DMH Performance Contract. The County will account for all MHSA funds and expenditures in accordance with Welfare and Institutions Code Section 5892 (f).

- Appropriation Detail – FY 08-09 is the first full year that appropriations have been included to incur the costs associated with the provision of these services (\$126,233). Anticipated costs include staffing costs for this program component.
- Revenue Detail – FY 08-09 is the first full year that revenue has been included to offset the costs associated with the provision of these services (\$126,233). Revenue is from State MHSA Revenues for this oversight and assessment service provision.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$0	\$126,233
Total Appropriations	\$0	\$126,233

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$0	\$126,233
Total Revenue	\$0	\$126,233
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 1.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 5,437,674, a 60.0 % (\$ 2,045,617) increase over fiscal year 2007-08, which is primarily due to the increase of State MHSA Revenues and Medi-Cal Revenues anticipated to offset costs associated with the expansion of the AB 2034 Restoration program and the expansion of the Intensive Community Services and Support Team services. Specific changes by revenue accounts are noted below.
 - Intergovernment - State (\$ 4,307,693) – Revenues have increased by 34% (\$1,093,656) due to an increase in State MHSA Revenues included to offset anticipated cost increases for AB 2034 Restoration program services and Intensive Community Services and Support Team services, and the addition of a Clinical Supervisor to act as the MHSA Full Service Partnership Coordinator.
 - Charges for Services (\$ 1,129,981) – Revenues have increased by 535% (\$951,961) due to an increase in Medi-Cal billing anticipated by the contracted provider of Intensive Community Services and Support Team services. Increase

Mental Health Services Act – Adults – 5665

is also due to the expansion of the AB 2034 Restoration program, which is anticipating Medi-Cal billing to offset program costs.

PENDING FACTORS

Community Services and Supports FY 2008-09 funding amount as published by DMH on January 31, 2008 is \$13,629,843 for Fresno County, which is \$2,415,900 increase over the FY 2007-08 funding amount for this component.

Prevention and Early Implementation FY 2008-09 funding amount as published by DMH on August 10, 2007 is \$4,574,500 for Fresno County.

Fresno County workplans for implementation of additional MHSA components such as Information Technology, Capital Facilities, Workforce Education and Training, and Housing shall be developed during FY 2008-09 resulting in additional funding.

Mental Health Services Act – Adults – 5665

MENTAL HEALTH SERVICES ACT - ADULTS - 5665

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
1967	Peer Support Specialist I	729	10	10	\$ 210,150
1919	Licensed Mental Health Clinician	2025	1	1	64,351
1363	Clinical Supervisor	2506	<u>0</u>	<u>1</u>	<u>87,810</u>
Subtotal			11	12	\$ 362,311
	Bilingual Skill Pay				13,000
	Less Salary Savings				<u>(18,116)</u>
TOTAL REGULAR SALARIES					\$ 357,195

Mental Health Services Act – Older Adults – 5666

Older Adults MHSA BUDGET 5666 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	65,544	1,054,480	1,405,638	351,158	33%
Services and Supplies	5,777	678,892	513,753	(165,139)	-24%
Residual Equity Transfers(Out)	52,290	190,000	-	(190,000)	-100%
Total Appropriations	\$ 123,612	\$ 1,923,372	\$ 1,919,391	(3,981)	0%
<u>Revenues</u>					
Intergovernment Revenues - St	123,612	1,626,614	1,622,633	(3,981)	0%
Charges For Services	-	296,758	296,758	-	0%
Total Revenues	\$ 123,612	\$ 1,923,372	\$ 1,919,391	(3,981)	0%
<u>Net County Cost</u>	\$ -	\$ -	\$ -	\$ -	-100%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary		16	16	-	
<p>**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>					

Mental Health Services Act – Older Adults – 5666

FUNCTION

Under the provisions of the Mental Health Services Act (MHSA), also known as Proposition 63, County mental health departments receive funding to assist in providing mental health services to underserved and unserved populations. The County MHSA Community Services and Supports (CSS) Program and Expenditure Plan for the adult population is administered by the Department of Behavioral Health (DBH) in collaboration with all MHSA programs under the leadership of the local Mental Health Director. This budget supports the approved work plan for the older adult population funded with General System Development and Outreach and Engagement funds to provide short term intensive case management services, co-response with Adult Protective Services and outreach/engagement activities to those in rural and underserved areas of Fresno County. The department is responsible for planning, developing, and administering MHSA services to older adult populations in Fresno County. The CSS provides for direct mental health treatment services as well as additional family and client supports such as housing vouchers, utility allowances, educational training, food vouchers, transportation, respite care assistance, etc. In line with the core elements of the MHSA, this division will provide CSS in accordance with cultural competency - eliminating ethnic disparities, focusing on family and client centered plans of care, community collaboration, fostering wellness and recovery, and providing for an integrated service experience for clients and families. Three strategies were recommended by stakeholders and the MHSA Older Adult Planning Committee. The strategies/work plans included expanding the functions of the existing Older Adult Mental Health Team to include mental health assessments, expansion of services in the rural areas and expansion of services in the metropolitan areas of Fresno County. The strategies in this work plan include mobile geriatric assessments and the enhancement of metropolitan and rural older adult services.

OVERVIEW

The FY 2008-09 Recommended Budget appropriations of \$1,919,391 reflect a net 1% (\$3,981) decrease from the FY 2007-08 Adopted Budget, and the FY 2008-09 Recommended Budget revenues of \$1,919,391 reflect a net 1% (\$3,981) decrease from the FY 2007-08 Adopted Budget. Staffing is recommended at 16 positions, which is the same level as FY 2007-08. A 5% (\$46,356) salary savings has been used in calculating Regular Salaries (account 6100) in the Recommended Budget. A \$22,866 savings in combined, related benefits has also been calculated in the Recommended Budget for Unemployment, Retirement, OASDI, and Health Insurance.

DEPARTMENT COMMENTS

The priority populations for services funded under this budget include adults age 55 and over, identified as transitional age older adult and older adult population with Severe Mental Illness (SMI) who are unserved or underserved and/or uninsured. The addition of treatment and community supports will assist the neediest in the County. MHSA focuses on transforming mental health by looking at other factors that lead to recovery and wellness. FY 2007-08 will be the first year of full implementation of all approved Community Services and Supports plans. It is expected that outcomes measurements will be developed through the State Department of Mental Health (DMH) to track recipients of MHSA services to the fullest extent. Over the past year, significant program changes occurred which included approval of MHSA plans by the State; establishment of MHSA administration staffing to oversee the implementation of these services; collaboration between many agencies/departments; competitive bidding leading to the

Mental Health Services Act – Older Adults – 5666

securing of vendors to provide these services; as well as expanding community stakeholder involvement in MHSA activities. This budget represents a program which completed the successful hiring of two Peer Support Specialists that provide peer services to the older adult population. During FY 2007-08 a Clinical Supervisor position was added to supervise the already approved 15 person team as approved by stakeholders and the State.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Older Adult Expansion Team	\$1,943,783	\$1,943,783	\$0	16.0
Total:	\$1,943,783	\$1,943,783	\$0	16.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Older Adult Expansion Team	\$1,919,391	\$1,919,391	\$0	16.0
Total:	\$1,919,391	\$1,919,391	\$0	16.0

PROGRAM BUDGETS

OLDER ADULT EXPANSION TEAM

Program Description

- Function(s) – Through the approved MHSA Three- Year plan, this service provides an expansion of program to provide outreach, crisis intervention mental health assessments and short term treatment (up to six months) for seriously and persistently mentally ill older adults and if appropriate, seriously and persistently mentally ill transition aged older adults (ages 55 through 59), focusing on those with Major Depression. This geriatric mental health assessment services would be integrated with the existing Adult Protective Services (APS) Elder Abuse Intervention multidisciplinary team (social services, law enforcement, public administrator/guardian, victim witness) that investigates elder abuse and neglect. This service is available 24 hours a day/seven days a week. A crisis line provides services in the County's threshold languages (Hmong and Spanish) as well as TTY.
- Crisis Assessment Function - The focus of bilingual staffing will provide crisis intervention and assessments for the clients. On-going treatment, education, personal service coordination and supportive services will be provided by members of the Sierra and Rural Expansion Teams. Crisis services will be available 24/7 during FY 08/09 as budgeted and approved by DMH. It is estimated that approximately 110 individuals served in FY 07-08 with crisis response services.
- Personel Service Coordination Function - Therapeutic mental health, personal service coordination, and community services and supports will be expanded for seriously and persistently mentally ill senior adults aged 60 and older and their

Mental Health Services Act – Older Adults – 5666

families/significant others in the metropolitan and rural areas of Fresno County. Seriously and persistently mentally ill transition age older adults (approximately age 55 through 59) may be included under the older adult programs when appropriate. These services will be available Monday through Friday, 8:00 a.m. to 5:00 p.m. Services to the underserved Southeast Asian, African-American and Latino population will be emphasized through partnerships with community based organizations. Licensed bilingual/bicultural clinical staff and personal service coordinators, who have knowledge and expertise in working with the African-American, Latino and Southeast Asian populations, will be sought. The two positions for consumers/family members will be filled by individuals from these ethnic populations. The expansion includes the availability of translators and interpreters. Services will be provided in the client's home as well as in the community. Current partnerships with primary care physicians/physical health care providers, faith-based organizations, senior centers and other community agencies serving the older adult African-American, Latino and Southeast Asian populations will be expanded with efforts to co-locate with providers already serving these target populations. An Individual Service Plan that is consumer and family driven will be developed with services tailored to the specific needs of the client to achieve the goals identified.

- Outcome(s) -- It is estimated that approximately 110 individuals will be provided with crisis response services and over 170 to be provided short term case management in FY 08/09
- Mandates & Level of Mandated Activities -- Program mandated to monitor actual service provision compared to estimated levels of service on a quarterly basis, participate in satisfaction surveys, report quarterly QI activities and maintain documentation for all required contract monitoring. All MHSA programs and services as outlined in DMH Performance Contract. The county will account for all MHSA funds and expenditures in accordance with MHSA Section 5892 (f).
- Appropriation Detail – Appropriations have increased primarily due to the additional of salaries and benefits associated with a new Clinical Supervisor (\$131,536). This increase is partially offset by a decrease in services and supplies appropriations due to the completion of start-up purchases made by the program during FY 2007-08.
- Revenue Detail -- The estimated revenues for the FY 2008-09 Recommended Budget have decreased from FY 2007-08 (\$3,981). This is primarily due to the completion of start-up purchases made by the program during FY 2007-08. The decrease is partially offset by an increase in State MHSA Revenues required to offset the costs of the new Clinical Supervisor.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,430,030	\$1,405,638
Service & Supplies	\$513,753	\$513,753
Total Appropriations	\$1,943,783	\$1,919,391

Mental Health Services Act – Older Adults – 5666

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$1,647,025	\$1,622,633
Charges for Service	\$296,758	\$296,758
Total Revenue	\$1,943,783	\$1,919,391
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 16.0 full time equivalent(s) (FTE), which reflect an increase of 0 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 1,919,391, a 1. % (\$ 3,981) decrease from fiscal year 2007-08, which is primarily due to the completion of one-time-start up purchases. The decrease is partially offset by the inclusion of State MHSA Revenues to offset the additional costs associated with the Clinical Supervisor that was added during FY 2007-08. Specific changes by revenue accounts are noted below.
 - Intergovernmental Revenues-State (\$ 1,622,633) – Revenues have decreased by 1% (\$3,981) due to the completion of one-time/start up purchases. The decrease is partially offset by the inclusion of State MHSA Revenues to offset the additional costs associated with the Clinical Supervisor added during FY 2007-08.
 - Charges for Services (\$ 296,758) – Revenues are recommended at the FY 2007-08 level for program Medi-Cal billing.

PENDING FACTORS

Community Services and Supports FY 2008-09 funding amount as published by DMH on January 31, 2008 is \$13,629,843 for Fresno County, which is \$2,415,900 increase over the FY 2007-08 funding amount for this component.

Prevention and Early Implementation FY 2008-09 funding amount as published by DMH on August 10, 2007 is \$4,574,500 for Fresno County.

Fresno County workplans for implementation of additional MHSA components such as Information Technology, Capital Facilities, Workforce Education and Training, and Housing shall be developed during FY 2008-09 resulting in additional funding.

Mental Health Services Act – Older Adults – 5666

MENTAL HEALTH SERVICES ACT - OLDER ADULTS - 5666

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
1367	Psychiatrist	A	1	1	\$ 166,351
1363	Clinical Supervisor	2506	1	1	87,809
1323	Mental Health Nurse II	2470	1	1	86,548
1920	Senior Licensed Mental Health Clinician	2175	0	1	76,211
1919	Licensed Mental Health Clinician	2025	2	1	70,955
1917	Unlicensed Mental Health Clinician	1684	2	2	118,014
1928	Community Mental Health Specialist II	1346	2	4	188,652
1927	Community Mental Health Specialist I	1219	2	0	0
1960	Mental Health Worker II	902	1	2	63,212
1963	Mental Health Worker I	744	1	0	0
1968	Peer Support Specialist II	884	1	0	0
1967	Peer Support Specialist I	729	1	2	40,028
3080	Office Assistant III	1018	1	1	29,346
Subtotal			16	16	\$ 927,126
Bilingual Skill Pay					11,700
Less Salary Savings					(46,356)
TOTAL REGULAR SALARIES					\$ 892,470

Mental Health Services Act – Administration – 5667

Administration MHSA BUDGET 5667 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	200,060	918,439	1,467,589	549,150	60%
Services and Supplies	272,069	946,385	1,807,950	861,565	91%
Other Charges	96	112,608	1,712,645	1,600,037	1421%
Total Appropriations	\$ 472,226	\$ 1,977,432	\$ 4,988,184	3,010,752	152%
<u>Revenues</u>					
Intergovernment Revenues - St	469,358	1,977,432	4,988,184	3,010,752	152%
Total Revenues	\$ 469,358	\$ 1,977,432	\$ 4,988,184	3,010,752	152%
<u>Net County Cost</u>	\$ 2,868	\$ -	\$ -	\$ -	-100%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary		15	15	-	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Mental Health Services Act – Administration – 5667

FUNCTION

Under the provisions of the Mental Health Services Act (MHSA), also known as Proposition 63, County mental health departments receive funding to assist in providing mental health services to underserved and unserved populations. These services can be provided through new programs or expansions of existing programs. The County MHSA Community Services and Supports (CSS) Program and Expenditure Plan for all ages are administered by the Departments of Behavioral Health and Children and Family Services, with all MHSA services under the leadership and authority of the local Mental Health Director. MHSA provides for the ability to build and staff infrastructure that will provide oversight, monitoring and expansion of direct mental health treatment services as well as additional family and client supports such as housing vouchers, utility allowances, educational training, food vouchers, transportation, respite care assistance, etc. In line with the core elements of the MHSA, this budget will support the provision of programs and services in accordance with cultural competency – eliminating ethnic disparities, focusing on family and client centered plans of care, community collaboration, fostering recovery and resiliency, and providing for an integrated service experience for clients and families.

OVERVIEW

The FY 2008-09 Recommended Budget appropriations of \$4,988,184 reflect a net 152% (\$3,010,752) increase from the FY 2007-08 Adopted Budget, and the FY 2008-09 Recommended Budget revenues of \$4,988,184 reflect a net 152% (\$3,010,752) increase from the FY 2007-08 Adopted Budget. Staffing is recommended at 15 positions, which is the same level as FY 2007-08. A 5% (\$45,418) salary savings has been used in calculating Regular Salaries (account 6100) in the Recommended Budget. A \$22,483 savings in combined, related benefits has also been calculated in the Recommended Budget for Unemployment, Retirement, OASDI, and Health Insurance.

DEPARTMENT COMMENTS

FY 2008-09 will be the first year of full implementation of all approved MHSA Community Services and Supports plans as all County and contracted services have been initiated during FY 2007-08. It is expected that counties will continue to receive direction from the State Department of Mental Health (DMH) regarding outcomes measurements to track recipients of MHSA services to the fullest extent. During FY 2007-08 significant program changes occurred which included approval of MHSA plans by the State; approval and anticipated filling of MHSA administration staffing to oversee the implementation of 10 CSS work plans and services; collaboration between many agencies/departments; competitive bidding leading to the securing of vendors to provide these services; as well as expanding community stakeholder involvement in MHSA activities. MHSA Administration will have the lead on all future MHSA components as well as the review of regulation requirements and planning activities to secure additional MHSA funding. It is anticipated during FY 2008-09 that Fresno County will secure approval of work plans for Workforce Education/Training, Prevention and Early Intervention, Capital Facilities/Technology in an effort to secure over \$30 million in local funding. MHSA Administration will also provide the necessary oversight and participation in community collaborations and partnerships to submit MHSA Housing application(s) in an effort to secure approval of projects for housing in an amount over \$9 million.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
MHSA Administration	\$2,512,445	\$2,512,445	\$0	14.0
MHSA Workforce Education and Training Planning	\$345,900	\$345,900	\$0	1.0
Total:	\$2,858,345	\$2,858,345	\$0	15.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
MHSA Administration	\$2,556,000	\$2,556,000	\$0	14.0
MHSA Workforce Education and Training Planning	\$395,900	\$395,900	\$0	1.0
MHSA Prevention and Early Intervention Planning	\$566,100	\$566,100	\$0	0.0
Mental Health Information System Project	\$1,470,184	\$1,470,184	\$0	0.0
Total:	\$4,988,184	\$4,988,184	\$0	15.0

PROGRAM BUDGETS

MHSA - ADMINISTRATION

Program Description

- Function(s) – The function of MHSA Administration is to provide administrative oversight to all components of MHSA programs for the lifespan of our mentally ill consumers, children and their families.
- Outcome(s) – It is anticipated that the MHSA Administrative unit will provide all operational oversight to Community Services and Supports, Prevention and Early Intervention (PEI), Work Force Education and Training(WFET), Supportive Housing Program, Capital Facilities, Technology and Innovation in the FY 08/09. Fresno County MHSA funds for the purpose of transforming public mental health is estimated to exceed over \$40 million dollars within the next twelve months. The MHSA unit will be required to ensure 100% compliance to all MHSA requirement and monitor DMH communication for changes and adjust local plans accordingly. It is anticipated that during FY 08/09 Fresno County will submit, receive approval and operationalize the Three Year Plans for PEI, WFET, Technology and Capital Facilities.
- Mandates & Level of Mandated Activities – All MHSA services must adhere to component specific guidelines and California Code of Regulations, Title 9, Division 1, Chapter 14, Sections 3100-3620.10

Mental Health Services Act – Administration – 5667

- Appropriation Detail – Appropriations have increased primarily due to an increase in administrative staffing that will provide program oversight and planning activities (\$535,013).
- Revenue Detail – The estimated revenues for the FY 2008-09 Recommended Budget have increased primarily to include additional State MHSA Revenues included to offset increased staffing costs.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,332,083	\$1,296,299
Service & Supplies	\$917,240	\$1,017,240
Other Charges	\$263,122	\$242,461
Total Appropriations	\$2,512,445	\$2,556,000

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$2,512,445	\$2,556,000
Total Revenue	\$2,512,445	\$2,556,000

Total Recommended Positions

Total Positions for the above program include 14.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

MHSA WORKFORCE EDUCATION AND TRAINING PLANNING

Program Description

- Function(s) – Under the provisions of the MHSA (Proposition 63), county mental health departments receive funding to assist in providing services to under-served and unserved populations. To that end, the State DMH has made available fifteen percent (\$345,900) of Fresno County's Total Planning Estimate (\$2,306,000) for the direct purpose of planning and early implementation activities related to MHSA Workforce Education and Training.
- Outcome(s) – Planning and early implementation activities will result in the enhancement of public mental health workforce, include a work force needs assessment and culminate in a stakeholder process to create a Fresno County Workforce Education and Training workplan. Workforce Education and Training is designed to enable counties to dedicate staff and resources for planning, and to identify opportunities to begin activities which will position them for faster implementation and earlier achievement of intended outcomes.
- Mandates & Level of Mandated Activities – Planning funds must be utilized in accordance with letter of award provided in July 2007.
- Appropriation Detail – Appropriations are recommended at the FY 2007-08 level (\$395,900) as actual costs incurred in FY 2007-08 have been minimal.

Mental Health Services Act – Administration – 5667

- Revenue Detail – The estimated revenues for the FY 2008-09 Recommended Budget are recommended at the FY 2007-08 level (\$395,900) and includes the usage of prior year unspent funds (\$50,000).

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$106,929	\$105,190
Service & Supplies	\$238,971	\$290,710
Total Appropriations	\$345,900	\$395,900

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$345,900	\$395,900
Total Revenue	\$345,900	\$395,900

Total Recommended Positions

Total Positions for the above program include 1.0 full time equivalent(s) (FTE), which reflect an increase of 0 FTE(s) from FY 2007-08.

PREVENTION AND EARLY INTERVENTION PLANNING

Program Description

- Function(s) – Under the provisions of the MHSA (Proposition 63), county mental health departments receive funding to assist in providing services to under-served and unserved populations. To that end, the State DMH has made available (\$566,100) for the direct purpose of planning and early implementation activities related to MHSA Prevention and Early Intervention.
- Outcome(s) – Planning and early implementation activities will culminate in a stakeholder process to create a Fresno County Prevention and Early Intervention workplan.
- Mandates & Level of Mandated Activities -- Planning funds must be utilized in accordance with letter of award provided in December 2007.
- Appropriation Detail – FY 2008-09 is the first year appropriations are recommended (\$566,100).
- Revenue Detail – The estimated revenues for the FY 2008-09 Recommended Budget are recommended at \$566,100.

Mental Health Services Act – Administration – 5667

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$0	\$66,100
Service & Supplies	\$0	\$500,000
Total Appropriations	\$0	\$566,100

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$0	\$566,100
Total Revenue	\$0	\$566,100

Total Recommended Positions

Total Positions for the above program include 0.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Mental Health Information Systems Project

Program Description

- Function(s) – This DMH funded and Board approved project includes purchase and implementation activities toward the achievement of an integrated Mental Health Information System (MHIS) that will facilitate information access, gathering, updating and record-keeping, maintaining up-to-the minute consumer information, facilitating collaborative services and provide a seamless system for consumers, families and providers. An integrated MHIS will be a benefit for multiple MHSA strategies. In order to execute the intent of the MHSA, it is necessary to interface the integrated MHIS with other information systems as well as modify other information systems to provide all of the data and functionality that DMH requires. This project provides essential elements needed to create key components of the electronic health record (EHR) including progress notes, assessment, treatment plans, and electronic prescribing. This solution will improve client care and ability for staff to access information and provide services that are reflective of wellness and recovery needs. The integrated MHIS software will run on an operating system that is consistently and currently supported by the operating system vendor. Outdated or unsupported O/S will not be implemented on the production network. The integrated MHIS software must meet in all software agreements and be met for applications running on the County network, and on County supported servers. Modules to be purchased include: Avatar PM, Avatar Clinician Workstation, Avatar MSO, Avatar e-Medication Admin Record, HL7 Interfaces, Peoplesoft Interface development, Executive Reporting, System, Cache Database Software, RADplus, Electronic Signature. Modules will be installed as entire application during this request period. Infoscriber (ePrescriptions), application to have full interface operability will be a goal of the project in next request/FY.
- Outcome(s) – During FY 08/09 the following activities will be completed: hardware acquisition, installation and testing, software installation, conversion effort for CalPM

Mental Health Services Act – Administration – 5667

and CWS and training for county and contracted providers. Conversion effort continues in FY 08-09.

- Mandates & Level of Mandated Activities – Information Technology Guidelines as released from State DMH mandate funding activities and requirements.
- Appropriation Detail – FY 2008-09 is the first year appropriations are recommended (\$1,470,184).
- Revenue Detail – The estimated revenues for the FY 2008-09 Recommended Budget are recommended at the level approved by State DMH (\$1,470,184).

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$0	\$1,470,184
Total Appropriations	\$0	\$1,470,184

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$0	\$1,470,184
Total Revenue	\$0	\$1,470,184

Total Recommended Positions

Total Positions for the above program include 0.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 4,988,184, a 152 % (\$ 3,010,752) increase over fiscal year 2007-08, which is primarily due to increased State MHSA Revenues approved by the State DMH to offset increased additional administrative staffing, planning activities, and implementation of a new mental health information system. Specific changes by revenue accounts are noted below.
 - Intergovernment - State (\$ 4,988,184) – Reflects a 152% (\$3,010,752) increase due primarily to increased State MHSA Revenues approved by the State DMH to offset increased administrative staffing costs, planning activities and implementation of a new mental health information system.

PENDING FACTORS

Community Services and Supports FY 2008-09 funding amount as published by DMH on January 31, 2008 is \$13,629,843 for Fresno County, which is \$2,145,900 increase over the FY 2007-08 funding amount for this component.

Prevention and Early Implementation FY 2008-09 funding amount as published by DMH on August 10, 2007 is \$4,574,500 for Fresno County.

Mental Health Services Act – Administration – 5667

Fresno County workplans for implementation of additional MHSA components such as Information Technology, Capital Facilities, Workforce Education and Training, and Housing shall be developed during FY 2008-09 resulting in additional funding.

Increased program implementation will result in increased workloads specifically related to FSP enrollment monitoring, State DMH required reporting and contract monitoring to ensure full MHSA compliance.

Mental Health Services Act – Administration – 5667

MENTAL HEALTH SERVICES ACT - ADMINISTRATION - 5667

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
1309	Division Manager - Mental Health	E	1	1	\$ 88,381
1347	Utilization Review Specialist	2314	2	2	154,442
1560	Provider Relations Specialist	1185	1	1	39,545
2213	Systems & Procedures Analyst I	1471	1	1	42,405
2293	Staff Analyst III	1990	2	3	190,182
2292	Staff Analyst II	1724	1	1	53,021
2291	Staff Analyst I	1553	1	0	0
3621	Program Technician II	1327	2	2	86,476
3160	Secretary IV	1230	1	1	38,611
2337	Diversity Services Coordinator	2369	1	1	72,749
2338	MHSA Financial Analyst	F	1	1	69,810
2335	MHSA Education & Training Coordinator	2369	<u>1</u>	<u>1</u>	<u>72,749</u>
Subtotal			15	15	\$ 908,371
	Bilingual Skill Pay				3,900
	Less Salary Savings				<u>(45,418)</u>
TOTAL REGULAR SALARIES					\$ 866,853

Children & Family Services – Mental Health – 5640

Children & Family Services-Mental Health BUDGET 5640 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	14,882,657	15,504,077	16,204,440	700,363	5%
Services and Supplies	5,046,331	6,146,536	6,193,331	46,795	1%
Other Charges	539,314	489,377	345,639	(143,738)	-29%
Total Appropriations	\$ 20,468,302	\$ 22,139,990	\$ 22,743,410	603,420	3%
<u>Revenues</u>					
Intergovernment Revenues - St	4,079,658	7,001,594	8,314,880	1,313,286	19%
Intergovernment Rev-Federal	274,045	1,175,575	672,596	(502,979)	-43%
Charges For Services	3,411,376	5,858,408	6,265,332	406,924	7%
Other Financing Sources	6,832,930	7,149,949	6,313,602	(836,347)	-12%
Intrafund Revenue	393,161	954,464	1,177,000	222,536	23%
Total Revenues	\$ 14,991,169	\$ 22,139,990	\$ 22,743,410	603,420	3%
<u>Net County Cost</u>	\$ 5,477,132	\$ -	\$ -	\$ -	-100%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	255	177	174	(3)	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Children & Family Services – Mental Health – 5640

FUNCTION

Children's Mental Health Services, a division of the Department of Children and Family Services (DCFS), provides mental health services within and outside the County of Fresno. The FY 2008-09 Recommended Budget supports the following services to children and their families: crisis, family and court, outpatient mental health services in the urban and rural areas, infant mental health, clinical case management and mental health services at Elkhorn and the Juvenile Justice Campus (JJC). These services are provided in a coordinated, comprehensive, culturally-competent manner, building resilience and facilitating recovery.

To best meet the needs of our consumers, Children's Mental Health Services is organized into five program areas: Day Treatment, provides adolescent day treatment and expansion day treatment; Children's Crisis Assessment Intervention Resolution Center (CCAIR), performs outpatient crisis intervention and provides treatment to prevent hospitalization; Rural Services, provides mental health services for children and families in the rural areas; Outpatient Services, provides mental health assessments and evaluations, cases management services, medication services, individual family and group therapy and family advocacy in various programs that include Outpatient, Youth Link, Infant Mental Health, and Clinical Case Management; Juvenile Justice Campus/Elkhorn Correctional Facility, provides individual treatment for special needs minors, crisis response, and psychiatric medication services for incarcerated youth.

During FY 07-08, the Department began billing for services for minors in JJC who are adjudicated and awaiting placement. In addition, the Department was successful in creating a process to bill Medi-Cal for children who are placed out of County.

OVERVIEW

The FY 2008-09 Recommended Budget includes appropriations of \$22,743,410, reflecting a net 3% (\$603,420) increase from the FY 2007-08 Adopted Budget, and revenues of \$22,743,410, also reflecting a 3% increase from the FY 2007-08 Adopted Budget. There is no net County cost in this budget.

Staffing is recommended at 174 positions, a net decrease of 3 positions from the current year level. A 5% (\$525,639) salary savings has been used in calculating total regular salaries in the FY 2008-09 Recommended Budget. A \$272,853 savings in combined, related benefits has also been calculated in the Recommended Budget for Unemployment, Retirement, OASDI, and Health Insurance.

DEPARTMENT COMMENTS

Children's Mental Health provides services to approximately 2,000 unique children and families a month. With the reduction in staff, more children will be referred to contract organizational providers and Mental Health Services Act (MHSA) programs. There will be no reduction in services but a shift from county program delivering the services to community service providers providing the services.

Children & Family Services – Mental Health – 5640

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Day Treatment	\$1,388,352	\$1,388,352	\$0	9.0
Children's Crisis Assessment Intervention Resolution Center	\$3,541,760	\$3,541,760	\$0	30.0
Rural Services	\$1,011,764	\$1,011,764	\$0	7.0
Outpatient Services	\$14,218,609	\$14,218,609	\$0	106.0
Juvenile Justice Campus/ Elkhorn Correctional Facility	\$2,413,007	\$2,413,007	\$0	16.0
Total:	\$22,573,492	\$22,573,492	\$0	168.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Day Treatment	\$1,517,069	\$1,517,069	\$0	12.0
Children's Crisis Assessment Intervention Resolution Center	\$3,256,852	\$3,256,852	\$0	30.0
Rural Services	\$922,279	\$922,279	\$0	7.0
Outpatient Services	\$14,724,679	\$14,724,679	\$0	109.0
Juvenile Justice Campus/ Elkhorn Correctional Facility	\$2,322,531	\$2,322,531	\$0	16.0
Total:	\$22,743,410	\$22,743,410	\$0	174.0

PROGRAM BUDGETS

Day Treatment

Program Description

- Function(s) – Day treatment is provided in two program areas: Adolescent Day Treatment (ADT) and Expansion Day Treatment (EDT). ADT is therapeutically driven and has a school component staffed by clinicians and recreational therapists. Referrals are received from schools and clinicians. Students in this program have received an Individual Education Plan (IEP), meet criteria for AB 3632 with other enrollment requirements. Capacity is 16 students/consumers. EDT is a therapeutic program comprised of clinicians, recreational therapist and Parent Partner. Criteria for admission to this program is based on previous psychiatric hospitalization and a need for a level of therapeutic care higher than that offered in an outpatient setting. Capacity of EDT is 8 consumers.
- Outcome(s) -- EDT works intensively with children and their families to prevent hospitalization, re-hospitalization, and avoid placement in a more restrictive setting. The program provides intensive treatment post hospitalization to further stabilize children improving functioning to enable management with outpatient treatment. ADT provides intensive treatment with a school component to stabilize behaviors

Children & Family Services – Mental Health – 5640

and improve functioning to transition back to traditional school and outpatient treatment.

- **Mandates & Level of Mandated Activities** -- These services are mandated for Medi-Cal and AB 3632 children. The programs are staffed at State-mandated staffing levels.
- **Appropriation Detail** – Appropriations have increased in Salaries and Benefits due to the increase staffing to expand the ADT program from 16 to 24 students. Fresno Unified School District will add a teacher and an aid to support the program. The increase in staff cost is offset with Medi-Cal, Early Periodic Screening Diagnosis and Treatment (EPSDT) and Individuals with Disabilities Education Act (IDEA) funds. In Services and Supplies there is an increase in costs due to rent and General Services ISF increases.
- **Revenue Detail** – The estimated revenue for FY 08-09 is \$1,517,069. This is an increase from FY 07-08 due to an increase in Medi-Cal, EPSDT, IDEA funds and realignment. In FY 07-08 averaged daily census was 14. Currently the census is 16 and includes a waiting list of 14 students.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$810,829	\$1,023,457
Service & Supplies	\$503,483	\$424,485
Other Charges	\$74,040	\$69,127
Total Appropriations	\$1,388,352	\$1,517,069

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$534,181	\$474,881
Intergovernment Revenues – Federal	\$873	\$873
Charges for Service	\$717	\$194,509
Other Financing Sources	\$817,426	\$818,516
Intrafund	\$35,155	\$28,290
Total Revenue	\$1,388,352	\$1,517,069
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 12.0 full time equivalent(s) (FTE), which reflect an increase of 3.0 FTE(s) from FY 2007-08.

Children & Family Services – Mental Health – 5640

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
1591	Recreational Therapist I	Vacant	1.0	\$64,569
Totals			1.0	\$64,569

Service Impact of Funding Reductions:

- The loss of one recreational therapist will have no impact to services provided by this program as will be offset by the transfer of a Community Mental Health Specialist from Outpatient Services. Two (2) Unlicensed Mental Health Clinicians and one (1) additional Community Mental Health Specialist will provide the resources necessary to expand the ADT program.

Children's Crisis Assessment Intervention Resolution Center (CCAIR)

Program Description

- Function(s) – CCAIR is an outpatient crisis intervention program that provides treatment to prevent hospitalization. The program is open 24 hours a day, 365 days per year, providing a safe, secure setting for management and resolution of urgent psychiatric matters. CCAIR services include assessment, crisis intervention and resolution for minors who have been determined to be a serious danger to themselves (suicidal), to others (homicidal) or are gravely disabled (unable to make use of food, clothing and shelter).
- Outcome(s) -- Crisis services reduce the number of children requiring hospitalization and strengthen positive coping skills of the child and caregiver through intervention and linkage to community resources.
- Mandates & Level of Mandated Activities – Children's Mental Health is mandated to evaluate children who have been determined to be a danger to self or others or gravely disabled (Welfare and Institutions Code 5150) in Fresno County. There are no mandated staffing levels for this service, however, staffing has been reduced over the last two years to a minimum level and maintains a safe environment.
- Appropriation Detail – Appropriations have decreased in Salaries and Benefits due to the reduction of one (1) Unlicensed Mental Health Clinician. Costs in Services and Supplies has increased primarily due to rent and General Services Administration.
- Revenue Detail – Revenue is estimated at \$3,256,852 and represents State and Federal reimbursement of Medi-cal funds, EPSDT, Title IVE reimbursement, Medical MAA revenues, private pay, insurance and Mental Health Realignment funds.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$2,609,525	\$2,418,527
Service & Supplies	\$858,195	\$769,197
Other Charges	\$74,040	\$69,128
Total Appropriations	\$3,541,760	\$3,256,852

Children & Family Services – Mental Health – 5640

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$1,992,787	\$1,371,147
Intergovernment Revenues – Federal	\$220,000	\$146,434
Charges for Service	\$71,493	\$617,015
Other Financing Sources	\$1,222,325	\$1,093,966
Intrafund	\$35,155	\$28,290
Total Revenue	\$3,541,760	\$3,256,852
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 30.0 full time equivalent(s) (FTE), which reflect a decrease of 1.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
1917	Unlicensed Mental Health Clinician	Filled	1.0	\$95,312
			0.0	\$0
Totals			1.0	\$95,312

Service Impact of Funding Reductions:

- The loss of one (1) Unlicensed Mental Health Clinician will have no impact to services provided by this program. This program serves approximately 100 children a month and staff and supervisors from the outpatient program will be utilized to cover when the census is high.

Rural Services

Program Description

- Function(s) – Mental health services are provided for children and families by staff consisting of clinicians, community mental health specialists, psychiatrists, and nurses. Services are provided in Coalinga, Selma, Kerman, Firebaugh, Reedley, Sanger and Parlier. Services that are provided are mental health assessments, treatment plans, individual and/or family therapy, medication services and case management.
- Outcome(s) -- Improve functioning of daily activities and maintain age-appropriate social and family relationships. Improve integrated and sustainable systems of support. Improve relations between caregivers and children, raising grades in school and increasing school attendance. Reduction in out-of-home placement, referral to child welfare/juvenile justice, school suspension and expulsion, school drop out and number of children placed out of the community.

Children & Family Services – Mental Health – 5640

- Mandates & Level of Mandated Activities -- The County is mandated to provide mental health treatment to all Medi-Cal beneficiaries and seriously emotional disturbed children. The rural communities are currently under served with our current staffing levels and we are using contract providers to assist in meeting the mandated level of services.
- Appropriation Detail – Appropriations have increased due to the transfer of two (2) Mental Health Clinicians from Outpatient Services to Rural Services, and an increase in Salaries and Benefits. In Services and Supplies cost has decreased by reducing rent and moving clinicians into school sites.
- Revenue Detail – Revenue for FY 08-09 is estimated at \$922,279, an increase from the prior year due to an increase in Medi-Cal and EPSDT billing.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$615,541	\$609,655
Service & Supplies	\$322,183	\$243,497
Other Charges	\$74,040	\$69,127
Total Appropriations	\$1,011,764	\$922,279

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$593,014	\$263,189
Intergovernment Revenues – Federal	\$6,516	\$6,516
Charges for Service	\$0	\$315,414
Other Financing Sources	\$377,079	\$308,870
Intrafund	\$35,155	\$28,290
Total Revenue	\$1,011,764	\$922,279
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 7.0 full time equivalent(s) (FTE), which reflect an increase of 2.0 FTE(s) from FY 2007-08.

Outpatient Services

Program Description

- Function(s) – Specific programs designed to meet the needs of consumers include Incredible Years, Youth Link, Infant Mental Health, Clinical Case Management and services to youth involved in the juvenile justice system. Services provided include mental health assessments and evaluations, case management services, transitional services, medication services, individual, family and group therapy and family advocacy.

Children & Family Services – Mental Health – 5640

- Outcome(s) -- Improve functioning of daily activities and maintain age-appropriate social and family relationships. Improve integrated and sustainable systems of support. Improve relations between caregivers and children, raising grades in school and increasing school attendance. Reduction in out-of-home placement, referral to child welfare/juvenile justice, school suspension and expulsion and number of children placed out of the community.
- Mandates & Level of Mandated Activities -- The County is mandated to provide mental health treatment to all Medi-Cal beneficiaries and seriously emotional disturbed children. With current staffing levels and the use of contract providers, we are able to meet the mandated level of services.
- Appropriation Detail – Appropriations have decreased from the prior year with the deletion of six (6) positions. In addition, three (3) positions, two clinicians and one CMHS, have been transferred to Rural and Day Treatment services, respectively. Costs in Services and Supplies have increased by \$1.5 million dollars due to Mentally Ill Offender Crime Reduction (MIOCR) and out-of-county group home agreements. These agreements are revenue offset. The Child Psychiatrist (1/2T) position will be deleted and 1 FTE Children Psychiatrist will be added based on the lack child psychiatrists in the community. This change will increase the ability to provide medication services to children.
- Revenue Detail – Revenue in FY 08-09 is estimated to increase to \$14,724,679 due to revenue from the MIOCR and group home agreements.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$10,174,304	\$10,774,284
Service & Supplies	\$3,970,265	\$3,881,267
Other Charges	\$74,040	\$69,128
Total Appropriations	\$14,218,609	\$14,724,679

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$10,613,253	\$6,103,631
Intergovernment Revenues – Federal	\$217,656	\$217,656
Charges for Service	\$459,010	\$4,990,056
Other Financing Sources	\$1,916,535	\$2,408,046
Intrafund	\$1,012,155	\$1,005,290
Total Revenue	\$14,218,609	\$14,724,679
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 109.0 full time equivalent(s) (FTE), which reflect a decrease of 6.0 FTE(s) from FY 2007-08.

Children & Family Services – Mental Health – 5640

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
1927	Community Mental Health Specialist I	Vacant	2.0	\$119,303
1368	Child Psychiatrist (1/2T)	Vacant	1.0	\$88,189
1917	Unlicensed Mental Health Clinician	Vacant	1.0	\$81,529
1920	Senior Licensed Mental Health Clinician	Filled	1.0	\$108,053
1363	Clinical Supervisor	Filled	1.0	\$120,605
Totals			6.0	\$517,679

Service Impact of Funding Reductions:

- There will be no impact to services as a result of the reductions. Services will shift and consumers will be served by MHSA school based programs and by contracted organizational providers.
- The deletion of one Child Psychiatrist (1/2T) position will be replaced with a 1.0 FTE Child Psychiatrist position which will allow the Department to provide medication services.

Juvenile Justice Campus/Elkhorn Correctional Facility

Program Description

- Function(s) – Mental health program providing services for consumers incarcerated within these facilities. Crisis response, psychiatric medication, individual treatment for special needs minors and follow-up services.
- Outcome(s) -- Reduction in the number of children sent out of County for placement. Reduce the number of suicide attempts on the Campus. Improve functioning of daily activity and maintain age-appropriate social and family relationships. Improve relations between caregivers and children, raising grades in school and increasing school attendance. Reduce the number of re-incarcerations.
- Mandates & Level of Mandated Activities -- The County is mandated to screen all children referred by probation staff and provide medically necessary mental health treatment. Staff are also mandated to provide assessment and intervention to any child identified as at risk for suicide. In addition, we are mandated to provide mental health treatment to AB3632 children who have mental health treatment as part of their school plan.
- Appropriation Detail – Appropriations in Salaries and Benefits have increased to increased costs. In Services and Supplies costs have increased due to contracting out the Substance Abuse Mental Health Services Administration (SAMHSA) grant, and increases in General Services Administration.
- Revenue Detail – Revenue is estimated at \$ 2,322,531 an increase from the prior year due to the ability to bill Medi-Cal for adjudicated minors in the Juvenile Justice Campus.

Children & Family Services – Mental Health – 5640

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,335,082	\$1,378,517
Service & Supplies	\$1,003,885	\$874,886
Other Charges	\$74,040	\$69,128
Total Appropriations	\$2,413,007	\$2,322,531

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$73,320	\$100,591
Intergovernment Revenues – Federal	\$301,107	\$301,117
Charges for Service	\$100,000	\$149,779
Other Financing Sources	\$1,879,201	\$1,684,204
Intrafund	\$59,379	\$86,840
Total Revenue	\$2,413,007	\$2,322,531
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 16.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
1927	Community Mental Health Specialist	Vacant	1.0	\$59,651
			0.0	\$0
Totals			1.0	\$59,651

Service Impact of Funding Reductions:

- The loss of one (1) vacant Community Mental Health Specialist will have no impact on the program. The CMHS will be replaced with an added Licensed Vocational Nurse.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 22,743,410, a 3.0 % (\$ 603,420) increase over fiscal year 2007-08, which is primarily due to increases in State and Intrafund funding. The overall net increase is mitigated by the reduction in anticipated Federal and Realignment revenues. Specific changes by revenue accounts are noted below.
 - Intergovernment Revenues-State (\$ 8,314,880) -- Represents a 19% increase due primarily to higher projected Early, Periodic Screening, Diagnosis and Treatment (EPSDT) and SB90 revenue estimates.

Children & Family Services – Mental Health – 5640

- Intergovernment Revenues-Federal (\$ 672,596) -- Reflects a decrease of 43% due to projected decreases in Title IV-E reimbursement for eligible recipients, and a reduction in Medical Administrative Activities (MAA) revenue.
- Charges for Services (\$ 6,265,332) -- Estimated at a 7% (\$406,924) increase due to projected increases in Medi-Cal billing and reimbursement.
- Other Financing Sources (\$ 6,313,602) -- Reflects a 12% decrease over the prior year due to anticipated reduced Realignment revenues. Realignment revenues are used to offset county share-of-cost for Medi-Cal, EPSDT claims, and all other non-reimbursed mental health services.
- Intrafund Revenues (\$1,777,000) -- Reflects a 23% increase over FY 2007-08. The revenues include funding from MHSA to offset costs of IT Core Implementation Team and revenues from Employment and Temporary Assistance and Probation Departments to offset costs for Admitting Interviewers and MIOCR services.

PENDING FACTORS

Governor's Budget, if passed may impact budgeted EPSDT revenues. A reduction of \$6.7 million State General Fund in the current year, and \$46.3 million State General Fund in the budget year is proposed. This includes elimination of a Cost of Living Allowance (COLA), a reduction of 5% of the non-inpatient state maximum allowance (SMA) for non-inpatient services, and new requirements for prior authorization of day treatment services that exceed 6 month. Once the full impact to the County budget is known, the Department will return to your Board with recommendations.

Additional State budget proposals that impact Medi-Cal Mental Health Managed Care include a 10% reduction to county mental health plans for managing the Medi-Cal Specialty Mental health Managed Care program in both the FY 2007-08 and FY 2008-09. Statewide reductions are \$8.2 million in the current year, and \$23.8 million in FY 2008-09; the final impact of this proposal will be addressed once the State budget is passed.

Children & Family Services – Mental Health – 5640

CHILDREN AND FAMILY SERVICES - MENTAL HEALTH - 5640

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
0295	Assistant Director of Children and Family Services	D	1	1	113,001
1323	Mental Health Nurse II	2556	2	2	181,589
1363	Clinical Supervisor	2594	10	9	752,728
1366	Chief Child Psychiatrist	A	1	1	200,669
1367	Psychiatrist	A	3	3	528,822
1368	Child Psychiatrist	A	0	1	124,513
1368HT	Child Psychiatrist	A	1	0	0
1450	Licensed Vocational Nurse III	1429	8	8	386,969
1465	Licensed Vocational Nurse	1175	1	2	73,941
1494	Licensed Vocational Nurse II	1305	1	1	44,192
1501	Admitting Interviewer I	953	1	1	33,870
1564	Nurse Practitioner	3106	1	1	110,401
1591	Recreational Therapist I	1591	1	0	0
1592	Recreational Therapist II	1546	6	6	313,826
1593	Senior Admitting Interviewer	1289	1	1	43,645
1670	Admitting Interviewer II	1119	4	4	151,557
1910	Senior Licensed Psychologist	2505	2	2	182,854
1910	Senior Licensed Psychologist (1/2T)	1253	1	1	45,699
1915	Unlicensed Psychologist	1952	1	1	75,219
1917	Unlicensed Mental Health Clinician	1743	31	29	1,780,544
1919	Licensed Mental Health Clinician	2096	11	11	785,902
1920	Senior Licensed Mental Health Clinician	2251	23	22	1,844,394
1927	Community Mental Health Specialist I	1262	7	4	147,598
1928	Community Mental Health Specialist II	1393	22	22	1,019,794
1963	Mental Health Worker I	770	2	2	52,150
2211	Systems and Procedures Analyst II	2177	1	1	54,909
2212	Systems and Procedures Analyst III	2177	1	1	70,188
2293	Staff Analyst III	2060	1	1	66,421
2294	Senior Staff Analyst	F	1	1	74,810
3037	Driver	903	1	1	30,558
3070	Supervising Office Assistant II	1407	2	3	138,443
3080	Office Assistant III	1054	21	22	776,702
3110	Office Assistant II	946	4	6	189,007
3125	Office Assistant I	842	1	1	29,913
3160	Secretary IV	1299	2	2	87,958
Subtotal			177	174	\$ 10,512,787
Bilingual Skill Pay					18,200
Less Salary Savings					(525,639)
TOTAL REGULAR SALARIES					\$ 10,005,348

Children & Family Services – Mental Health – 5640

CHILDREN AND FAMILY SERVICES - MENTAL HEALTH - 5640

VACANT POSITIONS RECOMMENDED FOR DELETION

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1368HT	Child Psychiatrist	Vacant	A	-1	\$ 88,189
1591	Recreational Therapist	Vacant	1380	-1	64,569
1917	Unlicensed Mental Health Clinician	Vacant	1743	-1	81,529
1927	Community Mental Health Specialist I	Vacant	1262	-3	178,954
	Cost of Restoring Vacant Positions			-6	\$ 413,241

FILLED POSITIONS RECOMMENDED FOR DELETION

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1363	Clinical Supervisor	Filled	2594	-1	\$ 120,605
1917	Unlicensed Mental Health Clinician	Filled	1743	-1	95,312
1920	Senior Licensed Mental Health Clinician	Filled	2251	-1	108,053
	Cost of Restoring Filled Positions			-3	\$ 323,970
	Total Cost of Restoring All Positions			-9	\$ 737,211

Children & Family Services – Welfare – 5641

Children & Family Services-Child Welfare BUDGET 5641 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
FISCAL SUMMARY					
<u>Appropriations</u>					
Salaries and Benefits	32,117,436	37,008,496	38,310,914	1,302,418	4%
Services and Supplies	12,651,269	12,557,337	13,505,018	947,681	8%
Other Charges	7,341,980	7,271,597	8,268,579	996,982	14%
Residual Equity Transfers(Out)	285,000	-	-	-	-100%
Total Appropriations	\$ 52,395,685	\$ 56,837,430	\$ 60,084,511	3,247,081	6%
<u>Revenues</u>					
Intergovernment Revenues - St	16,356,494	16,395,999	18,039,090	1,643,091	10%
Intergovernment Rev-Federal	22,944,006	23,235,101	22,592,091	(643,010)	-3%
Charges For Services	661,856	711,989	1,208,294	496,305	70%
Miscellaneous Revenues	850,123	1,202,100	1,180,915	(21,185)	-2%
Other Financing Sources	8,314,154	9,935,537	10,024,191	88,654	1%
Intrafund Revenue	2,956,498	5,135,856	6,819,082	1,683,226	33%
Total Revenues	\$ 52,083,130	\$ 56,616,582	\$ 59,863,663	3,247,081	6%
Net County Cost	\$ 312,555	\$ 220,848	\$ 220,848	\$ -	0%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	491	491	487	(4)	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Children & Family Services – Welfare – 5641

FUNCTION

The Fresno County Department of Children and Family Services includes a broad spectrum of child welfare services that serve to protect the children in our community from abuse and neglect. We are committed to excellence in the delivery of culturally competent, family-centered and child-focused protective services. Our mission is to promote a system of best practice, in partnership with the community, committed to prevention and early intervention, that ensures child safety, permanence and stability, and family well-being.

Core child welfare services incorporated in the FY 2008-09 Recommended Budget are separated into four programs: Child Welfare Services Investigations, Child Welfare Services Case Management, Independent Living Program (ILP) and Adoptions, and Support Services. Child Welfare Services (CWS) Investigations Program is considered the starting point of needed services within our department. This program is tasked with responding to allegations of abuse and neglect, through an investigation process. Contingent upon results of the work in the CWS Investigations Program families/individuals can potentially move into the Child Welfare Services (CWS) Case Management Program which provides core child welfare services divided into four service functions, Emergency Response, Family Maintenance, Family Reunification, and Permanency Planning. The Independent Living Program (ILP) and Adoptions Program are specialized focused areas of case management that primarily support the population within the Permanency Planning function of the CWS Case Management Program. The Supportive Services Program, provides supportive services to strengthen and improve direct services to the population we serve and integrates services with the community, and other county entities.

OVERVIEW

The 2008-09 Recommended Budget appropriations of \$60,084,511 reflects an increase of 6% (\$3,247,081) from the 2007-08 Adopted Budget. The FY 2008-09 Recommended Budget revenues of \$60,084,511 reflect an increase of 6% (\$3,247,081) from the FY 2007-08 Adopted Budget. Net County cost is at \$220,848, same level as FY 2007-08. Staffing is recommended at 487 positions, a reduction of 4 position from FY 2007-08. A 7% (\$1,777,683) salary savings has been used in calculating Regular Salaries (account 6100) in the Recommended Budget. A \$901,872 savings in combined, related benefits has also been calculated in the Recommended Budget for Unemployment, Retirement, OASDI, and Health Insurance.

DEPARTMENT COMMENTS

The Department of Children and Family Services (DCFS) Child Welfare Services Division has undergone major system transformation since 2003 with the implementation of Family to Family (F2F). Our ongoing work with F2F has also introduced the Department to a number of other initiatives of best practice that has brought technical and limited fiscal support from nationally known foundations such as Walter S. Johnson and Stuart.

Internally the Department has worked closely with line staff, and management to establish Key Result Areas (KRAs) which clearly establish best practice expectations for all child welfare programs to insure positive outcomes for children and families taking into account our work with the foundations and State and Federal mandates. In order to provide social workers with the ability to successfully implement KRA's the Department, in collaboration with the SEIU, and line staff, developed caseload standards for all social

Children & Family Services – Welfare – 5641

work classifications. These include capped caseloads for Social Worker I's and II's and caseload ranges for Social Worker III's and Social Worker Practitioners (MSWs).

The foundation support and the change in systemic direction has positively impacted the children and families the Department works with, as is evidenced by the reduction of children in the child welfare system (3200/2003 – 2200/2007) and our selection to be representatives, for the State of California as one of three counties reviewed as part of the Federal Child and Families Services Review (CSFR) which was conducted in FY 2007-08. However, the Department faces opportunities and challenges to sustaining this work through difficult budget times.

Opportunities

- In 2007 the Annie E. Casey foundation recognized and is funding Fresno County as one of fifteen national anchor sites to take the Family to Family work to a deeper level of implementation nation wide. F2F has been recognized by the Federal Audit as the most promising child welfare model. Fresno County DCFS was also named as one of four National model sites which will allow Fresno to host communities who are interested in receiving consultation around Fresno County community partnership strategies in dealing with racial disparity and disproportionality. This recognition comes with extensive technical support and training by nationally known experts in the field as well as \$175,000 per year for three years with the contracted understanding that our work will continue to reflect progressive change.

- Research and local statistics clearly document that our most vulnerable population of children are 0-6. This year DCFS has begun work in a partnership with the Stuart foundation, Youth Law Center, County of Fresno First Five and local public and private agencies are focusing on improving services to these children. As part of this partnership DCFS will be working with the Oregon Social Learning Center to implement the promising practice of Multi-dimensional Treatment Foster Care-Preschool (MTFC-P) and Dr. Mary Dozier Univ. of Delaware who has developed a

training program that targets the needs of infants and young children who have experienced maltreatment and disruption in their relationships with caregivers.

- DCFS, is one of five selected continues to work with the Walter Johnson Foundation to improve services and outcomes for foster youth currently in care as well as foster youth who are transitioning out of foster care through the California Connected by 25 initiative (CC25I). Permanency, transitional housing, education, fiscal literacy and competency are a few of the strategies currently being implemented. As a result of our work with CC25I the Stuart Foundation has asked Fresno County DCFS to apply for a multi-year grant to improve educational outcomes for foster youth. The Stuart Foundation is particularly interested in integrating MHSA funding.

Challenges

- The budget process initial step of using a capped allocation for FY 08-09 would have reduced the number of positions in Child Welfare by 54 positions putting in jeopardy the caseload caps and negotiated agreements with staff to assure best practice for our children and families. The Department was however allowed to restore 50 positions which include 2 new positions and 48 existing positions based on 2% additional salary savings and full funding (State and Federal) with no county dollars.

- The State of California Child Welfare Services was recently reviewed by the Federal Government (CFSR) and failed, which was expected (No state has passed this second round of reviews). The review will require a second Performance Improvement

Children & Family Services – Welfare – 5641

Plan and while fiscal sanctions will not be tied to this review future reviews will hold the potential to be linked to sanctions if adequate progress has not been accomplished. Fresno DCFS, while not passing, showed significant progress in the reviewed areas and in the Federal Exit the reviewers cited Fresno's work with the above listed initiatives as strengths towards meeting the audit requirements.

- For FY 07-08 the State reduced the amount of State General Fund provided to counties in California for the Child Welfare Services Allocation. The reduction was based on a savings premise for Kinship activities. Some of the reduction for FY07-08 was reversed, as the Kinship savings statistical information initially used was corrected. However it is anticipated that the savings premise will resurface in FY 08-09 and loss of these dollars will directly impact staffing and program implementation.
- Fresno County continues to rank 57th out of 58 California counties on the amount of money it is reimbursed per Full Time Equivalent social worker. This amount determines the amount of State General Fund provided to fund the Child Welfare allocation that Fresno County receives from the State. Various legislative opportunities have been introduced to address the allocation process however during tough budget times it is difficult to redistribute monies between counties. As a result Fresno will continue to struggle with the low allocation and fiscal challenges this presents.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
CWS Investigations	\$8,832,938	\$8,832,938	\$0	80.0
CWS Case Management	\$44,334,839	\$44,334,839	\$0	353.0
Independent Living Program and Adoptions	\$2,898,617	\$2,898,617	\$0	21.0
Support Services	\$3,692,818	\$3,471,970	\$220,848	11.0
Total:	\$59,759,212	\$59,538,364	\$220,848	465.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
CWS Investigations	\$8,440,148	\$8,440,148	\$0	77.0
CWS Case Management	\$43,839,194	\$43,839,194	\$0	369.0
Independent Living Program and Adoptions	\$3,619,200	\$3,619,200	\$0	24.0
Support Services	\$4,185,969	\$3,965,121	\$220,848	17.0
Total:	\$60,084,511	\$59,863,663	\$220,848	487.0

PROGRAM BUDGETS

Child Welfare Services Investigations

Program Description

- Function(s) – Emergency response provides in-person response, 24 hours a day, seven days a week to reports of abuse and neglect. Investigations are comprehensive, and are conducted in an effective and professional manner. Family interventions are collaborative, through partnerships with law enforcement and medical professionals, and are conducted in the least intrusive manner necessary for the protection of the child. Craycroft Emergency Shelter is a public-private partnership between the department and the Fresno Rescue Mission to provide temporary emergency shelter care to children ages 4 and up, particularly siblings.
- Outcome(s) – Conduct comprehensive family assessments that will demonstrate equity and fairness, strength based, family focused, and community oriented, resulting in child safety and family well being.
- Mandates & Level of Mandated Activities – Services under this Program are mandated through California Welfare & Institutions Code (W&IC) sections 16000-16014 and 165000 and Welfare & Institutions Code (W&IC) section 15204.25.
- Appropriation Detail – Break out of appropriations by program presentation, is new in Fiscal Year 2008-09 and not comparable to FY 2007-08 total Departmental appropriations. Appropriations for this program are \$8,440,148 and break out as follow: Salary and Benefits are \$6,424,627; Services and Supplies are \$1,336,230; and Other Cost are \$679,291.
- Revenue Detail -- Break out of Revenues by program presentation, is new in Fiscal Year 2008-09 and not comparable to FY 2007-08 total Departmental Revenues. Revenues for this program are \$8,440,148 and break out as follow: Federal Revenues are \$4,436,767; State Revenues are \$2,845,916; Other Financing (Realignment) Revenues are \$713,886; and Intra-fund Revenues are \$443,579.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$6,805,086	\$6,424,627
Service & Supplies	\$1,346,629	\$1,336,230
Other Charges	\$681,223	\$679,291
Total Appropriations	\$8,832,938	\$8,440,148

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$3,572,636	\$2,845,916
Intergovernment Revenues – Federal	\$4,471,257	\$4,436,767
Other Financing Sources	\$789,045	\$713,886
Intrafund	\$0	\$443,579
Total Revenue	\$8,832,938	\$8,440,148
NCC	\$0	\$0

Children & Family Services – Welfare – 5641

Total Recommended Positions:

Total Positions for the above program include 77.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Child Welfare Services (CWS) Case Management

Program Description

- Function(s) – This program provides the core child welfare services under four service components known as Emergency Response, Family Maintenance, Family Reunification and Permanency Planning. Family Reunification provides time-limited foster care services to prevent or remedy neglect, abuse, when the child cannot safely remain at home, and needs temporary foster care while services are provided to the family. Should reunification efforts not be successful, permanency planning services will be initiated. Permanency planning provides an alternate family structure, such as adoption or guardianship for children who are unlikely to ever return home. In support of case management Foster Parent Resources units conduct placement searches and communication on behalf of case carrying workers. These units will receive geographic assignments, except for specialized case loads and will case manage the licensed County Foster Homes assigned. Recruitment for additional foster homes is part of the case management function. Recruitment, through the Family to Family Model is neighborhood based and community oriented with permanence as a desired outcome for all children in care. A recruiter ensures collaboration and shared practices with community partnership, DCFS staff, Licensing, Adoptions and the media. Interstate Compact on Placement of Children (ICPC) is a Federal program that requires orderly procedures for interstate placement of children and fixes responsibility for those involved in placing the child.
- Outcome(s) – For every child to achieve a permanent family and home as quickly as possible, whether it be through a reunification process with their family, or through an alternate plan of adoption or guardianship.
- Mandates & Level of Mandated Activities – Services under this Program are mandated through California Welfare & Institutions Code (W&IC) sections 16000-16014 and 16500.
- Appropriation Detail – Break out of appropriations by program presentation, is new in Fiscal Year 2008-09 and not comparable to FY 2007-08 total Departmental appropriations. Appropriations for this program are as follow: Salary and Benefits are \$28,644,514; Services and Supplies are \$9,386,278; and Other Cost are \$5,808,402.
- Revenue Detail -- Break out of Revenues by program presentation is new in Fiscal Year 2008-09 and not comparable to FY 2007-08 total Departmental Revenues. Revenues for this program are as follow: Federal Revenues are \$15,099,581; State Revenues are \$11,973,650; Charges for Services \$1,208,294; Miscellaneous Revenue are \$351,520; Other Financing (Realignment) Revenues are \$9,310,305; and Intrafund Revenues are \$5,895,844.

Children & Family Services – Welfare – 5641

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$28,833,498	\$28,644,514
Service & Supplies	\$9,686,624	\$9,386,278
Other Charges	\$5,814,718	\$5,808,402
Total Appropriations	\$44,334,840	\$43,839,194

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$11,512,483	\$11,973,650
Intergovernment Revenues – Federal	\$15,877,402	\$15,099,581
Charges for Service	\$1,208,294	\$1,208,294
Miscellaneous Revenues	\$351,520	\$351,520
Other Financing Sources	\$9,146,491	\$9,310,305
Intrafund	\$6,238,650	\$5,895,844
Total Revenue	\$44,334,840	\$43,839,194
NCC	\$0	\$0

Total Recommended Positions:

Total Positions for the above program include 369.0 full time equivalent(s) (FTE), which reflect a decrease of 6.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
1924	Social Services Program Manager	Vacant	1.0	\$105,183
1930	Social Work Supervisor	Vacant	2.0	\$218,889
1945	Social Worker I	Vacant	1.0	\$57,540
5093	Social Worker Aide II	Vacant	2.0	\$84,633
Totals			6.0	\$466,245

Service Impact of Funding Reductions:

- Reduction of Social Worker Aides will impact court ordered supervised visitation between children and parents.
- Reduction of Social Work Supervisors will increase Social Work Supervisors to staff ratios higher than state standards of 7:1.
- Deletion of Program Manager will result in Social Work Supervisors over Quality Assurance , Training, Evaluation, and SB163 to report directly to a Deputy Director.
- Reduction of Social Worker should have minimal impact on provision of services.

INDEPENDENT LIVING PROGRAM (ILP) AND ADOPTIONS

Program Description

- Function(s) – Services provided under the Adoptions & Independent Living Program (ILP) are an extension of mandated case management services to administer the Title IVE Program, Child Welfare Services. The Adoptions Agency is licensed as a full service agency to accept relinquishments, conduct adoptability assessments and provide adoption services and adoptive home study services to the residents of Fresno County. The Adoptions Assessment workers are required to conduct an assessment on all children who are not reunified with parents in order to recommend a permanent plan of Adoption, Guardianship or Long Term Foster Care to the dependency court.
- Independent Living Program (ILP) provides both case management and direct services to foster youth in preparation and guidance to a self sufficient life style. Our goal is to provide youth with a sense of community and belonging while providing them with the necessary skills and support to obtain self-sufficiency. Services and activities of ILP are designed with the intent of providing services to current and former probation and foster youth from ages 14 to 21. ILP social workers assist in the development of an emancipation plan, academic advising, employment referrals, housing assistance, and parenting. ILP social workers have been colocated in three school districts' high schools to ensure that foster/probation youth have additional advocacy and support and see positive educational outcomes as a reality.
- Outcome(s) – Achieve permanency in a fostering family setting. Achieve self sufficiency.
- Mandates & Level of Mandated Activities – The Adoptions program was authorized and funded through California Welfare & Institutions Code (W&IC) section 16100 and 16101, should a County choose to operate an adoption agency. However, the initial step in Adoptions falls under W&IC 16000(a) and 16002(e), which is part of the mandated Child Welfare Basic Services. The Independent Living Program was authorized through California Welfare & Institutions Code (W&IC) section 10609.3
- Appropriation Detail – Break out of appropriations by program presentation, is new in Fiscal Year 2008-09 and not comparable to FY 2007-08 total Departmental appropriations. Appropriations for this program are as follow: Salary and Benefits are \$1,805,995; Services and Supplies are \$712,432; and Other Cost are \$1,100,773.
- Revenue Detail -- Break out of Revenues by program presentation, is new in Fiscal Year 2008-09 and not comparable to FY 2007-08 total Departmental Revenues. Revenues for this program are as follow: Federal Revenues are \$1,231,469; State Revenues are \$2,027,224; Miscellaneous Revenue are \$96,970; and Intrafund Revenues are \$263,537.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,735,510	\$1,805,995
Service & Supplies	\$701,170	\$712,432
Other Charges	\$461,936	\$1,100,773
Total Appropriations	\$2,898,616	\$3,619,200

Children & Family Services – Welfare – 5641

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$1,490,916	\$2,027,224
Intergovernment Revenues – Federal	\$1,121,380	\$1,231,469
Miscellaneous Revenues	\$96,970	\$96,970
Intrafund	\$189,350	\$263,537
Total Revenue	\$2,898,616	\$3,619,200
NCC	\$0	\$0

Total Recommended Positions:

Total Positions for the above program include 24.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Support Services Program

Program Description

- Function(s) – This program is set up to provide support to the Department's main function of Case Management, Investigations, Adoptions and ILP. Services included in this program are administered in accordance with Promoting Safe and Stable Families (PSSF) and Child Abuse Prevention, Intervention and Treatment (CAPIT) goals through community contracted services. This program administers some direct consumer services afforded through Supportive and Therapeutic Options Program (STOP). Foster Care Licensing which is a state-administered, county run program that allows the county to license its own foster family homes according to CDSS regulations.
- Outcome(s) – Prevent, remedy neglect, abuse or exploitation of children.
- Mandates & Level of Mandated Activities – Authorizing statutes are found in W&I Code section 18960 and Title XX of the Social Security Act.
- Appropriation Detail – Break out of appropriations by program presentation, is new in Fiscal Year 2008-09 and not comparable to FY 2007-08 total Departmental appropriations. Appropriations for this program are as follow: Salary and Benefits are \$1,435,778 supplies are \$2,070,078; and Other Cost are \$680,113.
- Revenue Detail -- Break out of Revenues by program presentation, is new in Fiscal Year 2008-09 and not comparable to FY 2007-08 total Departmental Revenues. Revenues for this program are as follow: Federal Revenues are \$1,824,274; State Revenues are \$1,192,300; Miscellaneous Revenue are \$732,425; Intrafund Revenues are \$216,122; and Net County Cost of \$220,848.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,006,703	\$1,435,778
Service & Supplies	\$2,011,432	\$2,070,078
Other Charges	\$674,683	\$680,113
Total Appropriations	\$3,692,818	\$4,185,969

Children & Family Services – Welfare – 5641

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$826,095	\$1,192,300
Intergovernment Revenues – Federal	\$1,737,077	\$1,824,274
Miscellaneous Revenues	\$732,424	\$732,425
Intrafund	\$176,374	\$216,122
Total Revenue	\$3,471,970	\$3,965,121
NCC	\$220,848	\$220,848

Total Recommended Positions:

Total Positions for the above program include 17.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 60,084,511, a 6.0 % (\$ 3,247,081) increase over fiscal year 2007-08, which is primarily due to an increase in Intrafund Revenue, State funding for the Transitional Housing Program and SB163 service revenues. Specific changes by revenue accounts are noted below.
 - Intergovernmental Revenues-State (\$ 18,039,090) – Recommended at a 10% (\$1,643,091) increase over FY 2007-08 due to increase in EPSDT service billing for SB163 Program services and Transitional Housing Program.
 - Intergovernment Revenues-Federal (\$22,592,091) - Recommended at a 3% (\$643,010) decrease from FY 2007-08, which are based on actual FY 2007-08 allocations. Additionally, a new discount rate calculation accounting for the Non-Federal Eligible Foster Care youth receiving case management services was implemented in FY 2007-08 which reduced the drawdown of Federal Title IVE revenues.
 - Charges for Services (\$1,208,294) - Recommended at a 70% (\$496,305) increase over FY 2007-08 directly due to an increase in medi-cal eligible service billing related to the increased number of children receiving services through the SB163 program.
 - Miscellaneous Revenues (\$1,180,915) - Recommended at a 2% (\$21,185) decrease from FY 2007-08 due to decreases in K-6 contracted schools revenues.
 - Other Financing Sources (\$10,024,191) - Recommended at a 1% (\$88,654) increase from FY 2007-08 to meet the county match needs for budgeted Child Welfare Services programs.
 - Intrafund Revenues (\$6,819,082) - Recommended at a 33% (\$1,683,226) increase over FY 2007-08 to account for the revenue shift between DCFS and Department of Employment and Temporary Assistance that result from common Social Services County Expense Claiming processes. The revenues also include intrafund revenues to offset Substance Abuse costs and charges to DCFS - Mental Health org for administrative costs.

Children & Family Services – Welfare – 5641

CHILDREN AND FAMILY SERVICES-CHILD WELFARE - 5641

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
1924	Social Services Program Manager	E	6	5	378,261
1930	Social Work Supervisor	2148	43	41	3,011,027
1931	Social Work Practitioner	1841	87	87	5,454,193
1935	Social Worker III (PT)	1687	1	1	59,994
1935	Social Worker III	1687	124	124	7,236,919
1940	Social Worker II	1501	35	35	1,651,080
1945	Social Worker I	1363	48	47	1,910,175
1952	Substance Abuse Specialist II	1407	3	3	138,480
2200	Deputy Director of Children and Family Services	D	2	2	184,833
2212	Systems and Procedures Analyst III	2177	3	3	210,563
2240	Senior Systems and Procedures Analyst	2438	1	1	78,597
2291	Staff Analyst I	1607	1	1	51,805
2293	Staff Analyst III	2060	5	5	325,929
2294	Senior Staff Analyst	F	1	1	69,286
2297	Principal Staff Analyst	E	3	3	230,644
3037	Driver	903	6	6	168,232
3070	Supervising Office Assistant II	1407	5	5	229,320
3080	Office Assistant III	1054	63	63	2,126,489
3081	Office Assistant III - Conf.	1054	1	1	35,677
3110	Office Assistant II	946	8	8	231,423
3125	Office Assistant I	842	2	2	46,903
3160	Secretary IV	1299	8	8	347,658
3161	Secretary IV - Conf.	1299	1	1	43,980
3166	Administrative Secretary - Conf.	1447	1	1	48,994
3260	Account Clerk III	1113	1	1	37,667
3620	Program Technician I	1252	0	2	69,742
3622	Program Technician I - Conf.	1252	1	1	40,386
3623	Program Technician II - Conf.	1401	2	2	88,208
3624	Supervising Program Tech - Conf.	1574	1	1	50,775
5091	Social Worker Aide I	788	9	9	205,173
5093	Social Worker Aide II	960	18	16	514,163
8072	Director of Children and Family Services	B	1	1	118,890
Subtotal			491	487	\$ 25,395,466
Auto Allowance					6,156
Bilingual Skill Pay					113,000
Less Salary Savings-7%					<u>(1,777,683)</u>

TOTAL REGULAR SALARIES **\$ 23,736,939**

VACANT POSITIONS RECOMMENDED FOR DELETION (July 14, 2008)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1924	Social Services Program Manager	Vacant	E	-1	105,183
1930	Social Work Supervisor	Vacant	2148	-2	218,889
1945	Social Worker I	Vacant	1363	-1	57,540
5093	Social Worker Aide II	Vacant	960	<u>-2</u>	<u>84,633</u>
Cost of Restoring Vacant Positions				-6	\$ 466,245

Employment & Temporary Assistance – 5610

Employment & Temporary Assist BUDGET 5610 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	87,140,609	97,955,191	107,124,558	9,169,367	9%
Services and Supplies	35,759,878	34,849,081	33,247,623	(1,601,458)	-5%
Other Charges	47,892,410	51,947,771	39,359,886	(12,587,885)	-24%
Residual Equity Transfers(Out)	-	-	250,000	250,000	100%
General Fixed Assets	253,858	47,500	-	(47,500)	-100%
Total Appropriations	\$ 171,046,755	\$ 184,799,543	\$ 179,982,067	(4,817,476)	-3%
<u>Revenues</u>					
Intergovernment Revenues - St	88,461,135	50,171,183	54,374,431	4,203,248	8%
Intergovernment Rev-Federal	74,071,091	123,338,155	115,929,573	(7,408,582)	-6%
Miscellaneous Revenues	804,255	2,272,866	862,806	(1,410,060)	-62%
Other Financing Sources	6,712,092	6,907,033	7,060,964	153,931	2%
Intrafund Revenue	217,343	185,058	45,046	(140,012)	-76%
Total Revenues	\$ 170,265,916	\$ 182,874,295	\$ 178,272,820	(4,601,475)	-3%
<u>Net County Cost</u>	\$ 780,839	\$ 1,925,248	\$ 1,709,247	\$ (216,001)	-11%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	1,422	1,542	1,563	21	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Employment & Temporary Assistance – 5610

FUNCTION

The Department of Employment and Temporary Assistance provides a safety net through a variety of public assistance and employment services to adults and children, with dignity and respect, in order to improve their lives and assist them in attaining self-sufficiency. The Department of Employment and Temporary Assistance (E&TA) is responsible for the administration of public assistance programs, which include CalWORKs, Employment Services, Food Stamps, Foster Care and Adoption Assistance, In-Home Supportive Services, Adult Protective Services, General Relief, Medi-Cal, Refugee Assistance Programs, Adolescent Family Life Program and the Cal-Learn Program. E&TA focuses on providing temporary and supportive services to individuals and families in need, while assisting them to achieve their goal of financial self-reliance. E&TA has staff in various locations throughout Fresno County, and is continuing its efforts to provide regionally based services to better serve residents of small and remote communities. The Department has expanded its role in the community beyond the issuance of benefits, and is actively developing strategies to bring improved services to all areas of the County, partnering with other agencies to provide a comprehensive and holistic approach to client services, and improving the lives of the working poor.

E&TA budget is presented in ten program components that include: CalWORKs and Food Stamp Eligibility and Services, Foster Care Eligibility, In Home Supportive Services, Adult Protective Services, CalWIN, Adolescent Family Life Program, General Relief Eligibility, Medi-Cal Eligibility, Refugee Services, and miscellaneous program support. Appropriations for the administration support are included within each of these programs.

OVERVIEW

The FY 2008-09 Recommended Budget of \$179,982,067 reflects a 3% (\$4,817,476) decrease in appropriations over the FY 2007-08 Adopted Budget primarily due to termination of Stage II Child Care agreements. FY 2008-09 Recommended Budget reflects \$178,272,820 in revenues, a decrease of 3% (\$4,601,475) over the FY 2007-08 Adopted Budget. The County share of cost in this budget is \$8,770,211, which reflects a \$62,070 decrease from FY 2007-08 and is partially offset with Social Services Realignment (\$7,060,964). The net County cost of \$1,709,247 reflects an 11% decrease (\$216,001) over FY 2007-08 Adopted Budget. Staffing is recommended at 1,563 positions, which reflects an increase of 21 positions from FY 2007-08. A 5% (\$3,391,536) salary savings has been used in calculating Regular Salaries (account 6100) in the Recommended Budget. A \$2,018,979 savings in combined, related benefits has also been calculated in the Recommended Budget for Unemployment, Retirement, OASDI and Health Insurance.

DEPARTMENT COMMENTS

During FY 2007-08, E&TA continued a pro-active approach in CalWIN post implementation activities to ensure resolution of system issues and program modifications. Efforts to improve client service delivery and achieve operational efficiency through automation continues to be a major departmental focus. Significant automation changes that were implemented include: a) Foster Care Fiscal Month End delay to ensure accurate payments in the Foster Care program; b) Electronic Fund Transfer that offers a Direct Deposit option to public assistance program recipients identified in regulations; and, c) Electronic Time Study that provides for a better

Employment & Temporary Assistance – 5610

management tool and improved tracking mechanism of time study hours that are utilized in program cost reporting for allocation of staffing costs and generic operating costs.

The Department expanded a multi-program worker approach in administering public assistance programs. Collaboration with community partners to address food insecurity, prevent homelessness and improve crisis responsiveness continued across the programs. Efforts to implement the Medi-Cal citizenship verification requirements along with the efforts to improve CalWORKs Work Participation Rate, both of which resulted from the Federal Deficit Reduction Act regulations, were among the top priorities addressed during the year. Both efforts are anticipated to increase during FY 2008-09.

To address long standing facility improvement needs, the Department started the first phase of vacating the Mariposa downtown building by relocating the General Relief and Homeless Food Stamp program staff to the newly aquired 1209 E. Street building. Plans are being developed for a second phase of relocation to the Sunnyside facility during FY 2008-09. Increases in caseloads and services needs were realized across all of the programs E&TA administers. These trends are anticipated to continue, as the economy struggles through a downturn. Though the needs continue to exceed available resources, the Department remains committed to providing quality services for the poor and needy families of Fresno County and improving access to food, shelter, medical benefits and employment services which result in greater self-sufficiency and a healthier community.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
CalWORKs & Food Stamps	\$106,775,786	\$106,764,185	\$11,601	807.4
Foster Care	\$2,726,912	\$2,726,912	\$0	32.7
In-Home Supportive Services	\$11,427,950	\$11,427,950	\$0	116.3
Adult Protective Services	\$2,520,696	\$2,520,696	\$0	22.9
CalWORKs Information Network (CalWIN)	\$5,608,420	\$5,535,013	\$73,407	17.5
Adolescent Family Life Program	\$1,046,961	\$1,046,961	\$0	7.6
General Relief	\$1,687,322	\$0	\$1,687,322	19.3
Medi-Cal	\$42,591,494	\$42,591,494	\$0	461.8
Refugee Services/CAPI	\$1,017,909	\$1,017,909	\$0	4.0
Miscellaneous	\$50,560	\$45,046	\$5,514	0.5
Total:	\$175,454,010	\$173,676,166	\$1,777,844	1490.0

Employment & Temporary Assistance – 5610

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
CalWORKs & Food Stamps	\$109,453,176	\$109,441,575	\$11,601	833.7
Foster Care	\$2,677,828	\$2,677,828	\$0	31.9
In-Home Supportive Services	\$11,754,313	\$11,754,313	\$0	127.4
Adult Protective Services	\$2,511,516	\$2,511,516	\$0	22.9
CalWORKs Information Network (CalWIN)	\$5,581,402	\$5,507,995	\$73,407	17.5
Adolescent Family Life Program	\$1,040,520	\$1,040,520	\$0	7.5
General Relief Program	\$1,618,968	\$0	\$1,618,968	19.0
Medi-Cal	\$44,331,590	\$44,331,590	\$0	498.9
Refugee Services/CAPI	\$962,437	\$962,437	\$0	3.7
Miscellaneous	\$50,317	\$45,046	\$5,271	0.5
Total:	\$179,982,067	\$178,272,820	\$1,709,247	1563.0

PROGRAM BUDGETS

CalWORKs & Food Stamps

Program Description

- Function(s) – The CalWORKs program, as a result of State and Federal Welfare reform, provides time-limited cash assistance to families with (or expecting) children and helps parents find and keep jobs through a variety of employment services and activities. The Food Stamps program is a Federal program that assists low-income households to supplement their food purchases and to maintain an adequate level of food nutrition. This budget provides funding for the administrative functions of these programs, which includes intake and ongoing eligibility services for CW & FS clients and employment services for the Welfare-to-Work (WTW) component of CalWORKs. This budget also includes funding for contracted services for vocational training, job retention, advocacy services, employment transportation, legal assistance (Jobs 2000 Program), child care assistance, and substance abuse and mental health services.
- Outcome(s) – For FY 2008-09, staff is anticipating to process a total of 7,240 new CW & FS applications per month and quarterly reports and annual renewal applications for 56,255 existing CW & FS cases. In addition, employment services staff are planning to assist 9,430 aided individuals in obtaining or retaining employment by linking them to available services from community partners and by creating and expanding job opportunities through partnerships with local employers and hosting job fairs, which include the annual E&TA Job Fair scheduled on March of 2009. The goal of improving benefit issuance accuracy rate and staying below the Federal error rate threshold is monitored on a monthly basis; current Fresno County accuracy rate is 96.1%; the national accuracy rate is 94.7%. The Work Participation Rate (WPR) performance standards for the CalWORKs Employment Services is 50% for All Families and 95% for Two-parent Families CalWORKs cases; current Fresno County WPR rates are 35.42% for All Families and 43.27% for Two-Parent

Employment & Temporary Assistance – 5610

families. The FY 2008-09 goal is to increase current participation rate through both internal and contracted provider efforts.

- **Mandates & Level of Mandated Activities – Welfare and Institutions Code (W&IC) 14154** authorized these programs and established the CalWORKs Maintenance-of-Effort (MOE). MOE is the fixed county cost that was established as part of the 1996 Welfare Reform Implementation (AB 1542, Statutes of 1997) and each County is liable for this amount regardless of the level of its actual expenditures. The 15% county share of expenditures for the Food Stamp Program counts towards meeting the CalWORKs MOE. W&IC 10533 through 11454.5 addresses specific services requirements while the California Department of Social Services (CDSS) Manual of Policies and Procedures and the All County Letters provide detailed instructions to counties regarding the mandated level of activities for these programs.
- **Appropriation Detail – Break out of appropriations by program category** is new in Fiscal Year 2008-09 and therefore not comparable to FY 2007-08 total Departmental appropriations. Appropriations for this program are as follow: Salary and Benefits (\$57,202,043); Services and Supplies (\$15,054,275); Other Charges (\$37,103,108); and Residual Equity Out (\$93,750). Included in this budget within the Services and Supplies category is \$2,520,286 in operational costs for the Department of Children and Family Services which represents the expenditure cost shift that occurs through the Social Services County Expense Claim mechanism. Additional 13.3 clerical FTEs are requested to be added to this program to mitigate the reduction in Extra Help appropriations was proposed in the Workload budget. Currently E&TA utilizes significant extra help staff for intake application registration, FileNet scanning, Rapid Services Units support and others; however, 95% of these activities are of permanent nature; redesign in workload processes has not helped in reduction of staffing needs as caseload increases are offsetting any inroads that were made in attempts to reduce reliance on extra help. The position increase is requested to mitigate this ongoing issue; the increase was funded with mid-year allocation increases and reductions in Workers Compensation and Health Insurance Charges. The cost of these additions are also offset with the reductions in 6.7 FTEs detailed below. As all budgeted allocations are based on current year actual allocations, any changes in the State budget will be implemented mid-year FY 2008-09 and after the State budget is adopted.
- **Revenue Detail – Break out of revenues by program category** is new in Fiscal Year 2008-09 and therefore not comparable by program to FY 2007-08 total Departmental revenues. Revenues for this program are as follow: Federal Revenues (\$85,008,514) and State Revenues (\$19,960,945), which represent CalWORKs Single Allocation, CalWORKs Mental Health and Substance Abuse allocations and the Non Assistance Food Stamps allocation; Miscellaneous Revenues (\$449,234); and Other Financing Sources - Realignment (\$4,022,882). The county share of cost for this program (\$4,034,448) represent the CalWORKs Maintenance of Effort (\$4,022,882) and the Stage II Child Care Maintenance of Effort (\$11,601), which is offset by the Social Services Realignment for the CalWORKs MOE (\$4,022,882) resulting in the net County cost of \$11,601.

Employment & Temporary Assistance – 5610

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$56,771,659	\$57,202,043
Service & Supplies	\$15,217,960	\$15,054,275
Other Charges	\$34,692,417	\$37,103,108
Residual Equity Transfers Out	\$93,750	\$93,750
Total Appropriations	\$106,775,786	\$109,453,176

Residual Equity Transfers Out (\$93,750):

No. of Items	Item Description	Cost	Purpose
1	Communications Equipment	\$93,750	Telephone Equipment for an alternative site
Total Cost:		\$93,750	

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$19,713,580	\$19,960,945
Intergovernment Revenues – Federal	\$82,714,917	\$85,008,514
Miscellaneous Revenues	\$312,806	\$449,234
Other Financing Sources	\$4,022,882	\$4,022,882
Total Revenue	\$106,764,185	\$109,441,575
NCC	\$11,601	\$11,601

Total Recommended Positions

Total Positions for the above program include 833.7 full time equivalent(s) (FTE), which reflect an increase of 6.6 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
1901	Client Service Specialist	Vacant	2.0	\$119,273
1952	Substance Abuse Specialist II	Vacant	1.0	\$70,761
3010	Chief Office Assistant	Vacant	0.3	\$16,998
3624	Supervising Program Technician - Conf.	Vacant	0.4	\$25,120
5091	Social Worker Aide I	Filled	2.0	\$83,496
5093	Social Worker Aide II	Filled	1.0	\$48,542
Totals			6.7	\$364,190

Employment & Temporary Assistance – 5610

Service Impact of Funding Reductions:

- The elimination of the 2.0 Client Service Specialist positions and 0.3 Chief Office Assistant position will not impact current service levels as the positions have been vacant for a significant period of time.
- The elimination of 1.0 Substance Abuse Specialist position reflects a change in the service delivery model for CalWORKs Mental Health and Substance Abuse services. The recommended elimination will offset the cost of funding substance abuse services provided to CalWORKs clients that are linked to DCFS Programs and should not impact current service levels.
- The elimination of the 3.0 Social Worker Aides currently assigned to the Cal-Learn Program will result in increased workload for social workers assigned to the program. Routine case management activities currently performed by these positions will be assumed by Cal-Learn social workers, which will limit their ability to respond to their clients' needs.
- The 0.4 Supervising Program Technician recommended for elimination is currently assigned to E&TA Personnel. This reduction will increase the processing time for recruitments and other personnel actions. Due to a high turnover rate, this reduction will negatively impact the Department's ability to adequately staff fully-funded programs.

Foster Care/AAP Eligibility

Program Description

- Function(s) – This budget provides funding for the eligibility services component of the Foster Care Assistance, Adoptions Assistance, Emergency Assistance, and Kin-GAP Programs. Services include processing of new application activities and annual renewal and redetermination, quality control, overpayment prevention for existing cases, income maintenance and payments made to the home or institutions in which the child is placed. Further, staff from this program processes Medi-Cal benefits for children in the Foster Care system and ensures that eligibility cards are delivered to foster parents. Case management services are provided through the Department of Children and Family Services Organization 5641 and the Probation Department.
- Outcome(s) – For FY 2008-09, staff is anticipating to process 252 new applications per month for the Foster Care and EA Programs plus an additional 5 applications per month for the Kin-GAP Program and 17 applications per month for AAP. Additional goals include timely and accurate annual redeterminations for the 3,013 total active cases and improved quality control activities to eliminate overpayments for these programs.
- Mandates & Level of Mandated Activities – W&IC Section 14154 authorized these programs. Specific program service requirements are identified in W&IC Section 11460 for the Foster Care, AAP, and EA Programs and Sections 11360 through 11375 for the Kin-GAP Program. Further, CDSS, through the Manual of Policies and Procedures and All County Letters provide further instructions to counties in order to ensure uniform administration of requirements throughout the State.
- Appropriation Detail -- Break out of appropriations by program category is new in Fiscal Year 2008-09 and therefore not comparable to FY 2007-08 total Departmental appropriations. Appropriations for this program are as follows: Salary and Benefits

Employment & Temporary Assistance – 5610

(\$2,147,785); Services and Supplies (\$485,580); and Other Charges (\$44,463). \$55,397 in this budget represents the operational expenditures for the Department of Children and Family Services shifted to this program through the County Expense Claim mechanism. Additional appropriations for .2 clerical FTEs are included compared to the workload budget based on reductions in workers compensations and health insurance; this increase is also offset with reductions in .2 administrative support FTEs as detailed below.

- Revenue Detail -- Break out of revenues by program category is new in Fiscal Year 2008-09 and therefore not comparable to FY 2007-08 total Departmental revenues. Revenues for this program are as follow: Federal Revenues (\$1,160,800) and State Revenues (\$1,104,550) which represent the State Foster Care allocation, Kin Gap allocation and the Title IVE Federal Drawdown; Miscellaneous Revenues (\$48,572); and Other Financing Sources - Realignment (\$363,906) that funds the County match in this program.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$2,196,831	\$2,147,785
Service & Supplies	\$480,735	\$485,580
Other Charges	\$49,346	\$44,463
Total Appropriations	\$2,726,912	\$2,677,828

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$991,497	\$1,104,550
Intergovernment Revenues – Federal	\$1,170,583	\$1,160,800
Miscellaneous Revenues	\$200,000	\$48,572
Other Financing Sources	\$364,832	\$363,906
Total Revenue	\$2,726,912	\$2,677,828
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 31.9 full time equivalent(s) (FTE), which reflect a decrease of 0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
3010	Chief Office Assistant	Vacant	0.1	\$567
3624	Supervising Program Technician - Conf.	Vacant	0.1	\$628
Totals			0.2	\$1,195

Employment & Temporary Assistance – 5610

Service Impact of Funding Reductions:

- The elimination of 0.1 Chief Office Assistant position will not impact current service levels as this position has been vacant.
- The 0.1 Supervising Program Technician recommended for elimination is currently assigned to E&TA Personnel. This reduction will increase the processing time for recruitments and other personnel actions. Due to a high turnover rate, this reduction will negatively impact the Department's ability to adequately staff fully-funded programs.

In-Home Supportive Services

Program Description

- Function(s) – The In-Home Supportive Services Program provides in-home services to eligible aged, blind, or disabled individuals as an alternative to out of home care. This budget provides funding for the administrative functions of this program, which includes eligibility services, case management services, and quality assurance/control services.
- Outcome(s) – For FY 2008-09, staff is anticipating to process approximately 450 new IHSS applications per month, while continuing to provide consistent case management services for over 11,400 recipients. Outcomes are measured in timely processing of IHSS intake applications; consistent application of regulations; decreased amount of time staff worked each case; and reduction of overdue assessments to no more than 3% yearly. Additional goals include working closely with Quality Assurance to identify repeated errors; involving staff/Staff Development to create training in identified areas; and improving internal communication to provide quality services to all who seek services.
- Mandates & Level of Mandated Activities – W&IC Sections 12300 through 12314 and 14132.95 authorized this program. Senate Bill (SB) 1104 (Chapter 229, Statutes of 2004) mandated the IHSS Quality Assurance Initiative, which is intended to improve the quality of services, enhance program integrity, and detect and prevent program fraud and abuse by providing staff training to IHSS Social Workers and increasing collaboration with State agencies.
- Appropriation Detail -- Break out of appropriations by program category is new in Fiscal Year 2008-09 and therefore not comparable to FY 2007-08 total Departmental appropriations. Appropriations for this program are as follow: Salary and Benefits (\$9,660,693); Services and Supplies (\$1,881,465); and Other Charges (\$212,155). \$185,041 in this budget represents the operational expenditures for the Department of Children and Family Services shifted to this program through the County Expense Claim mechanism. Appropriations include an increase of 9 positions to allow for the implementation of a pilot project to incorporate Eligibility (6) and additional clerical (3) staff in the IHSS units and shift some case management and clerical activities to this staff. This would allow for additional Social Worker time to be spent on providing more thorough assessments and timely re-assessments of IHSS recipient needs and more accurate authorization of hours. Currently, IHSS Social Workers are responsible for an average of 305 cases per worker. This budget also includes a reduction of 1.9 FTEs as detailed below, for a total net increase of 7.1 FTEs.

Employment & Temporary Assistance – 5610

- Revenue Detail -- Break out of revenues by program category is new in Fiscal Year 2008-09 and therefore not comparable to FY 2007-08 total Departmental revenues. Revenues for this program are as follow: Federal Revenues (\$5,736,111) and State Revenues (\$3,639,977) represent the State IHSS Allocation and the Title XIX Federal drawdown; Miscellaneous Revenues (\$365,000); and Other Financing Sources - Realignment (\$2,013,225) that funds the County match in this program.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$9,322,551	\$9,660,693
Service & Supplies	\$1,911,034	\$1,881,465
Other Charges	\$194,365	\$212,155
Total Appropriations	\$11,427,950	\$11,754,313

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$3,651,947	\$3,639,977
Intergovernment Revenues – Federal	\$5,567,636	\$5,736,111
Miscellaneous Revenues	\$350,000	\$365,000
Other Financing Sources	\$1,858,367	\$2,013,225
Total Revenue	\$11,427,950	\$11,754,313
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 127.4 full time equivalent(s) (FTE), which reflect an increase of 7.1 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
1945	Social Worker I	Vacant	1.0	\$55,209
2293	Staff Analyst III	Vacant	0.8	\$77,239
3624	Supervising Program Tech - Conf.	Vacant	0.1	\$6,280
Totals			1.9	\$138,728

Service Impact of Funding Reductions:

- Eliminating the Social Worker position will increase the per worker caseload for existing IHSS social workers. Current per worker caseload is 305 cases. However, due to the anticipated outcomes of the IHSS Pilot Project, as described above, no service level impact is anticipated as the project aims to create efficiencies by transitioning repetitive casework activities to the new IHSS Eligibility Workers. This is

Employment & Temporary Assistance – 5610

anticipated to allow the Department's Social Workers more time for direct client services, which should alleviate the loss of one social worker position in FY 2008-09.

- The 0.1 Supervising Program Technician recommended for elimination is currently assigned to E&TA Personnel. This reduction will increase the processing time for recruitments and other personnel actions.
- The elimination of the 0.8 Staff Analyst position will eliminate support for special projects in APS and IHSS such as the alternative workload study, which aims to explore solutions for declining dollars and increased numbers of clients; statistical analysis of APS/IHSS workload; and, other administrative support for the IHSS program.

Adult Protective Services

Program Description

- Function(s) – The APS Program provides assistance to elderly and dependent adults who are functionally impaired, unable to meet their own needs, and who are victims of abuse, neglect, or exploitation. This budget includes funding for case management services as well as contracted services for protective services and outreach aimed at the elderly and disabled population in Fresno County.
- Outcome(s) – For FY 2008-09, staff is anticipating to process approximately 136 new APS cases per month, while continuing to provide consistent case management services for a monthly caseload average of 360 elderly and dependent adults. Outcomes are measured by reducing the rate of elder/dependent abuse; make the community more aware of elder/dependent abuse; provide outreach to educate the community regarding elderly/dependent abuse; and work closely with law enforcement to identify outreach plans/goals.
- Mandates & Level of Mandated Activities – Welfare and Senate Bill 2199 (Chapter 946, Statutes of 1998) established a statewide mandated APS program and defined services that are to be provided by the counties. The same legislation established the County Maintenance of Effort for the receipt of APS and CSBG revenues. The MOE amount is fixed and is required by the Welfare and Institutions Code sections 13003 through 13007. County is liable for this amount regardless of expenditures.
- Appropriation Detail -- Break out of appropriations by program category is new in Fiscal Year 2008-09 and therefore not comparable to FY 2007-08 total Departmental appropriations. Appropriations for this program are as follow: Salary and Benefits (\$1,920,477); Services and Supplies (\$460,448); and Other Charges (\$130,591). \$46,041 in this budget represents the operational expenditures for the Department of Children and Family Services shifted to this program through the County Expense Claim mechanism.
- Revenue Detail -- Break out of revenues by program category is new in Fiscal Year 2008-09 and therefore not comparable to FY 2007-08 total Departmental revenues. Revenues for this program are as follow: Federal Revenues (\$447,808) and State Revenues (\$1,816,205) represent the State Adult Protective Services and County Services Block Grant allocation as well as the Title XIX Federal drawdown; and Other Financing Sources - Realignment (\$247,503) which funds the mandated County Maintenance of Effort in this budget.

Employment & Temporary Assistance – 5610

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,925,468	\$1,920,477
Service & Supplies	\$463,371	\$460,448
Other Charges	\$131,857	\$130,591
Total Appropriations	\$2,520,696	\$2,511,516

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$1,816,261	\$1,816,205
Intergovernment Revenues – Federal	\$456,932	\$447,808
Other Financing Sources	\$247,503	\$247,503
Total Revenue	\$2,520,696	\$2,511,516
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 22.9 full time equivalent(s) (FTE), which reflect a decrease of 0.3 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
2293	Staff Analyst III	Vacant	0.2	\$19,310
3624	Supervising Program Technician - Conf.	Vacant	0.1	\$6,280
Totals			0.3	\$25,590

Service Impact of Funding Reductions:

- The elimination of the 0.2 Staff Analyst position will eliminate support for special projects in APS and IHSS such as the alternative workload study, which aims to explore solutions for declining dollars and increased numbers of clients and statistical analysis of APS/IHSS workload as well as providing other administrative support for the APS program.
- The 0.1 Supervising Program Technician recommended for elimination is currently assigned to E&TA Personnel. This reduction will increase the processing time for recruitments and other personnel actions.

CalWORKs Information Network (CalWIN)

Program Description

- Function(s) – The CalWIN application is a client-based, on-line, real-time update, automated eligibility determination, benefit calculation, and management system that

Employment & Temporary Assistance – 5610

covers the CalWORKs, Food Stamps, Foster Care & Adoptions Assistance, Kin-GAP, CAPI, Medi-Cal, Refugee, and General Assistance Programs. This budget provides funding for county help desk and technical staff, local area network charges, per case operating costs, and system maintenance and operation costs that are contracted to the current CalWIN vendor, Electronic Data Systems (EDS).

- Outcome(s) – Continue to work with the CalWIN consortium counties and EDS in resolving remaining system issues and service requests resulting from program legislative changes.
- Mandates & Level of Mandated Activities – W&IC section 10823 is the authorizing statute that requires states to implement automated eligibility systems. The county share for this program represents the county share of cost for the Food Stamp, Foster Care and the General Relief portions of the CalWIN application costs.
- Appropriation Detail -- Break out of appropriations by program category is new in Fiscal Year 2008-09 and therefore not comparable to FY 2007-08 total Departmental appropriations. Appropriations for this program are as follow: Salary and Benefits (\$1,158,068) and Services and Supplies (\$4,423,334). The expenditures and funding for this budget is based on the State CalWIN project allocation and represent the costs associated with support and maintenance of the CalWIN application.
- Revenue Detail -- Revenues for this program represent the State CalWIN Project allocation and required county match. State Revenues are budgeted at \$5,094,547, based on the FY 2008-09 projected allocation. Required County match for this project is \$486,855, which is partially offset Social Services Realignment funds (\$413,448). Net County cost (\$73,407) of the County match funds represents the costs associated with application maintenance for the General Relief program.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,172,940	\$1,158,068
Service & Supplies	\$4,435,480	\$4,423,334
Total Appropriations	\$5,608,420	\$5,581,402

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$5,121,565	\$5,094,547
Other Financing Sources	\$413,448	\$413,448
Total Revenue	\$5,535,013	\$5,507,995
NCC	\$73,407	\$73,407

Total Recommended Positions

Total Positions for the above program include 17.5 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Employment & Temporary Assistance – 5610

Adolescent Family Life Program

Program Description

- Function(s) – The AFLP program provides case management services to pregnant and parenting teens who do not qualify for Cal-Learn. This program is funded by an allocation from the California Department of Public Health – Maternal, Child and Adolescent Health Branch and is approved through an Agreement Funding Application (AFA), with the program requirements outlined in the Scope of Work.
- Outcome(s) – The allocation is based on the Fresno county requirement of meeting 5856 Annual Months of Service (MOS) to clients in the AFLP program. Approximately 488 clients will receive services from this MOS requirement.
- Mandates & Level of Mandated Activities – AFLP started as the Federal Pilot demonstration project from 1982-1985. Permanent Statutory authority was provided for this program in 1988 legislation (California Health & Safety Code Sec. 124175-124200). The County enters into an annual agreement with the State Dept of Public Health to provide AFLP services as outlined in the MCAH regulations and Scope of Work. There is no county share of cost associated with this program.
- Appropriation Detail -- Appropriations for this program include Salary and Benefits (\$582,443); Services and Supplies (\$58,075); and Other Charges (\$400,002).
- Revenue Detail – The revenues included in this program reflect AFLP State allocation (\$418,784) and Federal Title V block grant and Title XIX drawdown of funds (\$621,736).

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$588,884	\$582,443
Service & Supplies	\$58,075	\$58,075
Other Charges	\$400,002	\$400,002
Total Appropriations	\$1,046,961	\$1,040,520

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$418,784	\$418,784
Intergovernment Revenues – Federal	\$628,177	\$621,736
Total Revenue	\$1,046,961	\$1,040,520
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 7.5 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Employment & Temporary Assistance – 5610

General Relief

Program Description

- Function(s) – The General Relief Program provides emergency assistance to needy individuals who are not eligible for other assistance programs, but meet eligibility requirements established through the General Relief Resolution. This budget provides funding for the eligibility and employment services component of this program.
- Outcome(s) – Outcome is measured in timely issuance and processing of General Relief applications; due to eligibility restrictions for employable clients as well as a high homeless population, this program has a very high intake activity; on average, staff will process 715 new applications for aid during the month, of which a significant portion is for unemployable clients that also require follow up for SSI applications. Further, due to the recent economic downturn, a 14% caseload growth has been realized; current ongoing caseload is averaging at 1,097 cases per month.
- Mandates & Level of Mandated Activities – Welfare and Institutions Code sections 17000-17409 authorized this program. This is a 100% County program. The level of services is established by the Board of Supervisors via a General Relief program resolution, which must follow the parameters of the W&I Code.
- Appropriation Detail -- Break out of appropriations by program category is new in Fiscal Year 2008-09 and therefore not comparable to FY 2007-08 total Departmental appropriations. Appropriations for this program are as follow: Salary and Benefits (\$1,282,298); Services and Supplies (\$304,217); and Other Charges (\$32,453). \$32,599 in this budget represents the operational expenditures for the Department of Children and Family Services shifted to this program through the County Expense Claim mechanism.
- Revenue Detail – There are no offsetting revenues available for the eligibility, services and administration of this program.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,356,596	\$1,282,298
Service & Supplies	\$304,377	\$304,217
Other Charges	\$26,349	\$32,453
Total Appropriations	\$1,687,322	\$1,618,968

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Total Revenue	\$0	\$0
NCC	\$1,687,322	\$1,618,968

Employment & Temporary Assistance – 5610

Total Recommended Positions

Total Positions for the above program include 19.0 full time equivalent(s) (FTE), which reflect a decrease of 0.2 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
3010	Chief Office Assistant	Vacant	0.1	\$567
3624	Supervising Program Technician - Conf.	Vacant	0.1	\$628
Totals			0.2	\$1,195

Service Impact of Funding Reductions:

- The elimination of 0.1 Chief Office Assistant position will not impact current service levels as this position has been vacant for significant period of time.
- The 0.1 Supervising Program Technician recommended for elimination is currently assigned to E&TA Personnel. This reduction will increase the processing time for recruitments and other personnel actions.

Medi-Cal

Program Description

- Function(s) – The Medi-Cal Program is the name of the Federal Medicaid Program in the State of California and is administered through the California State Department of Health Care Services (DHCS). This budget provides funding for staffing costs and operating costs associated with providing eligibility services for eligible families in Fresno County.
- Outcome(s) – Average Medi-Cal caseload is 85,472 cases per month of which 63,976 are Medi-cal only cases which do not receive cash assistance. This results in a workload of 414 cases per worker. The average number of Medi-Cal applications received per month is 3,802. Due to the complexities of Medi-Cal eligibility programs that at times result in family members receiving different levels of Medi-Cal, the State measures Medi-cal productivity in Eligibles (persons) per FTE; Fresno county has the highest number of eligibles per FTE in the CalWIN consortium counties (572 compared to 440 for the balance of CalWIN consortium). The goal of this program is to meet State performance standards as passed in SB 26X, Statutes of 2003, which include: 90% of general applications must be completed without applicant errors within 45 days of application; 90% of the applications for Medi-Cal based on disability must be completed within 90 days; and, 90% of annual redeterminations of ongoing Medi-cal cases must be completed within 60 days. Fresno's ratings for each category in the prior year were: 93%, 95% and 99% respectively. Additionally, timely and accurate processing of semi-annual reports as well as fully operationalizing Federal DRA requirements of citizenship verification remain a goal for FY 2008-09.
- Mandates & Level of Mandated Activities – Welfare and Institutions Code section 14154 for Medi-Cal Services Eligibility authorized this program. State Department of Health Services mandates level of services and activities for this program. Medi-Cal

Employment & Temporary Assistance – 5610

eligibility receives 100% Federal and State funds; there is no county share of cost associated with this program.

- Appropriation Detail -- Break out of appropriations by program category is new in Fiscal Year 2008-09 and therefore not comparable to FY 2007-08 total Departmental appropriations. Appropriations for this program are as follow: Salary and Benefits (\$32,886,678); Services and Supplies (\$10,523,221); Other Charges (\$765,441); and Residual Equity Out (\$156,250). \$1,123,580 in this budget represents the operational expenditures for the Department of Children and Family Services shifted to this program through the County Expense Claim mechanism. Additional 7.5 clerical and support staff FTEs are requested for this program to mitigate the reduction in Extra Help appropriations that was proposed in the Workload budget. Currently E&TA utilizes significant extra help staff for intake application registration, FileNet scanning, MEDS system corrections and others; however, 95% of these activities are of permanent nature; redesign in workload processes has not helped in reduction of staffing needs as caseload increases are offsetting any inroads that were made in attempts to reduce reliance on extra help. The position increase is requested to mitigate this ongoing issue; the increase was funded with mid-year allocation increases and reductions in Workers Compensation and Health Insurance Charges. One Social Services Program Supervisor position is requested to address staffing ratio issues in the Medical/NAFS program in the Reedley Regional center; with the recent addition of EW staff, an error was made in requesting insufficient number of first line supervisory positions. The cost of these additions are also offset with the reductions in 0.6 administrative FTEs detailed below.
- Revenue Detail -- Break out of revenues by program category is new in Fiscal Year 2008-09 and therefore not comparable to FY 2007-08 total Departmental revenues. Revenues for this program are as follow: Federal Revenues (\$22,165,795) and State Revenues (\$22,165,795), which represent the Medi-cal Eligibility Administration allocation.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$31,094,184	\$32,886,678
Service & Supplies	\$10,615,245	\$10,523,221
Other Charges	\$725,815	\$765,441
Residual Equity Transfers Out	\$156,250	\$156,250
Total Appropriations	\$42,591,494	\$44,331,590

Residual Equity Transfers Out (\$156,250):

No. of Items	Item Description	Cost	Purpose
1	Communications Equipment	\$156,250	Telephone equipment for an alternative site
Total Cost:		\$156,250	

Employment & Temporary Assistance – 5610

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$21,295,747	\$22,165,795
Intergovernment Revenues – Federal	\$21,295,747	\$22,165,795
Total Revenue	\$42,591,494	\$44,331,590
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 498.9 full time equivalent(s) (FTE), which reflect an increase of 7.9 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
3010	Chief Office Assistant	Vacant	0.4	\$32,863
3624	Supervising Program Technician - Conf.	Vacant	0.2	\$23,864
Totals			0.6	\$56,727

Service Impact of Funding Reductions:

- The elimination of 0.4 Chief Office Assistant position will not impact current service levels as this position has been vacant.
- The 0.2 Supervising Program Technician recommended for elimination is currently assigned to E&TA Personnel. This reduction will increase the processing time for recruitments and other personnel actions. Due to a high turnover rate, this reduction will negatively impact the Department's ability to adequately staff fully-funded programs.

Refugee Services/CAPI

Program Description

- Function(s) – The Refugee Act of 1980 created the Refugee Resettlement Program (RRP) to provide for the effective resettlement of refugees in the United States and to assist them in achieving economic self-sufficiency as quickly as possible. This budget provides funding for counties to administer the refugee employment services program according to a County Refugee Services Plan developed by the county and certified by the CDSS. This budget also includes eligibility determination activities and administration of the Cash Assistance Program for Immigrants.
- Outcome(s) – For fiscal year 2008, Fresno County's Annual Outcome Goal Plan is to serve 415 refugees and anticipate to achieve the five following federal established goals: 1) 65% employment; 2) 40% cash aid reduction due to earned income; 3) 75% cash aid reduction due to earned income; 4) 79% entered employment with health benefits; and 5) 75% 90-day job retention.

Employment & Temporary Assistance – 5610

- Mandates & Level of Mandated Activities – Sections 18937 through 18944 authorized the CAPI Program and provides specific program requirements. Eligibility determination and assistance payments for this program are 100% offset with State revenues. W&IC Section 13277 authorized the RESS Program and provided specific program requirements. There is no County share of cost for these programs.
- Appropriation Detail -- Break out of appropriations by program category is new in Fiscal Year 2008-09 and therefore not comparable to FY 2007-08 total Departmental appropriations. Appropriations for this program are as follow: Salary and Benefits (\$243,077); Services and Supplies (\$47,829); and Other Charges (\$671,531). \$2,461 in this budget represents the operational expenditures for the Department of Children and Family Services shifted to this program through the County Expense Claim mechanism.
- Revenue Detail -- Break out of revenues by program category is new in Fiscal Year 2008-09 and therefore not comparable to FY 2007-08 total Departmental revenues. Revenues for this program are as follow: Federal Revenues (\$788,809) and State Revenues (\$173,628) which represent Federal RESS allocation, Targeted Assistance allocation and CAPI program State reimbursement.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$283,895	\$243,077
Service & Supplies	\$60,138	\$47,829
Other Charges	\$673,876	\$671,531
Total Appropriations	\$1,017,909	\$962,437

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$229,100	\$173,628
Intergovernment Revenues – Federal	\$788,809	\$788,809
Total Revenue	\$1,017,909	\$962,437
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 3.7 full time equivalent(s) (FTE), which reflect a decrease of 0.1 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
3010	Chief Office Assistant	Vacant	0.1	\$5,666
Totals			0.1	\$5,666

Employment & Temporary Assistance – 5610

Service Impact of Funding Reductions:

- The elimination of 0.1 Chief Office Assistant position will not impact current service levels as this position has been vacant for significant period of time.

Miscellaneous

Program Description

- Function(s) – This program includes costs for E&TA support of the following programs: administrative activities for the Veterans Services Office (VSO); certain fiscal activities for the Public Authority (PA), including the review of the SOC 448 Public Authority Claim and Rate which includes claim for the Health Benefits of Public Authority providers budgeted in the 6420 budget, and conducting Administrative Hearings for the Medically Indigent Services Program (MISP)
- Outcome(s) – Continue to work closely with PA and VSO staff to ensure the fiscal and operational integrity of their programs and to ensure the program integrity of the Medically Indigent Services Program.
- Mandates & Level of Mandated Activities – To ensure claiming integrity of the Social Service County Expense Claim, activities performed by E&TA staff on behalf of these programs are captured separately and applied to those programs.
- Appropriation Detail -- Break out of appropriations by program category is new in Fiscal Year 2008-09 and therefore not comparable to FY 2007-08 total Departmental appropriations. Appropriations for this program are as follow: Salary and Benefits (\$40,996); Services and Supplies (\$9,179); and Other Charges (\$142). The costs for three program support components included in this budget are: \$17,260 for Public Authority activities; \$27,786 for Veterans Services Office activities; and \$5,271 for the MISP administrative hearings.
- Revenue Detail -- Break out of revenues by program category is new in Fiscal Year 2008-09 and therefore not comparable to FY 2007-08 total Departmental revenues. Revenues for this program reflect Intrafund Revenues from Public Authority and Veterans Services Orgs (\$45,046).

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$40,996	\$40,996
Service & Supplies	\$9,447	\$9,179
Other Charges	\$117	\$142
Total Appropriations	\$50,560	\$50,317

Employment & Temporary Assistance – 5610

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intrafund	\$45,046	\$45,046
Total Revenue	\$45,046	\$45,046
NCC	\$5,514	\$5,271

Total Recommended Positions

Total Positions for the above program include 0.5 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 178,272,820, a 3.0 % (\$ 4,601,475) decrease from fiscal year 2007-08, which is primarily due to elimination of the State II Child Care revenue pass through to the Alternative Payment Providers. Specific changes by revenue accounts are noted below.
 - Intergovernment Revenues - State (\$ 54,374,431) – estimated to increase 8% (\$4,203,248) primarily based on State share of the Medi-Cal administrative allocation and Stage I Child Care revenues.
 - Intergovernment Revenues - Federal (\$115,929,573) - estimated to decrease 6% (\$7,408,582) primarily based on elimination of Stage II Child Care revenues offset with increase in Medi-cal and CalWORKs revenues.
 - Miscellaneous Revenues (\$862,806) - estimated to decrease 62% (\$1,410,060) primarily based on inclusion of 5% CalWIN development costs due to State in FY 2007-08 and reduced availability of Fraud Incentive revenues.
 - Other Financing Sources - Social Services Realignment funds (\$7,060,964) - estimated to increase 2% (\$153,931) to fund staffing changes for the IHSS program. Realignment funds the County Maintenance of Effort for the CalWORKs program, Adult Protective Services Program, County share of cost for the IHSS and Foster Care programs and a portion of CalWIN match eligible for Realignment.
 - Intrafund Revenues (\$45,046) - estimated to decrease 76% (\$140,012) based on elimination of charges to the Department of Children and Family Services for providing employment services support for the Independent Living Program and reduction in charges for the Public Authority activities.

PENDING FACTORS

Governor's proposed FY 2008-09 budget includes various programmatic changes and revenue reductions to a number of programs administered by the Department. Additionally, some programmatic changes will result in additional administrative activities. The net impact of the Governor's budget proposal is not included in the recommended budget. The Department will continue to monitor the development of the State budget and will return to your Board with impacts and recommendations after the State budget has been adopted.

Employment & Temporary Assistance – 5610

EMPLOYMENT AND TEMPORARY ASSISTANCE - 5610

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
3205	Account Clerk II	990	6	6	174,573
3260	Account Clerk III	1113	20	20	747,722
3166	Administrative Secretary - Conf.	1447	1	1	45,767
3010	Chief Office Assistant	1547	2	1	49,912
1901	Client Services Specialist	1486	2	0	\$ 0
2246	Deputy Director	D	3	3	279,423
8074	Director	B	1	1	123,237
2332	E&TA Business Manager	E	1	1	82,004
3033	Eligibility Worker I	1054	175	181	5,423,744
3034	Eligibility Worker II	1161	53	53	1,920,757
3035	Eligibility Worker III	1350	427	427	18,917,467
3706	Information Technology Analyst III	1934	2	2	117,240
3707	Information Technology Analyst IV	2305	5	5	370,070
1905	Job Specialist I	1350	43	43	1,764,824
1904	Job Specialist II	1486	36	36	1,798,438
1907	Job Specialist III	1635	121	121	6,676,594
3125	Office Assistant I	842	46	66	1,507,015
3110	Office Assistant II	946	56	56	1,574,122
3126	Office Assistant II-Conf.	946	1	1	27,357
3080	Office Assistant III	1054	170	170	5,770,449
2297	Principal Staff Analyst	E	3	3	240,506
3623	Program Technician II -Conf.	1401	5	5	216,801
3620	Program Technician I	1252	8	9	343,648
3621	Program Technician II	1401	7	7	307,224
3144	Secretary I	946	6	6	176,390
3142	Secretary II	1054	7	7	241,205
3140	Secretary III	1177	1	1	32,776
3160	Secretary IV	1299	2	2	87,964
3161	Secretary IV-Conf.	1299	5	5	208,511
3708	Senior Information Technology Analyst	2625	2	2	175,213
2294	Senior Staff Analyst	F	5	5	371,783
2240	Senior Systems & Procedure Analyst	2438	1	1	78,629
3036	Social Services Appeals Specialist	1561	14	14	698,956
1924	Social Services Program Manager	E	17	17	1,297,942
3031	Social Services Program Supervisor	1884	102	104	6,442,043
1931	Social Work Practitioner	1841	10	10	563,503
1930	Social Work Supervisor	2148	13	13	915,443
5091	Social Worker Aide I	788	2	0	1,885
5093	Social Worker Aide II	960	1	0	1,123
1945	Social Worker I	1363	23	22	871,706
1940	Social Worker II	1501	22	22	1,013,731
1935	Social Worker III	1687	56	56	3,180,725
2291	Staff Analyst I	1607	3	3	155,926
2292	Staff Analyst II	1784	3	3	156,675
2293	Staff Analyst III	2060	9	8	515,978
1952	Substance Abuse Specialist II	1407	5	4	192,177
3240	Supervising Account Clerk II	1473	3	3	144,889
3078	Supervising Office Assistant I	1213	1	1	43,154
3070	Supervising Office Assistant II	1407	23	25	1,097,647
3082	Supervising Office Assistant II - Conf.	1407	1	1	44,449
3625	Supervising Program Technician	1574	1	1	41,758
3624	Supervising Program Technician -Conf.	1574	1	0	0
2211	Systems & Procedures Analyst II	1879	3	3	162,210
2212	Systems & Procedures Analyst III	2177	5	5	344,344
2225	Systems & Procedures Manager	E	1	1	93,096
Subtotal			1,542	1,563	\$ 67,830,725
Auto Allowance					6,156
Lead Worker Pay					144,855
Bilingual Skill Pay					585,945
Less Salary Savings-5%					(3,391,536)
TOTAL REGULAR SALARIES					\$ 65,176,145

Employment & Temporary Assistance – 5610

VACANT POSITIONS RECOMMENDED FOR DELETION

(July 14, 2008)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1901	Client Service Specialist	Vacant	1486	-2	119,273
1952	Substance Abuse Specialist II	Vacant	1407	-1	70,761
1945	Social Worker I	Vacant	1363	-1	55,209
2293	Staff Analyst III	Vacant	2060	-1	96,549
3125	Chief Office Assistant	Vacant	1547	-1	56,660
3624	Supervising Program Technician - Conf.	Vacant	1574	-1	62,799
	Cost of Restoring Vacant Positions			-7	\$ 461,251

FILLED POSITIONS RECOMMENDED FOR DELETION

(July 14, 2008)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
5091	Social Worker Aide I	Filled	788	-2	83,496
5093	Social Worker Aide II	Filled	960	-1	48,542
	Cost of Restoring Filled Positions			-3	132,038
	Cost of Restoring Filled and Vacant Positions			-10	593,289

Employment & Temporary Assistance – Aid to Adoption – 6415

Aid to Adoptions BUDGET 6415 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	15,912,084	17,965,848	17,519,151	(446,697)	-2%
Total Appropriations	\$ 15,912,084	\$ 17,965,848	\$ 17,519,151	(446,697)	-2%
<u>Revenues</u>					
Intergovernment Revenues - St	6,680,788	7,552,473	7,343,629	(208,844)	-3%
Intergovernment Rev-Federal	6,944,118	7,895,884	7,727,646	(168,238)	-2%
Miscellaneous Revenues	20,428	-	-	-	-100%
Other Financing Sources	1,574,879	1,560,844	272,913	(1,287,931)	-83%
Total Revenues	\$ 15,220,213	\$ 17,009,201	\$ 15,344,188	(1,665,013)	-10%
<u>Net County Cost</u>	\$ 691,871	\$ 956,647	\$ 2,174,963	\$ 1,218,316	127%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	-	-	-	-	
<p>**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>					

Employment & Temporary Assistance – Aid to Adoption – 6415

FUNCTION

The Aid to Adoptions Program eligibility and payment system is administered by the Department of Employment and Temporary Assistance (E&TA) and provides grants to qualified parents who need financial assistance in order to adopt a child. Grants assist families who adopt 'hard-to-place' children with the costs of food, housing, and other basic needs. Families are eligible until the child reaches the age of 18 or the age of 21 for those children with mental or physical handicaps. Adoptions program placements and case management services are provided by the Department of Children and Family Services (DCFS).

OVERVIEW

The FY 2008-09 Recommended Budget of \$17,519,151 reflects a 2% (\$446,697) decrease in appropriations over the FY 2007-08 Adopted Budget based on actual caseload trends and state approved Cost of Living Adjustment (COLA) increase in the average grant . The County's share of cost for this program (\$2,447,876) is funded with \$272,913 in Social Services Realignment revenue and net County cost of \$2,174,963, which represents a 3% decrease over FY 2007-08. Staff support for eligibility and payment processing services are provided by the E&TA budget (5610). Adoptions placement and case management services are provided by the DCFS budget (5641).

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Aid to Adoptions	\$18,570,300	\$16,248,464	\$2,321,836	0.0
Total:	\$18,570,300	\$16,248,464	\$2,321,836	0.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Program/Function Name	\$17,519,151	\$15,344,188	\$2,174,963	0.0
Total:	\$17,519,151	\$15,344,188	\$2,174,963	0.0

PROGRAM BUDGETS

Aid to Adoptions

Program Description

- Function(s) – The Aid to Adoptions Program provides grants to qualified parents who need financial assistance in order to adopt a child. Grants assist families who adopt 'hard-to-place' children with the cost of food, housing, and other basic needs.
- Outcome(s) -- Staffing for program eligibility and administration is budgeted in Organization 5610 which also includes specific outcomes for this program.

Employment & Temporary Assistance – Aid to Adoption – 6415

- Mandates & Level of Mandated Activities -- Welfare and Institutions Code sections 16115 through 16123 authorized this program. This is a mandated program, with level of service and eligibility rules established by the State. As this program was realigned, the realignment legislation (WIC sections 17602-17609) establish county and state sharing ratios under 1991 Realignment legislation for state and federal aid to adoption cases. Federal funding is provided by Title IV-E of the Social Security Act for those cases meeting eligibility criteria, with the amount of federal financial participation (FFP) based on the Federal Medical Assistance Percentage (FMAP) of 50 percent. Federal case costs ineligible for FFP and the cost of the nonfederal program are shared 75% State and 25% County.
- Appropriation Detail -- Appropriations for FY 2008-09 represent funding for a monthly average caseload of 1,956 cases at an average grant of \$746 per month based on actual caseload trends. The average grant increase of 5% is also budgeted and is based on the COLA that was approved by the State during the FY 2007-08 budget process and was implemented effective January 1, 2008.
- Revenue Detail -- Estimated State and Federal revenues (\$15,071,275) are based on projected expenditures and represent State and Federal statutory share of cost for this categorical aid program. The balance of revenues (\$272,913) represents available Social Services Realignment funds that offset the county share of cost for this program.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Other Charges	\$18,570,300	\$17,519,151
Total Appropriations	\$18,570,300	\$17,519,151

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$7,784,247	\$7,343,629
Intergovernment Revenues – Federal	\$8,191,304	\$7,727,646
Other Financing Sources	\$272,913	\$272,913
Total Revenue	\$16,248,464	\$15,344,188
NCC	\$2,321,836	\$2,174,963

SUMMARY OF REVENUES

- Revenues are recommended at \$ 15,344,188, a 9.8 % (\$ 1,665,013) decrease from fiscal year 2007-08, which is primarily due to a reduction in available social services realignment revenues. Specific changes by revenue accounts are noted below.
 - Intergovernment Revenues-State (\$ 7,343,629) -- Estimated to decrease 3% (\$208,844) based on the State sharing-ratio of 37.5% for federally funded adoptions cases and 75% for non-federally funded adoptions cases

Employment & Temporary Assistance – Aid to Adoption – 6415

- Intergovernment Revenues-Federal (\$ 7,727,646) -- Estimated to decrease 2% (\$168,238) based on the federal sharing-ratio of 50% for federally funded adoptions cases.
- Other Financing Sources-State/Local Program Social Services Realignment Trust Fund (\$ 272,913) -- Estimated to decrease 83% (\$1,287,931) based on available Realignment revenues.

PENDING FACTORS

-Caseload growth is not included in this budget. The State is projecting 6% growth in the Aid to Adoptions Program in FY 2008-09. If 6% caseload growth is realized in FY 2008-09, the additional NCC needed to absorb this impact is \$169,659.

-The Governor's Budget for 2008-2009 proposes a reduction of 10% to the Aid to Adoptions Program, including basic care, specialized care, and clothing allowance rates. In the event that this proposed decrease is implemented by the State, the Department will return to your Board with recommendations for the 2008-09 Requested budget. Depending on the type of cases impacted and the effective date, there would be a cost reduction impact to this budget, which includes the associated county share savings of approximately 14%. The Department will continue to monitor the State budget and will return to your Board with impacts.

Employment & Temporary Assistance – Cal WORKs – 6310

CalWORKs BUDGET 6310 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	159,051,727	162,336,542	165,113,537	2,776,995	2%
Total Appropriations	\$ 159,051,727	\$ 162,336,542	\$ 165,113,537	2,776,995	2%
<u>Revenues</u>					
Intergovernment Revenues - St	72,154,495	89,261,632	86,977,649	(2,283,983)	-3%
Intergovernment Rev-Federal	82,021,517	68,473,592	73,595,212	5,121,620	7%
Miscellaneous Revenues	1,541,223	1,156,824	1,018,446	(138,378)	-12%
Other Financing Sources	2,842,394	3,444,494	2,329,624	(1,114,870)	-32%
Intrafund Revenue	-	-	-	-	
Total Revenues	\$ 158,559,629	\$ 162,336,542	\$ 163,920,931	1,584,389	1%
<u>Net County Cost</u>	\$ 492,098	\$ -	\$ 1,192,606	\$ 1,192,606	100%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary					-
<p>**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>					

Employment & Temporary Assistance – Cal WORKs – 6310

FUNCTION

The California Work Opportunity and Responsibility to Kids (CalWORKs) program is administered by the Department of Employment and Temporary Assistance and provides cash assistance grants for families with dependent children. Grants issued through this budget provide a temporary means of assisting the family while also providing the training and educational support needed by the aided adult to gain employment and become self-sufficient. Eligibility rules and grant levels are established by the California Department of Social Services. Under CalWORKs, non-exempt adult recipients must participate in work activities from 30 to 35 hours per week. The majority of families receiving assistance through this program also qualify for Medi-Cal and Food Stamp benefits. The State Safety Net Program, which provides cash assistance for children of adults who have reached their 60-month CalWORKs lifetime time-on-aid limit, is also included in this budget.

OVERVIEW

The 2008-09 Recommended Budget of \$165,113,537 reflects a 2% (\$2,776,995) increase in appropriations over the 2007-08 Adopted Budget based on caseload trends and increase in average grant costs. The 2.5% County share of grant costs (\$4,132,691) is offset with the County share of child support collections (\$600,000) and overpayment collections (\$10,461). The balance is financed with \$2,329,624 in Social Services Realignment revenues resulting in a net County cost of \$1,192,606. Staff support for eligibility services is provided under the Department of Employment and Temporary Assistance budget (5610).

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
CalWORKs - 6310	\$177,378,690	\$175,878,690	\$1,500,000	0.0
Total:	\$177,378,690	\$175,878,690	\$1,500,000	0.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
CalWORKs - 6310	\$165,113,537	\$163,920,931	\$1,192,606	0.0
Total:	\$165,113,537	\$163,920,931	\$1,192,606	0.0

PROGRAM BUDGETS

CALWORKS – 6310

Program Description

- Function(s) – Assistance payments issued in this budget provide a temporary means of assisting a family while also providing the training and educational support

Employment & Temporary Assistance – Cal WORKs – 6310

needed by the aided adult to gain employment and become self-sufficient. Eligibility rules and grant levels are established by the California Department of Social Services. The State Safety Net Program, which provides cash assistance for children of adults who have reached their 60-month CalWORKs lifetime time-on-aid limit, is also included in this budget.

- Outcome(s) -- Staffing for program eligibility and administration is budgeted in Organization 5610 which also includes specific outcomes for this program.
- Mandates & Level of Mandated Activities -- The federal Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PRWORA), Public Law 104-193 implemented the Welfare Reform, which had a significant impact on the eligibility rules for the CalWORKs program. Additional legislation has been passed due to TANF reauthorization as well as various program mandates. Welfare and Institutions Code section 11450 and 10553 for two parent families reflect implementation of the Welfare Reform in California. The county share of cost was established and it's mandated at 2.5%.
- Appropriation Detail – Appropriations for FY 2008-09 represent funding for an average of 25,256 cases at an average monthly grant of \$542. The budget includes 0% caseload growth. The average grant does not include statutory COLA that is effective July 1st.
- Revenue Detail – Estimated State and Federal revenues (\$160,572,861) are based on projected expenditures and represent State and Federal statutory share of cost for this categorical aid program. Child Support Collection revenues (\$600,000) and Welfare Repayment revenues (\$418,446) are based FY 2007-08 actuals. The balance of revenues (\$2,329,624) represents available Social Services Realignment funds that offset the county share of cost for this program.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Other Charges	\$177,378,690	\$165,113,537
Total Appropriations	\$177,378,690	\$165,113,537

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$93,278,197	\$86,977,649
Intergovernment Revenues – Federal	\$79,252,423	\$73,595,212
Miscellaneous Revenues	\$1,018,446	\$1,018,446
Other Financing Sources	\$2,329,624	\$2,329,624
Total Revenue	\$175,878,690	\$163,920,931
NCC	\$1,500,000	\$1,192,606

SUMMARY OF REVENUES

- Revenues are recommended at \$ 163,920,931, a 1.0 % (\$ 1,584,389) increase over fiscal year 2007-08, which is primarily due to a State and Federal statutory share of costs for this program for the projected budget increases . Specific changes by revenue accounts are noted below.

Employment & Temporary Assistance – Cal WORKs – 6310

- Intergovernment Revenues - State (\$ 86,977,649) – Estimated to decrease 2.6% (\$2,283,983) based on State statutory ratios for the CalWORKs and Safety net cases.
- Intergovernment Revenues - Federal (\$ 73,595,212) – Estimated to increase 7.5% (\$5,121,620) based on Federal statutory ratios for the CalWORKs federal cases.
- Miscellaneous Revenues (\$ 1,018,446) – Estimated to decrease 12% (\$138,378) based on actual child support and welfare overpayment collections in FY 2007-08.
- Other Financing Sources (\$ 2,329,624) – Estimated to decrease 32.3% (\$1,114,870) based on available Social Services Realignment revenues.

PENDING FACTORS

- Statutory COLA increase of 5.26% scheduled for July 1, 2008 has not been included in the budget. This results in a net savings of \$8,868,876 in appropriations and County cost savings of \$222,000. This COLA is proposed to be deleted in the Governor's May Revise. Should this proposal not be approved, the Department will return to your Board with a request to increase appropriations and county share of cost.

- Caseload growth has not been include in the budget. Actual caseload growth over the past year is 5.3%. The county share of cost for any realized expenditure growth is 2.5%; should this growth be realized, the Department will return to your Board with a request to increase appropriations and net county cost for this budget.

- Governor's proposed budget includes changes in eligibility rules for the CalWORKs program that would impact Safety Net benefits for timed-out families as well as time on aid for CalWORKs child only cases. As a response, Legislative Analyst office provided additional alternatives to the legislature as options to consider for various cost savings in CalWORKs assistance budgets. Any combination of measures implemented would have cost reduction impacts on this budget, which would include reductions in the county share of cost (2.5%). Department will continue to monitor State budget and legislative changes and once State budget is approved will return to your Board with impacts.

Employment & Temporary Assistance – Aid to Refugees – 6615

Aid to Refugees BUDGET 6615 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	62,688	65,555	42,231	(23,324)	-36%
Total Appropriations	\$ 62,688	\$ 65,555	\$ 42,231	(23,324)	-36%
<u>Revenues</u>					
Intergovernment Rev-Federal	62,688	65,555	42,231	(23,324)	-36%
Intrafund Revenue	-	-	-	-	-100%
Total Revenues	\$ 62,688	\$ 65,555	\$ 42,231	(23,324)	-36%
<u>Net County Cost</u>	\$ -	\$ -	\$ -	\$ -	-100%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary					-
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Employment & Temporary Assistance – Aid to Refugees – 6615

FUNCTION

The Federal Refugee Cash Assistance (RCA) Program is administered by the Department of Employment and Temporary Assistance and provides grant assistance to refugees newly admitted to the United States. Grants are intended to provide food, housing, and basic needs for individuals and families with no dependent children.

OVERVIEW

The FY 2008-09 Recommended Budget of \$42,231 reflects a 36% (\$23,324) decrease from the FY 2007-08 Adopted Budget based on actual case counts and grant expenditures. There is no net County cost for this program as all costs are offset with Federal funding. Staff support for eligibility services is provided through the Department of Employment and Temporary Assistance budget (5610).

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Refugee Cash Assistance	\$42,231	\$42,231	\$0	0.0
Total:	\$42,231	\$42,231	\$0	0.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Program/Function Name	\$42,231	\$42,231	\$0	0.0
Total:	\$42,231	\$42,231	\$0	0.0

PROGRAM BUDGETS

EMPLOYMENT AND TEMPORARY ASSISTANCE – AID TO REFUGEES – 6615

Program Description

- Function(s) – The Federal Refugee Cash Assistance (RCA) Program is administered by the Department of Employment and Temporary Assistance and provides grant assistance to refugees newly admitted to the United States. Grants are intended to provide food, housing, and basic needs for individuals and families with no dependent children. Qualified applicants are eligible for a maximum of eight (8) months of benefits from their date of entry into the United States. After this period, some families become eligible for the 100% County-funded General Relief Program until they reach self-sufficiency or gain eligibility for other programs.
- Outcome(s) -- Staffing for program eligibility and administration is budgeted in Organization 5610 which also includes specific outcomes for this program.
- Mandates & Level of Mandated Activities -- Section 1522 of Title 8 of the United States Code authorizes the federal government to provide grants to the States to assist refugees who resettle in the U.S. Sections 13275 through 13282 of the

Employment & Temporary Assistance – Aid to Refugees – 6615

Welfare and Institutions Code authorizes CDSS to administer this program. This program is 100% federally funded.

- Appropriation Detail – Appropriations are recommended at \$42,231, a 36% (\$23,324) decrease from the FY 2007-08 Adopted Budget based on actual case counts and average grant amounts. The appropriations included in this budget represents funding for an average monthly caseload of 11 cases and an average grant of \$320.
- Revenue Detail – Intergovernment Revenues-Federal (\$42,231) - The Aid to Refugees Program is 100% federally funded.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Other Charges	\$42,231	\$42,231
Total Appropriations	\$42,231	\$42,231

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – Federal	\$42,231	\$42,231
Total Revenue	\$42,231	\$42,231
NCC	\$0	\$0

SUMMARY OF REVENUES

- Revenues are recommended at \$ 42,231, a 36 % (\$ 23,324) decrease from fiscal year 2007-08, which is primarily due to anticipated expenditures in the FY 2008-09. Specific changes by revenue accounts are noted below.
 - Intergovernment Revenues - Federal (\$ 42,231) – Estimated to decrease based on projected expenditures for this program.

Employment & Temporary Assistance – Dependent Children – Foster Care – 6410

Dependent Children-Foster Care BUDGET 6410 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	45,479,637	49,624,684	51,443,545	1,818,861	4%
Total Appropriations	\$ 45,479,637	\$ 49,624,684	\$ 51,443,545	1,818,861	4%
<u>Revenues</u>					
Intergovernment Revenues - St	13,211,928	15,518,707	15,446,321	(72,386)	-0.5%
Intergovernment Rev-Federal	12,815,355	13,246,632	13,813,327	566,695	4%
Miscellaneous Revenues	1,499,091	1,405,566	1,684,282	278,716	20%
Other Financing Sources	5,247,755	11,580,654	2,181,875	(9,398,779)	-81%
Intrafund Revenue	-	-	120,000	120,000	
Total Revenues	\$ 32,774,129	\$ 41,751,559	\$ 33,245,805	(8,505,754)	-20%
<u>Net County Cost</u>	\$ 12,705,509	\$ 7,873,125	\$ 18,197,740	\$ 10,324,615	131%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary					-
<p>**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>					

Employment & Temporary Assistance – Dependent Children – Foster Care – 6410

FUNCTION

The Foster Care Eligibility and Payment Program is administered by the Department of Employment and Temporary Assistance (E&TA) and provides funding for food, housing, and basic needs of children placed in out-of-home care facilities. Such facilities include foster family homes, foster family agencies, and group homes. This budget includes funding for the Kinship Guardianship Assistance Program (Kin-GAP), which is intended to enhance family preservation and stability by promoting stable placements of children with relatives and appropriations for County only foster care placements. Case management and placement services are provided through the Department of Children and Family Services (DCFS) and the Probation Department. The program budget is presented in four components that include: Federal and State Foster Care grant payments, Emergency Assistance Foster Care grant payments, Kin Gap grant payments and County Only Foster Care grant payments.

OVERVIEW

The FY 2008-09 Recommended Budget of \$51,443,545 represents a 4% (\$1,818,861) increase from the FY 2007-08 Adopted Budget based on current Foster Care caseload trends and 5% cost of living adjustment that was granted in the FY 2007-08 State budget effective January 1, 2008. The FY 2008-09 revenues of \$33,245,805 reflect a 20% (\$8,505,754) decrease over FY 2007-08 adopted budget. The County share of cost is \$20,379,615, which reflects a \$925,836 increase from the current year. The total County share is offset by \$2,181,875 in Social Services Realignment and \$18,197,740 in net County cost. This represents a 131% (\$10,324,615) increase in net County cost from the FY 2007-08 level. Staff support for eligibility and payment processing services is provided under the E&TA budget (5610). Positions that support case management and placement activities are included in the DCFS budget (5641) and the Probation budget (3430).

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Federal & State Foster Care	\$46,657,276	\$29,699,179	\$16,958,097	0.0
Emergency Assistance FC	\$1,739,488	\$1,217,642	\$521,846	0.0
Kin Gap	\$3,633,413	\$2,899,347	\$734,066	0.0
County Only FC	\$1,067,806	\$120,000	\$947,806	0.0
Total:	\$53,097,983	\$33,936,168	\$19,161,815	0.0

Employment & Temporary Assistance – Dependent Children – Foster Care – 6410

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Federal & State Foster Care	\$45,142,585	\$29,120,329	\$16,022,256	0.0
Emergency Assistance FC	\$1,739,488	\$1,217,642	\$521,846	0.0
Kin Gap	\$3,493,666	\$2,787,834	\$705,832	0.0
County Only FC	\$1,067,806	\$120,000	\$947,806	0.0
Total:	\$51,443,545	\$33,245,805	\$18,197,740	0.0

PROGRAM BUDGETS

FEDERAL AND STATE FOSTER CARE

Program Description

- Function(s) – The Foster Care Eligibility and Payment Program provides funding for food, housing, and basic needs of children placed in out-of-home care facilities. Such facilities include foster family homes, foster family agencies, and group homes. The expenditures presented in the component represent aid payments issued under aid code 42 (Federal Foster Care), 40 (State Foster Care) and 05 (Seriously Emotionally Disturbed children).
- Outcome(s) -- Staffing for program eligibility and administration is budgeted in Organization 5610, which also includes specific outcomes for this program.
- Mandates & Level of Mandated Activities – Foster Care is a mandated program. Welfare and Institutions Code sections: 11461 -11463, 18358.3 and 18350-18356 are the authorizing statutes for various foster care programs. The differing sharing ratios depend on type of case and placement. Further, as this program was realigned, the realignment legislation (WIC sections 17602-17609) established county and state sharing ratios. The county share of cost depends on the type of case; the federal foster care cases have 35% county share of cost, while State and SED cases have 60% share of cost. The total budget for this component reflects the average county share of 42%.
- Appropriation Detail -- Recommended funding of \$45,142,585 represents funding for a monthly average of 1,753 Federal Foster Care cases and 499 State Foster Care cases at an average grant of \$1,519 per month and \$2,094 per month respectively. The State cases also include 13 placements per month for Seriously Emotionally Disturbed (SED) children at an average placement cost of \$6,192 per month. The appropriations include funding for a 5% COLA increase that was effective January 2008 but does not include funding for caseload growth.
- Revenue Detail -- Revenues are recommended at \$29,120,329, which represent the State and Federal statutory shares of cost for this budget as well as \$1,684,282 in Miscellaneous revenues and \$2,181,875 in Social Services Realignment revenues based on available realignment revenues that reduce net county cost in this budget. Miscellaneous revenues represent overpayment collections, SSI revenue collections and Child Support collections. These revenues reduce federal, state and county share of cost in this budget.

Employment & Temporary Assistance – Dependent Children – Foster Care – 6410

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Other Charges	\$46,657,276	\$45,142,585
Total Appropriations	\$46,657,276	\$45,142,585

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$13,067,750	\$12,658,487
Intergovernment Revenues – Federal	\$13,099,513	\$12,595,685
Miscellaneous Revenues	\$1,684,282	\$1,684,282
Other Financing Sources	\$2,460,360	\$2,181,875
Total Revenue	\$30,311,905	\$29,120,329
NCC	\$16,345,371	\$16,022,256

EMERGENCY ASSISTANCE FOSTER CARE

Program Description

- Function(s) – The Emergency Assistance (EA) Foster Care (FC) program provides funding for placement costs and services granted for children at risk of abuse, neglect, abandonment or exploitation which are removed in an emergency situations. Eligibility is restricted to one episode in any 12-month period.
- Outcome(s) -- Staffing for program eligibility and administration is budgeted in Organization 5610, which also includes specific outcomes for this program.
- Mandates & Level of Mandated Activities – Emergency Assistance Foster Care is a mandated program; Welfare and Institutions Code section 10101 is the authorizing statute. As this program was realigned, the realignment legislation (WIC sections 17602-17609) establish county share of cost for this program which is 30%.
- Appropriation Detail -- Recommended funding of \$1,739,488 represents funding for an average of 114 cases per month and an average grant payment of \$1,273. The average cases are based on FY 2007-08 actuals with no budgeted caseload growth; the average grant is based on FY 2007-08 actuals and 5% COLA that was granted by the State effective January 2008.
- Revenue Detail -- Revenues are recommended at \$1,217,642 and represent TANF reimbursement for 70% federal share of cost based on estimated expenditures for this categorical aid program.

Employment & Temporary Assistance – Dependent Children – Foster Care – 6410

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Other Charges	\$1,739,488	\$1,739,488
Total Appropriations	\$1,739,488	\$1,739,488

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – Federal	\$1,217,642	\$1,217,642
Total Revenue	\$1,217,642	\$1,217,642
NCC	\$521,846	\$521,846

KINSHIP GUARDIANSHIP ASSISTANCE PAYMENT PROGRAM (KIN-GAP)

Program Description

- Function(s) – The Kinship Guardianship Assistance Program (Kin-GAP), is intended to enhance family preservation and stability by promoting stable placements of children with relatives as a permanent plan. The Kin-GAP program provides a subsidy for a dependent child who has been living with a relative for at least 12 months if a relative assumes guardianship.
- Outcome(s) -- Staffing for program eligibility and administration is budgeted in Organization 5610, which also includes specific outcomes for this program.
- Mandates & Level of Mandated Activities – Kin-GAP is a mandated program; Welfare and Institutions Code sections 11360 through 11380 are the authorizing statutes. The Kin Gap program grants are funded with \$347 in TANF funds per grant and the balance of the grant is funded with 50% State General Fund and 50% County share; the average county share of cost for this program is 20%.
- Appropriation Detail -- Recommended funding of \$3,493,666 represents funding for an average of 520 Kin-GAP cases per month at an average grant of \$582 per month. The budget does not include any projections for caseload growth but includes funding for the 5% increase in the average grant due to the statutory COLA that was approved by the State effective January 1, 2008.
- Revenue Detail -- Revenues are recommended at \$2,787,834 and reflect TANF share of the grant payment that will be funded with the State's Maintenance of Effort funds for the TANF blockgrant and the 50% of the State general fund share of the balance.

Employment & Temporary Assistance – Dependent Children – Foster Care – 6410

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Other Charges	\$3,633,413	\$3,493,666
Total Appropriations	\$3,633,413	\$3,493,666

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$2,899,347	\$2,787,834
Total Revenue	\$2,899,347	\$2,787,834
NCC	\$734,066	\$705,832

COUNTY ONLY FOSTER CARE

Program Description

- Function(s) – The County Only Foster Care program provides funding for placement costs of children over 19 years of age remain in foster care placement due to a court order or court dependant minors that due to placement type or immigration status do not meet Federal and/or State eligiblity guidelines. Minors that are removed from their parents due to a court order become the responsibility of the County regardless of whether they meet eligibility requirements for reimbursement of placement costs. The program also provides short term funding for Emergency Shelter Costs for kids that are temporarily removed from home.
- Outcome(s) -- Staffing for program eligibility and administration is budgeted in Organization 5610, which also includes specific outcomes for this program.
- Mandates & Level of Mandated Activities – County Funds Only Foster Care is a mandated program, Welfare and Institutions Code sections: 16000-16014 and 16500 are the authorizing statutes. The county only foster care cases are assigned an aid type of 9X and are funded 100% with county funds.
- Appropriation Detail -- Recommended funding of \$1,067,806 represents funding for an average of 114 cases per month at an average grant of \$779. This budget does not include any projections for caseload growth.
- Revenue Detail -- Revenues are recommended at \$120,000 and represent intrafund reimbursement from the Department of Children and Family Services for short term emergency shelter care placements that can be reimbursed through the Child Welfare Services TANF allocation.

Employment & Temporary Assistance – Dependent Children – Foster Care – 6410

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Other Charges	\$1,067,806	\$1,067,806
Total Appropriations	\$1,067,806	\$1,067,806

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intrafund	\$120,000	\$120,000
Total Revenue	\$120,000	\$120,000
NCC	\$947,806	\$947,806

SUMMARY OF REVENUES

- Revenues are recommended at \$ 33,245,805, a 20.0 % (\$ 8,505,754) decrease from fiscal year 2007-08, which is primarily due to reduced availability of Social Services Realignment funds. Specific changes by revenue accounts are noted below.
 - Intergovernment Revenue- State (\$ 15,446,321) – Estimate to decrease 0.5% (\$72,386) based on the average State cost-sharing ratio of 24% for federally funded Foster Care cases and 40% for non-Federal funded Foster Care cases as well as the State funding for KinGap program.
 - Intergovernment Revenue- Federal (\$ 13,813,327) – Estimated to increase 4% (\$566,695) based on the average Federal cost-sharing ratio of 41% for federally funded Foster Care cases and 70% for Emergency Assistance cases.
 - Miscellaneous Revenues (\$ 1,684,282) -- Estimated to increase 20% (\$278,716) based on FY 2007-08 actual overpayment collections (\$128,242), SSI/SSP reimbursements (\$1,079,648), and County share of child support collections (\$476,392).
 - Other Financing Sources - State/Local Program Social Services Realignment Trust Fund (\$ 2,181,875) -- Estimated to decrease 81% (\$9,398,779) over the FY 2007-08 level based on Social Services Realignment revenues available for this program.
 - Intrafund Revenue (\$ 120,000) -- Intrafund reimbursement from the Department of Children and Family Services for emergency shelter care placements.

PENDING FACTORS

- Caseload growth is not included in this recommended budget. The workload budget included caseload growth based on caseload trends for Federal Foster Care cases (4%), Non Federal Foster Care cases (2.5%) and Kin-GAP cases (4%). The elimination of caseload growth in this budget results in a reduction in appropriations of \$1,654,438, a loss of Federal and State revenues of \$1,024,604 and a net County cost savings of

Employment & Temporary Assistance – Dependent Children – Foster Care – 6410

\$629,834. In the event that caseload growth is realized in FY 2008-09, the Department will return to your Board with appropriate recommended actions.

- As part of the State Budget Balancing proposals, the budget proposes a ten percent cut for foster family home and group homes and a five percent reduction for foster family agencies effective June 1, 2008. The reduction impacts the basic rate, specialized care, clothing allowance, seriously emotionally disturbed children and Kin-GAP payments. In the event that this proposed decrease is implemented by the State, this Department will return to your Board with recommendations for the 2008-09 Requested budget.

Employment & Temporary Assistance – General Relief – 6645

General Relief BUDGET 6645 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	4,540,537	4,833,562	6,041,195	1,207,633	25%
Total Appropriations	\$ 4,540,537	\$ 4,833,562	\$ 6,041,195	1,207,633	25%
<u>Revenues</u>					
Intergovernment Revenues - St	1,559,173	1,303,529	2,129,752	826,223	63%
Charges For Services	605,713	562,533	510,535	(51,998)	-9%
Miscellaneous Revenues	28,191	-	-	-	
Total Revenues	\$ 2,193,077	\$ 1,866,062	\$ 2,640,287	774,225	41%
<u>Net County Cost</u>	\$ 2,347,460	\$ 2,967,500	\$ 3,400,908	\$ 433,408	15%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	-	-	-	-	
<p>**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>					

Employment & Temporary Assistance – General Relief – 6645

FUNCTION

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

OVERVIEW

The FY 2008-09 Recommended Budget of \$6,041,195 reflects a 25% (\$1,207,633) increase from the Adopted FY 2007-08 Budget based on actual caseloads and a cost of living adjustment (COLA) in the CAPI Program. The estimated offsetting revenue for this budget (\$2,640,287) reflects a 41.5% (\$774,225) increase and net County cost (\$3,400,908) reflects an 15% (\$433,408) increase from the current year. Staffing for eligibility and payment processing services is provided through the Department of Employment and Temporary Assistance budget (5610).

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Cash Assistance Program for Immigrants	\$2,129,752	\$2,129,752	\$0	0.0
General Relief	\$4,009,515	\$510,535	\$3,498,980	0.0
Total:	\$6,139,267	\$2,640,287	\$3,498,980	0.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Cash Assistance Program for Immigrants	\$2,129,752	\$2,129,752	\$0	0.0
General Relief	\$3,911,443	\$510,535	\$3,400,908	0.0
Total:	\$6,041,195	\$2,640,287	\$3,400,908	0.0

PROGRAM BUDGETS

Cash Assistance Program for Immigrants (CAPI) Categorical Aid Payments

Program Description

- Function(s) – The CAPI Program provides benefits to aged, blind, and disabled legal immigrants who successfully complete an application process. The benefits received are equivalent to those benefits that these recipients would have received if they were eligible for the SSI/SSP Program, less \$10 per individual and \$20 per couple. CAPI recipients include the following immigrants: (1) those who entered the United States (U.S.) prior to August 22, 1996, and are not eligible for SSI/SSP benefits solely due to their immigration status; and (2) those who entered the U.S. on or after August 22, 1996, but meet special sponsor restrictions (have a sponsor who is disabled, deceased, or abusive).
- Outcome(s) -- Staffing for program eligibility and administration is budgeted in Organization 5610 which also includes specific outcomes for this program.
- Mandates & Level of Mandated Activities -- Division 9, Part 6, Chapter 10.3 of the Welfare and Institution Code (W&IC) mandates that California Department of Social Services (CDSS) establish and supervise a county- or consortia-administered CAPI Program. Sections 18940 and 18941 of the W&IC adopt the SSI/SSP Program standards for the CAPI Program. Eligibility determination and assistance payments for this program are 100% offset with State revenues.
- Appropriation Detail -- Recommended appropriations of \$2,129,752 represent funding for a monthly average caseload of 221 cases at an average grant of \$805. The average caseload reflects an estimated growth of 20% based on FY 2007-08 actual caseload growth and State caseload growth projections. The average grant increase is based on a 2.3% Federal COLA effective January 1, 2008, and a 3.7% State COLA effective June 1, 2008.
- Revenue Detail -- Revenues are recommended at \$2,129,752 and are based on estimated expenditures as CAPI is a 100% reimbursed state categorical aid program.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Other Charges	\$2,129,752	\$2,129,752
Total Appropriations	\$2,129,752	\$2,129,752

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$2,129,752	\$2,129,752
Total Revenue	\$2,129,752	\$2,129,752
NCC	\$0	\$0

Employment & Temporary Assistance – General Relief – 6645

General Relief (GR) Categorical Aid Payments

Program Description

- Function(s) – The GR Program provides emergency assistance to needy individuals who are not eligible for other assistance programs, but meet eligibility requirements established under the provision of the General Relief Resolutions adopted by the Board of Supervisors.
- Outcome(s) -- Staffing for program eligibility and administration is budgeted in Organization 5610, which also includes specific outcomes for this program.
- Mandates & Level of Mandated Activities -- Welfare and Institutions Code (W&IC) sections 17000-17409 require that County Board of Supervisors provide for indigent persons by adopting general assistance standards of aid, include the value of in-kind aid. The level of service is established by Resolution of the Board of Supervisors.
- Appropriation Detail -- Recommended appropriations of \$3,911,443 represent funding for a monthly average caseload of 1,097 cases at an average grant of \$266 per month based on actual caseload trends. Recommended funding also includes \$200,000, at the prior year level, for the performance of medical incapacity evaluations; \$88,861 a 1% decrease (\$1,139), to provide applicants with transportation assistance to complete job search activities and attend scheduled doctor/health service related appointments; and, \$50,000, at the prior year level, for the performance of mental health incapacity evaluations for General Relief clients.
- Revenue Detail -- Revenues are recommended at \$510,535, which represents SSI/SSP collections that can offset net county cost expenditures in the budget.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Other Charges	\$4,009,515	\$3,911,443
Total Appropriations	\$4,009,515	\$3,911,443

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$510,535	\$510,535
Total Revenue	\$510,535	\$510,535
NCC	\$3,498,980	\$3,400,908

SUMMARY OF REVENUES

- Revenues are recommended at \$ 2,640,287, a 41.5 % (\$ 774,225) increase over fiscal year 2007-08, which is primarily due to caseload projections and reimbursements for the CAPI and SSI/SSP Programs . Specific changes by revenue accounts are noted below.

Employment & Temporary Assistance – General Relief – 6645

- Intergovernment Revenues-State (\$ 2,129,752) -- Estimated to increase by 63% (\$826,223) based on reimbursement for services provided to clients under the State CAPI Program.
- Charges for Services (\$ 510,535) -- Estimated to decrease by 9% (\$51,998) based on actual collections data in FY 2007-08 for Federal repayment of interim assistance paid to clients awaiting SSI/SSP certification.

PENDING FACTORS

- Caseload growth is not included in this budget. Actual caseload growth for the GR program between FY 2006-07 and the first nine months of FY 2007-08 is 14%. If 14% caseload growth is realized in FY 2008-09, the estimated impact to net County cost is \$490,361. The Department will return to your Board with a request to increase appropriations and countywide revenues if actual caseload expenditures exceed budgeted.

- The Governor's FY 2008-09 Budget includes a SSI/SSP Program COLA of 1.7% on January 1, 2009, and 4.25% on June 1, 2009. The combined COLA's would increase the CAPI Program average grant by an additional 5.95% percent over the 6% COLA included in this recommended budget. As CAPI Program expenditures are 100% offset with State revenues, there will be no increase in net County cost. Additionally, the Governor's Budget includes a premise suspending the June 1, 2008 and June 1, 2009 State COLA's as a measure to balance the State budget. The Federal COLA's, dated January 1, 2008 and January 1, 2009, would remain intact.

- The Governor's May Revision includes a proposal to eliminate the CAPI program effective August 1, 2008. If adopted, approximately 184 CAPI recipients in Fresno County will be discontinued from aid effective July 31, 2008. This population will be potentially eligible for the General Relief program, resulting in additional net County cost expenditures.

- The Department is in the process of releasing a Request for Proposal for General Relief incapacity evaluations. All General Relief applicants/ recipients applying for the program under the status of medical incapacitation are required to have a medical evaluation to determine job readiness. GR clients are not Medi-Cal eligible, and may have no income or limited income. The current contract with Fresno Community Hospital and Medical Center d.b.a. University Medical Center is scheduled to terminate on September 30, 2008.

Veteran's Service Office – 7110

Veterans' Service Office BUDGET 7110 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	259,812	284,611	308,549	23,938	8%
Services and Supplies	45,157	59,890	95,328	35,438	59%
Other Charges	38,041	23,717	27,786	4,069	17%
Total Appropriations	\$ 343,010	\$ 368,218	\$ 431,663	63,445	17%
<u>Revenues</u>					
Intergovernment Revenues - St	76,131	71,063	74,921	3,858	5%
Charges For Services	500	750	750	-	0%
Intrafund Revenue	125,424	130,153	184,220	54,067	42%
Total Revenues	\$ 202,055	\$ 201,966	\$ 259,891	57,925	29%
<u>Net County Cost</u>	\$ 140,955	\$ 166,252	\$ 171,772	\$ 5,520	3%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	4	4	4		
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Veteran's Service Office – 7110

FUNCTION

The Veterans Service Office (VSO) assists veterans, their spouses, widows, and dependents in applying for Federal and State benefits through the California Department of Veterans Affairs (CDVA). The Office provides assistance in filing applications and claims for the following benefits: pensions, compensations, educational, medical, insurance, burials, headstones, and discharge upgrades. The Veterans Service Office also makes referrals to other agencies as needed for services that are not offered by the Veterans Administration. This organization has only one budget component.

OVERVIEW

The 2008-09 Recommended Budget appropriations of \$431,663 reflect an increase of 17% (\$63,445) from the 2007-08 Adopted Budget, and the FY 2008-09 Recommended Budget revenues of \$259,891 reflect an increase of 29% (\$57,925) from the FY 2007-08 Adopted Budget. Net County cost is at \$171,772, an increase of 3% (\$5,520) from the FY 2007-08 adopted budget. Staffing is recommended at 4 positions, which is the same level as FY 2007-08.

DEPARTMENT COMMENTS

The Veterans Service Office Organization 7110 was able to provide a vital and efficient system of services to clients this fiscal year. These services saved County funds by assisting the veteran population eligible for Federal benefits with the filing of claims and bringing revenue to the area. In addition to bringing these federal funds into the local economy, the efforts of the Veterans Services Office help ensure that Veterans returning from the Global War on Terror (GWOT) are provided sufficient support and access to benefits as they transition to civilian employment or schooling. Based on CDVA reporting for federal monetary benefits obtained for veterans by the Fresno County Veterans Service Office during FY 2006-07, the annualized value of monthly payments received was \$2,380,836 and the value of one time benefits received was \$1,723,450 for a total of \$4,104,286.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Veterans Service Office	\$422,928	\$254,437	\$168,491	4.0
Total:	\$422,928	\$254,437	\$168,491	4.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Veterans Service Office	\$431,663	\$259,891	\$171,772	4.0
Total:	\$431,663	\$259,891	\$171,772	4.0

PROGRAM BUDGETS

Veterans Service Office (VSO), Organization 7110

Program Description

- Function(s) – The function of this unit is to assist veterans, surviving spouse, and dependents with application and claims assistance for Federal and State veterans' benefits. The VSO is required to assist all veterans requesting application for, obtaining and maintaining all available benefits to which they may be eligible. Level of staffing is at minimum in order for timely processing of the volume of service requests received.
- Outcome(s) – Outcome is measured in workload units provided by County VSO based on client assistance requests. Fresno County has an estimated veteran population of over 51,000. During the FY 2006-07, the VSO provided assistance to an average of 415 clients per month for an estimated 4,980 clients; and assisted with filing an average of 125 claims per month for a total of 1,502 claims.
- Mandates & Level of Mandated Activities – Military and Veterans Code Sections 972 - 972.5 establish this program. The County enters into an annual agreement with the State Department of Veterans Affairs to provide Veterans Services as outlined in the regulations. The County is required to appoint a Veterans Service Officer (VSO) in order to receive funding from the California Department of Veteran Affairs (CDVA). The Veterans Service Office is not mandated, however, the County is required to maintain a VSO to be in compliance with CDVA funding eligibility. Funding is determined by each county's pro-rata share of the workload units provided statewide based on the total CDVA allocation. The level of funding received from CDVA cannot exceed 50% of the total County VSO budget.
- Appropriation Detail – Appropriations have increased primarily due to increases in Salaries and Benefits, which include the negotiated COLA's and step increases anticipated for 2008-09 offset by a decrease in extra-help. Increases in Services and Supplies are based on rent increase per lease agreement, and increased rates provided by ISF's. Significant changes in recommended funding includes: an increase of \$31,741 in Liability Risk due to a pending liability action as estimated and currently under review by Risk Management; an increase of \$3,684 in estimated rental costs per lease agreement; an increase of \$1,048 in postage expense due to increased claim activity; a decrease of \$4,215 in printing expense due to completion of outreach printing project in 2007-08; and an increase of \$4,069 in Department Overhead for administrative costs of staff time in Org 5600 and 5610.
- Revenue Detail – Estimated revenues for the FY 2008-09 Workload Budget have increased from FY 2007-08 due to projected increases in State and intrafund revenue. Net County Cost total is approximately 40% of the VSO budget.

Veteran's Service Office – 7110

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$297,482	\$308,549
Service & Supplies	\$97,660	\$95,328
Other Charges	\$27,786	\$27,786
Total Appropriations	\$422,928	\$431,663

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$73,013	\$74,921
Charges for Service	\$728	\$750
Intrafund	\$180,696	\$184,220
Total Revenue	\$254,437	\$259,891
NCC	\$168,491	\$171,772

Total Recommended Positions

Total Positions for the above program include 4.0 full time equivalent(s) (FTE), which reflect an increase of 0 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 259,891, a 29.0 % (\$ 57,925) increase over fiscal year 2007-08, which is primarily due to an estimated increase in State CDVA funding and projected increase in intrafund revenue. Specific changes by revenue accounts are noted below.
 - State Aid for VA (\$ 74,921) – Revenues have increased by 5% (\$3,858) based on estimated 2008-09 CDVA allocation.
 - Other Charges for Current Services (\$ 750) – Estimated to remain the same as adopted in FY 2007-08.
 - Intrafund Revenue (\$ 184,220) – Estimated to increase by 42% (\$54,067) based on current year quarterly timestudy tracking and projections for 2008-09.

PENDING FACTORS

The Governor's budget of February 2008 has indicated that there would potentially be a 10% reduction overall to the State budget funding proposed. The proposed budget reflects an estimated reduction in CDVA Subvention funding of \$260,000 statewide, which would result in an estimated decrease of \$4,500 to the individual County Veterans Service Offices. This reduction would impact outreach efforts and local assistance currently being provided to clients by the VSO. In the event that this proposed decrease is implemented by the State, our Department will return to your Board with recommendations for the 2008-09 Requested budget.

Veteran's Service Office – 7110

VETERANS' SERVICE OFFICE - 7110

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2233	Veterans' Service Officer	G	1	1	\$ 68,687
3628	Veterans' Services Representative I	1186	2	2	76,631
3080	Office Assistant III	880	<u>1</u>	<u>1</u>	<u>35,720</u>
Subtotal			4	4	181,038
	Less Salary Savings				<u>0</u>
TOTAL REGULAR SALARIES					\$ 181,038

Employment & Temporary Assistance – In-Home Supportive Services – 6420

In Home Supportive Services BUDGET 6420 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	32,162,380	36,976,472	39,231,411	2,254,939	6%
Total Appropriations	\$ 32,162,380	\$ 36,976,472	\$ 39,231,411	2,254,939	6%
<u>Revenues</u>					
Intergovernment Revenues - St	3,093,700	3,679,425	3,920,500	241,075	7%
Intergovernment Rev-Federal	5,017,937	5,886,846	6,634,166	747,320	13%
Miscellaneous Revenues	6,798	-	-	-	-100%
Other Financing Sources	24,994,065	27,410,201	28,676,745	1,266,544	5%
Intrafund Revenue	-	-	-	-	-100%
Total Revenues	\$ 33,112,501	\$ 36,976,472	\$ 39,231,411	2,254,939	6%
<u>Net County Cost</u>	\$ (950,121)	\$ -	\$ -	\$ -	-100%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary					-
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Employment & Temporary Assistance – In-Home Supportive Services – 6420

FUNCTION

The In-Home Supportive Services (IHSS) Program is administered by the Department of Employment and Temporary Assistance (E&TA) and provides in-home services to eligible aged, blind, or disabled individuals as an alternative to out of home care. IHSS recipients are unable to perform certain activities themselves and cannot remain safely in their own homes unless such services are available. This may include meal preparation, laundry, heavy cleaning, non-medical personal services, transportation, and protective supervision. Services are rendered by IHSS providers who are hired and employed by the IHSS recipients. The IHSS Public Authority serves as the 'employer of record' for providers and participates in union contract negotiations. This budget reflects the total IHSS provider health benefits costs and the County share of providers' salaries, payroll taxes, workers' compensation, and CMIPS charges.

OVERVIEW

The FY 2008-09 Recommended Budget of \$39,231,411 reflects a 6% (\$2,254,939) increase over the FY 2007-08 Adopted Budget due to the negotiated wage and health benefit rate increases. This budget includes \$11,273,906 in total health benefits costs, County share of salaries and payroll taxes (\$27,424,597) and County share of CMIPS and Workers' Compensation charges (\$532,908). The State and Federal share of salaries, payroll taxes, CMIPS and workers' compensation (\$121,352,069) is not budgeted as the State reimburses providers directly and bills the County for the appropriate share of cost. The total County share of cost for the Recommended budget is \$28,676,745 which represents a 5% (\$1,266,544) increase over FY 2007-08 and is offset by Social Services Realignment funds. Staff support for program eligibility services is provided through the E&TA budget (5610). The IHSS Public Authority budget (5611) provides supervision to individual IHSS providers and serves as their 'employer of record'.

DEPARTMENT COMMENTS

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
In-Home Supportive Services	\$40,005,380	\$40,005,380	\$0	0.0
Total:	\$40,005,380	\$40,005,380	\$0	0.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
In-Home Supportive Services	\$39,231,411	\$39,231,411	\$0	0.0
Total:	\$39,231,411	\$39,231,411	\$0	0.0

Employment & Temporary Assistance – In-Home Supportive Services – 6420

PROGRAM BUDGETS

In-Home Supportive Services

Program Description

- Function(s) – The In-Home Supportive Services (IHSS) Program provides in-home services to eligible aged, blind, or disabled individuals as an alternative to out of home care. IHSS recipients are unable to perform certain activities themselves and cannot remain safely in their own homes unless such services are available. This may include meal preparation, laundry, heavy cleaning, non-medical personal services, transportation, and protective supervision.
- Outcome(s) -- Staffing for program eligibility and administration is budgeted in Organization 5610 which also includes specific outcomes for this program.
- Mandates & Level of Mandated Activities -- Welfare and Institutions Code sections 12300-12314 and 14132.95 are the authorizing statutes for this program. These costs represent the county share of wages, benefits, employer taxes and CMIPS system for the IHSS providers. County flexibility lies in setting per hour wages and benefits for providers; however once those amounts are established, program guidelines established with WIC regulations guide both the hours and the State/Federal and County sharing ratios. The State issues the payments to providers and bills the county for its share of cost. The health benefits are paid by the County and claimed to the State for the Federal and State share of cost reimbursement.
- Appropriation Detail -- Recommended funding of \$39,231,411 reflects a 6% (\$2,254,939) increase over the FY 2007-08 level. This budget represents funding for an average of 11,390 cases and 1,121,782 paid hours per month with no budgeted increase in estimated provider paid hours over the current year level. Currently, the rate for provider wages is \$9.65 per hour with an increase to \$10.25 per hour effective October 1, 2008. The budgeted payroll tax rate is \$0.78 per hour. The increases are based on the current Memorandum of Understanding (MOU) with the Service Employees International Union - United Healthcare Workers (SEIU-UHW) executed on September 26, 2006.
- Revenue Detail -- Revenues are recommended at \$39,231,411, a 6% (\$2,254,939) increase over the prior year and include estimated Federal Title XIX revenue reimbursements for the salary component of IHSS provider costs (\$1,391,800). On August 1, 2004, a Federal waiver was approved for the portion of IHSS cases that had not previously been eligible for Federal revenue offset. However, due to computer system changes that have not been implemented, the State has been invoicing counties the county share of Provider wages, payroll taxes, CMIPS and worker's compensation based on pre-waiver sharing ratios and reimbursing the Federal waiver revenue retrospectively. Intergovernment Revenue-State (\$3,920,500) reflect an increase based on the State share of provider health benefit costs. Intergovernment Revenue-Federal (\$6,634,166) reflect an increase based on the Federal share of provider health benefit costs (\$5,242,366) and estimated Title XIX revenue reimbursements (\$1,391,800) for the salary component of IHSS provider costs. Other Financing Sources-State/Local Program Social Services Realignment Trust Fund (\$28,676,745) reflect an increase over the 2008-09 adopted budget based on available Realignment revenues.

Employment & Temporary Assistance – In-Home Supportive Services – 6420

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$40,005,380	\$39,231,411
Total Appropriations	\$40,005,380	\$39,231,411

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$3,998,910	\$3,920,500
Intergovernment Revenues – Federal	\$6,758,939	\$6,634,166
Other Financing Sources	\$29,247,531	\$28,676,745
Total Revenue	\$40,005,380	\$39,231,411
NCC	\$0	\$0

SUMMARY OF REVENUES

- Revenues are recommended at \$ 39,231,411, a 6.0 % (\$ 2,254,939) increase over fiscal year 2007-08, which is primarily due to increases in Provider wages and health benefits. Specific changes by revenue accounts are noted below.
 - Intergovernment Revenues- State (\$ 3,920,500) – estimated to increase 7% (\$241,075) based on the State share of Provider health benefit costs.
 - Intergovernment Revenues- Federal (\$ 6,634,166) – estimated to increase 13% (\$747,320) based on the Federal share of Provider health benefit costs and estimated Title XIX revenue reimbursements for the salary component of IHSS Provider costs.
 - Other Financing Sources-State/Local Program Social Services Realignment Trust Fund (\$ 28,676,745) – estimated to increase 5% based on cost increases in this budget.

PENDING FACTORS

- Caseload growth is not included in this budget. Actual caseload growth between FY 2006-07 and FY 2007-08 is 2%. In the event that caseload growth is realized in FY 08-09, the Department will return to your Board with appropriate recommended actions.
- The Governor's Budget proposes changes in hours that could be authorized under specific circumstances; the number of clients this reduction may impact cannot be determined at this time. Further, Governor's May Revise proposes a roll back in State participation in wages. Should these changes be approved in the State budget, there would be potential cost savings in this budget. The Department will continue to monitor State budget development and will return to your Board once the full impact is known.

In-Home Supportive Service – Public Authority – 5611

IHSS-Public Authority BUDGET 5611 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 931,719	\$ 1,006,746	\$ 922,509	\$ (84,237)	-8%
Services and Supplies	274,497	285,919	323,976	38,057	13%
Other Charges	121,084	28,325	30,999	2,674	9%
Total Appropriations	\$ 1,327,300	\$ 1,320,990	\$ 1,277,484	\$ (43,506)	-3%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 475,516	\$ 459,369	\$ 419,334	\$ (40,035)	-9%
Intergovernment Rev-Federal	602,531	614,260	632,355	18,095	3%
Other Financing Sources	-	247,361	225,795	(21,566)	-9%
Total Revenues	\$ 1,078,047	\$ 1,320,990	\$ 1,277,484	\$ (43,506)	-3%
<u>Net County Cost</u>	\$ 249,253	\$ -	\$ -	\$ -	0%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	16	16	16	0	
<p>**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>					

In-Home Supportive Service – Public Authority – 5611

FUNCTION

The In-Home Supportive Services Public Authority (Public Authority) is the employer of record for In-Home Supportive Services (IHSS) care providers for the purpose of negotiating wages, benefits and working conditions with the local union. The Public Authority also operates the Provider Registry, which assists IHSS Recipients with finding home care Providers as well as training and assisting Providers in finding work. Public Authority services include, but are not limited to: IHSS Provider recruitment and screening, which includes an initial background check and Department of Justice fingerprint scanning and monthly background checks for as long as a Provider remains in the Registry; maintaining a Registry of available Providers; referral of Registry Providers to IHSS Recipients; Recipient and Provider training; and Recipient and Provider support services.

The program budget for the Public Authority is presented in five components that include: Enrollments, Registry, Training, Quality Assurance, and FOCUS (For Our Clients Understanding Services.) Appropriations for the Administration division in the Public Authority have been allocated to each of these programs.

OVERVIEW

The FY 2008-09 Recommended Budget appropriations of \$1,277,484 reflect a net 3% (\$43,506) decrease from the FY 2007-08 Adopted Budget. The FY 2008-09 Recommended Budget revenues of \$1,277,484 also reflect a net 3% (\$43,506) decrease from the FY 2007-08 Adopted Budget, leaving a net county cost of \$0, which is equivalent to the FY 2007-2008 Adopted Budget. Staffing is recommended at 16 positions, which equals the number of budgeted positions from FY 2007-08. A 5% (\$29,892) salary savings has been used in calculating Regular Salaries in the Recommended Budget. A \$15,185 savings in combined, related benefits has also been calculated for Unemployment, Retirement, OASDI, and Health Insurance.

DEPARTMENT COMMENTS

During FY 2007-08 the Public Authority succeeded in enrolling 162 Certified Nursing Assistants; completion of the strategic plan as directed by Supervisor Waterston; completion of the independent Public Authority website; completion of the training program for Direct Deposit that was taken to State level and distributed to all counties by request, throughout California; taking over the entire enrollment process from IHSS; saving Social Worker time and changing the initial Provider paycheck distribution time from as long as three months to two weeks, and development of a streamlined approach to staffing which saved \$25,000.

Challenges this year will be: reaching outlying communities to promote utilization of Registry providers rather than family members which will diminish reported abuse and victimization of Recipients; transitioning the Public Authority staff to be under the County Administrative Office and developing a plan whereby the county can utilize their functionality to support departmental functions that have been recognized through gap analysis, and making sure that the integrity of funding and billing is not compromised, but enhanced through this innovative process.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Enrollments	\$334,525	\$334,525	\$0	4.0
Registry	\$334,525	\$334,525	\$0	4.0
Training	\$250,894	\$250,894	\$0	3.0
Quality Assurance	\$250,894	\$250,894	\$0	3.0
FOCUS	\$167,262	\$167,262	\$0	2.0
Total:	\$1,338,100	\$1,338,100	\$0	16.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Enrollments	\$319,371	\$319,371	\$0	4.0
Registry	\$319,371	\$319,371	\$0	4.0
Training	\$239,528	\$239,528	\$0	3.0
Quality Assurance	\$239,528	\$239,528	\$0	3.0
FOCUS	\$159,686	\$159,686	\$0	2.0
Total:	\$1,277,484	\$1,277,484	\$0	16.0

PROGRAM BUDGETS

Enrollments

Program Description

- Function(s) – The Enrollments Program of the Public Authority was created when the Public Authority, beginning January 2006, took over responsibility for processing all new Provider applications in Fresno County. The process starts when a Provider is hired by an IHSS Recipient. Once the hiring takes place both the Provider and Recipient are required to fill out an enrollment packet, which includes such items as a federal I-9 form and Provider Agreement Form among others. After the enrollment packet is brought to the Public Authority in person, the Provider must fill out and sign a final form stating that the Provider has not in the past ten years committed fraud or theft against the Health Care Supportive Service. Once this form is signed the Public Authority enrollment staff compares the person's information against the Inspector General's exclusion database. After this process is completed, the forms are then scanned and entered into a county enrollment database and both the hard copy of the form and notification of completion of entry into database are sent to In-Home Supportive Services.

In-Home Supportive Service – Public Authority – 5611

- Outcome(s) -- Since taking over this responsibility the Public Authority has cut the time it takes for Providers to receive their first paycheck from 90 days to less than two weeks. This has been done while processing over 2,500 enrollments annually.
- The Public Authority estimates that the amount of enrollments to be processed will steadily increase during FY 2008-09 due to scheduled outreach projects making the outlying communities of Fresno County aware of the Public Authority's services.
- Mandates & Level of Mandated Activities – While the function of enrollments is not a mandated responsibility per Welfare and Institutions Code, the implementation of the federal waiver changed this process. At that point IHSS designated the IHSS Public Authority to complete this function.
- Appropriation Detail – 25% (\$319,371) of the Public Authority's positions and appropriations has been allocated to this program.
- Revenue Detail – 25% (\$319,371) of the Public Authority's revenues has been allocated to this program leaving a net county cost of \$0.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$235,645	\$230,627
Service & Supplies	\$91,130	\$80,994
Other Charges	\$7,750	\$7,750
Total Appropriations	\$334,525	\$319,371

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$109,808	\$104,834
Intergovernment Revenues – Federal	\$165,590	\$158,089
Other Financing Sources	\$59,127	\$56,448
Total Revenue	\$334,525	\$319,371
NCC	\$0	\$0

Total Recommended Positions:

Total Positions for the above program include 4.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08

Registry

Program Description

- Function(s) – The Public Authority Registry has established a database of potential Providers, whose qualifications and backgrounds have been fully investigated by both staff and a Department of Justice fingerprint screening process. Once a thorough investigation has been completed, potential Registry Providers are then required to go through a series of mandated trainings (see Training Program). Once

In-Home Supportive Service – Public Authority – 5611

qualifications are met, Providers are entered into the Registry database and then are systemically referred, usually in sets of ten, to Recipients, based on various factors including the Recipient's needs and location. As an added precaution, all Registry Providers are given monthly background screenings before they can be added to these lists.

- Outcome(s) -- The Public Authority sent out over 1,100 Provider lists to IHSS Recipients in order to assist in finding authorized and appropriate in-home care Providers. The Registry staff also added 545 new Providers to the Registry, bringing the total number to over 3,000 Registry Providers. Over 150 monthly background checks are continually performed by Registry staff to further the effort to have the highest standard for our care Providers. The Public Authority estimates that both the number of new Providers and the number of Provider lists sent to IHSS Recipients will increase due to scheduled outreach projects making the outlying communities of Fresno County aware of the Public Authority's services.
- Mandates & Level of Mandated Activities -- The In-Home Supportive Services Public Authority was mandated by the State of California by Assembly Bill 1682. The Fresno County Public Authority was established in November 2002 with the addition of Chapter 2.80 to Title 2 of the Fresno County Ordinance Code. Pursuant to Section 12301.6(e) of the California Welfare and Institutions Code, the Public Authority has five State mandated functions: the Public Authority is to provide assistance to IHSS Recipients in finding in-home care Providers through the establishment of a Provider Registry; investigate the qualifications and background of potential Providers; establish a referral system under which potential Providers are made known to Recipients; provide access to training for Providers and Recipients; and act as "employer of record" to negotiate a contract with the recognized employee organization for wages, benefits and terms and conditions of employment.
- Appropriation Detail – 25% (\$319,371) of the Public Authority's positions and appropriations has been allocated to this program. The outreach program as mentioned above, which is a joint (FOCUS) Registry and Training undertaking, accounts for the slight increase in Postage (7268) due to mass mailings of the Public Authority's newsletter and various other information to Providers to let them know of our services, in an effort to help train and better educate Fresno County Providers and inform them about such issues as fraud and elder abuse.
- Revenue Detail – 25% (\$319,371) of the Public Authority's revenues has been allocated to this program leaving a net county cost of \$0.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$235,645	\$230,627
Service & Supplies	\$91,130	\$80,994
Other Charges	\$7,750	\$7,750
Total Appropriations	\$334,525	\$319,371

In-Home Supportive Service – Public Authority – 5611

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$109,808	\$104,834
Intergovernment Revenues – Federal	\$165,590	\$158,089
Other Financing Sources	\$59,127	\$56,448
Total Revenue	\$334,525	\$319,371
NCC	\$0	\$0

Total Recommended Positions:

Total Positions for the above program include 4.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Training

Program Description

- Function(s) – Since its inception, the Public Authority's training program has become recognized as a model program throughout the state. The Public Authority's training program now offers a National Caregiver Certification program as part of the Public Authority's continuing mission to help fill the healthcare gap in Fresno County with certified paramedical providers. In 2006-07 the Public Authority took on the challenge of reaching out to all new Providers with a training program called What Every Provider Should Know in an attempt to help prevent fraud and to define how approved tasks are to be completed. The Public Authority training staff have also developed training on over 20 different topics, which include CPR/First Aid and Introduction to In-Home Care.
- Outcome(s) -- The Public Authority's Training Staff last year alone trained 1,792 people equating to 5,600 hours of training, which is free to Providers and Recipients. 483 people were certified in CPR/First Aid in both English and Spanish languages. As a result of the effort put forth from the training staff, the Public Authority Registry now has 162 Certified Nursing Assistants available making Recipients safer in their homes and improving the quality of service provided. The Public Authority estimates a slight increase in persons trained and hours of training due to outreach work as on-sight training should remain at current levels.
- Mandates & Level of Mandated Activities -- Pursuant to Section 12301.6(e) of the California Welfare and Institutions Code, the Public Authority has five State mandated functions, one of which is to provide access to training for Providers and Recipients.
- Appropriation Detail -- 18.75% (\$239,528) of the Public Authority's positions and appropriations has been allocated to this program. The outreach program as mentioned above, which is a joint FOCUS/Registry training, is to provide training opportunities for Providers and Recipients in the outlying areas. The importance of educating these individuals about issues such as fraud and elder abuse, makes sure that the elderly and disabled of Fresno county have the best possible care available. The Public Authority predicts a slight increase in Trans Travel – Co Garage (7416) due to the use of county cars to travel to outlying communities.

In-Home Supportive Service – Public Authority – 5611

- Revenue Detail -- 18.75% (\$239,528) of the Public Authority's revenues has been allocated to this program leaving a net county cost of \$0.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$176,734	\$172,971
Service & Supplies	\$68,348	\$60,745
Other Charges	\$5,812	\$5,812
Total Appropriations	\$250,894	\$239,528

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$82,357	\$78,625
Intergovernment Revenues – Federal	\$124,192	\$118,567
Other Financing Sources	\$44,345	\$42,336
Total Revenue	\$250,894	\$239,528
NCC	\$0	\$0

Total Recommended Positions:

Total Positions for the above program include 3.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Quality Assurance

Program Description

- Function(s) – The Quality Assurance program ensures the highest level of service to the aging and disabled population. While conceptual in nature, it is evidenced through survey materials that are administered in several ways. There is a survey call made two weeks after a list of Providers is sent to an IHSS Recipient to make sure that the list was received and used to set up appointments with prospective Providers. There is a survey taken after each training class to make sure that the materials and information presented maintain relevance and are understood by the Providers that have attended the class. Finally there are focused surveys done by telephone and mail to collect participant input regarding staff and program issues.
- Outcome(s) -- In FY 2008-09 the goal is to have a 1% decline in the use of family members as care Providers.
- Mandates & Level of Mandated Activities -- There are mandates within the IHSS program for Quality Assurance through the selection and review of random cases, but not under the auspices of the IHSS Public Authority.
- Appropriation Detail -- 18.75% (\$239,528) of the Public Authority's positions and appropriations has been allocated to this program.

In-Home Supportive Service – Public Authority – 5611

- Revenue Detail -- 18.75% (\$239,528) of the Public Authority's revenues has been allocated to this program leaving a net county cost of \$0.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$176,734	\$172,971
Service & Supplies	\$68,348	\$60,745
Other Charges	\$5,812	\$5,812
Total Appropriations	\$250,894	\$239,528

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$82,357	\$78,625
Intergovernment Revenues – Federal	\$124,192	\$118,567
Other Financing Sources	\$44,345	\$42,336
Total Revenue	\$250,894	\$239,528
NCC	\$0	\$0

Total Recommended Positions:

Total Positions for the above program include 3.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

For Our Clients' Understanding Services (FOCUS)

Program Description

- Function(s) – The FOCUS Program is to provide information to remote areas and outlying municipalities so that the Registry will be used for the provision of trained and qualified Providers to IHSS Recipients. It is also the training /marketing tool used to recruit new Providers, potential advisory committee members, and promote legislative agendas that will benefit the aged and disabled service populations and Fresno County as a whole. Participation for this program is at job fairs, senior centers, community resource centers, and health fairs.
- Outcome(s) – Present program at ten seminars in outlying communities in FY 2008-09; present program at two job fairs; and inform local elected officials on an annual basis.
- Mandates & Level of Mandated Activities -- While the activities in FOCUS are not directly mandated, the activities will have a net effect on Recipients and their families in the diminishment of elder abuse, enhancement to quality of care, and cost efficiency. This program will have a beneficial effect on the creation of jobs and a diminishment of indigents' utilization of medical services as the Providers attain employment and health benefits, thereby helping local community hospitals and their emergency rooms.

In-Home Supportive Service – Public Authority – 5611

- Appropriation Detail -- 12.5% (\$159,686) of the Public Authority's positions and appropriations has been allocated to this program. As this is a new program, there is no historical data for projections. There will be an increased cost for printing (7269) for brochures. The Analyst positions will involve an increase in staff costs, directly relatable to this program as reflected in the 12.5% of positions and appropriations allocated for this program. There is an opportunity to utilize Advisory Committee funding allocations should the Committee care to participate financially, especially concerning recruitments of new members to their committee.
- Revenue Detail -- 12.5% (\$159,686) of the Public Authority's revenues has been allocated to this program leaving a net county cost of \$0.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$117,822	\$115,314
Service & Supplies	\$45,565	\$40,497
Other Charges	\$3,875	\$3,875
Total Appropriations	\$167,262	\$159,686

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$54,904	\$52,416
Intergovernment Revenues – Federal	\$82,795	\$79,045
Other Financing Sources	\$29,563	\$28,225
Total Revenue	\$167,262	\$159,686
NCC	\$0	\$0

Total Recommended Positions:

Total Positions for the above program include 2.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 1,277,484, a 3.0 % (\$ 43,506) decrease from fiscal year 2007-08, which is primarily due to decreased appropriations. Specific changes by revenue accounts are noted below.
 - State Revenue (\$419,334) -reflected based on State share of 32.8% of program expenditures.
 - Federal Revenue (\$632,355)- reflected based on Federal share of 49.5% of program expenditures.
 - Realignment Funding (\$225,795) - reflected based on final 17.7% of program expenditures.

In-Home Supportive Service – Public Authority – 5611

IN-HOME SUPPORTIVE SERVICES/PUBLIC AUTHORITY - 5611

FY 08-09 RECOMMENDED

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2350	IHSS Public Authority Executive Director	E	1	1	\$ 92,741
2291	Staff Analyst I	1607	2	2	94,014
1905	Job Specialist I	1350	1	1	39,470
3078	Supervising Office Assistant I	1213	1	1	37,261
3070	Supervising Office Assistant II	1407	1	1	47,622
3125	Office Assistant I	842	4	4	97,381
3110	Office Assistant II	946	2	2	59,569
3080	Office Assistant III	1054	<u>4</u>	<u>4</u>	<u>129,789</u>
Subtotal			16	16	\$ 597,847
	Bilingual Skills Pay				9,135
	Salary Savings				<u>(29,892)</u>
TOTAL REGULAR SALARIES					\$ 577,090

Human Service Finance – 5600

Human Services Finance BUDGET 5600 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	4,640,814	5,455,184	5,617,400	162,216	3%
Services and Supplies	1,046,532	1,208,236	1,155,971	(52,265)	-4%
Total Appropriations	\$ 5,687,346	\$ 6,663,420	\$ 6,773,371	109,951	2%
<u>Revenues</u>					
Intergovernment Revenues - St	2,196	-	-	-	-100%
Intergovernment Rev-Federal	192,419	-	295,330	295,330	#DIV/0!
Charges For Services	104,168	188,720	-	(188,720)	-100%
Miscellaneous Revenues	20,173	-	-	-	-100%
Intrafund Revenue	5,409,637	6,474,700	6,478,041	3,341	0%
Total Revenues	\$ 5,728,593	\$ 6,663,420	\$ 6,773,371	109,951	2%
<u>Net County Cost</u>	\$ (41,247)	\$ -	\$ -	\$ -	-100%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	87	82	82	-	
**The column labeled Actual 2006 07 includes expenditures against FY 2006 07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Human Service Finance – 5600

FUNCTION

The Auditor-Controller/Treasurer-Tax Collector's (ACTTC) mission is to promote public trust by providing exemplary accounting and financial services to its public, business, and governmental customers.

Human Services Finance (HSF) has been a division of the ACTTC since July 1, 2004, and is one of three branches of the ACTTC. Within HSF, there are four main program areas: Health and Mental Health (H/MH) Accounting and Reporting, H/MH Accounts Receivable, Social Services (SS) Accounting and Reporting, and SS Accounts Receivable.

Both the H/MH Accounting and Reporting and H/MH Accounts Receivable units perform financial services for the Departments of Managed Care (5601), Substance Abuse (5602), Public Health (5620), Behavioral Health (5630), Children and Family Services-Mental Health (5640), and the Mental Health Services Act (5667). The H/MH Accounting unit performs Federal and State report preparation and accounting services to these Human Services departments. In addition, the H/MH Accounting unit administers the Medi-Cal Administrative Activities/Targeted Case Management functions for Fresno County. The H/MH Accounts Receivable unit is responsible for all claiming and accounts receivable for these departments.

The over-arching goals for these units are the successful implementation of a new mental health information system and the completion of the implementation of the public health system. One goal met this last year was the substantial improvement in cash flow for public health claims through faster submission of claims and follow-up for payment.

The SS Accounting and Reporting and SS Accounts Receivable units perform financial services to the Departments of Employment & Temporary Assistance (E&TA) (5610) and Children and Family Services-Social Services (5641). The SS Accounting unit performs Federal and State report preparation and services to these Human Services departments, while the SS Accounts Receivable unit is responsible for all accounts receivable and collections of overpayments.

One goal for these units is the centralization of collections of overpayments onto one system to efficiently and effectively increase amounts recovered. CalWIN continues to be a challenge, and more progress is expected in the coming year.

The program budget for HSF is presented in four components that include: H/MH Accounting and Reporting, H/MH Accounts Receivable, SS Accounting and Reporting, and SS Accounts Receivable.

OVERVIEW

The FY 2008-09 Recommended Budget appropriations of \$6,773,371 reflect a 2% (\$109,951) increase from the FY 2007-08 Adopted Budget, and the FY 2008-09 Recommended Budget revenues of \$6,773,371 reflect a 2% (\$109,951) increase from the FY 2007-08 Adopted Budget. Staffing is recommended at 82 positions, which maintains the same number of positions from the FY 2007-08 level. However, it represents a decrease of four Account Clerk positions from the FY 2007-08 level. An Additional Funding Level request of one Senior Accountant and three Accountant positions is included in this budget. A 5% (\$179,950) salary savings has been used in calculating Regular Salaries (6100) in the Recommended Budget. A 5% (\$100,465) savings in combined, related benefits has also been calculated in the Recommended Budget for Unemployment, Retirement, OASDI, and Health Insurance.

Human Service Finance – 5600

DEPARTMENT COMMENTS

Human Services Finance is a centralized unit designed to provide accounting and financial services to the program-specific Human Services departments (Public Health, Employment and Temporary Assistance, Behavioral Health, Mental Health Services Act, Substance Abuse, Managed Care, and Children and Family Services for Mental Health and Social Services). The centralization of the finance functions allows for economies of scale by combining similar functions and tasks into one department. The funding streams and reporting requirements for Human Services programs are similar and interrelated.

The vision statement which guides the department is “an innovative and respected leader in providing governmental accounting and financial services”. Integration with the AC/TTC to standardize and improve processes is ongoing, as well as documentation of work flows, review of reporting requirements and deadlines, and audits of compliance with federal and state regulations.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Health/Mental Health Accounting and Reporting	\$2,403,600	\$2,403,600	\$0	28.2
Health/Mental Health Accounts Receivable	\$1,427,427	\$1,427,427	\$0	17.5
Social Services Accounting and Reporting	\$2,030,256	\$2,030,256	\$0	22.6
Social Services Accounts Receivable	\$1,008,590	\$1,008,590	\$0	13.7
Total:	\$6,869,873	\$6,869,873	\$0	82.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Health/Mental Health Accounting and Reporting	\$2,456,192	\$2,456,192	\$0	28.2
Health/Mental Health Accounts Receivable	\$1,381,210	\$1,381,210	\$0	17.5
Social Services Accounting and Reporting	\$1,964,783	\$1,964,783	\$0	22.6
Social Services Accounts Receivable	\$971,186	\$971,186	\$0	13.7
Total:	\$6,773,371	\$6,773,371	\$0	82.0

PROGRAM BUDGETS

Health/Mental Health Accounting and Reporting

Program Description

- Function(s) – To provide accounting services to Human Services departments, including accounts payable, general ledger, grant claiming, cost settlement reports, work with internal and external auditors, and reconciliation of trust funds.
- Outcome(s) – Accurate and timely reporting and claiming for reimbursement purposes. Reports/claims prepared: annual State Medi-Cal cost settlement for current year and reconciliation for prior year; Mental Health Services Act (MHSA) cost settlement; SB 90; Medi-Cal Administrative Activities/Targeted Case Management (MAA/TCM); Maternal, Child and Adolescent Health (MCAH) (5 claims); California Children's Services (CCS) (3 claims); Medi-Cal administrative and Quality Improvement (QI); Comprehensive Drug Court Initiatives (CDCI); Parolee Services Network (PSN); Drug Court Partnership; Quarterly Federal Financial Management Report (QFFMR); Proposition 36; Substance Abuse Medi-Cal cost report; provider cost settlements for Medi-Cal and Substance Abuse; Child Health and Disability Prevention (CHDP) (3 claims); Nursing Outreach Services (8 claims); Communicable Disease (16 claims); Emergency Medical Services; Tobacco Control Perinatal Addiction Treatment and Health Services (PATHS) report; Substance Abuse and Mental Health Services Administration (SAMHSA) report; California Health Care for Indigents Program (CHIP), Medically Indigent Care Reporting System (MICRS); and the Realignment Trust Fund.
- Mandates & Level of Mandated Activities – Claiming and reporting are mandated in order to receive allocations and reimbursements for services provided.
- Appropriation Detail – Appropriations have increased (\$77,290) primarily due to the inclusion of four additional positions to support the Mental Health Services Act and provide additional support to Substance Abuse Services, increases in Worker's Compensation, as well as increased Seaport Building lease costs. These costs are offset with the elimination of two Account Clerk positions that provided accounts payable services (\$81,160).
- Revenue Detail – The estimated revenues for the FY 2008-09 Recommended Budget have increased from FY 2007-08. This is primarily due to a \$77,290 increase in Intrafund Revenues to fund additional support positions to provide services for the Mental Health Services Act and Substance Abuse Services. This budget also includes a reduction in Intrafund Revenues that were attributable to the improvement of some accounts payable processes in Health/Mental Health Accounting and Reporting.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$2,032,582	\$2,056,172
Service & Supplies	\$371,018	\$400,017
Total Appropriations	\$2,403,600	\$2,456,189

Human Service Finance – 5600

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – Federal	\$293,009	\$295,330
Intrafund	\$2,110,591	\$2,160,859
Total Revenue	\$2,403,600	\$2,456,189
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 28.2 full time equivalent(s) (FTE), which reflect an increase of 2.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
3205	Account Clerk II	Vacant	2.0	\$81,160
			0.0	\$0
Totals			2.0	\$81,160

Service Impact of Funding Reductions:

- The loss of the two Account Clerk positions may reduce capacity to promptly process payments to vendors.

Health/Mental Health Accounts Receivable

Program Description

- Function(s) – To process Medicare, Medi-Cal, private payments, and private insurance claims for the Departments of Public Health, Behavioral Health, Children and Family Services, Managed Care, Mental Health Services Act, and Substance Abuse.
- Outcome(s) – Accurate and timely billing and claiming for reimbursement for Medi-Cal for Mental Health, Public Health, and Substance Abuse; Denti-Cal; billing and collection of dog licenses, environmental health fees, private insurance, lab fees, and immunizations.
- Mandates & Level of Mandated Activities – Claiming and billing are required for reimbursement of State and Federal funds for services provided.
- Appropriation Detail – Appropriations have decreased (\$12,364) primarily due to decreases in health insurance contributions and budgeting vacant positions at entry level salaries.
- Revenue Detail – The estimated revenues for FY 2008-09 Recommended Budget have decreased (\$12,364) from FY 2007-08 in Intrafund Revenues, which

Human Service Finance – 5600

represents reimbursement of Departmental Overhead Charges from the Human Services departments.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,141,915	\$1,161,892
Service & Supplies	\$285,512	\$219,318
Total Appropriations	\$1,427,427	\$1,381,210

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intrafund	\$1,427,427	\$1,381,210
Total Revenue	\$1,427,427	\$1,381,210
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 17.5 full time equivalent(s) FTE, which reflect no change from FY 2007-08. full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08

Social Services Accounting and Reporting

Program Description

- Function(s) – To provide accounting services for Human Services departments, including accounts payable; general ledger; claiming; work with auditors (internal and external); oversight and reconciliation of trust funds; reports; release of liens on properties for public assistance clients; and birth, death, and marriage verification for social services clients.
- Outcome(s) – Accurate and timely reporting, financial statements, and claims. Reports/claims prepared include the County Expense Claim; CalWORKs; Food Stamps; Medicare; Assistance (19 monthly claims); Grant Special Projects (3 monthly claims, 5 quarterly claims); Federal and State Reports (11 monthly claims, 3 quarterly claims, 8 annual reports); and County Annual Reports (10 reports).
- Mandates & Level of Mandated Activities – All claims and reports are mandated by State and Federal law in order to receive allocations and reimbursements.
- Appropriation Detail – Appropriations have increased (\$82,036) due to increases in Worker's Compensation as well as Seaport Building lease costs.
- Revenue Detail – The estimated revenues for the FY 2008-09 Recommended Budget have increased (\$82,036) from FY 2007-08 in Intrafund Revenues, which represents reimbursement for Departmental Overhead Charges from the Human Services departments.

Human Service Finance – 5600

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,673,985	\$1,631,386
Service & Supplies	\$356,271	\$333,397
Total Appropriations	\$2,030,256	\$1,964,783

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intrafund	\$2,030,256	\$1,964,783
Total Revenue	\$2,030,256	\$1,964,783
NCC	\$0	\$0

Total Recommended Positions:

Total Positions for the above program include 22.6 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08

Social Services Accounts Receivable

Program Description

- Function(s) – To collect and report overpayments in the various Social Services programs.
- Outcome(s) – Accurately and timely reporting and collection of overpayments, including CalWORKs (CA 812), foster care, Food Stamps (FNS 209), In-Home Supportive Services, Adoptions, and General Relief.
- Mandates & Level of Mandated Activities – Reporting is mandated by the Welfare and Institutions Code; and although collections are not mandated, the County is required to remit the Federal share once an overpayment is discovered.
- Appropriation Detail – Appropriations have decreased (\$37,013) due to the elimination of two Account Clerk positions that prepared reports for the State and collected overpayments in a timely manner (\$81,160). The decrease in appropriations is offset by increases in Worker's Compensation as well as Seaport Buidling lease costs.
- Revenue Detail – The estimated revenues for the FY 2008-09 Recommended Budget have decreased (\$37,013) from FY 2007-08. This is primarily due to a decrease in Intrafund Revenues that were attributable to the unit's collection of overpayments in a timely manner and preparation of reports for the State.

Human Service Finance – 5600

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$790,376	\$767,947
Service & Supplies	\$218,214	\$203,240
Total Appropriations	\$1,008,590	\$971,187

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intrafund	\$1,008,590	\$971,187
Total Revenue	\$1,008,590	\$971,187
NCC	\$0	\$0

Total Recommended Positions:

Total Positions for the above program include 13.7 full time equivalent(s) (FTE), which reflect a decrease of 2.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
3205	Account Clerk II	Vacant	2.0	\$81,160
Totals			2.0	\$81,160

Service Impact of Funding Reductions:

- The loss of two Account Clerk positions will reduce the unit's ability to collect overpayments in a timely manner and prepare reports for the State.

Human Service Finance – 5600

SUMMARY OF REVENUES

- Revenues are recommended at \$ 6,773,371, a 2.0 % (\$ 109,951) increase over fiscal year 2007-08, which is primarily due to increases in Intrafund Revenues. Specific changes by revenue accounts are noted below.
- Intergovernmental Revenue-Federal (\$ 295,330) – Reflects an increase of \$106,610 for Medi-Cal Administrative Activities revenues used to reimburse the Program's staff costs. Previously Medi-Cal Administrative Activities revenues were budgeted in Charges for Services. This change in accounts will more accurately reflect where the revenue is received.
- Charges for Services (\$ 0) – Reflects a shift in the revenue account from Charges for Services to Intergovernmental Revenue-Federal to more accurately reflect where the revenue is received.
- Intrafund Revenues (\$ 6,478,041) – Reflects a <1% (\$3,341) increase over Fiscal Year 2007-08. Funding in this account represents the reimbursement of Departmental Overhead Charges from the Human Services Departments.

Human Service Finance – 5600

HUMAN SERVICES FINANCE - 5600

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2211	Systems & Procedures Analyst II	1879	1	1	\$ 59,431
2218	Deputy Director - Human Services Finance	D	1	1	91,409
2240	Senior Systems & Procedures Analyst	2438	1	1	78,635
3080	Office Assistant III	1054	3	3	104,851
3110	Office Assistant II	946	3	3	75,575
3160	Secretary IV	1299	1	1	43,985
3205	Account Clerk II	990	21	17	521,874
3210	Accountant I	1546	6	9	417,626
3215	Accountant II	1788	7	7	384,534
3225	Accounting & Financial Division Chief	E	2	2	158,184
3227	Human Services Finance Financial Analyst	F	1	1	69,826
3235	Supervising Account Clerk I	1279	1	1	36,404
3240	Supervising Account Clerk II	1473	4	4	172,075
3245	Accounting Technician I	1254	2	2	93,601
3255	Senior Accountant	2088	4	5	346,201
3260	Account Clerk III	1113	21	21	760,644
3262	Supervising Accountant	2234	2	2	140,604
3620	Program Technician I	1252	1	1	43,539
Subtotal			82	82	\$ 3,598,998
Bilingual Skill Pay					7,800
Less Salary Savings					(179,950)
TOTAL REGULAR SALARIES					\$ 3,426,848

VACANT POSITIONS RECOMMENDED FOR DELETION (July 14, 2008)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
3205	Account Clerk II	Vacant	990	-4	162,320
Cost of Restoring Vacant Positions				-4	162,320

5/6/08

Health & Welfare Trust Fund -- 5243

Health and Welfare Trust BUDGET 5243 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Financing Uses	126,025,517	154,676,319	141,345,317	(13,331,002)	-9%
Total Appropriations	\$ 126,025,517	\$ 154,676,319	\$ 141,345,317	(13,331,002)	-9%
<u>Revenues</u>					
Intergovernment Revenues - St	79,496,650	83,147,906	82,360,474	(787,432)	-1%
Other Financing Sources	58,168,087	58,781,244	58,672,487	(108,757)	0%
Intrafund Revenue	-	-	-	-	-
Intrafund Revenue-Carryover	-	12,747,169	312,356	(12,434,813)	-98%
Total Revenues	\$ 137,664,738	\$ 154,676,319	\$ 141,345,317	(13,331,002)	-9%
<u>Net County Cost</u>	\$ (11,639,220)	\$ -	\$ -	\$ -	-100%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary					-
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Health & Welfare Trust Fund -- 5243

FUNCTION

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

Monies in the H&WTF may only be expended for purposes of providing realigned mental health, public health, indigent health care, social services, and juvenile justice programs previously funded under Assembly Bill 90.

The program budget for H&WTF is presented in three components that include: H&WTF-Social Services, H&WTF-Health, and H&WTF-Mental Health.

OVERVIEW

The FY 2008-09 Recommended Budget appropriations of \$141,345,317 reflects a 9% (\$13,331,002) decrease in appropriations and revenues from the FY 2007-08 Adopted Budget based on projected Realignment Sales Tax (ST) and VLF revenues and FY 2007-08 budgeted carryover funds. Realignment Sales Tax and VLF revenue projections for the FY 2008-09 Recommended Budget reflect decreases of 1% (\$787,432) and less than 1% (\$108,757) respectively, from the FY 2007-08 Adopted Budget. Trust Fund Carryover is budgeted at a 98% (\$12,447,169) decrease from the prior year level.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
H&WTF-Social Services	\$52,521,872	\$52,521,872	\$0	0.0
H&WTF-Health	\$50,617,102	\$50,617,102	\$0	0.0
H&WTF-Mental Health	\$38,204,699	\$38,204,699	\$0	0.0
Total:	\$141,343,673	\$141,343,673	\$0	0.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
H&WTF-Social Services	\$52,494,604	\$52,494,604	\$0	0.0
H&WTF-Health	\$50,680,928	\$50,680,928	\$0	0.0
H&WTF-Mental Health	\$38,169,785	\$38,169,785	\$0	0.0
	\$141,345,317	\$141,345,317	\$0	0.0

Health & Welfare Trust Fund -- 5243

PROGRAM BUDGETS

H&WTF-Social Services

Program Description

- Function(s) – These funds are used to support various social services programs and In-Home Supportive Services.
- Outcome(s) – Continued provision of social services and In-Home Support Services.
- Mandates & Level of Mandated Activities – Use of these funds to provide services is required by State law.
- Appropriation Detail – Appropriations have decreased 19% (\$9,919,903) from the FY 2007-08 Adopted Budget to match the reduction in revenue.
- Revenue Detail – Revenues, recommended at \$52,494,604, reflect a 19% (\$9,919,903) decrease from the FY 2007-08 Adopted Budget with reductions primarily in carryover funds (\$9,845,883).

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Other Financing Uses	\$52,521,872	\$52,494,604
Total Appropriations	\$52,521,872	\$52,494,604

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$50,425,901	\$50,425,901
Other Financing Sources	\$2,095,971	\$2,068,703
Total Revenue	\$52,521,872	\$52,494,604
NCC	\$0	\$0

H&WTF-Health

Program Description

- Function(s) – These funds are used to pay the Community Medical Center contract for indigent care and various public health programs.
- Outcome(s) – Continued provision of public health programs and indigent care.
- Mandates & Level of Mandated Activities – Use of these funds to provide services is required by State law.
- Appropriation Detail – Appropriations have decreased 6% (\$3,041,443) from the FY 2007-08 Adopted Budget to match the reduction in revenue.
- Revenue Detail – Revenues, recommended at \$50,680,928, reflect a 6% (\$3,041,443) decrease from the FY 2007-08 Adopted Budget with reductions in

Health & Welfare Trust Fund -- 5243

carryover funds (\$2,588,930), Sales Tax (\$355,728), and Vehicle License Fees (\$96,785).

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Other Financing Uses	\$50,617,102	\$50,680,928
Total Appropriations	\$50,617,102	\$50,680,928

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$9,939,438	\$9,939,438
Other Financing Sources	\$40,365,308	\$40,429,134
Intrafund	\$312,356	\$312,356
Total Revenue	\$50,617,102	\$50,680,928
NCC	\$0	\$0

H&WTF-Mental Health

Program Description

- Function(s) – These funds are used to support various mental health programs.
- Outcome(s) – Continued provision of mental health programs.
- Mandates & Level of Mandated Activities – Use of these funds to provide services is required by State law.
- Appropriation Detail – Appropriations have decreased 1% (\$369,656) to match the reduction in revenue.
- Revenue Detail – Revenues, recommended at \$38,169,785, reflect a 1% (\$369,656) decrease from the FY 2007-08 Adopted Budget with reductions primarily in Sales Tax revenues (\$356,650).

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Other Financing Uses	\$38,204,699	\$38,169,785
Total Appropriations	\$38,204,699	\$38,169,785

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$21,995,135	\$21,995,135
Other Financing Sources	\$16,209,564	\$16,174,650
Total Revenue	\$38,204,699	\$38,169,785
NCC	\$0	\$0

SUMMARY OF REVENUES

- Revenues are recommended at \$ 141,345,317, a 9.4 % (\$ 13,331,002) decrease from fiscal year 2007-08, which is primarily due to a decrease in carryover funds (\$12,434,813). Specific changes by revenue accounts are noted below.
- Intergovernment Revenues-State (\$ 82,360,474) – Sales Tax revenues are estimated at a 1% (\$787,432) decrease from the prior year budgeted level based on the estimated actual revenue for FY 2007-08. Of the total estimated Sales Tax revenues (\$79,523,474), \$47,588,901 is earmarked by law for social services programs; \$9,939,438 for health programs; \$21,995,135 for mental health programs; and \$2,837,000 to replace former County Stabilization revenues. There is no caseload growth revenue included in this budget based on the State's Proposed FY 2008-09 Budget.
- Other Financing Sources (\$ 58,672,487) – A portion of these revenues (\$11,359,752) represent payments from the General Fund, County Medical Services budget (5240), for the required County match for health services (\$10,404,113) and mental health services (\$955,639) and remain at the mandated level. The balance of these revenues is derived from Vehicle License Fees (\$47,312,735), which are estimated at less than a 1% (\$108,757) decrease from the FY 2007-08 level.
- Intrafund Revenues-Carryover (\$ 312,356) – Intrafund Revenues are estimated at a 98% (\$12,434,813) decrease from the prior year budgeted level. These revenues reflects FY 2007-08 Realignment carryover funds recommended for use in FY 2008-09 to offset operational costs in human services departmental budgets.

Compliance -- 5635

Compliance BUDGET 5635 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 205,729	\$ 297,144	\$ 299,477	\$ 2,333	1%
Services and Supplies	64,818	103,940	96,977	(6,963)	-7%
Total Appropriations	\$ 270,547	\$ 401,084	\$ 396,454	\$ (4,630)	-1%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 251,676	\$ 265,412	\$ 256,760	\$ (8,652)	-3%
Other Financing Sources	17,681	135,672	139,694	4,022	3%
Intrafund Revenue	-	-	-	-	-100%
Total Revenues	\$ 269,357	\$ 401,084	\$ 396,454	\$ (4,630)	-1%
<u>Net County Cost</u>	\$ 1,190	\$ -	\$ -	\$ -	-100%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	3	3	3	0	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

FUNCTION

The Compliance Program develops and implements policies, procedures, and practices designed to ensure compliance with the Integrity Agreement, and with Federal health care program requirements. The responsibilities include analysis of the departments' risk, performing and/or monitoring internal/external compliance audits, coordinating compliance training and education, investigating and resolving compliance issues and promoting an awareness and understanding of the positive ethical and moral practices consistent with the mission and values of the County and those required by all laws, regulations, rules or guidelines applicable to the provision and reimbursement of mental health services.

OVERVIEW

The 2008-09 Recommended Budget of \$396,454 reflects a \$4,630 decrease in both appropriations and projected revenues from the 2007-08 fiscal year. This program is fully funded with the State Managed Care Allocation, Mental Health Realignment, and Quality Improvement revenues, with no net County cost. Staffing is recommended at 3 positions, the same as the 2007-08 level. The 5% salaries and benefits savings were waived as this budget is fully funded with no net County cost.

DEPARTMENT COMMENTS

The Integrity Agreement (IA) was effective on January 6, 2005. In its first three years under the IA, the Compliance Program has provided compliance training to over 1,400 County employees and contractors; over 14,400 paid claims have been reviewed. A confidential disclosure program is in place to report any activities that may violate the Compliance Program's mission, standards, and any applicable laws, regulations, rules or guidelines. In its first three years under the IA, the Compliance Program has investigated 59 reports of non-compliance. The Compliance Program must keep abreast of changes in Federal, State and any other applicable laws, related to the provision and reimbursement of mental health services, and accordingly amend or develop County or Compliance Program policies and procedures to ensure adherence to and compliance with these laws and regulations.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Compliance Program	\$381,944	\$381,944	\$0	3.0
Total:	\$381,944	\$381,944	\$0	3.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Compliance Program	\$396,454	\$396,454	\$0	3.0
Total:	\$396,454	\$396,454	\$0	3.0

PROGRAM BUDGETS

Compliance Program

Program Description

- Function(s) – Monitor and oversee the Compliance Program and Integrity Agreement which includes: develop and implement policies, procedures, and practices designed to ensure compliance with the Integrity Agreement, and with Federal and State health care program requirements; perform and/or monitor internal/external compliance claims reviews; develop and/or coordinate compliance training and education; investigate and resolve compliance issues.
- Outcome(s) – In addition to the above mentioned activities, ensure completion of all claims reviews and reports as required under the Integrity Agreement which includes timely submission of the annual report to the Office of Inspector General.
- Mandates & Level of Mandated Activities – The Compliance Officer and Compliance Program are mandated by the Integrity Agreement with the U.S. Office of Inspector and by Title 42, Section 438.608 of the Code of Federal Regulations which addresses the federal Medicaid Managed Care regulations Program Integrity requirements requiring mental health plans to have a compliance program. Mandated activities include: developing and maintaining compliance standards and procedures, compliance training and education, communication, enforcement, internal monitoring and auditing, and prompt response and corrective action to non-compliant activities.
- Appropriation Detail – Salaries and Benefits represent a net increase of \$2,333 (1%) from FY 2007-08 compared to FY 2007-08 budgeted salary due to an increase in retirement rates. Staffing is recommended at the prior-year level of three positions. Services and Supplies reflect a \$6,963 (7%) decrease from FY 2007-08 due to a decrease in data processing costs.
- Revenue Detail -- Revenues are recommended at \$396,454, a \$4,630 decrease from the FY 2007-08 level. Intergovernmental Revenues – State reflects a 3% decrease due to reductions in the Managed Care Allocation and Quality Improvement revenues. Other Financing Sources – Mental Health Realignment reflects a 3% increase over FY 2007-08

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$279,643	\$299,477
Service & Supplies	\$102,301	\$96,977
Total Appropriations	\$381,944	\$396,454

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$242,250	\$256,760
Other Financing Sources	\$139,694	\$139,694
Total Revenue	\$381,944	\$396,454
NCC	\$0	\$0

Compliance -- 5635

Total Recommended Positions:

Total Positions for the above program include 3.0 full time equivalent(s) (FTE), which reflect an increase of 0 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 396,454, a 1.0 % (\$ 4,630) decrease from fiscal year 2007-08, which is primarily due to a reduction in available State revenues. Specific changes by revenue accounts are noted below.
 - Intergovernmental Revenues – State (\$ 256,760) -- Reflects a 3% decrease due to a reduction in the Managed Care Allocation and Quality Improvement revenues.
 - Other Financing Sources – Mental Health Realignment (\$139,694). Reflects a 3% increase in revenues to offset operational costs.

Compliance -- 5635

COMPLIANCE - 5635

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2321	Compliance Officer	E	1	1	\$ 83,676
2270	Senior Administrative Analyst	F	1	1	72,820
3080	Office Assistant III	1054	<u>1</u>	<u>1</u>	<u>35,659</u>
Subtotal			3	3	\$ 192,155
	Less Salary Savings				<u>0</u>
TOTAL REGULAR SALARIES					\$ 192,155

Sheriff – 3111

Sheriff BUDGET 3111 GENERAL FUND				
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease
<u>FISCAL SUMMARY</u>				
<u>Appropriations</u>				
Salaries and Benefits	113,748,139	120,879,675	104,260,210	(16,619,465) -14%
Services and Supplies	18,162,260	19,360,678	22,517,477	3,156,799 16%
Other Charges	25,855	27,592	351,199	323,607 1173%
General Fixed Assets	695,267	250,000	-	(250,000) -100%
Total Appropriations	\$ 132,631,522	\$ 140,517,945	\$ 127,128,886	(13,389,059) -10%
<u>Revenues</u>				
Licenses, Permits & Franchises	12,338	7,500	7,500	- 0%
Fines, Forfeitures & Penalties	648,727	231,188	231,188	- 0%
Intergovernment Revenues - State	4,431,743	4,946,995	4,946,995	- 0%
Intergovernment Rev-Federal	1,871,551	746,483	746,483	- 0%
Intergovernment Revenue-Other	129,839	114,595	114,595	- 0%
Charges For Services	27,020,747	14,095,876	15,095,876	1,000,000 7%
Miscellaneous Revenues	452,352	253,000	253,000	- 0%
Intrafund Revenue	1,910,388	998,944	998,944	- 0%
Total Revenues	\$ 36,477,686	\$ 21,394,581	\$ 22,394,581	1,000,000 5%
<u>Net County Cost</u>	\$ 96,153,836	\$ 119,123,364	\$ 104,734,305	\$(14,389,059) -12%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09*	Increase/ Decrease
Position Summary	1,178	1,070	992*	(78)
<p>* This number does not reflect a total reduction in positions required to balance the Sheriff 3111 budget.</p> <p>**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007.</p> <p>It does not include expenditures against any prior year encumbrances.</p>				

FUNCTION

The Office of the Sheriff is responsible for three primary functions, operations of jail facilities for adult offenders, court security and bailiff operations and law enforcement operations for the unincorporated areas of Fresno County.

The Sheriff's Law Enforcement responsibilities include the apprehension of criminal suspects, investigations and the gathering and preservation of evidence. The Sheriff is also mandated to serve civil court documents and fulfills or facilitates crime prevention activities. The Sheriff's Department provides community and youth services programs that afford education, professional expertise, and a law enforcement presence for communities, schools, youth and neighborhood associations.

The Sheriff's Adult Detention Division has responsibility for the operation of the Downtown Detention and Satellite jail facilities. The downtown facilities are used to detain persons awaiting court appearance and to house high security inmates sentenced to serve terms of one year or less and inmates convicted of misdemeanor crimes. The Satellite facility houses inmates who are assigned to work on labor crews at various sites within Fresno County.

This budget finances these activities and includes Sheriff revenues for inmate housing, law enforcement contract services and grant funded programs.

OVERVIEW

The FY 2008-09 Recommended Budget appropriations of \$127,128,886 reflect a 10% (\$13,389,059) decrease from the FY 2007-08 Adopted Budget, and the FY 2008-09 Recommended Budget revenues of \$22,394,581 reflect a 5% (\$1,000,000) increase over the FY 2007-08 Adopted Budget. The recommended staffing level of 992 positions, a decrease of 78 positions (vacant and medical leave of absence) from FY 2007-08, does not reflect a total reduction in positions required to balance the Sheriff's budget. As such, the Recommended Budget includes \$10,907,759 in additional salary savings to balance the budget to the Department's net County cost allocation for 2008-09.

EXECUTIVE BUDGET COMMITTEE RECOMMENDATION

Public safety is of paramount importance to the Executive Budget Committee (EBC), which is the reason the EBC concurs with the Sheriff's top priorities. In fact, the EBC's recommendation shifts funds from the human services departments to the Sheriff's Department.

Maintaining a strong patrol presence in Fresno County's neighborhoods and ensuring prisoners fulfill their sentences is absolutely essential. This is precisely why the EBC recommends the first priority of funds available to the Sheriff's department be designated for correctional officers in the jails and deputy sheriffs who patrol the streets.

To best maximize the taxpayer's dollar, every single County department, including the Sheriff's department, must reconsider the way it does business. The EBC is adamant in its resolve that savings can be gained from the Sheriff's operations by eliminating unnecessary administrative spending. Therefore, the EBC does not recommend the elimination of currently filled patrolling deputy sheriff positions in the Patrol Division or filled correctional officer positions in the Jail Division. The top priority of the EBC and recommendation to the Board of Supervisors is to allocate available dollars to the following major divisions: Patrol and Corrections.

Sheriff – 3111

In recognition of the fluidity of the budget process and the potential for additional revenues to be realized, the EBC recommends the Board commit potential revenue increases to the Sheriff. The EBC recommends the allocation of revenue sources that may be generated during the budget process with the highest priority as follows:

1. Ag Crime Task Force
2. Street Level Narcotics
3. Detective Field Services
4. MAGEC
5. Person Crimes
6. Elder Abuse
7. Internet Crimes Against Children
8. Vice/Intelligence
9. Helicopter/Air Support

The recommended allocation includes \$31.4M for 95% funding level of the patrol function and \$52M for funding Corrections at 100% with the Satellite Jail operational for the first six months of the fiscal year. The remaining allocation is available to support the other functional priorities listed above.

To the extent possible, the EBC recommends integrating administrative support from central County government operations, such as the Auditor-Controller/Treasurer-Tax Collector, Personnel, and General Services with the Sheriff's Business/Administrative operations. This will maximize dollars to support sworn personnel in the field and the jail.

As of the printing of this budget, additional funds are being sought for the Board to allocate to the Sheriff during budget hearings. Ongoing dialogue will continue between the CAO's budget staff and the Sheriff's budget staff to build the Sheriff's Support budget.

DEPARTMENT COMMENTS

The Sheriff's top priorities in partnership with the community and allied agencies are to address jail crowding, attack methamphetamine production and distribution and to aggressively fight the explosion in Ag crime and gang activity throughout the County.

At publication of this document the current Executive Budget Committee recommendation is to authorize \$105.3 million of Net County Cost, NCC, for the Office of the Sheriff. This recommendation is \$13.4 million less than this year's currently authorized Net County Cost and the recommendation does not provide funding for the \$5.5 million in transferred facilities expenses currently funded in the General Services Budget. The \$5.25 million that the Sheriff will save from the current FY07-08 budget is not included either.

The FY2008-09 budget instructions have no provision to address previously deferred expenses that may result in a crisis situation in the future. Principle among these risks is the elimination of funding for the replacement of Patrol vehicles, the absence of depreciation being set aside for the replacement of fire alarm and electronic controls in the jails, the absence of funding for Sergeants to properly supervise the satellite jail or

Sheriff – 3111

for installation of level three ballistic glass in the jail reception areas. At the current level of 1.5 deputies per 1000 residents we remain 80 deputies short of the general plan objective of 2 patrol deputies per 1000 residents.

To comply with the budget instructions, effective 7-1-08 a representative 207 Correctional Officer, Sheriff's Deputy and professional staff positions would have to be deleted from the Sheriff's Office. Also in compliance with the instructions, a total of \$2.75 million of salary savings and associated benefits expense was subtraced out of the CAO's recommended budget. Due to the requirements for Deputies, Correctional Officers and law enforcement support staff to work 7x24x365 and due to the fixed post requirements of the Federal Consent decree relative to jail crowding, the Sheriff's Office does not experience net salary savings as do typical 8 hour 5 day County departments. Realistically, the Sheriff will have to eliminate additional positions to achieve this 5% 'salary savings' required by the budget instructions. For example, the compliment of Correctional Officer shifts would have to be decreased by the equivalent of 28 Correctional Officers to achieve this amount of 'salary savings'.

The Sheriff's revenues are expected to equal those budgeted for the previous fiscal year but may decrease based upon future State and Federal funding decisions

Adoption of this Recommended budget for 2008-09 would increase the County's risk and liability in the jail and in the field and would require drastic reductions in the level of service currently provided to the citizens. Actions and consequences that the Sheriff will have to consider should the recommended budget be adopted by your Board include:

Jail:

Lack of adequate Correctional Officer staff and Supervisory staff is the current situation in the Fresno County Jails as reflected by the necessity to utilize significant amounts of overtime to fill vacant fixed post positions. Additionally, the same inadequate supervision and staff has been documented in repetitive inspection reports prepared after inspection/audits were conducted by the Corrections Standards Authority, formerly known as the Board of Corrections.

The reduction of additional Correctional Officers would require the closure of cells, housing units, floor and/or jails and the release of felony level inmates to the streets of Fresno County. No additional burden of more overtime on the remaining staff personnel is either prudent or possible.

Law Enforcement:

The further reduction of Deputy Sheriff positions increasing our current shortage of 80 Deputies represents a goal that is unrealistic and would have devastating impacts on the ability of the Sheriff's Office to provide law enforcement services for our constituents. The resulting consequences will be an across the board reduction in the level of public safety and public safety services to our community.

Current allocated staffing and service levels are needed for the Sheriff's Office to meet the law enforcement demands resulting from current crime patterns, gang-related crime, agricultural crime and methamphetamine production and distribution. Criminals pose a risk to our community. We serve to protect the lives and property of the community. In order to adapt our law enforcement programs to the changing needs of the criminal patterns and trends we will continue to need financial support.

Sheriff – 3111

Reducing Deputy Sheriff positions in order to meet the budget instructions will mean a reduction in public safety services in the County. Some examples of potential service cuts are:

Substation closures; Patrol Beats left unfilled; Longer response times; Reduced proactive patrol time; Reduced Officer Safety due to reduced availability of a back-up Deputy; Unable to respond or a modified response to lower priority traffic, animal calls; custody exchanges; civil stand-bys; Reduce Detective Units to Felony crimes only; Lower rate of cleared cases; Documenting crimes by event number only, for misdemeanor person or property crimes (statistical and insurance purposes only; no investigations); Unable to respond to emerging trends in Identity Theft, Cyber Crime, Internet Crimes; etc.; Reduced Helicopter response to priority calls; No Contracted Deputy Services for cities or events (unable to meet our own staffing levels). Reduction in criminal investigations in smaller cities county-wide

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Adult Detention	\$59,951,171	\$10,628,324	\$49,322,847	405.0
Law Enforcement	\$82,448,591	\$10,766,257	\$71,682,334	558.0
Total:	\$142,399,762	\$21,394,581	\$121,005,181	963.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Adult Detention	\$51,926,468	\$11,628,324	\$40,298,144	468.0
Law Enforcement	\$75,202,418	\$10,766,257	\$64,436,161	524.0
Total:	\$127,128,886	\$22,394,581	\$104,734,305	992.0

PROGRAM BUDGETS

Adult Detention

Program Description

- Function(s) – Average daily population of 3000+ male and female inmates per day. Housing, feeding, clothing, safeguarding and escorting to courts, clinics and hospitals, as needed.
- Outcome(s) – Laws properly enforced with civil rights properly respected.
- Mandates & Level of Mandated Activities – California Code of Regulations Title 15 in particular.

Sheriff – 3111

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$47,663,252	\$40,536,895
Service & Supplies	\$12,280,919	\$11,382,573
Other Charges	\$7,000	\$7,000
Total Appropriations	\$59,951,171	\$51,926,468

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Fines, Forfeitures, & Penalties	\$231,188	\$231,188
Intergovernment Revenues – State	\$1,724,073	\$1,724,073
Charges for Service	\$8,623,063	\$9,623,063
Miscellaneous Revenues	\$50,000	\$50,000
Total Revenue	\$10,628,324	\$11,628,324
NCC	\$49,322,847	\$40,298,144

Total Recommended Positions:

Total Positions for the above program include 468.0 full time equivalent(s) (FTE), which reflect a decrease of 35.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
4007	Assistant Sheriff	Vacant	1.0	\$199,546
4048	Correctional Officer IV	Vacant	5.0	\$579,909
4047	Correctional Officer III	Vacant	8.0	\$793,279
4046	Correctional Officer II	Vacant	1.0	\$74,106
4045	Correctional Officer I	Vacant	18.0	\$1,229,277
4150	Identification Technician	Vacant	2.0	\$109,235
Totals			35.0	\$2,985,352

Service Impact of Funding Reductions:

- Closure of cells, housing units, floors or entire jails and the release of felony level inmates to the streets of Fresno County.

Law Enforcement

Program Description

- Function(s) – Law enforcement operations including patrol, detectives, contract policing, and crime scene investigation.
- Outcome(s) – Improved security for the citizens of unincorporated Fresno County.

Sheriff – 3111

- Mandates & Level of Mandated Activities – California Constitution, Penal Code and Ca. Government Code in particular. Additional specific mandates in most if not all of California's other 27 Legal Codes.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$69,081,592	\$63,723,315
Service & Supplies	\$13,013,153	\$11,134,904
Other Charges	\$353,846	\$344,199
Total Appropriations	\$82,448,591	\$75,202,418

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Licenses, Permits, & Franchises	\$7,500	\$7,500
Intergovernment Revenues – State	\$3,222,922	\$3,222,922
Intergovernment Revenues – Federal	\$746,483	\$746,483
Intergovernment Revenues – Other	\$114,595	\$114,595
Charges for Service	\$5,472,813	\$5,472,813
Miscellaneous Revenues	\$203,000	\$203,000
Intrafund	\$998,944	\$998,944
Total Revenue	\$10,766,257	\$10,766,257
NCC	\$71,682,334	\$64,436,161

Total Recommended Positions:

Total Positions for the above program include 524.0 full time equivalent(s) (FTE), which reflect a decrease of 43.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
4055	Deputy Sheriff III	Vacant	7.0	\$873,204
4053	Deputy Sheriff II	Vacant	27.0	\$2,330,789
4185	Community Service Officer	Vacant	2.0	\$100,693
2213	Systems and Procedures Analyst I	Vacant	1.0	\$65,733
3748	IT Analyst I	Vacant	1.0	\$64,483
3080	Office Assistant III	Vacant	1.0	\$56,109
4045	Office Assistant I	Vacant	4.0	\$164,055
Totals			43.0	\$3,655,066

Sheriff – 3111

Service Impact of Funding Reductions:

- Inability to respond to the increased incidence of crime throughout the County and a reduction in our ability to respond to existing level of citizen calls for service. Citizens will experience time delays for those calls which do get a response.
- Reduction in the current level of officer safety.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 22,394,581, a 5.0 % (\$ 1,000,000) increase over fiscal year 2007-08, which is primarily due to an increase in inmate housing revenues based on prior year actuals. Specific changes by revenue accounts are noted below.
 - Licenses, Permits, and Franchises (\$ 7,500) – Estimated at the prior year level.
 - Fines, Forfeitures and Penalties (\$ 231,188) – Projected at the prior year amount.
 - Intergovernmental Revenues - State (\$ 4,946,995) – Reflects no change in funding for the CAL-METT and COPS grant programs.
 - Intergovernmental Revenues - Federal (\$ 746,483) – Revenue for Marijuana and Drug Suppression and Justice Assistance Grant are estimated to remain at the prior year level.
 - Charges for Services (\$ 15,095,876) – Projected at a \$1,000,000 increase based on inmate housing revenues in the prior year.
 - Miscellaneous Revenues (\$ 253,000) – Reflects no change from the prior year.
 - Intrafund Revenue (\$ 998,944) – Estimated at the prior year level.

PENDING FACTORS

The 2008-09 Recommended Budget includes the transfer of 48 vacant and 30 medical leave of absence vacant positions to the inactive org. However, the reduction of these 78 positions is not sufficient to balance this budget. As such, an additional \$10.9 million in salary savings is included to balance to the net County cost allocation. Following adoption of the Final 2008-09 budget, the Department will need to work with the Personnel Services Department to address necessary changes to the Salary Resolution.

Sheriff – 3111

SHERIFF (3111)

REGULAR SALARIES (RS)

BUDGETED POSITIONS

JCN	TITLE	BAND/ RANGE	CURRENT	POSITIONS		RECOMMENDED SALARIES
					Recommended*	
A0105	Sheriff	Elected	1	1	\$	149,758
4008	Undersheriff	C	1	1		132,206
4007	Assistant Sheriff	C	3	2		251,815
4075	Sheriff Captains	3544	5	5		568,935
2317	Sheriff's Administrative Services Director	D	1	1		107,475
4080	Sheriff's Lieutenant	3164	16	16		1,742,285
4085	Sheriff's Sergeant	2619	49	49		4,257,934
4059	Deputy Sheriff IV	2291	51	51		3,940,303
4055	Deputy Sheriff III	2111	203	196		13,880,227
4053	Deputy Sheriff II	1938	54	27		1,779,586
4076	Correctional Captain	3264	1	1		104,737
4074	Correctional Lieutenant	2916	7	7		652,726
4073	Correctional Sergeants	2105	36	36		2,539,427
4048	Correctional Officer IV	1953	72	67		4,473,682
4047	Correctional Officer III	1722	258	250		16,408,500
4046	Correctional Officer II	1491	40	39		2,960,146
4045	Correctional Officer I	1344	49	31		2,156,663
4124	Offender Programs Supervisor	1773	1	1		56,938
4122	Offender Programs Manager	F	1	1		71,098
1945	Social Worker I	1363	3	3		115,264
1592	Recreational Therapist II	1546	1	1		52,125
2290	Volunteer Services Coordinator	1544	1	1		49,582
4044	Inmate Supplies Coordinator	1682	1	1		56,719
5090	Laundry Supervisor - Jail	1131	1	1		38,123
5055	Janitor	862	1	1		29,098
5050	Maintenance Janitor	888	3	3		84,532
4180	Rangemaster	1910	1	1		58,385
4185	Community Service Officer	1135	32	30		1,071,019
3613	Supervising Communications Dispatcher	1934	6	6		372,641
3616	Communications Dispatcher Specialist	1625	8	8		441,107
3615	Communications Dispatcher III	1512	12	12		591,483
3612	Communications Dispatcher II	1399	2	2		83,474
3610	Communications Dispatcher I	1298	6	6		224,917
3166	Administrative Secretary - Conf	1447	1	1		45,589
3161	Secretary IV - Conf	1299	3	3		123,393
3160	Secretary IV	1299	1	1		43,811
2237	Personnel Tech I - Conf	1132	1	1		39,247
2268	Sheriff's Business Manager	E	1	1		79,975
3255	Senior Accountant	2088	3	3		194,425
2293	Staff Analyst III	2060	1	1		66,182
3240	Supervising Account Clerk II	1473	3	3		141,765
3260	Account Clerk III	1113	12	12		442,680
3243	Accountant Trainee	1396	1	1		40,565
3440	Stock Clerk II	901	1	1		28,933
5307	Automobile Mechanic	1495	3	3		144,111
5305	Helicopter Mechanic	1990	1	1		55,243
4177	Process Server	1214	6	6		245,715
4140	Forensic Services Coordinator	MGT	1	1		107,149
4153	Senior Identification Technician	1983	2	2		127,441
4155	Identification Technician IV	1742	7	7		391,562
4154	Identification Technician III	1617	4	4		207,790
4152	Identification Technician II	1398	4	4		171,143
4150	Identification Technician I	1243	6	4		143,018
4120	Supervising Criminalist	3032	1	1		97,358
4123	Criminalist Specialist	2662	4	4		337,881
4121	Criminalist II	2476	1	1		72,080
4119	Criminalist I	1853	1	1		51,419
2225	Systems & Procedures Manager	E	1	1		87,793

Sheriff – 3111

SHERIFF (3111)

REGULAR SALARIES (RS)

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>Recommended*</u>	
2212	Systems & Procedures Analyst III	MGT	2	2	139,802
2213	Systems & Procedures Analyst I	MGT	1	0	0
3752	Senior Information Technology Analyst - Sheriff	2625	2	2	168,632
3751	Information Technology Analyst IV - Sheriff	2305	3	3	218,466
3748	Information Technology Analyst I - Sheriff	1640	1	0	0
3713	Senior Network Systems Engineer	2625	1	1	84,250
3712	Network Systems Engineer IV	2305	4	4	278,422
3711	Network Systems Engineer III	1918	1	1	58,634
3710	Network Systems Engineer II	1640	1	1	50,123
3709	Network Systems Engineer I	1491	1	1	41,378
3010	Chief Office Assistant	MGT	1	1	49,718
3070	Supervising Office Assistant II	1407	5	5	234,735
3080	Office Assistant III	1054	39	38	1,322,704
3110	Office Assistant II	946	7	7	196,896
3125	Office Assistant I	842	4	0	0
Subtotal			1,070	992	\$ 65,832,942
Salary Savings (5%)					(13,654,018)
Educational Incentives (POST)					973,813
Pilot/Tactical Flight Officer					24,700
Steno Allowance					2,080
Hazardous Duty Pay					20,020
Remuneration					2,106
Auto Allowance					6,156
Lead Worker Allowance					1,300
Bilingual Skill Pay					138,200
Uniform Allowance					337,500
Holiday Pay					256,332
Labor Code 4850					861,655
TOTAL REGULAR SALARIES					\$ 54,802,785

* This number does not reflect a total reduction in positions required to balance the Sheriff 3111 budget.

<u>FROZEN POSITIONS RECOMMENDED TO TRANSFER TO INACTIVE ORG</u>					
<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
4007	Assistant Sheriff	Frozen	C	-1	199,546
4053	Deputy Sheriff II	Frozen	1938	-10	854,047
4045	Correctional Officer I	Frozen	1344	-7	442,343
Cost of Restoring Frozen Positions				-18	\$ 1,495,936

<u>VACANT POSITIONS RECOMMENDED TO TRANSFER TO INACTIVE ORG</u>					
<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
4055	Deputy Sheriff III	Vacant	2111	-7	873,204
4053	Deputy Sheriff II	Vacant	1938	-17	1,476,742
4048	Correctional Officer IV	Vacant	1953	-5	579,909
4047	Correctional Officer III	Vacant	1722	-8	793,279
4046	Correctional Officer II	Vacant	1491	-1	74,106
4045	Correctional Officer I	Vacant	1344	-11	786,934
4185	Community Service Officer	Vacant	1135	-2	100,693
2213	Systems & Procedures Analyst I	Vacant	MGT	-1	65,733
3748	IT Analyst I	Vacant	1640	-1	64,483
4150	Identification Technician I	Vacant	1243	-2	109,235
3080	Office Assistant III	Vacant	946	-1	56,109
4045	Office Assistant I	Vacant	842	-4	164,055
Cost of Restoring Positions				-60	\$ 5,144,482

Sheriff – Court Services – 3115

Sheriff-Court Services BUDGET 3115 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	-	14,384,927	14,491,701	106,774	1%
Services and Supplies	-	184,334	375,171	190,837	104%
Total Appropriations	\$ -	\$ 14,569,261	\$ 14,866,872	297,611	2%
<u>Revenues</u>					
Charges For Services	-	14,351,632	14,299,576	(52,056)	0%
Intrafund Revenue	-	-	-	-	-100%
Total Revenues	\$ -	\$ 14,351,632	\$ 14,299,576	(52,056)	0%
<u>Net County Cost</u>	\$ -	\$ 217,629	\$ 567,296	\$ 349,667	161%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	-	133	133	-	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Sheriff – Court Services – 3115

FUNCTION

The Sheriff's Court Services Unit is responsible for providing public screening and Court Security that is paid for through a contract with the Fresno County Superior Court.

OVERVIEW

The 2008-09 Recommended Budget appropriations of \$14,866,872 reflect a 2% increase over the FY 2007-08 Adopted Budget, and the FY 2008-09 Recommended Budget revenues reflect a slight decrease (\$52,056) from the FY 2007-08 Adopted Budget. Staffing is recommended at 133 positions. A 5% (\$405,409) salary savings has been used in calculating Regular Salaries in the Recommended Budget. A \$222,018 savings in combined related benefits has also been calculated in the Recommended Budget for Unemployment, Retirement, OASDI, and Health Insurance.

DEPARTMENT COMMENTS

The Sheriff provides Court Security Services pursuant to the Trial Court Funding Act of 1997, Superior Court Law Enforcement Act of 2002, the Comprehensive Court Security Plan in compliance with Senate Bill 1396 and Agreement 00-338 between the County of Fresno and the Fresno County Superior Court. Security services provided by the Sheriff to the Trial Court include all of the following:

- Bailiff functions as defined in Penal Code 830.1 and 830.6, in criminal and noncriminal actions including, but not limited to, attending courts.
- Taking charge of a jury as provided in Code of Civil Procedure 613 and 614.
- Patrolling hallways and other areas within court facilities.
- Overseeing prisoners in holding cells within court facilities.
- Escorting prisoners in holding cells within court facilities.
- Providing security screening within court facilities.
- Providing enhanced security for bench officers and court personnel as agreed on by the Court and the Sheriff.

Security services are provided for the Main Court House, the North Annex, the Family Support Courts, the Juvenile Delinquency Courts, the Juvenile Dependency Courts and the branch courts of Clovis, Coalinga, Firebaugh, Fowler, Kerman, Kingsburg, Reedley, Sanger and Selma.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Court Security	\$15,012,560	\$14,427,064	\$585,496	132.0
Total:	\$15,012,560	\$14,427,064	\$585,496	132.0

Sheriff – Court Services – 3115

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Court Security	\$14,866,872	\$14,299,576	\$567,296	133.0
Total:	\$14,866,872	\$14,299,576	\$567,296	133.0

PROGRAM BUDGETS

Court Security

Program Description

- Function(s) – Public screening, bailiff and court security.
- Outcome(s) – Court security.
- Mandates & Level of Mandated Activities – Contract services
- Appropriation Detail – An increase in Services and Supplies to reflect actual Court Security services costs.
- Revenue Detail – A slight decrease in revenues based on billable services to the Superior Court.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$14,637,389	\$14,491,701
Service & Supplies	\$375,171	\$375,171
Total Appropriations	\$15,012,560	\$14,866,872

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$14,427,064	\$14,299,576
Total Revenue	\$14,427,064	\$14,299,576
NCC	\$585,496	\$567,296

Total Recommended Positions

Total Positions for the above program include 133.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- Services are reduced if the Court's security budget is reduced.

Sheriff – Court Services – 3115

SUMMARY OF REVENUES

- Revenues are recommended at \$ 14,299,576, a 0.4 % (\$ 52,056) decrease from fiscal year 2007-08, which is primarily due to billable charges to the Superior Court. Specific changes by revenue accounts are noted below.

Sheriff – Court Services – 3115

SHERIFF - COURT SERVICES (3115)

REGULAR SALARIES (RS)

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>CURRENT</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
					<u>Recommended</u>	
4080	Sheriff's Lieutenant	3164	1	1	1	101,596
4085	Sheriff's Sergeant	2619	8	8	8	689,713
4059	Deputy Sheriff IV	2291	7	7	7	540,774
4055	Deputy Sheriff III	2111	6	6	6	423,673
4053	Deputy Sheriff II	1938	92	92	92	5,645,682
4185	Community Service Officer	1135	14	14	14	505,765
3615	Communications Dispatcher III	1512	2	2	2	97,211
3610	Communications Dispatcher I	1298	1	1	1	34,297
3260	Account Clerk III	1113	1	1	1	33,948
3080	Office Assistant III	1054	1	1	1	35,525
Subtotal			133	133	\$	8,108,183
Salary Savings (5%)						(405,409)
Educational Incentives (POST)						153,536
Bilingual Skill Pay						14,300
Uniform Allowance						62,500
TOTAL REGULAR SALARIES						\$ 7,933,110

Coroner-Public Administrator / Public Guardian – 4330

Coroner-Public Admin/Guardian BUDGET 4330 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	2,790,738	3,354,493	3,167,925	(186,568)	-6%
Services and Supplies	810,620	822,971	1,008,653	185,682	23%
Total Appropriations	\$ 3,601,359	\$ 4,177,464	\$ 4,176,578	(886)	0%
<u>Revenues</u>					
Rev From Use of Money & Prop	43,233	50,000	37,000	(13,000)	-26%
Intergovernment Revenues - St	467	1,000	-	(1,000)	-100%
Charges For Services	476,002	677,000	436,500	(240,500)	-36%
Intrafund Revenue	611,496	646,384	530,000	(116,384)	-18%
Total Revenues	\$ 1,131,198	\$ 1,374,384	\$ 1,003,500	(370,884)	-27%
<u>Net County Cost</u>	\$ 2,470,160	\$ 2,803,080	\$ 3,173,078	\$ 369,998	13%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	40	40	36	(4)	
<p>**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>					

FUNCTION

The Department is comprised of three Divisions: the Coroner - Public Administrator, the Public Guardian, and the Business Office / Administrative Support staff.

The Coroner is mandated to determine manner and cause of death; to inquire into the circumstances of unusual or unattended deaths; homicides, suicides and accidental deaths; deaths due to contagious disease; deaths in prisons or jails and state mental facilities; to identify the deceased and notify next of kin; and to act as the County burial authority in burying the indigent or abandoned dead. The Public Administrator is required to take control, protect and manage a decedent's estate that is subject to loss, injury, waste or misappropriation either when no other person or family is willing or appropriate, or when ordered to do so by the Superior Court. Public Administrator services include searching for family, making burial arrangements, identifying assets, paying creditors of the estate, and paying expenses of administration and distribution of the balance of the estate to the decedent's heirs or beneficiaries.

The Public Guardian is responsible for managing the personal and estate affairs of those determined incompetent by the Superior Court to protect individuals from fraud or undue influence and estates from loss, waste or misappropriation. The Business Office/Administrative Support staff manage the business, fiscal, personnel, and administrative support functions of the Department; develop and manage the annual Department budget; plan, implement, and coordinate special studies, analysis, and reports; and have fiduciary responsibility for the management of over \$11 million in Public Guardian, Lanterman-Petris-Short (LPS), and Public Administrator client assets.

OVERVIEW

The FY 2008-09 Recommended Budget of \$4,176,578 represents a 0.02% (\$886) decrease in appropriations as compared to the FY 2007-08 Adopted Budget. This budget provides for the increased costs of salaries and benefits as well as operations and maintenance. A 5% savings in salaries (\$102,245) plus related benefits (\$52,826) is included in the Recommended Budget. Requested staffing is for 36 positions, a total reduction of four vacant positions: three in the Coroner - Public Administrator Division and one in the Business Office / Administrative Support Division.

DEPARTMENT COMMENTS

The Department relies on Fresno County taxpayer dollars to maintain services. Any civilized society must know why its citizens are dying and should care for the incapacitated.

CORONER - PUBLIC ADMINISTRATOR DIVISION

Law enforcement is a core function of County government. The Coroner is a small, however vital, element of law enforcement but also of public health as well as the legal and insurance communities. If the Coroner is unable to perform its statutory obligations, police work is handicapped, the lives of relatives are complicated, and the criminal justice system is disrupted. The expectations of the public, the media coverage of crime scene investigations (CSI), and the complexity of forensic cases have resulted in more time and energy being spent by Deputy Coroner staff.

The Superior Court continues to rely heavily on the Public Administrator to rectify issues with decedent estate cases that have been allowed to languish by private administrators. The Court has also mandated more cases than previously.

Coroner-Public Administrator / Public Guardian – 4330

The high profile Coroner - Public Administrator Division accounted for approximately 0.48% of the adopted total net County cost in FY 2007-08. This Division has the greatest impact per dollar of any department in the County. There is not a cut in the Coroner - Public Administrator Division budget that would have any remedial solutions on the total County budget but even a small reduction would severely impact these vital services.

PUBLIC GUARDIAN DIVISION

The Public Guardian Division accounted for approximately 0.39% of the adopted total net County cost in FY 2007-08. Although this Division earns statutory and court ordered fees for its work, the revenue available has never entirely funded the positions of employees performing the work. The Superior Court continues to rely heavily on this Division to rectify issues with conservatorship cases that have been allowed to languish by private conservators. The amount of investigation required to correct the deficiencies and initiate asset recovery in these types of cases often far outweigh the estate's ability to pay earned fees. At one time, the Public Guardian office was able to request reimbursement from the State for State mandated referrals made by the Court, however this is no longer the case.

It should be noted that budget reductions that effect County Counsel office staffing would severely impact the Public Guardian's revenue stream as this is the only way to receive court appointed fees on all cases. These Court appointed fees are eventually received as income to the Public Guardian approximately 20 to 24 months after investigation of a new referral is initiated.

The Omnibus Conservatorship and Guardianship Reform Act of 2006 has led to an increase in the number of new probate conservatorship referrals and an increase in expenses for mandatory Deputy Public Guardian training and certification.

BUSINESS OFFICE / ADMINISTRATIVE SUPPORT DIVISION

The Business Office / Administrative Support staff manage the business, fiscal, personnel, and administrative support functions of the Department; develop and manage the annual Department budget; plan, implement, and coordinate special studies, analysis, and reports; and have fiduciary responsibility for the management of over \$11 million in Public Guardian, LPS, and Public Administrator client assets.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Coroner - Public Administrator	\$2,069,339	\$219,750	\$1,849,589	15.0
Public Guardian	\$1,342,639	\$683,750	\$658,889	18.0
Business Office / Administrative Support	\$887,894	\$0	\$887,894	5.0
Total:	\$4,299,872	\$903,500	\$3,396,372	38.0

Coroner-Public Administrator / Public Guardian – 4330

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Coroner - Public Administrator	\$1,946,175	\$245,550	\$1,700,625	13.0
Public Guardian	\$1,342,543	\$757,950	\$584,593	18.0
Business Office / Administrative Support	\$887,860	\$0	\$887,860	5.0
Total:	\$4,176,578	\$1,003,500	\$3,173,078	36.0

PROGRAM BUDGETS

Coroner - Public Administrator

Program Description

- Function(s) – CORONER: to determine the manner and cause of death, identify the deceased, and notify next of kin; to inquire into the circumstances of unusual or unattended deaths, homicides, suicides, and accidental deaths, deaths due to contagious disease, deaths in prisons or jails and state mental health facilities; the County burial authority in burying the indigent or abandoned dead.
- Function(s) - PUBLIC ADMINISTRATOR: to take control, protect and manage a deceased's property that is subject to loss, injury, waste or misappropriation either when no other person or family is willing or appropriate, or when ordered to do so by the Superior Court.
- Outcome(s) – Refer to proceeding "Function(s)".
- Mandates & Level of Mandated Activities – CORONER: mandated - death investigation and identification of deceased individuals whose deaths are reported to the Coroner (Government Code Section 27491); County creation/County burial services, indigent burial authority (Health and Safety Code Section 7104).
- Mandates & Level of Mandated Activities - PUBLIC ADMINISTRATOR: mandated - Probate Code Sections 7601, 7602, and 7620.
- Appropriation Detail – CORONER: Professional and Specialized Service (account 7295 in object level "Services & Supplies") is recommended at \$367,000, a 7% decrease from FY 2006-07, based on projected actual expenses for FY 2007-08 and estimated expenses for FY 2008-09. These appropriations will be utilized for Coroner toxicology testing, body transportation, radiology services, body bags, and cremations.
- Revenue Detail – CORONER: Other Charges for Current Services (account 5060 in object level "Charges for Services") is recommended at \$100,000, a 20% decrease from FY 2007-08, based on projected revenue for FY 2007-08 and estimated revenue for FY 2008-09. The source for this revenue is the Coroner body removal fee.

Coroner-Public Administrator / Public Guardian – 4330

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,648,590	\$1,525,426
Service & Supplies	\$420,749	\$420,749
Total Appropriations	\$2,069,339	\$1,946,175

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$219,750	\$245,550
Total Revenue	\$219,750	\$245,550
NCC	\$1,849,589	\$1,700,625

Total Recommended Positions:

Total Positions for the above program include 13.0 full time equivalent(s) (FTE), which reflect a decrease of 3.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
4130	Deputy Coroner I	Vacant	1.0	\$73,210
1530	Forensic Autopsy Technician	Vacant	2.0	\$114,052
Totals			3.0	\$187,262

Service Impact of Funding Reductions:

- There are currently seven Deputy Coroner positions. The service impact of deleting one Deputy Coroner position will result in the following:
- Significant increase in workload for the six remaining Deputy Coroners. Responsibilities include investigating the circumstances of death, preparing reports needed to establish cause and classification of death, collecting and preserving evidence during on-scene investigations, arranging for and assisting during the removal of the body from the place of death, and identification of the deceased if possible and notifying the next of kin.
- May have a negative impact on coverage during vacation and/or sicktime of the remaining six Deputy Coroners.
- Will create a backlog of incomplete cases.
- There are currently two Forensic Autopsy Technician positions. The service impact of deleting both Forensic Autopsy Technician positions will result in the following:
- The Pathologists will be forced to utilize extra help positions to provide 7 day-a-week coverage of the Forensic Autopsy Technician functions with backup falling to the

Coroner-Public Administrator / Public Guardian – 4330

Deputy Coroner staff. The Forensic Autopsy Technicians assist the Pathologists in the performance of the autopsies. This includes weighing organs, recording findings, photographing areas of the body designated by the pathologist, suturing the body, and cleaning the morgue. They also file specimens, maintain inventory and supplies, and log in and out all of the coroner cases and approximately an additional 1,000 bodies that are received for short term storage.

- The Pathologists will not have a permanent position available to accept overall responsibility for the critical administrative support functions of the morgue

Public Guardian

Program Description

- Function(s) – To manage the personal and estate affairs of those determined incompetent by the Court to protect individuals from fraud or undue influence and estates from loss, waste, or misappropriation.
- Outcome(s) – Refer to proceeding "Function(s)".
- Mandates & Level of Mandated Activities – PUBLIC GUARDIAN CASES: effective Jan 1, 2007, Probate Code 2920a requires the Public Guardian to apply for appointment as guardian or conservator if there is an imminent threat to the person's health or safety of the person's estate; requires the Public Guardian to apply for appointment as guardian or conservator of the person, the estate, or the person and estate, if the court so orders. LANTERMAN-PETRIS-SHORT (LPS) CASES: mandated (Board of Supervisors has assigned this County responsibility to the Public Guardian Division) - Welfare and Institutions Code Section 5351.
- Appropriation Detail – Computer Service Software (account 7309 in object level "Services & Supplies") is recommended to include \$33,000 vendor quote for planned FY 2008-09 required conversion of CompuTrust Public Guardian case management system to web based version.
- Revenue Detail – Estate Fees (account 4965 in object level "Charges for Services") is recommended at \$335,000, a 29% decrease from FY 2007-08, based on actual and anticipated revenue receipts. Intrafund Revenue (account 5990 in object level "Intrafund") is recommended at \$530,000, a 18% decrease from FY 2007-08, based on revised service agreements with the Departments of Behavioral Health and Employment & Temporary Services.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,291,544	\$1,291,448
Service & Supplies	\$51,095	\$51,095
Total Appropriations	\$1,342,639	\$1,342,543

Coroner-Public Administrator / Public Guardian – 4330

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Revenue from the Use of Money	\$37,000	\$37,000
Charges for Service	\$156,750	\$190,950
Intrafund	\$490,000	\$530,000
Total Revenue	\$683,750	\$757,950
NCC	\$658,889	\$584,593

Total Recommended Positions:

Total Positions for the above program include 18.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Business Office / Administrative Support

Program Description

- Function(s) – To manage the business, fiscal, personnel, and administrative support functions of the Department; to develop and manage the annual Department budget; to plan, implement, and coordinate special studies, analysis, and reports; and have fiduciary responsibility for the management of over \$11 million in Public Guardian, Lanterman-Petris-Short (LPS), and Public Administrator client assets.
- Outcome(s) -- Refer to proceeding "Function(s)".
- Appropriation Detail – Internal Service Fund (ISF) and central support Service & Supplies charges have not been distributed to the Coroner - Public Administrator or Public Guardian Divisions. These charges have instead been centralized in the Business Office / Administrative Support Division for budget management and monitoring throughout the 2008-09 fiscal year.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$351,085	\$351,051
Service & Supplies	\$536,809	\$536,809
Total Appropriations	\$887,894	\$887,860

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Total Revenue	\$0	\$0
NCC	\$887,894	\$887,860

Coroner-Public Administrator / Public Guardian – 4330

Total Recommended Positions:

Total Positions for the above program include 5.0 full time equivalent(s) (FTE), which reflect a decrease of 1.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
3080	Office Assistant III	Vacant	1.0	\$49,837
Totals			1.0	\$49,837

Service Impact of Funding Reductions:

- An important goal for the Department is to reduce expenditures and increase revenues. The deletion of one Office Assistant will reduce administrative support which will impact the Department's ability to achieve this goal.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 1,003,500, a 27.0 % (\$ 370,884) decrease from fiscal year 2007-08, which is primarily due to overestimated revenues in the prior year, particularly for the Public Guardian Division. For example, Estate Fees were budgeted at \$475,000 when the actual average for Fiscal Years 2004-2007 was \$378,000. During Fiscal Years 2004-2007, overall actual Departmental revenues declined by 24%. This decrease in revenues was primarily the result of a reduction in Deputy Guardian hours (due to leaves of absence by multiple staff), and associated billings and revenue income, throughout these years. In addition, Court appointed fees are received as income to the Public Guardian Division approximately 20 to 24 months after investigation of a new referral is initiated. Specific changes by revenue accounts are noted below.
 - Revenue from Use of Money and Property (\$ 37,000) – Interest (account 3380) is recommended at a 26% decrease from FY 2007-08 based on actual and anticipated revenue receipts.
 - Charges for Services (\$ 436,500) – Estate Fees (account 4965) are recommended at a 36% decrease from FY 2007-08, based on actual and anticipated revenue receipts.
 - Intrafund Revenue (\$ 530,000) – Recommended at an 18% decrease from 2007-08 based on revised service agreements with the Departments of Behavioral Health and Employment & Temporary Services.

PENDING FACTORS

The Department is in the process of reviewing and updating its Master Fee Schedule.

The Coroner is working with the Capital Projects Division of the Public Works and Planning Department, and the County Administrative Office, to finalize the schematic design for a new morgue facility. Occupancy is estimated in late 2010 or early 2011.

Coroner-Public Administrator / Public Guardian – 4330

CORONER - PUBLIC ADMINISTRATOR / PUBLIC GUARDIAN - 4330

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>REQUESTED</u>	
0087	Public Administrator-Coroner	ELECTED	1	1	\$ 113,385
1772	Deputy Public Administrator/Guardian I	1465	4	4	186,852
1773	Deputy Public Administrator/Guardian II	1617	6	6	325,957
2259	Public Guardian Division Manager	G	1	1	59,204
3074	Senior Probate Assistant	1415	1	1	45,628
3034	Eligibility Worker II	1161	3	3	117,922
3035	Eligibility Worker III	1350	3	3	133,522
3080	Office Assistant III	1054	1	0	0
3081	Office Assistant III - Confidential	1054	1	1	35,677
3620	Program Technician I	1252	2	2	77,573
3260	Account Clerk III	1113	3	3	112,999
3405	Estate Property Assistant	1124	2	2	75,762
4130	Deputy Coroner I	1645	3	2	99,815
4133	Deputy Coroner II	1808	4	4	233,218
1525	Chief Forensic Pathologist	A	1	1	185,483
1531	Forensic Pathologist	A	1	1	165,958
1530	Forensic Autopsy Technician	1242	2	0	0
2258	Public Administrator-Coroner Business Manager	F	1	1	76,172
Subtotal			40	36	\$ 2,045,127
Auto Allowance					6,156
Elected Officials Remuneration					2,106
Bilingual Skills Pay					1,300
Lead Worker Pay					2,560
Holiday Allowance					9,000
On-Call Allowance					37,000
Less 5% Salary Savings					(102,245)
TOTAL REGULAR SALARIES					\$ 2,001,004

VACANT POSITIONS RECOMMENDED FOR DELETION

(Monday, July 14, 2008)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
4130	Deputy Coroner I	Vacant	1645	-1	73,210
1530	Forensic Autopsy Technician	Vacant	1242	-2	114,052
3080	Office Assistant III	Vacant	1054	-1	49,837
Cost of Restoring Vacant Positions				-4	\$ 237,099

District Attorney – 2860

District Attorney BUDGET 2860 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	18,632,558	21,654,899	21,561,941	(92,958)	0%
Services and Supplies	3,529,331	3,537,814	3,768,766	230,952	7%
Residual Equity Transfers(Out)	42,350	-	-	-	-100%
General Fixed Assets	6,300	-	-	-	-100%
Total Appropriations	\$ 22,210,539	\$ 25,192,713	\$ 25,330,707	137,994	1%
<u>Revenues</u>					
Fines, Forfeitures & Penalties	410,650	410,650	410,650	-	0%
Intergovernment Revenues - St	760,034	548,622	469,603	(79,019)	-14%
Intergovernment Rev-Federal	420,749	77,000	-	(77,000)	-100%
Charges For Services	2,255,242	2,114,492	2,245,686	131,194	6%
Miscellaneous Revenues	365,477	111,157	125,460	14,303	13%
Other Financing Sources	738,771	-	-	-	-100%
Intrafund Revenue	415,811	620,418	435,659	(184,759)	-30%
Total Revenues	\$ 5,366,734	\$ 3,882,339	\$ 3,687,058	(195,281)	-5%
<u>Net County Cost</u>	\$ 16,843,804	\$ 21,310,374	\$ 21,643,649	\$ 333,275	2%
	Budgeted 2006 07	Current 2007 08	Recommended 2008 09	Increase/ Decrease	
Position Summary	211	207	199	(8)	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

FUNCTION

The District Attorney, pursuant to state constitutional mandate, prosecutes all felony and misdemeanor criminal violations of state and local laws on behalf of the People of the State of California; is a legal advisor and assistant to the Fresno County Grand Jury on civil and criminal matters; and reviews for filing police reports submitted by all 58 law enforcement agencies in the County of Fresno. The Office investigates, files and prosecutes criminal and civil actions involving consumer fraud and financial crimes. Furthermore, the District Attorney provides legal and investigative assistance to law enforcement agencies throughout the County of Fresno.

The District Attorney is organized into three separate budget Organizations; District Attorney Criminal Org 2860; District Attorney Grants Org 2862 and District Attorney Org 2863 Welfare Fraud/Child Abduction. The Criminal Org 2860 is responsible for the bulk of criminal prosecution and is primarily funded with General Fund revenues. The Grants Org 2862 and Org 2863 Welfare Fraud/Child Abduction focus on targeted criminal prosecutions and public aid fraud respectively, while being primarily funded with third party revenues.

The program budget for the District Attorney Budget Org 2860 is presented in seven programs for the 2008-09 Budget Process; Juvenile units; Felony Trial Teams, Homicide/MAGEC units; Sexual Assault/Domestic Violence units; Misdemeanor unit; Non-Sufficient Funds (NSF) Unit and the Administration.

OVERVIEW

The 2008-09 Recommended Budget of \$25,330,707 reflects a 2% (\$333,275) increase in net County cost over the 2007-08 Adopted Budget and the FY 2008-09 Recommended Budget revenues of \$3,687,058 reflect a 5% (\$195,281) decrease from the FY 2007-08 Adopted Budget. Staffing is recommended at 199 positions which reflects a decrease of eight positions from FY 2007-08. Salary savings of 6.5% (\$934,235) have been used in calculating Regular Salaries. A \$380,702 savings in combined, related benefits has also been calculated in the Recommended Budget for Unemployment, Retirement, OASDI, and Health Insurance.

EXECUTIVE BUDGET COMMITTEE RECOMMENDATION

The prosecution of criminals and the efficient processing of jail inmates awaiting trial is essential to public safety and thus a top priority to the Executive Budget Committee (EBC).

In alignment with its priority, the EBC made a difficult decision to recommend shifting general fund contributions from human service departments to the District Attorney's office. This recommended shift increases the allocation for the District Attorney's office by a net of just over \$2.4M. To assist in bridging the remainder of the District Attorney's gap, the EBC recommends the elimination of the Associate District Attorney position. Because public safety cannot be compromised, the EBC believes it is necessary to keep the public safety practitioner positions filled and eliminate the Associate District Attorney administrative position.

DEPARTMENT COMMENTS

The California State Constitution, Art. XI § 1, states in pertinent part as follows:

- (a) The State is divided into counties which are legal subdivisions of the State ...
- (b) The Legislature shall provide for county powers ... an elected district attorney ...

•California Government Code §26500, sets forth the duties of the District Attorney:

•The district attorney is the public prosecutor, except as otherwise provided by law.

The public prosecutor shall attend the courts, and within his or her discretion shall initiate and conduct on behalf of the people all prosecutions for public offenses.

The duty of the district attorney to prosecute violations of general law is mandatory, not discretionary. The DA has the discretion to do justice, but can not abrogate her duty to prosecute crime. The DA is accountable to all the citizens of Fresno County.

This budget is called the "Recommended Budget", however it is based upon the previous EBC mandated budgets which were called "Workload Budgets". The inaptly named "Workload Budget" fails to prioritize the safety and security of the citizens of Fresno County. It is evident that this process in its inception is designed to cut resources to general fund departments. For example, the District Attorney "workload" increased while the budget requires the D.A. to eliminate 7 positions and hold several others vacant to cover the required 5% salary savings. The "workload" budget is not the District Attorney's Requested Budget which would start at current service level and add new positions to address the increasing caseload and additional courts that we are mandated to staff. The workload of the District Attorney's Office is driven by the increase in law enforcement staffing, initiatives of the county police agencies, the existing high crime rate and the growing population of the County. The investigation and prosecution of criminal violations is a function that cannot be delayed. For these reasons, the "workload" budget fails to prioritize Public Safety for the citizens of Fresno County.

The deletion of the Chief Assistant District Attorney (Chief ADA) position from the DA's Round 4 Budget would have a serious negative impact on the efficiency and effectiveness of the operation of the District Attorney's Office. It must be noted that since becoming the Fresno County Elected DA in 2003, only one senior management position has been reinstated to the DA's staff. This position had been cut in the 2003 budget year due to a third party funding loss. Today, the position is still third party funded.

In the same time frame, the DA's Office has grown by 50 prosecutors and 21 investigators. The senior management to employee ratio is significantly less than when DA Egan took office. 64 out of 125 attorneys have been prosecutors for less than five years. Newer attorneys require greater supervision and direction as they make decisions concerning the liberty interests of our citizens.

The Chief ADA is the second in command. The designation of a second in command is simply sound management policy. The four previous Fresno County Elected DA's had a Chief ADA designated as the second in command, differentiated in terms of classification and responsibilities. The Chief ADA position is unique and essential to the daily functioning of the office in the pursuit of the Elected DA's crime fighting initiatives. The position has specific legal implications exclusive to this public law office's mandated responsibilities. The Chief ADA position was vacant briefly due to a retirement.

District Attorney – 2860

At the core of the argument against the deletion of the Chief ADA is the fact that the deletion will make the DA's Office less efficient and less effective. The Fresno County District Attorney's Office is the largest law office in the entire San Joaquin Valley. The EBC's deletion of the Chief ADA position is arbitrary, capricious and not in the best interest of the citizens of the State of California or the County of Fresno.

The annual increase in the District Attorney's caseload, the opening of new courts and budgetary constraints have stretched the prosecution, investigatory and clerical resources of the DA's Office to the breaking point. The current three Assistant DA management structure allows the DA's Office the flexibility to respond to the exigent nature of trial work, complex and dynamic nature of the justice system in general and the larger issue of crime trends within our state and county. The current management configuration allows for the necessary maneuverability of DA resources.

Eliminating the Chief ADA will hamper the ability to react to emerging crime trends. The DA's office will be left with a management team that is forced to react to each situation when it becomes a crisis. The flexibility associated with the increased span of control will be lost. The administrative and ministerial tasks will now be divided among two and not three ADA's. This will dilute the ability of the DA's Office to make decisions and personnel moves based upon a forward thinking plan. Under the recommendation of the EBC, the remaining ADA's will spend a greater percentage of each of their time on the day to day operation and less of their time on ensuring successful prosecutions of criminals.

The Chief ADA fulfills certain important legal and operational tasks. The Chief ADA is designated as the number two person in the office behind the District Attorney. This designation is a legal requirement to the authorization to intercept electronic communications (wiretaps) in the DA's absence. Only the DA or her designee can legally provide the authorization necessary to proceed with these invaluable investigative tools. (Penal Code sections 629.5, 629.56 and 629.94) The Chief ADA is also important to ensure that the Office continues to operate in the event of the DA's unavailability due to disaster, emergency or death. (Government Code section 26542)

The Chief ADA currently has a multitude of responsibilities. The Chief ADA acts as the criminal law advisor to the Fresno County Grand Jury. In that role, the Chief ADA must be accessible to answer Grand Jury questions and provides annual training to the members of the Grand Jury.

The Chief ADA oversees the handling of all personnel matters. The Chief ADA is primarily responsible for employee relations and employee discipline. Given the important and confidential nature of employee discipline matters, this responsibility must be handled at the highest level of the administration.

The Chief ADA acts as a liaison with the highest levels of local law enforcement agencies. In this role, the Chief ADA chairs the oversight committee for "COPS" funding in Fresno County.

The District Attorney of Fresno County is committed to ensuring that the Fresno DA's Office maintains active participation in committees, coalitions, victims groups and events that promote justice and strive to improve prosecutions. These activities improve the accessibility and confidence in the justice system. The Chief ADA maintains a leadership role and ensures that the elected District Attorney's presence is maintained when she has other engagements.

District Attorney – 2860

The Chief ADA is responsible for overseeing and authorizing expenditures. This includes administrative and case-related spending. The deletion of the Chief ADA would allow for less time to be spent performing this important function. In tough budget times, expenditure requests should receive more, not less, attention. Significantly less time will be available for budgeting expenditures under the latest EBC proposal.

The Chief ADA is responsible for overseeing the process of preparing the annual budget. This is a time consuming and important function. In a budget year where we are being forced to prepare multiple budgets, the elimination of the Chief ADA would paralyze the ability of the upper-management team to focus on our core function, prosecuting criminals.

In the role of second in command, the Chief ADA is responsible for overseeing the functioning of the entire office. The Bureau of Investigations Chief reports directly to the Chief ADA when the DA is unavailable.

The Chief ADA is currently overseeing the implementation of a planning and management system for the entire office. The new management system (based upon the highly successful San Diego model) is designed to increase departmental efficiency, improve communication within the office, improve communication with the public and the press, ensure that employee needs are being met, ensure that efforts are not being duplicated, and provide for a more thoughtful and complete system of budgeting for expenses. The new management system forces lower level managers to focus on budgets and expenses for the purpose of further ensuring that we are getting the maximum benefit out of the dollars we are entrusted with.

The Chief ADA participates in case decisions on high profile cases along with the other ADA's. The Chief ADA takes an active role in efforts to combat crimes which uniquely plague this community. As an example, the current Chief ADA is tracking legislation at the state level that is designed to address the scourge of metal theft in Fresno County. The Chief ADA has met with farmers groups, law enforcement officials and legislators on this topic. The Chief ADA has regular contact with the offices of state legislators who are attempting to marshal a statewide solution through the Senate and Assembly.

Currently, the two assistant District Attorneys oversee all operations not directly handled by the Chief ADA to wit: the first ADA oversees all criminal and civil litigation, crime charging, special prosecutions, special investigations, extraditions, wiretaps, immunity agreements and case conflicts referred to the Attorney General. The second ADA oversees the development and implementation of the office information systems, IT interoperability with law enforcement agencies and courts, legal affairs (including pitchess motions, contempt citations, and public records requests), training and the development and maintenance of inter-agency relationships with the courts and law enforcement. The second position requires the ADA to spend a significant amount of time and effort at the court working with the judges and attorneys to identify and correct problems that impact the efficient operation of the courts.

This is an office of 123 prosecutors, 50% of whom have less than 5 years experience and 20% have less than 2 years experience. Our prosecutors handle cases ranging from the complex and often times high profile murder case to lower level petty theft misdemeanors impacting the quality of life and business of Fresno County citizens. Our deputy district attorneys cover the six felony home courts, four misdemeanor courts, seven justice courts, two domestic violence courts, three juvenile courts, two juvenile dependency courts and a multitude of jury trials. The high volume of case submittals (53,346), the relative inexperience of our deputies, the increasing number of courts and

District Attorney – 2860

the increasing complexity of cases (e.g., DNA, gang enhancements, strike priors, multi-defendants, mental defenses), make supervision and direction absolutely necessary to ensure the safety of the public we serve and that justice is evenly dispensed.

Notwithstanding, 38% of the DA's budget is funded by reimbursable state and federal grants which are staffed by 42 deputies, ADA monitoring and oversight is critical to properly meet the programs' mandates and reporting requirements.

The elimination of the Chief ADA would require the remaining ADA's to focus more on the administration of the office and less on the administration of justice. The current structure allows the two ADA's to focus on those issues which most directly impact the ability to prosecute cases, address the concerns of victims and protect the citizens of Fresno County.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Juvenile Units	\$3,255,464	\$1,557,427	\$1,698,037	25.0
Felony Trial Teams	\$8,967,548	\$530,484	\$8,437,064	70.4
Homicide/MAGEC	\$3,367,306	\$402,295	\$2,965,011	19.0
DV-Sexual Assault	\$4,431,467	\$541,035	\$3,890,432	29.0
Misdemeanors	\$1,796,661	\$55,460	\$1,741,201	19.6
NSF Check Unit	\$790,321	\$500,903	\$289,418	9.0
Administration	\$3,035,305	\$0	\$3,035,305	21.0
Total:	\$25,644,072	\$3,587,604	\$22,056,468	193.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Juvenile Units	\$3,003,667	\$1,624,806	\$1,378,861	24.0
Felony Trial Teams	\$8,566,628	\$518,599	\$8,048,029	69.4
Homicide/MAGEC	\$3,447,699	\$387,304	\$3,060,395	21.0
DV-Sexual Assault	\$4,077,141	\$534,573	\$3,542,568	29.0
Misdemeanors	\$2,513,545	\$55,460	\$2,458,085	26.6
NSF Check Unit	\$753,830	\$566,316	\$187,514	9.0
Administration	\$2,968,197	\$0	\$2,968,197	20.0
Total:	\$25,330,707	\$3,687,058	\$21,643,649	199.0

PROGRAM BUDGETS

Juvenile Units

Program Description

- Function(s) –
- The Juvenile Delinquency Division of the District Attorney seeks to ascertain the truth regarding allegations against minors and to seek just and fair results based on the application of the provisions of the Penal Code and the Welfare and Institutions Code to the facts of each case. Protection of the Public and rehabilitation of the minor are the primary objectives and any successful outcome would encompass both of those objectives.
- The Juvenile Delinquency Division of the District Attorney is obligated by the California State Constitution and the statutory codes passed by the legislature to serve the interests of The People in the Juvenile Justice delinquency system as described by Welfare and Institutions Codes §601 and 602. This includes reviewing case submissions by juvenile probation and law enforcement agencies. The Unit also initiates and conducts all phases of juvenile court proceedings; meets with witnesses and victims on cases; prepares witnesses for court; works with victim advocates; works with law enforcement officers in order to facilitate case dispositions; prepares law enforcement officers for juvenile court adjudications; conducts evidence review in preparation for juvenile court adjudications; conducts adjudication, disposition and restitution hearings; and litigates discovery issues. As key stakeholders, staff regularly attends meetings and participates in new initiatives aimed at addressing juvenile delinquency issues.
- The primary responsibility of the Dependency Unit is to advocate for the protection, safety, physical and emotional well-being of a child involved with the Juvenile Dependency system. Children come within the jurisdiction of the Juvenile Dependency Court because they are currently being physically, sexually, or emotionally abused, neglected or exploited, or are at risk of that harm. Welfare and Institution's Code ("WIC") Section 317(c) mandates that the court shall appoint counsel for the minor unless the court finds that the child would not benefit from the appointment of counsel. The Juvenile Court appoints counsel for the child in every dependency proceeding in Fresno County. Historically, Fresno County has contracted with the Department to provide the representation for these children. The Office currently has five attorneys, three Senior D.A. Investigators and three clerical staff assigned to the Dependency Unit. The Department represents approximately 2,000 children who are involved in the Juvenile Dependency system; the case work in each instance is voluminous. Effective coordination is necessary and provided by clerical staff. The Office also relies very heavily on department investigative staff to see clients, do home evaluations and conduct investigations.
- Outcome(s) --
- The Dependency Unit strives to achieve three outcomes on behalf of clients involved in dependency proceedings: to ensure the safety and protection of the child; to ensure the preservation of the family, if it can be done safely and in a timely manner; and to provide a stable, permanent home for the child in a timely manner. Underlying these three outcomes is the fundamental goal of serving the child's best interest. When an abused or neglected child is provided with safety and protection, the child's

District Attorney – 2860

best interest is served. When a dependent child's family is preserved with the child safely remaining a member of that household, the best interest of the child is served. And when a child is provided a stable and permanent home, whether with a parent or some other caretaker, the child's best interest is served.

- Mandates & Level of Mandated Activities –
- Welfare and Institutions Code §202(d) mandates as follows:
 - Juvenile courts and other public agencies charged with enforcing, interpreting, and administering the juvenile court law shall consider the safety and protection of the public, the importance of redressing injuries to victims, and the best interests of the minor in all deliberations pursuant to this chapter. Participants in the juvenile justice system shall hold themselves accountable for its results. They shall act in conformity with a comprehensive set of objectives established to improve system performance in a vigorous and ongoing manner.
- The Dependency activity is statute driven. WIC Section 317(e) sets forth our duties and responsibilities as child advocates. The Department is charged in general with the representation of the child's best interest. To that end, the Office shall make any further investigation that is deemed in good faith to be reasonably necessary to ascertain the facts, including the interviewing of witnesses, examine and cross-examine witnesses in the adjudicatory and dispositional hearings, introduce and examine witnesses, make recommendations to the court concerning the child's welfare, and participate further in the proceedings to the degree necessary to adequately represent the child. The Department shall interview every child age four years or older to determine the child's wishes but shall not advocate for the return of the child if, to the best of the Department's knowledge, that return conflicts with the protection and safety of the child. In addition the Office is mandated to investigate the interests of the child beyond the scope of the dependency proceeding and report to the court other interests of the child that may need to be protected by the institution of other administrative or judicial proceedings. The Department is not required to assume the duties of a social worker and is not expected to perform nonlegal services for clients.
- Appropriation Detail – No significant change from prior year.
- Revenue Detail -- No significant change from prior year.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$2,793,938	\$2,581,977
Service & Supplies	\$461,526	\$421,690
Total Appropriations	\$3,255,464	\$3,003,667

District Attorney – 2860

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$12,820	\$7,436
Charges for Service	\$1,544,607	\$1,617,370
Total Revenue	\$1,557,427	\$1,624,806
NCC	\$1,698,037	\$1,378,861

Total Recommended Positions:

Total Positions for the above program include 24.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- Further reducing funding to the District Attorney's Office will result in the potential for increased crime and harm to the citizens of Fresno County.

Felony Trial Teams

Program Description

- Function(s) – The general felony trial teams prosecute all felony cases that are not prosecuted by special teams. The nature of the crimes include, but are not limited to, robbery, burglary, attempted murder, felony driving under the influence of alcohol or drugs, vehicular manslaughter, possession of concealed and or illegal weapons or ammunition, carjacking, identity theft, arson, non-sufficient fund checks, vandalism, kidnapping, forgery, theft, receiving stolen property, embezzlement, auto theft, evading law enforcement officers, possession of narcotics for personal use, sales, and transportation, sales of narcotics and assault on other citizens or law enforcement officers.
- All people who commit criminal acts in Fresno County, including Pleasant Valley State Prison inmates, Sexually Violent Predators, Mentally Disturbed Offenders and Coalinga State Hospital patients are subject to prosecution by the Fresno County District Attorney.
- The teams' responsibility begins with a law enforcement agency request for the filing of a criminal complaint. This request and accompanying investigation is reviewed by a deputy district attorney. The reviewing deputy may reject the case for filing and return it to the originating agency listing the reasons for the rejection. The filing deputy may authorize the filing of charges and direct a Senior Investigator to conduct follow up investigation. The case proceeds to arraignment where the District Attorney's office makes our first formal court appearance.
- The general felony trial team appears in court and represents the People of the State of California at ALL hearings in the felony prosecution process. The hearings include, but are not limited to, arraignment on the complaint, preliminary hearing, and various motions, including but not limited to, suppression of evidence, disclosure of confidential informants, discovery, and delay of prosecution, and competency restoration, trial confirmation, jury trial, sentencing and probation violations.

District Attorney – 2860

- In addition the general felony trial team appears at various post sentencing hearings including, but not limited to, guilty plea withdrawal, case dismissal and misdemeanor reduction motions and petitions for rehabilitation and pardon.
- Finally, the general felony trial team petitions the court to extend the commitments of mentally disordered offenders, sexually violent predators and prisoner/patients who have been found not guilty by reason of insanity who originally committed a general felony.
- Senior Investigators assigned to the Felony Trial Teams assist in the apprehension, arrest, and conviction of law violators by gathering, assembling, preserving and reporting facts and evidence. They locate and interview accused persons, witnesses, and victims; analyze and evaluate their testimony. They perform investigations of the scene of the crime and determine what evidence can be used. They may assign, review, and coordinate the work of lower level staff assigned to the Bureau of Investigations. The Senior Investigator also confers with Deputy District Attorneys and reports findings; discusses evaluations of witness and evidentiary problems. They assemble and prepare evidence for presentation in court and may appear as a witness or Chief Investigating Officer. They apply proper techniques of arrest, search and seizure in the apprehension of suspects, and the confiscation and proper storage of evidence. The Senior Investigator also appears as a witness in court and administrative proceedings. They determine whether witnesses qualify for Witness Protection Program; assist qualified witnesses in relocation. They complete requests filing of criminal and/or civil complaints based on investigations of particular cases. They also conduct surveillance investigations and investigations for the Grand Jury. The Senior Investigators also communicate and confer with city, county, state, and federal law enforcement officers. They utilize investigative experience in aiding new attorneys in case evaluation and may serve legal processes for the District Attorney's Office including search warrants. Lastly, the Senior Investigators prepare oral and written reports, correspondence, and memoranda.
- Senior Investigators on the Felony Trial Team also provide investigative services for the new attorneys on the Misdemeanor Team, conduct Officer Involved Shooting Investigations, provide specialty training for the attorney and investigative staff such as Firearms Instruction, CPR and First Aid Training, Disaster Preparedness Training, Investigative Computer Software and Applications training as well as Self-defense and Expandable Baton training. Sr. Investigators on the felony trial team conduct background investigations for District Attorney Job applicants, provide updated security background checks for ITSD personnel and are members of the Special Activities Unit (SAU). The SAU is charged with the responsibility of serving search and arrest warrants on a variety of special investigations spearheaded by this office including real estate fraud, identity theft, PC 270, public aid and NSF violations. The SAU team conducts monthly warrants sweeps on persons with outstanding warrants as listed directly above as well as outstanding DUI warrants. The SAU and Felony Team Investigators provide security and protection for witnesses and victims who have been threatened or intimidated against testifying in court in addition to conducting any number of special investigations involving suspicious death and public integrity matters.
- Outcome(s) -- The sought after result of holding people responsible for the commission of criminal acts against society varies from defendant to defendant and the facts of the crime, but can include deterrence, rehabilitation, punishment,

District Attorney – 2860

protection of the public, treatment, and collection of restitution for victims. These objectives are achieved through confinement in state prison or county jail, formal or bench probation, supervision and treatment program attendance.

- Mandates & Level of Mandated Activities -- California Government Code Section 26500 states, "the district attorney is the public prosecutor, except as otherwise provided by law. The public prosecutor shall attend the courts, and within his or her discretion shall initiate and conduct on behalf of the people all prosecutions for public offenses."
- Appropriation Detail -- No significant change from prior year.
- Revenue Detail -- No significant change from prior year.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$7,683,389	\$7,379,809
Service & Supplies	\$1,284,159	\$1,186,819
Total Appropriations	\$8,967,548	\$8,566,628

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$36,103	\$20,940
Charges for Service	\$62,000	\$62,000
Intrafund	\$432,381	\$435,659
Total Revenue	\$530,484	\$518,599
NCC	\$8,437,064	\$8,048,029

Total Recommended Positions:

Total Positions for the above program include 69.4 full time equivalent(s) (FTE), which reflect a decrease of 1.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
1760	Senior DA Investigator	Vacant	1.0	\$112,204
Totals			1.0	\$112,204

Service Impact of Funding Reductions:

- Further reducing funding to the District Attorney's Office will result in the potential for increased crime and harm to the citizens of Fresno County.

District Attorney – 2860

MAGEC/Homicide

Program Description

- Function(s) – The Homicide Unit is comprised of one Chief Deputy District Attorney, four Senior Deputy District Attorneys, two Deputy District Attorneys and three Senior Investigators dedicated to the prosecution of all murder cases occurring in Fresno County.
- The Unit's responsibility for each case begins with a request for investigative direction or legal analysis from the primary investigating agency. A Homicide Prosecutor is available 24 hours a day, seven days a week to all local law enforcement agencies for consultation, assistance or to respond to a scene, interview or briefing at the request of the primary investigating agency. The Unit's responsibility continues as the case progresses from initial investigation to evaluation for the filing of criminal charges, preparation for trial and presentation to a jury.
- Trial preparation is very labor intensive because murder cases routinely involve multiple defendants, biological evidence, prior unsolved ("cold") homicides, medical evidence, sophisticated mental defenses, complex legal issues, numerous witnesses and Special Circumstances (death penalty cases). All trial preparation is conducted by the assigned prosecutor and partnered Senior Investigator. The Homicide Unit is staffed by one secretary who is responsible for issuing subpoenas, coordinating witnesses, data entry, transcribing recorded interviews/statements, and assisting the Homicide Prosecutors and Senior Investigators.
- The Homicide Unit's responsibility to Fresno County murder cases does not end at sentencing after jury verdict. The Unit is routinely served with Habeas Writs and Post Conviction Discovery Demands arising out of post-conviction cases, many of which date back to the 1980's and 1990's. A new Homicide Prosecutor and Senior Investigator must be assigned and they must as thoroughly prepare as did the original prosecution team.
- The Homicide Unit is also responsible for independently investigating and reviewing all officer-involved shootings (OIS) and in-custody deaths occurring in Fresno County, including those at Pleasant Valley State Prison and Coalinga State Hospital (which houses all Sexually Violent Predators committed in California). A Homicide Prosecutor and three Senior Investigators maintain a rotational availability, and immediately respond to the scene of an OIS or in-custody death. The Homicide Prosecutor and Senior Investigators conduct an independent investigation of the event, including an inspection of the scene and physical evidence, and participation at the post-event interview of witnesses and involved parties. After a review of the completed investigation, the Chief Deputy issues an opinion letter analyzing the legality of the event.
- Additionally, the Homicide Unit is utilized to prosecute non-homicide cases of special importance to the citizens of Fresno County. These cases are specially assigned to the Homicide Unit by the District Attorney Administration.
- The Multi Agency Gang Enforcement Consortium was formed in 1997, by law enforcement agencies in Fresno County for the purpose of eradicating the criminal activity of criminal street gangs whose members threaten, terrorize, and commit a

District Attorney – 2860

multitude of crimes against peaceful citizens in their neighborhoods, schools and businesses.

- The Fresno County District Attorney's office has dedicated one Senior Deputy District Attorney, four Deputy District Attorneys, two Senior Investigators, a Staff Analyst and an Office Assistant to effectively and efficiently prosecute crimes committed by criminal street gang members within Fresno County.
- The Unit identifies, targets and aggressively prosecutes those validated gang members and associates who have committed a serious or violent felony.
- Because the law requires the prosecutor to prove prior crimes and that a defendant is a validated gang member of a recognized gang, extensive trial preparation is necessary. Prosecutors and Senior Investigators spend a substantial amount of time locating and working with victims and witnesses. Because of the violent nature of the defendants, most victims and witnesses are uncooperative because they themselves are gang members or fear retaliation from gang members. One Senior Investigator is tasked with overseeing all victim and witness relocations. The Staff Analyst greatly assists in communicating and gaining the cooperation of victims and witnesses.
- The Unit also works with various neighborhoods throughout Fresno County to obtain and oversee Civil Injunctions preventing gang members from congregating therein.
- In furtherance of the goal, the Unit regularly provides legal training and legal support to partner agencies.
- Outcome(s) – As was intended, the Homicide Unit provides investigative direction and legal analysis to primary investigative agencies in the initial stages of a murder investigation. When the case is formally presented for evaluation, a prosecutor thoroughly reviews the case and makes a filing determination and thereafter works closely with a Senior Investigator to prepare for and present the case to a jury. The Unit also responds to and independently investigates officer-involved shootings and in-custody deaths.
- The MAGEC Prosecution Unit identifies, targets and aggressively prosecutes those validated gang members that commit serious or violent felonies. Toward this end, the Unit devotes a great deal of resources to secure the safety and attendance of victims and witnesses at trial. The Unit has also used innovative mechanisms such as Civil Injunctions and the Witness Relocation Program to meet the unique challenges presented by prosecuting gang cases.
- Mandates & Level of Mandated Activities -- California Government Code Section 26500 states, "the district attorney is the public prosecutor, except as otherwise provided by law. The public prosecutor shall attend the courts, and within his or her discretion shall initiate and conduct on behalf of the people all prosecutions for public offenses."
- Appropriation Detail -- No significant change from prior year.
- Revenue Detail -- No significant change from prior year.

District Attorney – 2860

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$2,769,491	\$2,846,695
Service & Supplies	\$597,815	\$601,004
Total Appropriations	\$3,367,306	\$3,447,699

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$332,295	\$317,304
Miscellaneous Revenues	\$70,000	\$70,000
Total Revenue	\$402,295	\$387,304
NCC	\$2,965,011	\$3,060,395

Total Recommended Positions:

Total Positions for the above program include 21.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- Further reducing funding to the District Attorney's Office will result in the potential for increased crime and harm to the citizens of Fresno County.

Sexual Assault-Domestic Violence

Program Description

- Function(s) – The primary responsibility of the Sexual Assault/Child Abuse Unit is to prosecute all felony sexual assault cases involving adults and children victims. The team also prosecutes all felony cases relating to child physical abuse. The team's primary responsibility is prosecution, but they also provide a variety of other services that are directly related to the prosecution process such as training and development of multi-agency task forces. The team has three Senior D.A. Investigators who conduct a variety of services including follow-up investigations and victim assistance. Many of the sexual assault cases have multiple victims. The current state of the law allows the prosecutor to present evidence of previous cases involving uncharged victims. This additional investigation and trial preparation is conducted by this team. The investigators are essential in the identification and investigation of prior victims. Prosecutors and investigators spend a substantial amount of time in trial preparation working with victims, law enforcement, victim advocates and medical personnel. The District Attorney supports the local Multi Disciplinary Interview Center (MDIC). The center interviews over 300 children a year. These children are the possible victims of sexual or physical abuse. The prosecutors for the sexual assault team are present at all interviews. Interviews last

District Attorney – 2860

from one to two hours. The team is staffed with one secretary and one office assistant. They are responsible for maintaining the files, coordinating witnesses, contacting witnesses, and assisting the prosecutors and investigators in the preparation for trial.

- The Domestic Violence team's primary responsibility is the aggressive prosecution of DV cases. They also provide a variety of other services that are directly related to the prosecution process. The team is dedicated to stopping the cycle of violence. DV courts are unique because the defendants, when on probation, have monthly or period reviews (sometimes 30 or more reviews are conducted in one day) to insure that they are attending DV related classes. This requires a prosecutor to be present for all court reviews. The team is responsible for attending two dedicated courts and one added Misdemeanor Court in 2007 without an increase in staffing. The team has one senior investigator for the nine attorneys assigned to the unit. The senior investigator is responsible to conduct follow-up investigation, evidence and victim assistance. Tracking down victims is one of the primary functions of the senior investigator. Approximately 80 percent of DV victim's are uncooperative or move because of fear of retaliation. A substantial amount of investigative time is focused on finding these victims, which often requires the assistance from other prosecution DA Investigators. The Department maintains one dedicated attorney to assist rural areas of the county (all 14 cities) and has one dedicated attorney to handle the most serious (serious physical injury) DV cases.
- This team is a victim intensive unit. This means that the victims demand a lot of attention. Victims are often scared and intimidated by the predators who commit domestic violence. The victims require special assistance to insure that they will be present in court for hearings and trial. Transportation of the victim to court is a common function of the prosecution team. A large percentage of DV predators have more than one case of DV in the system thus increasing the case load. Many of the DV cases have multiple victims. The current state of the law allows the prosecutor to present evidence of prior uncharged victims. This additional investigation and trial preparation is conducted by this team. The investigator is essential in the identification and investigation of prior victims. Prosecutors and the investigator spend a substantial amount of time in trial preparation working with victims, law enforcement, victim advocates and medical personnel. These cases may also include sexual assault charges and serious bodily injury charges. The dynamics of DV cases require man hours reviewing jail phone calls. It is common for perpetrators to call the victim to intimidate or manipulate victims. This is a man-hour intensive responsibility but necessary in the aggressive prosecution of DV offenders. The team has 80 hours allotted for student professions to assist the team with jail phone calls and 911 calls and transcriptions.
- The team is staffed with one secretary and one office assistant. They are responsible for maintaining the files, coordinating witnesses, contacting witnesses, and assisting the prosecutors and investigators in the preparation for trial.
- Outcome(s) – The Sexual Assault/Child Abuse and DV teams strive to aggressively prosecute sex offenders, adults who physically or emotionally harm children and DV perpetrators. The teams participate in the emotional recovery of both adult and child victims by protecting their rights in and outside the courtroom. The victim is the center point of both of these teams. In order to be aggressive in the prosecution of sex offenders, child abusers and DV perpetrators substantial effort is focused on the victim and uncharged victims. Prosecutors and investigators are involved in securing

District Attorney – 2860

the safety of victims from retaliation and witness intimidation. To achieve the outcome of aggressive prosecution, prosecutors and investigators must maintain educational training on new areas of law pertaining to sexual assault, child abuse and domestic violence offenders. Prosecutors and investigators receive training in the areas of DNA evidence, medical sexual assault evidence, victimology, and training in the specialized area of sexual assault, child abuse and DV criminal prosecution.

- These teams have utilized student professionals to assist with review of recordings and discovery production as budget allows.
- Post Conviction - A prosecutor is present for all domestic violence review hearings to insure that the defendant is complying with the terms of probation and that he/she is not engaging in additional acts of violence with the victim.
- Mandates & Level of Mandated Activities -- California Government Code Section 26500 states, "the district attorney is the public prosecutor, except as otherwise provided by law. The public prosecutor shall attend the courts, and within his or her discretion shall initiate and conduct on behalf of the people all prosecutions for public offenses."
- Appropriation Detail -- No significant change from prior year.
- Revenue Detail -- No significant change from prior year.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$3,734,467	\$3,412,766
Service & Supplies	\$697,000	\$664,375
Total Appropriations	\$4,431,467	\$4,077,141

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Fines, Forfeitures, & Penalties	\$410,650	\$410,650
Intergovernment Revenues – State	\$130,385	\$123,923
Total Revenue	\$541,035	\$534,573
NCC	\$3,890,432	\$3,542,568

Total Recommended Positions:

Total Positions for the above program include 29.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

District Attorney – 2860

Service Impact of Funding Reductions:

- Further reducing funding to the District Attorney's Office will result in the potential for increased crime and harm to the citizens of Fresno County.

Misdemeanors

Program Description

- Function(s) – The first function of the District Attorney's Misdemeanor Team is to receive cases of alleged criminal misdemeanor violations submitted by city, county, state and federal law enforcement agencies, as well as other entities such as schools, various governmental agencies, and directly from citizens through the citizen complaint process. Second, the Misdemeanor Team makes a determination if these submitted cases can be prosecuted under the standard of proof beyond a reasonable doubt. If so, the appropriate charges are filed with the court as either a complaint or an arrest warrant. If not, the submitted case is either not filed or returned to the submitting agency with requests for further investigation/information. Due to internal staff pressures, no District Attorney Investigator resources are allocated to the unit. Once a case is filed, the function of the misdemeanor team shifts to attending and acting as an advocate in court arraignments, jury motions, various procedural and constitutional motions, court and jury trials, sentencings and violation of probation hearings. This process involves determining which witnesses and evidence to subpoena to court, talking with victims and witnesses, drafting motions and responses to motions, conducting follow-up investigation on cases through requests to the District Attorney Investigation Bureau and general litigation support for misdemeanor criminal trials and motions. Additional functions include handling misdemeanor appeals, Writs of Habeas Corpus and Coram Nobis, and motions to expunge, as well as informing Administration and the public of outcomes on cases, court rulings and new misdemeanor criminal statutes. In calendar year 2007, this unit reviewed for filing 22,358 submittals from law enforcement and prosecuted 21,295 cases.
- Outcome(s) -- The outcomes of the above functions are varied, but include punishment, deterrence, and rehabilitation. Some outcomes are punishment for the convicted defendant up to and including one year in county jail, community service, adult offender work program, electronic monitoring and monetary fines. Other outcomes include restrictions on various rights and privileges, such as forbidding the consumption of alcohol, forbidding the driving of a motor vehicle, and stay away orders with certain members of the public. Further outcomes include mandatory court orders, such as completing drug and alcohol counseling, completing and attending Anger Management Counseling, completing the Petty Theft Diversion Program, as well as other programs geared towards education and rehabilitation of the offender. Further are outcomes such as published court decisions which interpret misdemeanor codes, statutes, and criminal procedure and assist in enforcement and prosecution of misdemeanor offenses by law enforcement.
- Mandates & Level of Mandated Activities -- California Government Code Section 26500 states, "the district attorney is the public prosecutor, except as otherwise provided by law. The public prosecutor shall attend the courts, and within his or her discretion shall initiate and conduct on behalf of the people all prosecutions for public offenses."

District Attorney – 2860

- Appropriation Detail – Reduction in appropriations consistent with the reduction in 5 staff members (3 Deputy District Attorney, 1 Senior Investigator and 1 Office Assistant position).
- Revenue Detail -- No significant change from prior year.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,485,840	\$2,144,488
Service & Supplies	\$310,821	\$369,058
Total Appropriations	\$1,796,661	\$2,513,546

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Miscellaneous Revenues	\$55,460	\$55,460
Total Revenue	\$55,460	\$55,460
NCC	\$1,741,201	\$2,458,086

Total Recommended Positions:

Total Positions for the above program include 26.6 full time equivalent(s) (FTE), which reflect a decrease of 5.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
1220	Deputy District Attorney I	Vacant	3.0	\$223,695
1760	Senior DA Investigator	Vacant	1.0	\$112,204
3125	Office Assistant I	Vacant	1.0	\$45,456
Totals			5.0	\$381,355

Service Impact of Funding Reductions:

- Further reducing funding to the District Attorney's Office will result in the potential for increased crime and harm to the citizens of Fresno County.

NSF Check Unit

Program Description

- Function(s) – The Fresno County District Attorney's Office Non-Sufficient Funds (NSF) Unit was established in 1988 and will mark its 20th anniversary in operation on August 11, 2008. Since 1988, the NSF Unit has returned \$16.9 million in restitution to victims in Fresno County.
- In a typical year the NSF Unit receives 10,000 bad checks, investigates 1,400 new check writers, prosecutes 340 bad check writers, clears 460 arrest warrants on bad

District Attorney – 2860

check writers, collects \$500,000 in revenue and collects \$1,000,000 in restitution. Additionally, the services provided by the Non-Sufficient Funds Unit to the bad checks victims are rendered at no cost to the victims.

- NSF check writers are required to attend a Diversion class (\$90.00 fee) designed and operated by the NSF Unit, as a condition for diversion of prosecution for NSF checks received by the Unit. Additionally, the NSF check writers are required to pay a \$35 per check charge for each bad check received by the unit.
- The Board of Supervisors on November 8, 2005, authorized that \$72,809 of the Vehicle Licensing Fee (VLF) GAP Loan Repayment be used to support the replacement of the District Attorney's Non-Sufficient Funds Computer collection system. The NSF Unit converted to the BounceBack System July 31, 2006. The conversion resulted in the saving in excess of \$88,000 in two years due to the decreased data processing cost from the Information Technology Services Department for support of the system.
- Outcome(s) – The desired outcome is restitution to the victim of a NSF check writer and to modify the behavior of the offenders through the diversion process.
- Mandates & Level of Mandated Activities -- California Government Code Section 26500 states, "the district attorney is the public prosecutor, except as otherwise provided by law. The public prosecutor shall attend the courts, and within his or her discretion shall initiate and conduct on behalf of the people all prosecutions for public offenses."
- The District Attorney supports economic vitality of the counties businesses by collecting money lost to bad check writers and punishment for willfully prolific and dedicated thieves.
- Appropriation Detail -- No significant change from prior year.
- Revenue Detail – Revenue has increased as a result of discussions with the BounceBack organization to collect additional bad checks from local merchants for processing by the Unit.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$607,299	\$577,627
Service & Supplies	\$183,022	\$176,203
Total Appropriations	\$790,321	\$753,830

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$500,903	\$566,316
Total Revenue	\$500,903	\$566,316
NCC	\$289,418	\$187,514

District Attorney – 2860

Total Recommended Positions:

Total Positions for the above program include 9.0 full time equivalent(s) (FTE), which reflect a decrease of 1.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
1762	District Attorney Collection Assistant	Vacant	1.0	\$51,555
Totals			1.0	\$51,555

Service Impact of Funding Reductions:

- Further reducing funding to the District Attorney's Office will result in the potential for increased crime and harm to the citizens of Fresno County.

Buisness Office/Administration

Program Description

- Function(s) – The District Attorney, pursuant to state constitutional mandate, prosecutes all felony and misdemeanor criminal violations of state and local laws on behalf of the People of the State of California; is a legal advisor and assistant to the Fresno County Grand Jury on civil and criminal matters; and reviews for filing police reports submitted by all 58 law enforcement agencies in the County of Fresno. The District Attorney and the Administration provide vision and leadership in fulfilling these mandates.
- The Business Office creates and monitors the budget for the department's three separate budget organizations; coordinating, claiming and maintaining the 30 plus grant programs that provide one third of department staffing and revenues and initiating communication with the County Administrative Office as well as the Board of Supervisors for all departmental activities. Other responsibilities include: procurement of goods and services, authorizing departmental payments, personnel, coordinating travel for staff and witnesses, tracking fixed assets and facilities management of ten different locations and responding to county directives and initiatives formal or otherwise.
- Outcome(s) – Continue to perform the function of the division as outlined above.
- Mandates & Level of Mandated Activities -- California Government Code Section 26500 states, "the district attorney is the public prosecutor, except as otherwise provided by law. The public prosecutor shall attend the courts, and within his or her discretion shall initiate and conduct on behalf of the people all prosecutions for public offenses."
- Appropriation Detail -- No significant change from prior year.
- Revenue Detail -- No significant change from prior year.

District Attorney – 2860

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$2,660,651	\$2,618,580
Service & Supplies	\$374,654	\$349,618
Total Appropriations	\$3,035,305	\$2,968,198

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Total Revenue	\$0	\$0
NCC	\$3,035,305	\$0

Total Recommended Positions:

Total Positions for the above program include 20.0 full time equivalent(s) (FTE), which reflect a decrease of 1.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
0253	Associate District Attorney	Filled	1.0	\$200,000
Totals			1.0	\$200,000

Service Impact of Funding Reductions:

- Further reducing funding to the District Attorney's Office will result in the potential for increased crime and harm to the citizens of Fresno County.
- See Department Comments for impact as a result of deleting Associate District Attorney position.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 3,687,058, a 5.0 % (\$ 195,281) decrease from fiscal year 2007-08, which is primarily due to the loss of indirect revenue due to the elimination of expiring grant programs in the District Attorney Org 2862 and 2863 Orgs as well as the loss of the YODIPP program . Specific changes by revenue accounts are noted below.
 - Fines, Forfeitures, & Penalties (\$ 410,650) – Criminal Justice Temporary Construction Funds remain unchanged from the prior year.
 - Intergovernmental Revenues-State (\$ 469,603) – Reflects a 14% decrease due to a reduction in program activities for the Witness Intimidation Program and a reclassification of Post Conviction Drug Court revenues to Intrafund Revenues.
 - Intergovernmental Revenues-Federal (\$ 0) – The reduction in federal revenue is due to the loss of the Youthful Offender Driving Impaired Prosecution Program (YODIPP) during the 2007-08 fiscal year.

District Attorney – 2860

- Charges for Services (\$ 2,245,686) – Estimated to increase 6% due to the NSF Unit generating additional checks for collection and negotiated salary increases associated with the Dependency Unit personnel costs which are reimbursed from the Superior Court.
- Miscellaneous Revenues (\$ 125,460) – Reflects a 13% increase in blood alcohol testing reimbursement from the State.
- Intrafund Revenue (\$ 435,659) – Estimated at a 30% decrease due to a reduction in indirect funding from expiring grant programs.

PENDING FACTORS

The Superior Court has increased the number of Home Courts/Domestic Violence Court. The Department is mandated to staff the courts, as such the Office continues to stretch its abilities to provide adequate coverage.

The Recommended Budget does not include a proposed State budget 10% reduction to COPS funds.

There is pending NSF Legislation to increase the \$35 per check fee. Additional revenue from this proposal is not included in the Recommended Budget.

The Department is working with the Fresno Police Department on an Interface for sending case information digitally.

The Department is working with the Superior Court on an Interface with the Courts V2 system.

The Department is working on the relocation of the MAGEC unit.

District Attorney – 2860

2860 – DISTRICT ATTORNEY

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS CURRENT</u>	<u>POSITIONS RECOMMENDED</u>	<u>RECOMMENDED SALARIES</u>
0075	District Attorney	ELECTED	1	1	\$ 152,950
0253	Associate District Attorney	B	1	0	5,470
0255	Assistant District Attorney	C	2	2	262,938
1201	Complaint Resolution Specialist	G	1	1	55,804
1203	Legal Assistant III	1048	1	1	30,029
1209	Chief Deputy District Attorney	C	7	7	864,066
1210	Deputy District Attorney II	2220	12	12	797,853
1211	Deputy District Attorney III	2665	7	7	563,474
1212	Deputy District Attorney IV	3118	46	46	4,789,321
1220	Deputy District Attorney I	1736	21	18	939,203
1222	Senior Deputy District Attorney	3356	8	8	935,292
1758	Investigative Assistant	1225	3	3	112,995
1760	Senior District Attorney Investigator	2513	27	25	1,990,630
1762	District Attorney Collection Assistant	1165	5	4	150,121
1763	Supervising D. A. Collection Assistant	1346	1	1	43,392
1793	Supervising Senior DA Investigator	2990	3	3	289,233
1796	Assistant Chief of Investigations	E	1	1	102,432
1797	Chief of Investigations	D	1	1	112,749
2033	Victim-Witness Advocate	1226	1	1	39,519
2291	Staff Analyst I	1607	1	1	51,427
2293	Staff Analyst III	2060	2	2	125,675
2297	Principal Staff Analyst	E	1	1	82,858
3010	Chief Office Assistant	1547	1	1	49,863
3078	Supervising Office Assistant I	1213	2	2	81,798
3080	Office Assistant III	1054	23	23	774,449
3110	Office Assistant II	946	11	11	309,033
3125	Office Assistant I	842	2	1	28,078
3140	Secretary III	1177	5	5	194,595
3160	Secretary IV	1299	5	5	212,324
3161	Secretary IV - Conf.	1299	3	3	124,128
3260	Account Clerk III	1113	1	1	37,663
3702	IT Support Technician III	1183	1	1	38,114
Subtotal			207	199	\$ 14,347,476
Remuneration					2,106
Steno Allowance					520
Auto Allowance					6,156
POST Incentive					92,536
Educational Incentive					69,811
Bilingual Skills Pay					26,300
Less Salary Savings*					(934,235)
TOTAL REGULAR SALARIES					\$ 13,610,670

VACANT POSITIONS DELETED (7/14/08)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1220	Deputy District Attorney I	Vacant	1736	-3	\$223,695
1760	Senior District Attorney Investigator	Vacant	2513	-2	224,407
1762	District Attorney Collection Assistant	Vacant	1165	-1	51,555
3125	Office Assistant I	Vacant	842	-1	45,456
0253	Associate District Attorney	Filled	B	-1	200,000
Cost of Restoring Vacant Positions				-8	\$745,113

* Includes an additional \$193,435 in salary savings in place of the required 5% services and supplies reduction. This change is not included in the recommended budget module numbers.

District Attorney – Grants – 2862

District Attorney-Grants BUDGET 2862 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	4,091,571	6,485,791	6,636,497	150,706	2%
Services and Supplies	541,940	673,247	666,720	(6,527)	-1%
Other Charges	116,420	342,075	217,909	(124,166)	-36%
Residual Equity Transfers(Out)	-	35,000	-	(35,000)	-100%
Total Appropriations	\$ 4,749,931	\$ 7,536,113	\$ 7,521,126	(14,987)	0%
<u>Revenues</u>					
Intergovernment Revenues - St	2,316,891	3,859,863	3,015,746	(844,117)	-22%
Intergovernment Rev-Federal	242,329	823,574	428,731	(394,843)	-48%
Charges For Services	1,273,845	1,668,129	1,864,924	196,795	12%
Intrafund Revenue	876,393	537,374	1,525,998	988,624	184%
Total Revenues	\$ 4,709,458	\$ 6,888,940	\$ 6,835,399	(53,541)	-1%
<u>Net County Cost</u>	\$ 40,473	\$ 647,173	\$ 685,727	\$ 38,554	6%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	52	56	55	(1)	
<p>**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>					

District Attorney – Grants – 2862

FUNCTION

The District Attorney Grants budget funds 21 targeted vertical prosecution units for specific areas of crime. Grant appropriations are funded through various state and federal agencies and the Indian Gaming Special Distribution Fund.

OVERVIEW

The 2008-09 Recommended Budget of \$7,521,126 reflects a 0.2% decrease in appropriations from the 2007-08 Adopted Budget primarily due to the end of the grant period for the Alcohol-Related Injury Prosecution Program (ARIPP) and the Meth-Child Endangerment programs. The recommended budget also reflects a 6% increase in Net County Cost over the 2007-08 budget primarily due to the proposed 10% reduction in state funding for the Office of Emergency Services (OES) grant programs.

Grant programs funded in this budget include Meth-Child Endangerment (DEC), Project Safe Neighborhoods, Rural Crime, Career Criminal, Marijuana Suppression, Alcohol-Related Injury Prosecution Program (ARIPP), Truancy Intervention Program (TIP), Consumer Protection Unit, DMV-DUI Court, Prop 36, Multi-Agency Gang Enforcement Consortium (MAGEC), Fresno County Drug Suppression, Environmental Crime (Waste Tire), Spousal Abuser Prosecution Program (SAPP); California Multi-Jurisdictional Methamphetamine Enforcement Team (CAL-MMET), Workers' Compensation Insurance Fraud, Tribal Gaming, Automobile Insurance Fraud, Organized Automobile Fraud Activity Interdiction Program (Urban Grant), Victim Restitution and Real Estate Fraud.

Staffing is recommended at 55 positions, a reduction of one position from the prior year.

DEPARTMENT COMMENTS

The District Attorney continues to pursue all appropriate grant programs that benefit the department and citizens of Fresno County. It is important to keep in mind that while grants add desperately needed resources to the department, they require significant oversight, have limited caseloads, and lack flexibility and duration. Grants are not an appropriate long term funding source for criminal prosecution activities.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Substance Abuse Grants	\$1,264,554	\$895,142	\$369,412	11.0
Insurance Fraud Grants	\$1,852,519	\$1,852,519	\$0	12.0
Tribal Gaming	\$779,098	\$0	\$779,098	6.0
Real Estate Fraud	\$928,631	\$928,631	\$0	6.0
Criminal Grants	\$1,188,058	\$974,111	\$213,947	8.0
Environment Grants	\$335,450	\$293,550	\$41,900	2.0
Juvenile Grants	\$272,393	\$272,393	\$0	3.0
Consumer Protection Unit	\$947,511	\$947,511	\$0	7.0
Total:	\$7,568,214	\$6,163,857	\$1,404,357	55.0

District Attorney – Grants – 2862

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Substance Abuse Grants	\$1,253,603	\$882,081	\$371,522	11.0
Insurance Fraud Grants	\$1,841,195	\$1,841,195	\$0	12.0
Tribal Gaming	\$779,098	\$779,098	\$0	6.0
Real Estate Fraud	\$922,662	\$922,662	\$0	6.0
Criminal Grants	\$1,177,714	\$900,796	\$276,918	8.0
Environment Grants	\$330,837	\$293,550	\$37,287	2.0
Juvenile Grants	\$273,755	\$273,755	\$0	3.0
Consumer Protection Unit	\$942,262	\$942,262	\$0	7.0
Total:	\$7,521,126	\$6,835,399	\$685,727	55.0

PROGRAM BUDGETS

Illegal Substance and DUI Grants

Program Description

- Function(s) – The office of the District Attorney vertically prosecutes major narcotic offenders with four designated prosecutors who are funded by individual grants from both state and federal monetary sources. Law enforcement agencies submit narcotics cases to the particular deputy district attorney based on the grant criteria. The specialized narcotics prosecutor reviews the case to determine if a charge(s) can be proven beyond a reasonable doubt against the offender(s). Often times there are multiple offenders involved in one occurrence. Once the appropriate crimes are charged, that prosecutor or one of the other three narcotics prosecutors appear in court and represent the People of the State of California at all hearings in the felony narcotics prosecution process. The hearings include, but are not limited to, arraignment on the complaint, preliminary hearing, and various motions, including, but not limited to, suppression of evidence, disclosure of confidential informants, discovery, and delay of prosecution, and arraignment on the information after the defendant has been bound over to superior court, competency restoration, trial confirmation, jury trial, sentencing and probation violations. In addition the specialized narcotics prosecutors appear at various post sentencing hearings including, but not limited to, guilty plea withdrawal, case dismissal and misdemeanor reduction motions and petitions for rehabilitation and pardon. The specialized narcotics prosecutors work very closely with the various law enforcement narcotics enforcement teams throughout the County of Fresno. Additional duties include organizing and supervising wiretaps, reviewing search warrants, filing bail source disclosure motions, formulating confidential informant agreements, going into the field to observe the execution of search warrants, the seizure of assets derived from the sales of illegal narcotics and the training of law enforcement officers.
- The Methamphetamine-Child Endangerment grant deputy district attorney prosecutes crimes where there is a substantial amount of methamphetamine manufacturing and or actual methamphetamine along with children who either could be harmed or are harmed. The California Methamphetamine grant deputy district attorney prosecutes cases where at least one pound of methamphetamine or the

District Attorney – Grants – 2862

precursors to manufacture it are seized. The Mid-Level grant deputy district attorney prosecutes cases where at least one pound of any controlled substance, predominately cocaine or heroin, are seized. The Marijuana grant deputy district attorney prosecutes cases where at least five pounds of marijuana is seized. The specialized narcotics prosecutors handle cases where the perpetrators bring large amounts of money to a meeting with undercover law enforcement officers with the intention of purchasing either controlled substances or precursors.

- The Alcohol-Related Injury Prosecution Program (ARIPP) allows the District Attorney to investigate and vertically prosecute all DUI cases involving a fatality or serious injury. Additionally, the department works with local police, Sheriff and CHP to increase public awareness through community outreach. The personnel assigned to ARIPP also provide training and education to police officers, prosecutors and the community. This program is financed by the National Highway Traffic Safety Administration (NHTSA), through the Office of Traffic Safety (OTS) and funds two Deputy District Attorneys, one Senior Investigator, one Investigative Assistant and one Office Assistant position.
- The DMV repeat DUI offender pilot project includes the Probation Department, District Attorney, Public Defender and the Fresno County Superior Court and is for repeat DUI offenders who have one or two prior DUI convictions within the preceding 10 years. The offenders participating in the pilot project will be randomly assigned to the following three groups: Current condition; Basic DUI court; Enhanced DUI court.
- The Office of the District Attorney also is funded to appear in the Proposition 36 Drug Treatment Court. The assigned deputy district attorney evaluates cases to determine if a defendant is statutorily eligible to enter the drug treatment court process. In addition, the deputy district attorney appears in Proposition 36 court three days per week. The purpose is to represent the People of the State of California and make sure only the eligible and appropriate people participate. These offenders often times need to be held accountable and their rehabilitation process enhanced with short intermittent jail sentences. The assigned deputy district attorney promotes this process with the goal of assisting people to cease using controlled substances. If the defendant does not respond to the offered treatment and cease using controlled substances, the deputy district attorney encourages the court to impose greater sanctions such as state prison sentences.
- Outcome(s) – The sought after result is to provide a team of prosecutors who are experts in the area of holding major level narcotics dealers and dangerous drunk drivers accountable for their actions. Often times these offenders have the resources to hire high priced defense lawyers who also are specialists. Caseloads are kept at a manageable level so the specialized prosecutor can devote full attention to the cases. The goal is to deter and punish people for engaging in this society damaging activity.
- Mandates & Level of Mandated Activities – California Government Code Section 26500 states, “the district attorney is the public prosecutor, except as otherwise provided by law. The public prosecutor shall attend the courts, and within his or her discretion shall initiate and conduct on behalf of the people all prosecutions for public offenses.”
- Appropriation Detail – Appropriations have decreased primarily due to the ARIPP and Meth-Child Endangerment programs that will be ending during the 2008-09 Fiscal Year.

District Attorney – Grants – 2862

- Revenue Detail – No significant changes from the prior year.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,192,010	\$1,185,049
Service & Supplies	\$54,824	\$50,834
Other Charges	\$17,720	\$17,720
Total Appropriations	\$1,264,554	\$1,253,603

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – Federal	\$429,168	\$428,731
Intrafund	\$465,974	\$453,350
Total Revenue	\$895,142	\$882,081
NCC	\$369,412	\$371,522

Total Recommended Positions:

Total Positions for the above program include 11.0 full time equivalent(s) (FTE), which reflect a decrease of 1.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
1212	Deputy District Attorney I	Vacant	1.0	\$75,024
Totals			1.0	\$75,024

Service Impact of Funding Reductions:

- Further reducing funding to the District Attorney's Office will result in the potential for increased crime and harm to the citizens of Fresno County.

Insurance Fraud Grants

Program Description

- Function(s) – This program budget consists of programs funded by the Department of Insurance and provides funding to the District Attorney's Office to enhance efforts toward prosecution and incarceration of individuals involved in Workers' Compensation Insurance, Automobile Insurance, and Organized Automobile Insurance Fraud.
- The Workers' Compensation Fraud Unit in the Fresno County District Attorney's Office investigates and prosecutes all types of workers' compensation fraud. This includes applicant fraud, premium fraud, employer fraud and medical provider fraud.

District Attorney – Grants – 2862

The Department also educate employers, employees and insurance companies in the community about the elements of workers' compensation fraud.

- The Automobile Insurance Fraud Unit will investigate and prosecute all areas of automobile insurance fraud and economic auto theft. Automobile insurance fraud includes applicant fraud, insider fraud, staged collisions, legal/medical provider fraud, and fraud rings. The Department will educate the community and those involved in automobile insurance fraud as to what elements are needed to prove fraud. By continuing outreach, the Department will inform those involved in automobile insurance fraud cases on the elements needed to prove criminal fraud. This program can have a significant impact in the investigation and prosecution of automobile insurance fraud in Fresno County.
- The Fresno County Organized Automobile Insurance Fraud Unit (Urban grant) investigates and prosecutes all areas of organized automobile insurance fraud and economic auto theft. The difference between this grant and the Automobile Insurance Fraud Grant is that the Urban grant consists of prosecution of cases involving two or more defendants. The focus of the Urban grant is on organized fraud rings. These rings involve high impact cases such as applicant fraud, insider fraud and staged collisions as well as prosecuting chop shops that dispose of fraudulently “stolen” vehicles. These types of cases require a tremendous amount of investigation involving surveillance and undercover operations.
- Outcome(s) – The Department's goals are the successful prosecution of all types of workers' compensation fraud. The Department obtains restitution for the victims of the crimes and hopes the prosecutions have a deterrent effect on those who may be predisposed to commit this type of fraud. Further goals are to protect the integrity of the Workers' Compensation System, ensure coverage for eligible employees and ensure fair competition for businesses following the law by prosecuting premium fraud cases.
- The goals of the Auto grant are as follows:
 - 1. Deterrence- Informing the general public as well as the insurance community of the District Attorney's commitment to investigating, arresting and prosecuting people who defraud their automobile insurance companies will help deter individuals from committing this crime.
 - 2. Accountability- By prosecuting and obtaining convictions, the Automobile Insurance Fraud deputy district attorney will help the Court fashion sentences that hold these defendants accountable for their fraudulent actions. The goal of the program will be to obtain substantial incarceration where program convicts are not complying with probation and restitution orders.
 - 3. Restitution- Collection of restitution is an important part of this grant. It is the intention of the program to monitor restitution recovery through the victims as well as through the Fresno County Probation Department on all restitution orders obtained by the program. Where restitution is not being made, the deputy district attorney will actively seek judicial enforcement in probation violation hearings
 - 4. Continue current outreach activities, in both the public and private sector. Outreach efforts will include presentations and training to insurance companies' Special Investigation Units (SIUs) and representatives from local law enforcement agencies. The focus of this outreach will be geared towards increasing the quality of law enforcement detection and subsequent investigation of automobile insurance

District Attorney – Grants – 2862

fraud. The Automobile Insurance Fraud Unit will attempt to coordinate these outreach efforts with the California Department of Insurance, Fresno office, in order to present a united front before the community and the insurance industry. Program personnel plan to meet with SIU investigators on a regular basis giving them training or instruction on what is needed. This will be in the form of meeting with them in person, at meetings or even phone calls. Program personnel also plan to attend monthly “roundtable” meetings with local SIU personnel and members of various law enforcement agencies, such as HEAT, Fresno Police Department, Fresno Sheriff’s Department and the California Department of Insurance. The goal of this outreach is to help coordinate the efforts of the insurance industry and law enforcement agencies (e.g. California Department of Insurance (CDI), the California Highway Patrol (CHP) Investigative Services Unit, the H.E.A.T. (Help Eliminate Auto Theft) Task Force (a specialized team comprised of members of the CHP, Fresno Police Department, Fresno Sheriff’s Department, Fresno County Probation, Department of Motor Vehicles, Bureau of Automotive Repair and the National Insurance Crime Bureau) in detecting and investigating automobile insurance fraud.

- **Mandates & Level of Mandated Activities** -- Recipients of funding for enhanced investigation and prosecution of workers' compensation must submit a Request-for-Application (RFA). The RFA is issued to all district attorneys in the State of California pursuant to authority granted to the Insurance Commissioner of the State of California under the provisions of Section 1872.3 of the California Insurance Code. Under the direction of the Insurance Commissioner, the California Department of Insurance administers this grant program, and the distribution of funds for enhanced investigation and prosecution of workers' compensation insurance fraud by local district attorneys.
- California Insurance Code 1872.8 requires each insurance company doing business in California to pay an annual special purpose assessment to be determined by the commissioner, but not to exceed (\$1) annually for each vehicle insured under an insurance policy in order to fund increased investigation and prosecution of fraudulent automobile insurance claims and economic automobile theft. California Code of Regulations Title 10 § 2698.60. promulgates regulations to establish the level of annual assessment per insured vehicle in the state and to set forth the intended and allowable use of funds to be distributed to district attorneys for purposes of investigation and prosecution of automobile insurance fraud, including an application process and subsequent reporting requirements.
- **Appropriation Detail** – No significant changes from the prior year.
- **Revenue Detail** -- No significant changes from the prior year.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,593,964	\$1,583,132
Service & Supplies	\$158,223	\$157,731
Other Charges	\$100,332	\$100,332
Total Appropriations	\$1,852,519	\$1,841,195

District Attorney – Grants – 2862

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$1,852,519	\$1,841,195
Total Revenue	\$1,852,519	\$1,841,195
NCC	\$0	\$0

Total Recommended Positions:

Total Positions for the above program include 12.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- Further reducing funding to the District Attorney's Office will result in the potential for increased crime and harm to the citizens of Fresno County.

Juvenile Grants

Program Description

- Function(s) – This program budget consists of grant programs that provide valuable resources to help prevent and deter Fresno County youth from being involved in criminal activity.
- The Fresno County District Attorney's Office and the Fresno County Probation Department, along with the Fresno County Superintendent of Schools created the Truancy Intervention Program (TIP), a multi-agency program to help decrease truancy, improve attendance, increase learning opportunities and raise financial revenue for school districts throughout the County. This program funds one Deputy District Attorney, one Office Assistant and one Deputy Probation Officer position.
- Established in 2002-03 with a grant award from the United States Department of Justice, the Project Sentry program targets juveniles use and possession of guns to reduce deaths, injuries, and fear of harm associated with gun violence on the streets and in the schools. Funds are currently distributed through the Office of Emergency Services (OES) and will intensify prosecution efforts by providing one Deputy District Attorney IV position to prosecute juvenile firearm crimes.
- Outcome(s) – The TIP grant seeks to ensure that children attend school as required. Regular school attendance benefits the student, the school and all citizens of Fresno County. The TIP prosecutor seeks to ensure school attendance by holding the parents of the truant students responsible for unexcused absences from school.
- Project Sentry seeks to aggressively prosecute juveniles who commit firearms offenses. The goal is to reduce the incidence of gun violence in Fresno County.
- Mandates & Level of Mandated Activities -- California Government Code Section 26500 states, "the district attorney is the public prosecutor, except as otherwise provided by law. The public prosecutor shall attend the courts, and within his or her discretion shall initiate and conduct on behalf of the people all prosecutions for public offenses."
- Appropriation Detail – No significant changes from the prior year.

District Attorney – Grants – 2862

- Revenue Detail – No significant changes from the prior year.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$247,754	\$246,477
Service & Supplies	\$11,409	\$14,048
Other Charges	\$13,230	\$13,230
Total Appropriations	\$272,393	\$273,755

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$272,393	\$273,755
Total Revenue	\$272,393	\$273,755
NCC	\$0	\$0

Total Recommended Positions:

Total Positions for the above program include 3.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- In Fresno County, youth are especially vulnerable to the culture of violence and crime due to the severe unemployment rate and relatively large population living at or below the poverty level. The California Attorney General's 2005 statistics show Fresno County as totaling 1,811 juvenile felony arrests. Of this number, four hundred and forty seven were categorized as "violent offenses."
- Further reducing funding to the District Attorney's Office will result in the potential for increased crime and harm to the citizens of Fresno County.

Real Estate Fraud

Program Description

- Function(s) – The Real Estate Fraud (REF) Unit has been statutorily created (Govt. Code §27388) in order to focus on the prevention and investigation of real estate fraud crimes. In order to implement the legislative mandate, the REF unit has developed a process by which individual consumer complaints are received and reviewed for possible investigation. Because of the types of transactions involved, the investigation process can take 18-24 months. This process involves obtaining documents from consumers, brokers, real estate agents, lending institutions, escrow companies and financial institutions.
- The REF currently has two dedicated investigators who perform all phases of the investigation from initial receipt of the complaint to the end of the trial. Their duties include not only conducting copious interviews, but also compiling reports, drafting search warrants to obtain the necessary documentation, serving search warrants,

District Attorney – Grants – 2862

arresting defendants, reviewing documents, as well as testifying at preliminary hearings and trials.

- The REF Unit is staffed with an office assistant, who is responsible for maintaining the files, coordinating witnesses, contacting witnesses, and assisting the prosecutor and investigators in the investigation and preparation for trial. In addition, she maintains a REF Unit database, which contains information about consumer contacts with the Unit.
- The Unit also receives referrals from other law enforcement agencies, other state agencies and other counties. In an effort to educate and maintain contacts within the real estate community, the attorney speaks upon request to various community organizations. The attorney and the investigators are members of the No. Calif. Real Estate Task Force and attend other law enforcement meetings regarding real estate fraud and current trends.
- Outcome(s) -- Upon conviction, the Unit has been able to affect the return of property to original homeowners in cases of forgery, lengthy prison terms for perpetrators of multiple victim/large dollar loss cases, as well as obtaining orders of restitution.
- Post-Conviction The Unit obtains a certified copy of the Restitution Order and Abstract of Judgment to the victims in order to allow them to perfect liens against any of the defendant's property as well as allow them civil remedies to collect. In addition, the Unit maintains, collects and disburses restitution to victims.
- Mandates & Level of Mandated Activities -- To the extent possible, emphasis is to be placed on the largest number of victims and foreclosure fraud against those who residences are in danger of or in foreclosure. The statute provides for a fee to be applied to real estate documents filed with the County Recorder's Office. These funds are placed in the Real Estate Fraud Prosecution Trust Fund, to be used only in connection with criminal investigations or prosecutions involving recorded real estate documents. The statute specifically exempts the funds collected under this section from being expended to offset a reduction in any other source of funds. (Govt. Code §27388(g))
- Appropriation Detail – No significant changes from the prior year.
- Revenue Detail -- No significant changes from the prior year.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$817,692	\$811,973
Service & Supplies	\$73,266	\$73,016
Other Charges	\$37,673	\$37,673
Total Appropriations	\$928,631	\$922,662

District Attorney – Grants – 2862

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$928,631	\$922,662
Total Revenue	\$928,631	\$922,662
NCC	\$0	\$0

Total Recommended Positions:

Total Positions for the above program include 6.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Criminal Grants

Program Description

- Function(s) – The office of the District Attorney vertically prosecutes designated rural crime perpetrators. Created as part of the California State Budget Act of 1998, this program is currently funded through the Governor's Office of Emergency Services (OES). Under this program, the District Attorney's Office and Sheriff's Department Rural Investigative Unit work in partnership with agricultural and livestock industries/interests in Fresno County to reduce the losses to the rural community caused by criminal activity and vigorously prosecute all cases. The program funds two Deputy District Attorney IV and one Office Assistant positions. The Fresno County Sheriff's Department Rural Crime team submits potential rural crime violations to the specialized rural crime prosecutor who reviews the case to determine if a charge(s) can be proven beyond a reasonable doubt against the offender(s). Once the appropriate crimes are charged that prosecutor appears in court and represents the People of the State of California at all hearings in the process. The hearings include, but are not limited to, arraignment on the complaint, preliminary hearing, and various motions, including, but not limited to, suppression of evidence, disclosure of confidential informants, discovery, and delay of prosecution, and arraignment on the information after the defendant has been bound over to superior court, trial confirmation, jury trial, sentencing and probation violations.
- The Rural Crime unit prosecutes perpetrators charged with the theft of equipment, vehicles, including pickups, tractors, and all-terrain vehicles, fuel, chemicals, produce, and all sources of metal from both open fields and farm and ranch outbuildings.
- Robberies and burglaries are the emphasis of the Career Criminal program, with funding provided for two (2) Deputy District Attorneys, and one (1) Office Assistant. The Deputy District Attorneys assigned to this program obtain higher conviction rates and longer incarceration periods for those criminals that are repeat offenders. The Office Assistant provides clerical support for the prosecutors, witness coordination, grant record keeping, and acts as a liaison with Victim Services. Robberies and burglaries are still a problem in Fresno County, but continued funding of the enhanced prosecutorial efforts of this program assist in alleviating robberies and burglaries by the issuance of longer state prison sentences for career criminals.
- The Spousal Abuser Prosecution Program (SAPP) allows for the assignment of one Deputy District Attorney IV to vertically prosecute the most serious cases of

District Attorney – Grants – 2862

domestic violence. These cases include shootings, stabbings, broken bones and cases where there are extensive histories of domestic violence. Vertical prosecution is extremely effective in these cases because the attorney has the opportunity to handle the case from start to finish. It is much better for the victim in that the victim has only one attorney to communicate with regarding the case. These cases are extremely time consuming because in the majority of the cases the victim, at some stage in the proceedings, becomes uncooperative with the prosecution of the case. Without this grant the cases would be handled by the domestic violence team but not always vertically prosecuted.

- The District Attorney's Office is the lead County agency for the Multi-Agency Gang Enforcement Consortium (MAGEC). The mission of MAGEC is to eradicate criminal activity of street gangs whose members threaten, terrorize, and commit a multitude of crimes against the peaceful citizens of our community neighborhoods, schools and businesses. The members of MAGEC include every Federal, State, County and City law enforcement agency in Fresno County. During the 2007 calendar year, the MAGEC members participated in 1,068 arrests, 872 probation/parole searches, 1,446 gang field searches, confiscated 112 illegal firearms and provided assistance to other agencies on 1,845 occasions.
- The Victim Restitution Program is designed to provide for the imposition of appropriate restitution orders on convicted offenders. The restitution is used to reimburse the Victims Compensation and Government Claims Board (VCGCB) for the restitution it has paid out to victims of crime. The Victim Restitution Program is staffed by one legal assistant.
- The legal assistant monitors the case as it proceeds through prosecution toward resolution. If the case results in a conviction, the legal assistant has the responsibility to notify the prosecuting attorney, County Probation Department, and/or other appropriate County staff that the VCGCB has a claim for assistance from the victim and/or derivative victim. This notification is done in a timely manner so that the County staff can recommend a restitution order and restitution fine commensurate with the severity of the crime to the court at the time of sentencing. The legal assistant also informs the appropriate County staff of the amount of program payments made by VCGCB on the victim and/or derivative victim's behalf.
- Once the case is completed, the legal assistant is responsible for providing the VCGCB with the following case information: amount of restitution fine and order, the probation period, prison term (if applicable), the judge and court of conviction and sentencing, the court case number, and the amount of the diversion restitution fee (if the offender receives diversion). If the court does not order at least the minimum restitution fine or an amount sufficient to reimburse the VCGCB for its payments to a victim, the legal assistant obtains the reason(s) why from the court record.
- Outcome(s) -- The sought after result is to provide a team of prosecutors and law enforcement personnel who are experts in the area of holding crime perpetrators responsible for their criminal acts. Caseloads are kept at a manageable level so the specialized prosecutor can devote full attention to these perpetrators. The goal is to deter and punish people for engaging in these criminal activities.
- Mandates & Level of Mandated Activities -- California Government Code Section 26500 states, "the district attorney is the public prosecutor, except as otherwise provided by law. The public prosecutor shall attend the courts, and within his or her

District Attorney – Grants – 2862

discretion shall initiate and conduct on behalf of the people all prosecutions for public offenses.”

- Appropriation Detail – No significant change from the prior year.
- Revenue Detail -- Revenues reflect a 6% increase in NCC over the 2007-08 budget primarily due to the proposed 10% reduction in state funding for the Office of Emergency Services (OES) grant programs.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$993,688	\$982,124
Service & Supplies	\$194,370	\$195,590
Total Appropriations	\$1,188,058	\$1,177,714

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$974,111	\$900,796
Total Revenue	\$974,111	\$900,796
NCC	\$213,947	\$276,918

Total Recommended Positions:

Total Positions for the above program include 8.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- Further reducing funding to the District Attorney's Office will result in the potential for increased crime and harm to the citizens of Fresno County.

Environmental Crimes

Program Description

- Function(s) – The program allows Fresno County to conduct environmental waste tire facility inspections; investigate illegal tire disposal, storage, or stockpiling; survey tire dealers, auto dismantlers, tire haulers, and other points of waste tire generation to ensure compliance with applicable laws and regulations. The program funds two Senior District Attorney Investigator positions and is financed through the Department of Public Health Budget (5620).
- Outcome(s) – The waste tire program seeks to protect the citizens of Fresno County from the health and financial risks associated with illegal and improper tire disposal. The program identifies offenders and seeks to ensure compliance with all regulations associated with proper tire disposal.
- Mandates & Level of Mandated Activities -- California Government Code Section 26500 states, “the district attorney is the public prosecutor, except as otherwise

District Attorney – Grants – 2862

provided by law. The public prosecutor shall attend the courts, and within his or her discretion shall initiate and conduct on behalf of the people all prosecutions for public offenses.”

- Appropriation Detail – No significant changes from the prior year.
- Revenue Detail -- No significant changes from the prior year.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$294,520	\$291,971
Service & Supplies	\$40,930	\$38,866
Total Appropriations	\$335,450	\$330,837

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intrafund	\$293,550	\$293,550
Total Revenue	\$293,550	\$293,550
NCC	\$41,900	\$37,287

Total Recommended Positions:

Total Positions for the above program include 2.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Tribal Gaming Unit

Program Description

- Function(s) – The Identity Theft Unit was formed on August 14, 2007, utilizing Indian Gaming Special Distribution Funds. The unit consists of two deputy district attorneys, one senior investigator, one investigative assistant and one office assistant. The purpose of the unit is to prosecute identity theft cases with high dollar loss and/or cases that are too complicated for the general felony team to handle. Identity theft cases are very time consuming to both investigate and prosecute. These cases often involve numerous charges and require multiple search warrants in order to gain access to financial records. The unit vertically prosecutes these cases, which means one attorney handles the case from filing to sentencing. This type of prosecution is the most effective at being able to get the appropriate dispositions and sentences. Also, vertical prosecution is the most victim friendly. Identity theft victims are able to speak to and work with one deputy district attorney until their case is resolved. The unit works very closely with all the local law enforcement agencies to assist the investigators at the earliest stage possible.
- The Tribal Gaming Team consists of one deputy district attorney and one extra help investigator. The purpose of the unit is to prosecute all criminal cases having a nexus with Indian Reservations in the County of Fresno. The Unit is a vertical prosecution unit, which means one attorney handles the case from filing to

District Attorney – Grants – 2862

sentencing. This type of prosecution is the most victim friendly. Crime victims are able to speak to and work with one deputy district attorney until their case is resolved. This unit works very closely with all the local law enforcement agencies to assist the investigators at the earliest stage possible.

- Outcome(s) – The Tribal Gaming Team works with tribal police and security to provide training and information in order to increase safety and security in and around the casinos. The Tribal Gaming Team also acts as a liaison between the casinos and other law enforcement agencies to facilitate the prosecution of those who commit crimes on or near the casinos.
- The team accepts cases where resources can achieve the highest results or cases that may otherwise be pled out to misdemeanors or probation instead of felony pleas and/or prison cases.
- Identify what crimes have been committed and work with the investigators to ensure sufficient evidence is obtained to charge the crimes (sometimes requiring the Department to file over 100 counts). Too often, before this unit was created, cases were submitted and charged without all of the appropriate follow up investigation, leading to lesser pleas and shorter sentences.
- Help provide information to the victims on what they need to do to monitor credit histories and correct any information that was the result of identity theft.
- Attend trainings and meetings that help to increase staff knowledge and skills in the area of prosecuting identity theft.
- Recognize the severity of these crimes when making offers and when discussing them with the court.
- Mandates & Level of Mandated Activities -- California Government Code Section 26500 states, "the district attorney is the public prosecutor, except as otherwise provided by law. The public prosecutor shall attend the courts, and within his or her discretion shall initiate and conduct on behalf of the people all prosecutions for public offenses."
- Appropriation Detail – No significant changes from the prior year.
- Revenue Detail -- No significant changes from the prior year.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$724,687	\$720,289
Service & Supplies	\$54,411	\$58,809
Total Appropriations	\$779,098	\$779,098

District Attorney – Grants – 2862

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intrafund	\$0	\$779,098
Total Revenue	\$0	\$779,098
NCC	\$779,098	\$0

Total Recommended Positions:

Total Positions for the above program include 6.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Consumer/Environmental Protection Unit

Program Description

- Function(s) – The Unit investigates and prosecutes cases involving fraudulent, deceptive and illegal business practices that victimize Fresno County residents and law abiding businesses, threatens public safety, or endangers our local environment and natural resources. These cases largely arise from consumer complaints and referrals from state and local agencies such as the Bureau of Automotive Repair, Bureau of Electronic and Appliance Repair, the Department of Community Health, Fish & Game, Agriculture, Weights & Measures, and Air and Water Resources Boards. Consumer complaints are taken by the paralegal and routed to an attorney. Cases referred to the Unit by other agencies are evaluated by a deputy district attorney who determines whether the case should be pursued via criminal or civil prosecution. Because of the manner in which Consumer/Environmental cases are received, follow-up investigation by the Unit's investigator is often required. The Consumer & Environmental Unit attorneys are part of a statewide network of consumer and environmental prosecutors and are referral sources for issues or complaints which might be handled in other jurisdictions. Attorneys in the Unit frequently participate in joint-prosecutions with other district attorney offices and serve as representatives of the Office at various state and local community coalition meetings.
- Outcome(s) -- In its enforcement of consumer and environmental laws, the Unit obtains civil penalties, reimbursement of investigative costs and fees and obtains restitution. In furtherance of consumer and environmental protection laws, the civil penalties are used to continue protection efforts for the residents and businesses of Fresno County. In almost all civil cases, the Unit secures injunctive relief to prevent future violations. Enforcement actions of the Unit serve as a deterrent and provide community awareness of the law in order to prevent further victimization and harm. Interaction with local agencies provides education regarding the relationship between the laws that govern their purview and their enforcement by our office. In addition, cooperation with other jurisdictions allows Fresno County to benefit from statewide awards and judgments.
- Mandates & Level of Mandated Activities -- As indicated above, the Unfair Competition law provides a civil mechanism to the District Attorney's Office for enforcement of consumer and environmental laws. While Business & Professions Code Sections 17200 and 17500 mandates the assessment of civil penalties by the

District Attorney – Grants – 2862

Court, Proposition 64 further mandated that funds obtained from civil actions be used exclusively for the enforcement of consumer protection laws, which includes remuneration of personnel to effectuate the goals of the Unit. (Bus. & Prof. §§ 17206(c), 17536(c).)

- Appropriation Detail – No significant changes from the prior year.
- Revenue Detail -- No significant changes from the prior year.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$820,316	\$815,482
Service & Supplies	\$78,241	\$77,826
Other Charges	\$48,954	\$48,954
Total Appropriations	\$947,511	\$942,262

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$947,511	\$942,262
Total Revenue	\$947,511	\$942,262
NCC	\$0	\$0

Total Recommended Positions:

Total Positions for the above program include 7.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- Reducing funding for the Consumer and Environmental Protection Unit would cause a situation where Fresno County Consumers have no practical recourse against businesses who engage in unfair and/or illegal practices. It would also cause a deterioration of the competitive marketplace in Fresno County.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 6,835,399, a 1.0 % (\$ 53,541) decrease from fiscal year 2007-08, which is primarily due to the loss of funding for Project Sentry, ARIPP, and Meth-Child Endangerment. Specific changes by revenue accounts are noted below.
 - Intergovernment Revenues-State (\$ 3,015,746) – The reduction in state revenues is directly related to the loss SB621 funding for the Tribal Gaming program and the Project Sentry grant.
 - Intergovernment Revenues-Federal (\$ 428,731) – The reduction in federal revenues is directly related to the ARIPP unit ending December 31, 2008 and Meth-Child Endangerment program projected to end 4/5/09.

District Attorney – Grants – 2862

- Charges for Services (\$ 1,864,924) – The increase in charges for services is related to additional staff added to the Real Estate Fraud unit.
- Intrafund Revenue (\$ 1,525,998) – The increase in Intrafund Revenue is a result of direct funding for the Tribal Gaming program and adding the DMV-DUI Grant in 2007-08.

PENDING FACTORS

The Governor's proposed budget recommends a reduction of 10% for the funding of all the Office of Emergency Services Criminal Grants. These funding reductions are included in the 2008-09 Recommended Budget.

District Attorney – Grants – 2862

DISTRICT ATTORNEY - GRANTS - 2862

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
1202	Legal Assistant III	1446	2	2	\$ 96,597
1203	Legal Assistant I	1013	1	1	29,865
1209	Chief Deputy District Attorney	C	1	1	119,910
1220	Deputy District Attorney I	1797	1	0	-
1212	Deputy District Attorney IV	3118	25	25	2,369,711
1222	Senior Deputy District Attorney	3356	1	1	116,912
1758	Investigative Assistant	1161	2	2	51,128
1760	Senior District Attorney Investigator	2889	13	13	1,031,474
3080	Office Assistant III	998	7	7	216,681
3160	Secretary IV	1230	2	2	87,950
3621	Program Tech II	1327	1	1	47,423
Subtotal			56	55	\$ 4,167,651
Educational Incentive					62,008
Bilingual Skills Pay					9,100
TOTAL REGULAR SALARIES					\$ 4,238,759

VACANT POSITIONS DELETED (7/14/08)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1220	Deputy District Attorney I (Org 28620500)	Vacant	1736	-1	\$75,024
	Cost of Restoring Vacant Positions			-1	\$75,024

District Attorney – Welfare Fraud/Child Abduction/Special Remedies/Training – 2863

Welfare Fraud/Child Abduction BUDGET 2863 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
FISCAL SUMMARY					
<u>Appropriations</u>					
Salaries and Benefits	3,186,553	3,873,632	3,447,629	(426,003)	-11%
Services and Supplies	556,027	711,261	669,406	(41,855)	-6%
Other Charges	113,598	123,868	-	(123,868)	-100%
Total Appropriations	\$ 3,856,177	\$ 4,708,761	\$ 4,117,035	(591,726)	-13%
<u>Revenues</u>					
Rev From Use of Money & Prop	7,153	-	-	-	-100%
Intergovernment Revenues - St	650,000	4,500	4,500	-	0%
Charges For Services	29,335	13,500	13,500	-	0%
Intrafund Revenue	3,050,751	3,439,595	2,848,161	(591,434)	-17%
Total Revenues	\$ 3,737,239	\$ 3,457,595	\$ 2,866,161	(591,434)	-17%
Net County Cost	\$ 118,939	\$ 1,251,166	\$ 1,250,874	\$ (292)	0%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	42	37	31	(6)	
**The column labeled Actual 2006 07 includes expenditures against FY 2006 07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

=2

District Attorney – Welfare Fraud/Child Abduction/Special Remedies/Training – 2863

FUNCTION

This budget unit contains appropriations for the District Attorney Welfare Fraud, In-Home Supportive Services Fraud, Child Abduction, Special Remedies and Training Units. The Welfare Fraud Unit investigates and prosecutes welfare fraud and the In-Home Supportive Services Unit (IHSS) investigates and prosecutes In-Home Supportive Services Fraud. Both units work in collaboration with the Department of Employment and Temporary Assistance. The Child Abduction Unit assists law enforcement agencies, the courts, and parents in locating and recovering parentally abducted or concealed children and in the enforcement of custody decrees and visitation orders. Special Remedies investigates and prosecutes Non-Custodial Parents who fail to support their child when civil enforcement of the support obligation has been ineffective. The Training and Administration Units coordinate training and administration services for all of the staff in the above units and the Criminal Division. Special Remedies is augmented by County matching funds.

OVERVIEW

The FY 2008-09 Recommended Budget appropriations of \$4,117,035 reflect a net 13% (\$591,726) decrease from the FY 2007-08 Adopted Budget, and the FY 2008-09 Recommended Budget revenues of \$2,866,161 reflect a net 17% (\$591,434) decrease from the 2007-08 Adopted Budget. Staffing is recommended at 31 positions, which reflects a decrease of 6 positions from FY 2007-08 due to a reduction in Welfare Fraud funding. A 5% (\$51,041) salary savings has been used in calculating Regular Salaries (account 6100) in the Recommended Budget. A \$55,713 savings in combined, related benefits has also been calculated in the Recommended Budget for Unemployment, Retirement, OASDI, and Health Insurance.

DEPARTMENT COMMENTS

The District Attorney's Welfare Fraud Unit is the only County agency that investigates and prosecutes cash aid and food stamp fraud. This unit investigates theft and forgeries of welfare checks, food stamp trafficking, internal (employee) theft, child care fraud, and has established an early fraud prevention program. This highly effective program has recovered millions of dollars of stolen taxpayer money designated to support the County's neediest families. The In-Home Supportive Services Unit was created to combat the increasing amount of fraud occurring within the In-Home Supportive Services Program. Since its inception, the program has recovered thousands of dollars of taxpayer money and has the potential to recover millions. The Special Remedies Unit targets child support debtors who owe substantial amounts of money for the support of their children. This unit has recovered millions of dollars that support the children of Fresno County. The Child Abduction Unit has a dedicated staff of investigators, and support staff who work to locate and reunite custodial parents with their children.

District Attorney – Welfare Fraud/Child Abduction/Special Remedies/Training – 2863

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Welfare Fraud Unit	\$2,140,000	\$2,140,000	\$0	16.0
Child Abduction Unit	\$511,877	\$0	\$511,877	3.0
Special Remedies Unit	\$643,350	\$424,611	\$218,739	4.0
In Home Supportive Services	\$628,600	\$78,027	\$550,573	4.0
Training/Administration	\$217,025	\$217,025	\$0	4.0
Total:	\$4,140,852	\$2,859,663	\$1,281,189	31.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Welfare Fraud Unit	\$2,140,000	\$2,140,000	\$0	16.0
Child Abduction Unit	\$504,615	\$14,000	\$490,615	3.0
Special Remedies Unit	\$637,747	\$420,913	\$216,834	4.0
In Home Supportive Services	\$621,453	\$78,028	\$543,425	4.0
Training/Administration	\$213,220	\$213,220	\$0	4.0
Total:	\$4,117,035	\$2,866,161	\$1,250,874	31.0

PROGRAM BUDGETS

Welfare Fraud Unit

Program Description

- Function(s) – The Welfare Fraud Unit is composed of two main units, "On Going" and "Early Fraud. " The "On Going Unit" investigates and submits welfare fraud cases for prosecution. The office receives approximately 200 telephone calls per month by persons wanting to report welfare fraud. The "Early Fraud Unit" investigates these allegations by conducting home inspections.
- Outcome(s) – For FY 2006-07 the "On Going Unit" accomplished the following: 107 criminal cases filed, 198 convictions, and \$865,513 restitution ordered. The "Early Fraud Unit" completed 730 investigations with an estimated savings of \$3,878,694.
- Mandates & Level of Mandated Activities – Welfare and Institution Code Section 11209 provides that "Under the manual of policies and procedures, each county is obligated to establish special investigative units (SIU's) for the purpose of investigating suspected welfare fraud, particularly during intake." (MPP Section 20-007.1, 20-007.31).
- Appropriation Detail – Appropriations have decreased primarily due to the elimination of 5 investigator and 1 support staff position (\$683,690).

District Attorney – Welfare Fraud/Child Abduction/Special Remedies/Training – 2863

- Revenue Detail – The estimated revenues for the FY 2008-09 Recommended Budget have decreased from FY 2007-08. This is primarily due to a \$683,690 decrease in Intrafund Revenues that were attributable to the recovery of costs for the Welfare Fraud Unit from the Employment and Temporary Assistance Budget (5610).

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,608,815	\$1,588,634
Service & Supplies	\$531,185	\$551,366
Total Appropriations	\$2,140,000	\$2,140,000

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intrafund	\$2,140,000	\$2,140,000
Total Revenue	\$2,140,000	\$2,140,000
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 16.0 full time equivalent(s) (FTE), which reflect a decrease of 6.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
1802	DA Investigator II	Vacant	5.0	\$627,210
3110	Office Assistant II	Vacant	1.0	\$42,761
Totals			6.0	\$669,971

Service Impact of Funding Reductions:

- According to the Fresno County Employment and Temporary Assistance Program (E & TA) June 2006 Profile, our County has a total population of 895,919 of which 283,401 or 32%, are receiving some type of assistance (CalWORKS, Foster Care, Non Assistance Food Stamps, Medi Cal and General Relief). With the decline in our economy, loss of employment and homes, more citizens may be in need of public assistance in Fresno County. Therefore, it is very critical to continue to diligently investigate welfare fraud. This will insure the integrity of these programs and service those citizens who are truly in need. Reducing funding would greatly affect the Department's ability to accomplish this goal.

District Attorney – Welfare Fraud/Child Abduction/Special Remedies/Training – 2863

Child Abduction Unit

Program Description

- Function(s) – The Child Abduction Unit's (CAU) goal is the protection of the rights of children and their parents or guardian. The CAU investigators evaluate every complaint to determine the appropriate course of action to be taken. CAU must adhere to local law rules of Family Court, the Penal Code laws pertaining to abduction, the interstate pact, and the international treaty regarding the lawful return of a child removed from this country.
- Outcome(s) – During the 2006-07 fiscal year CAU had a staff of four investigators, one Deputy District Attorney, and one clerical staff and handled the following: Public inquiries 622, Hard Cases Opened 80, Hard Cases Closed, Abductions 23, and Concealments 43. Of these cases, 1,050 children were involved and 777 children were returned to their families.
- Mandates & Level of Mandated Activities – The District Attorney's Office is mandated by state law (SB90) to take all necessary action to locate a child and procure compliance with a court order by civil or criminal proceedings.
- Appropriation Detail – Appropriations have increased primarily due to negotiated salary and benefit cost increases.
- Revenue Detail – The estimated revenues for the FY 2008-09 remain unchanged from FY 2007-08. This is due to the delay in receiving the SB90 State Mandate reimbursement payments.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$372,771	\$368,971
Service & Supplies	\$139,106	\$135,644
Total Appropriations	\$511,877	\$504,615

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Total Revenue	\$0	\$0
NCC	\$511,877	\$504,615

Total Recommended Positions

Total Positions for the above program include 3.0 full time equivalent(s) (FTE), which reflect an increase of 0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- While abductions occur in a number of different ways, the child is always at risk and often suffers the consequences of physical abuse and emotional trauma. Abductions can lead to volatile and violent situations. Department staff has seen numerous incidents throughout the country where custody disputes have resulted in injury and

District Attorney – Welfare Fraud/Child Abduction/Special Remedies/Training – 2863

even death of the child, parent or law enforcement officer. The liability issue in the event of a child becoming injured or killed rests on the ability of the CAU to operate at a fully functioning level. This liability is covered by the Statutory Standard for Federal Liability; 42 USC Sub Section 1983. The District Attorney's Office handles hundreds of cases per year and if any one case is not given the proper attention the results could be devastating for the abducted child and the financial claim against the County of Fresno.

Special Remedies Unit

Program Description

- Function(s) – The Special Remedies Unit is charged with the criminal prosecution of Non-Custodial Parents for the abandonment of their children. The unit prosecutes defendant's who willfully omit, without lawful excuse, to provide necessary food, clothing, shelter, or medical or other remedial care for their child.
- Outcome(s) – Prosecutors and investigators with the Special Remedies Unit develop expertise in the requirements of prosecuting those who willfully violate child support orders. The Unit seeks to ensure that those who are required to pay child support in fact make their payments. This benefits the children in whose favor the support orders are made and the taxpayers who might otherwise be required to support the children affected. Punishment for violators is also sought by the Unit.
- The Special Remedies unit consists of two Deputy District Attorneys and two Investigators. Each month, the unit handles approximately 300 criminal cases. Of these, about 15% are felony cases. As of October 2007, this unit developed a new formal charging criteria. This change has resulted in decreasing the number of cases submitted for filing and increasing the severity of sentences and the amount of payments collected. The unit also worked with the courts in improving the handling of felony cases. This change has resulted in defendants now seeking new ways to support their children (and thus avoid jail) and quicker resolutions with jail time or significant time on the Adult Offender Work Program. The improved efficiency of this unit has enabled the District Attorney's Office to fight harder and thus get better results for the community.
- Mandates & Level of Mandated Activities – This unit prosecutes under the guidelines of Penal Code section 270.
- Appropriation Detail – Appropriations have increased primarily due to negotiated salary and benefit cost increases (\$25,462).
- Revenue Detail – The estimated revenues for the FY 2008-09 Recommended Budget have increased from FY 2007-08 (\$30,486). These revenues reflect the recovery of costs from the Department of Child Support Services Budget (5110).

District Attorney – Welfare Fraud/Child Abduction/Special
Remedies/Training – 2863

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$584,864	\$579,770
Service & Supplies	\$58,486	\$57,977
Total Appropriations	\$643,350	\$637,747

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intrafund	\$424,611	\$420,913
Total Revenue	\$424,611	\$420,913
NCC	\$218,739	\$216,834

Total Recommended Positions

Total Positions for the above program include 4.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- Further reducing funding to the District Attorney's Office will result in the potential for increased crime and harm to the citizens of Fresno County.

In Home Supportive Services Unit

Program Description

- Function(s) – The In Home Supportive Services (IHSS) program helps to enable elderly, blind or disabled persons to live safely and independently in their own homes. This is accomplished by paying a provider to go into the recipient's home to perform those services that the recipient is no longer able to perform for themselves. Because caseworkers perform assessments only every twelve months, there is considerable opportunity for fraud to be committed, both by the recipient and the provider. Fraud has consisted of submitting timesheets and collecting payment for time after the provider has died or been hospitalized, times when either the provider or recipient has been incarcerated, recipient's overstating their needs to receive more provider hours than they are entitled to, and recipients signing up to be their own provider under an assumed name. When Fraud is suspected, a referral is made to the District Attorney's Office. If the investigation reveals that a crime was committed, criminal charges are filed. Prosecutions have resulted in the offenders being ordered to pay back the county all of the ill-gotten monies, the offender being ineligible to work as a provider, having a recipient's service hours reduced or terminated based upon their actual needs, as well as jail and prison sentences. Due to the shortage of manpower, the State is unable to investigate all of the suspected cases of fraud. Fresno County (with the knowledge of the Supervising Fraud Investigator of the State Department of Health Services for this area) established the IHSS Fraud Unit to investigate the fraud allegations in this County.

District Attorney – Welfare Fraud/Child Abduction/Special Remedies/Training – 2863

- Outcome(s) – The prosecutor, investigators, and staff assigned to the IHSS Fraud Unit work to deter and punish fraud. The efforts of the unit result in significant savings of taxpayer dollars in all successful prosecutions. Absent the efforts of the IHSS Fraud Unit, fraudulent claimants, recipients and County employees would continue to receive unwarranted payment of government funds. The very nature of the IHSS program makes the IHSS system incredibly susceptible to fraud. The threat of discovery and punishment provided by the IHSS Fraud Unit is necessary to ensure that fraud does not run rampant throughout the IHSS system.
- The IHSS unit consists of two Senior Investigators, one Program Technician, and one Deputy District Attorney. From the date the IHSS began in FY 2003-04, the unit has handled the following: 1,326 incoming referrals for investigation, 537 investigations completed, 305 cases referred for prosecution, \$1,034,045 in restitution ordered, \$273,112 collected.
- Mandates & Level of Mandated Activities – Welfare and Institutions Code section 12305.82 mandates the investigation of suspected fraud by the State Department of Health Services.
- Appropriation Detail – Appropriations have increased primarily due to negotiated salary and benefit cost increases.
- Revenue Detail – The estimated revenues for the FY 2008-09 Recommended Budget have not increased from FY 2007-08. Revenues for IHSS fraud unit are generated by the recovery of costs from the Department of Employment and Temporary Assistance Budget (5610).

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$533,192	\$528,111
Service & Supplies	\$95,408	\$93,342
Total Appropriations	\$628,600	\$621,453

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intrafund	\$78,027	\$78,028
Total Revenue	\$78,027	\$78,028
NCC	\$550,573	\$543,425

Total Recommended Positions

Total Positions for the above program include 4.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- Further reducing funding to the District Attorney's Office will result in the potential for increased crime and harm to the citizens of Fresno County.

District Attorney – Welfare Fraud/Child Abduction/Special Remedies/Training – 2863

Training/Administration

Program Description

- Function(s) – The Training Unit consists of one Senior Investigator and one Office Assistant. This unit helps each investigator maintain compliance with Peace Officer Standard and Training (POST) requirements by tracking their course completion and also presenting training courses with outside agencies. It conducts firearms training, maintains and tracks investigator equipment, maintains and tracks all evidence stored, and also maintains the CLETS system. The Administration unit consists of one Senior Accountant and one Account Clerk. This unit monitors the budget for the department's five separate budget organizations; coordinating, claiming and maintaining the reimburseable programs; initiating communication with the CAO and Board of Supervisors for all departmental activities. Other responsibilities include approving payments, travel, tracking fixed assets, facilities management and ordering office supplies for the different locations.
- Outcome(s) – The training unit has diminished in size greatly over the past several years. It once consisted of a training manager, senior investigator, several investigative assistants and office assistants. It now consists of one Senior Investigator and one Office Assistant. The duties and workload of the training unit have not diminished they have increased due to the increase in training requirements by POST. Listed below are some of the duties assigned to the one senior investigator and one office assistant. This does not reflect many of the day to day minor emergencies that often befall the Training Unit.
- Mandates & Level of Mandated Activities – Detailed below:
 - 1) Training: Maintaining compliance with POST requirements for training. This includes tracking each investigator's training and making sure they are in compliance with the standard set by POST. Presenting training courses and coordination of training courses with outside agencies. This involves writing course outlines for POST approval. Then scheduling, presenting and evaluating the course. Scheduling and presenting monthly Roll Call Training. Maintaining a Video and book library of training materials.
 - 2) Firearms Instructor: Creating Range Courses that meet the needs of the investigators and the department. Networking with other agencies to develop meaningful course and enhanced safety measures. Maintaining range records of courses, ammunition, and range supplies. Conducting specialized training for the Special Activities Unit on a monthly basis. Scheduling range dates and building various target systems for the courses.
 - 3) Armorer: The Armorer must maintain and track all the Department's firearms. This includes maintenance and repair of each firearm (currently there are near 140 total firearms). Maintenance includes a required yearly disassembly and cleaning of each firearm. Ordering parts and maintaining records of all maintenance performed.
 - 4) Laptop Computers: Maintain the 50 plus Laptops. This includes updating software, repair issues and general end user problems (ie, "my laptop won't let me log into CAD") . Maintaining current laptop records with all the necessary information to keep operating with CAD, FSO RMS and CLETS. Contacting FSO, CSD, and DOJ on a regular basis to resolve computer related issues.

District Attorney – Welfare Fraud/Child Abduction/Special Remedies/Training – 2863

- 5) Equipment: Maintaining and tracking equipment. Each piece of department equipment must be maintained and accounted for at any given time. This involves checking out equipment, checking in equipment, replacing equipment, repairing equipment and evaluating equipment. To do so often requires additional time contacting manufacturers, suppliers and other agencies.
- 6) CLETS: These duties include maintaining current records and documentation for inspections by DOJ. DOJ conducts a complete audit on this office once a year to confirm compliance with DOJ standards. These records must include all agency terminal locations, terminal types (PC, MDT, CAD. Etc), list of users, types of users, training records for each user, current CLETS agreements, mnemonics assigned and any changes that occur. Changes occur when personnel are hired, terminated or reassigned, computers are moved or replaced and when a computer is not used for a period of time.
- 7) Vehicle: Maintain records of vehicles, radios and included equipment. Coordinate with Fleet Services any necessary repairs and to coordinate the registration/licensing of vehicles.
- 8) Evidence Technician: Maintain, log and track all evidence stored. Obtain court orders and dispose of all evidence that can be disposed of.
- Appropriation Detail – Appropriations have increased primarily due to negotiated salary and benefit cost increases.
- Revenue Detail – The cost for these units is fully offset by recovery of costs from all of the above units and from the Criminal Division

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$217,025	\$213,220
Total Appropriations	\$217,025	\$213,220

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intrafund	\$217,025	\$213,220
Total Revenue	\$217,025	\$213,220
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 4.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- The training unit has diminished in size greatly over the past several years. It once consisted of a Training Manager, Senior Investigator, and several investigative and Office Assistants. Yet, the duties and workload of the training unit have not

District Attorney – Welfare Fraud/Child Abduction/Special
Remedies/Training – 2863

diminished. They have increased due to the increase in training requirements by POST.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 2,866,161, a 17.0 % (\$ 591,343) decrease from fiscal year 2007-08, which is primarily due to the elimination of 5 vacant Investigator and 1 vacant Office Assistant positions. Specific changes by revenue accounts are noted below.
- Intrafund Revenues (\$ 2,848,161) – Revenues have decreased by 17% (\$591,434) primarily due to the elimination of Welfare Fraud funding through the Department of Employment and Temporary Assistance for six positions.

PENDING FACTORS

Currently the State is recommending that reimbursement of SB90 activities for FY 2007-08 to be paid based on the actual claim submitted in FY 2008-09 and will be paid in FY 2009-10.

District Attorney – Welfare Fraud/Child Abduction/Special Remedies/Training – 2863

2863 DISTRICT ATTORNEY - WELFARE FRAUD/CHILD ABDUCTION/SPECIAL REMEDIES/TRAINING/ADMINISTRATION

REGULAR SALARIES
BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
1212	Deputy District Attorney IV	3057	5	5	\$ 514,826
1760	Senior District Attorney Investigator	2513	6	6	527,856
1775	Collections Officer	1209	1	1	43,206
1793	Supervising District Attorney Investigator	2889	1	1	96,411
1802	District Attorney Investigator II	2119	13	8	558,779
3078	Supervising Office Assistant I	1149	1	1	41,084
3080	Office Assistant III	998	4	5	178,362
3110	Office Assistant II	946	2	0	0
3255	Senior Accountant	2017	1	1	68,033
3260	Account Clerk III	1054	1	1	37,663
3620	Program Technician I	1186	2	2	84,821
Subtotal			37	31	\$ 2,151,041
Bilingual Skill Pay					5,220
Less 5% Salary Savings					(51,041.00)
TOTAL REGULAR SALARIES					\$ <u>2,105,220</u>

VACANT POSITIONS RECOMMENDED FOR DELETION (July 14, 2008)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1802	District Attorney Investigator II	Vacant	2119	-5	\$ 627,210
3110	Office Assistant II	Vacant	946	-1	42,761
Cost of Restoring Positions				<u>-6</u>	<u>\$ 669,971</u>

Public Defender BUDGET 2880 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
FISCAL SUMMARY					
<u>Appropriations</u>					
Salaries and Benefits	11,149,178	13,461,488	13,616,217	154,729	1%
Services and Supplies	1,044,534	1,065,138	1,343,236	278,098	26%
Residual Equity Transfers(Out)	98,787	-	-	-	-100%
Total Appropriations	\$ 12,292,498	\$ 14,526,626	\$ 14,959,453	432,827	3%
<u>Revenues</u>					
Fines, Forfeitures & Penalties	377,358	377,358	377,358	-	0%
Intergovernment Revenues - St	112,281	16,060	15,334	(726)	-5%
Charges For Services	754,190	1,130,550	1,089,334	(41,216)	-4%
Miscellaneous Revenues	108,875	199,644	276,870	77,226	39%
Other Financing Sources	388,995	-	-	-	-100%
Intrafund Revenue	286,596	285,966	287,407	1,441	1%
Total Revenues	\$ 2,028,295	\$ 2,009,578	\$ 2,046,303	36,725	2%
Net County Cost	\$ 10,264,203	\$ 12,517,048	\$ 12,913,150	\$ 396,102	3%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	111	137	132	(5)	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

FUNCTION

The Public Defender is the primary source for court appointed counsel and as such is a vital and integral part of the criminal justice system. The Public Defender's Office represents persons who have been charged with a crime and are financially unable to retain their own attorney. The Public Defender advises clients of their legal rights, investigates their cases, secures witnesses, and pleads their case before the courts. A further function of the office is to provide counsel to those minors and parents whose parental rights to child care and custody are challenged and to those whose personal right to self reliance are being challenged. The Public Defender services are mandated by the California Government and Civil Codes as well as those defined by judicial decree.

OVERVIEW

The FY 2008-09 Recommended Budget appropriations of \$ 14,959,453 reflect a 3% (\$432,827) increase over the FY 2007-08 Adopted Budget, and the FY 2008-09 Recommended Budget revenues of \$2,046,303 reflect a 2% (\$36,725) increase over the FY 2007-08 Adopted Budget. Staffing is recommended at 132 positions, which reflects a decrease of 5 positions from FY 2007-08. A 6.75% (\$645,517) salary savings has been used in calculating Regular Salaries in the Recommended Budget. A \$310,188 savings in combined, related benefits has also been calculated in the Recommended Budget for Unemployment, Retirement, OASDI, and Health Insurance.

DEPARTMENT COMMENTS

The Public Defenders Office has a long history of doing more with less. However, there are limits as to what can be accomplished when staffing levels are so severely cut that basic service levels simply cannot be met no matter how hard Department employees may work nor how creative management may be with increasingly limited resources.

In October 2006, in order to address the pressing issue of jail overcrowding, the Board of Supervisors added eleven defense attorney positions to the Public Defenders Office (as well as fifteen deputy district attorney positions to the DA's office and eleven deputy probation officer positions to the Probation Office). For the first time in many years this Department was provided the necessary resources to efficiently and effectively accomplish the goal of rendering an adequate service level to the public and to the courts, as well as to proactively play a positive role in alleviating jail overcrowding. However, this was not to last long. By the time of budget discussions for FY 2007-08, this Department was instructed to institute a salary savings plan of 8%. Although salary savings were garnered from different areas, this still resulted in approximately seven attorney positions having to be held vacant to accomplish the 8% salary savings. Although the required salary savings are being successfully achieved, the vacant positions have in fact proved to be a liability as they contributed to the low salary cap that was calculated for the FY 2008-09 workload budget. To achieve that salary cap even more attorney positions were forced to be cut to meet these restrictions in the FY 2008-09 workload budget. This workload budget has virtually eliminated the additional attorney positions that were provided to this Department just over a year ago in October of 2006. On this foundation now comes the directive to institute a further 5% salary savings in the calculated workload budget for FY 2008-09. This new 5% salary savings goal can be accomplished only by cutting filled positions. It should be noted that all during this time, the Fresno County Superior Courts have not been stagnant in their demands for more and more County resources to staff the courts. In February of 2007,

Public Defender – 2880

the Court increased its felony calendar courts from three to five. That action alone required the additional resources from this Department of eight full-time attorney positions and two legal assistants to staff these two new courtrooms. Now on the eve of the latest budget proceedings for FY 2008-09, the Court has announced that on April 7, 2008, it will start the operation of yet another new courtroom, a sixth felony calendar court. In order to maintain the same service level as currently provided to the existing five felony courtrooms, this Department requires four full time attorney positions and a legal assistant. In addition, the Superior Court has announced that it expects to open an adult Mental Health Court sometime in June 2008. That action will cause the need by this Department for yet additional attorney resources.

The workload budget simply does not provide the necessary positions to staff the new courtrooms that will soon be opened. The additional 5% salary savings that is instructed will force this Department to eliminate filled attorney and support staff positions. This will trigger the inability of this Department to properly staff a number of the existing Fresno County courtrooms that this Department currently services.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Administration	\$809,540	\$0	\$809,540	6.0
Supervision & Support	\$1,723,151	\$118,448	\$1,604,703	13.0
Felonies	\$6,995,221	\$146,867	\$6,848,354	55.0
Misdemeanors	\$2,061,722	\$27,061	\$2,034,661	22.0
County Regional Courts	\$714,230	\$7,732	\$706,498	5.0
Juvenile Court	\$1,233,520	\$406,866	\$826,654	11.0
Dependency Court	\$952,364	\$838,157	\$114,207	7.0
Conservatorships	\$320,985	\$2,577	\$318,408	2.0
Miscellaneous/Other	\$774,926	\$355,595	\$419,331	7.0
Total:	\$15,585,659	\$1,903,303	\$13,682,356	128.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Administration	\$804,206	\$0	\$804,206	6.0
Supervision & Support.	\$1,719,675	\$118,448	\$1,601,227	13.0
Felonies	\$6,333,357	\$146,867	\$6,186,490	54.0
Misdemeanors	\$2,283,526	\$27,063	\$2,256,463	27.0
County Regional Courts	\$683,485	\$7,731	\$675,754	5.0
Juvenile Court	\$1,110,452	\$406,867	\$703,585	11.0
Dependency Court	\$933,993	\$838,156	\$95,837	7.0
Conservatorships	\$321,334	\$2,577	\$318,757	2.0
Miscellaneous/Other	\$769,425	\$498,594	\$270,831	7.0
Total:	\$14,959,453	\$2,046,303	\$12,913,150	132.0

PROGRAM BUDGETS

Administration

Program Description

- Function(s) – The Administration represents the Department in all matters affecting the Office of the Public Defender. This includes all issues arising within the County framework as well as matters involving other agencies, departments, and entities outside of the County organization. The Administration serves as the liaison for the Office of the Public Defender. Administrative functions also include the accounting, personnel, policy setting, and business management functions of the Department.
- Outcome(s) – The Administration ensures the effective and efficient functioning of the Department and maintains compliance with County mandates, Departmental mandates and the Department's Mission Statement.
- Mandates & Level of Mandated Activities -- The Administration functions in compliance with the mandates of all County Administrative Policies, Personnel Rules, Management Directives and MOU's.
- Appropriation Detail – Appropriations have increased only to the extent of cost of living salary adjustments due to previous salary negotiations.
- Revenue Detail – There are no revenues associated with this program.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$697,840	\$683,440
Service & Supplies	\$111,700	\$120,766
Total Appropriations	\$809,540	\$804,206

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Total Revenue	\$0	\$0
NCC	\$809,540	\$804,206

Total Recommended Positions:

Total Positions for the above program include 6.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Supervision and Support

Program Description

- Function(s) – Supervisors are responsible for the progress and productivity of the workers that they supervise. Supervisors provide the day-to-day organization, training, and performance management to the teams that they supervise. This includes ensuring compliance with personnel policies and meeting performance

Public Defender – 2880

standard goals. Supervisors also act as the Department's liaison with those entities that their teams interact with in the performance of their work duties.

- Support Staff includes all Department personnel that serve the attorneys in the performance of their core function of representing indigent individuals accused of criminal offenses, or who are otherwise subject to a deprivation of a liberty interest. Support staff includes the clerical staff, the investigative staff, the secretarial staff and the legal assistant staff.
- Outcome(s) -- Both Supervision and Support staff are indispensable to the Department's ability to satisfactorily and efficiently accomplish its core goals and functions.
- Mandates & Level of Mandated Activities -- Supervision and Support provide the tools and support necessary to assist the attorneys in carrying out their constitutional and statutory obligations in representing indigent individuals as appointed by the Courts.
- Appropriation Detail – Appropriations have increased only to the extent of the cost of living adjustments due to previous salary negotiations.
- Revenue Detail – One position is partially funded through Title XX funding in the amount of \$113,850.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,609,301	\$1,595,572
Service & Supplies	\$113,850	\$124,103
Total Appropriations	\$1,723,151	\$1,719,675

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$118,448	\$118,448
Total Revenue	\$118,448	\$118,448
NCC	\$1,604,703	\$1,601,227

Total Recommended Positions:

Total Positions for the above program include 13.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Felonies

Program Description

- Function(s) – If appointed by the court, the Felony Division of the Public Defenders Office provides representation in all felony cases calendared in the Downtown Fresno County Courthouse. The Felony Division consists of: (1) a twenty attorney felony team currently staffing five “home courtrooms” in the downtown courthouse, five days per week; (2) a two attorney team (with a part-time rotating team of two additional attorneys) staffing two Domestic Violence (DV) courts five days per week;

Public Defender – 2880

(3) an eight attorney Major Crimes Team, handling all major felony cases to completion, such as homicides, sex offenses and other serious and violent felonies; (4) a two attorney Mental Health (Civil Commitment) Team handling sexually violent predator cases, mentally disordered offender cases, Not Guilty by Reason of Insanity (NGI) cases, and contested incompetency hearings; and, (5) a two extra help attorney Drug Court Team handling two drug courts four days per week.

- All of these teams are supported by investigators, clerical staff, legal assistant staff and an additional three attorney team devoted to training, special case assignments, and coverage for team attorneys that are in trial or otherwise unavailable to cover their assigned courts. The core Felony Team and the Major Crimes Team handle their “home court” cases under a “vertical representation” model, and additionally receive felony cases set for trial out of the DV courts and the Regional (Outlying) courts.
- Outcome(s) -- The Felony Division provides basic indigent defense services to their appointed clientele in a cost effective and efficient manner. It is the goal of the Felony Division to resolve all cases in a fair, effective, and timely manner, whether that goal is achieved in any individual case by plea, dismissal, or jury trial.
- Mandates & Level of Mandated Activities – The services provided by the Felony Division are those mandated by the United States Constitution, the California State Constitution, California and Federal case law, and California State statutory law found principally in the Government and Civil Codes.
- Appropriation Detail – Appropriations have increased due to expert witness fees, and increasing the number of attorneys assigned to Sexually Violent Predator (SVP) cases from one to two. This doubling of positions increases the estimated Expert Witness fees from \$60,000 to \$100,000.
- Revenue Detail – The estimated revenues for the FY 2008-09 Recommended Budget have decreased from FY 2007-08. This is primarily due to a decrease in the estimate in Charges for Service based on prior year actuals.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$6,270,983	\$6,063,189
Service & Supplies	\$724,238	\$270,168
Total Appropriations	\$6,995,221	\$6,333,357

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$72,164	\$146,867
Intrafund	\$74,703	0
Total Revenue	\$146,867	\$146,867
NCC	\$6,848,354	\$6,186,490

Total Recommended Positions:

Total Positions for the above program include 55.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Public Defender – 2880

Misdemeanors

Program Description

- Function(s) – If appointed by the court, the Misdemeanor Division of the Public Defenders Office provides representation in all misdemeanor cases calendared in the Downtown Fresno County Courthouse. The Misdemeanor Division consists of: (1) a five attorney (plus one extra-help attorney) Arraignment Court Team staffing four courtrooms five days per week; and (2) an eight attorney Misdemeanor Trial Team that handles all downtown cases after the arraignment from motions, jury motions and through jury trial or settlement and sentencing. Both of these teams are supported by investigators, clerical staff, and legal assistant staff
- Outcome(s) -- The Misdemeanor Division provides basic indigent defense services to their appointed clientele in a cost effective and efficient manner. It is the goal of the Misdemeanor Division to resolve all cases in a fair, effective, and timely manner, whether that goal is achieved in any individual case by plea, dismissal, or jury trial.
- Mandates & Level of Mandated Activities – The services provided by the Misdemeanor Division are those mandated by the United States Constitution, the California State Constitution, California and Federal case law, and California State statutory law found principally in the Government and Civil Codes.
- Appropriation Detail – Appropriations have increased due to estimated expert witness fees utilized by attorneys in cases.
- Revenue Detail – The estimated revenues for the FY 2008-09 Recommended Budget have decreased from FY 2007-08. This is primarily due to a \$101,404 decrease in Service Charges based on prior year actuals. Revenues for Misdemeanors are primarily generated by billing for services based on judge decree.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,826,190	\$2,097,311
Service & Supplies	\$235,532	\$186,213
Total Appropriations	\$2,061,722	\$2,283,524

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$27,061	\$27,061
Total Revenue	\$27,061	\$27,061
NCC	\$2,034,661	\$2,256,463

Total Recommended Positions:

Total Positions for the above program include 22 full time equivalent(s) (FTE), which reflect a decrease of 2.0 FTE(s) from FY 2007-08.

Public Defender – 2880

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
1240	Defense Attorney I	Vacant	1.0	\$86,222
1764	Defense Investigator I	Vacant	1.0	\$71,378
Totals			2.0	\$157,600

Service Impact of Funding Reductions:

- The proposed reduction or elimination of positions will deprive this department of the ability to maintain the constant stream of new attorneys to fill future attrition needs. Furthermore, the need to staff the more serious felony court may require the unavailability of counsel abandonment of accepting misdemeanor court cases. These courtrooms are by far the most congested courtrooms and the public will be highly inconvenienced by not being able to have their cases heard in a timely and efficient manner.

Regional Courts

Program Description

- Function(s) – If appointed by the court, the Outlying Court Attorney Team of the Public Defenders Office provides representation in all misdemeanor and felony cases calendared in the Outlying Divisions of the Fresno County Superior Court. These outlying courts were formerly referred to as the Justice Courts and are geographically spread throughout Fresno County. Currently there are six functioning divisional courts in Fresno County, all of which are serviced by the Public Defender, and staffed by one attorney on each of their operating days.
- These Outlying Courts are: (1) Clovis, operating two to four days per week; (2) Reedley (which also handles cases arising out of Sanger), operating three days per week; (3) Kingsburg (which also handles cases arising out of Selma and Fowler), operating three days per week; (4) Coalinga, operating two days per week; (5) Firebaugh, operating one day per week; and (6) Kerman, operating one day per week.
- The Outlying Court Attorney Team handles all misdemeanor cases filed in the Outlying courts from the initial arraignment through the conclusion of the case. Felony cases are handled in the Outlying Division Courts through the preliminary hearing stage of the case only. If the case settles, the court sends the case to the Downtown Fresno Courthouse for sentencing, at which point the Department reassigns the case to the Felony Division Team. If the preliminary hearing is concluded and the defendant is held to answer to criminal charges, the court also sends the case to the Downtown Fresno Courthouse for further proceedings and trial. At that point the Department reassigns the case to a Felony or Major Crimes Team Division attorney. The Outlying Court Attorney Team is supported by investigators, clerical staff, and legal assistant staff.
- Outcome(s) -- The Outlying Court Attorney Team provides basic indigent defense services to their appointed clientele in a cost effective and efficient manner. It is the goal of the Outlying Court Attorney Team to resolve all cases in a fair, effective, and

Public Defender – 2880

timely manner, whether that goal is achieved in any individual case by plea, dismissal, or jury trial.

- **Mandates & Level of Mandated Activities** – The services provided by the Outlying Court Attorney Team are those mandated by the United States Constitution, the California State Constitution, California and Federal case law, and California State statutory law found principally in the Government and Civil Codes.
- **Appropriation Detail** – Appropriations have decreased in this program due to recommended deletions included in the Recommended Budget.
- **Revenue Detail** – Revenues have decreased due to a reduction in the number of attorneys assigned to this program based on recommended position deletions.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$598,917	\$581,485
Service & Supplies	\$115,313	\$102,000
Total Appropriations	\$714,230	\$683,485

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$7,732	\$7,731
Total Revenue	\$7,732	\$7,731
NCC	\$706,498	\$675,754

Total Recommended Positions:

Total Positions for the above program include 5.0 full time equivalent(s) (FTE), which reflect a decrease of 3 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
1240	Defense Attorney I	Vacant	1.0	\$86,222
1243	Defense Attorney IV	Vacant	2.0	\$297,715
			0.0	
Totals			3.0	\$383,937

Service Impact of Funding Reductions:

- There are three positions recommended for deletion at this program level.
- The proposed elimination of positions will impact the Department's ability to staff the regional courthouses, especially with the court's plan to open two new courtrooms in the Central Division. The attorneys currently assigned outside of the Fresno downtown courthouse may be recalled to fulfill the demand a sixth felony department and mental health court will require. This could result in the court having to hear all the criminal cases in Fresno, which in turn will increase the volume of cases in both the felony and misdemeanor courts, which could then possibly begin to cause delays

Public Defender – 2880

in early resolution of cases to relieve jail overcrowding. The other alternative would be the costly appointment by the court of private counsel for the cases heard outside of the main courthouse.

Juvenile Court

Program Description

- Function(s) – If appointed by the court, the Juvenile Division Team of the Public Defenders Office provides representation to all minors charged in the Juvenile Court division of the Fresno County Superior Court. The Juvenile Division Team consists of six attorneys staffing the four operating juvenile courtrooms, five days per week. The Juvenile Division offices are located at the Tenth Street address next to the old Juvenile Hall facility. The Juvenile Team handles all cases under a “vertical representation” model, with the assigned attorney handling the case from the detention hearing through the adjudication (trial) of the case and the disposition (sentencing). In the event a minor is found unfit for juvenile court proceedings and the case is filed in the Downtown Fresno Adult Court, that matter is transferred by the Department to the Major Crimes Team Division.
- The Juvenile Division Team also staffs and services the Juvenile Drug Court and the Behavioral Health Court – two specialty courts in operation at the Tenth Street Juvenile Division of the Superior Court.
- The Juvenile Division Team is supported by investigators, clerical staff, and legal assistant staff.
- Outcome(s) -- The Juvenile Division Team provides basic indigent defense services to their appointed clientele in a cost effective and efficient manner. It is the goal of the Juvenile Division Team to resolve all cases in a fair, effective, and timely manner, and to maximize the rehabilitative aspects of any disposition so as to fulfill the goal and design of the Juvenile Justice System
- Mandates & Level of Mandated Activities – The services provided by the Juvenile Division Team are those mandated by the United States Constitution, the California State Constitution, California and Federal case law, and California State statutory law found principally in the Government and Civil Codes.
- Appropriation Detail – Appropriations have increased at the salary level due to negotiated salary increases, and services and supplies have increased due to an increase in the fees charged by experts for their review and testimony regarding cases.
- Revenue Detail – Revenues remain relatively unchanged from the FY 2007-08 budget.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,068,605	\$961,209
Service & Supplies	\$164,916	\$149,243
Total Appropriations	\$1,233,521	\$1,110,452

Public Defender – 2880

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Fines, Forfeitures, & Penalties	\$377,358	\$377,358
Intergovernment Revenues – State	\$15,334	\$15,334
Charges for Service	\$14,175	\$14,175
Total Revenue	\$406,867	\$406,867
NCC	\$826,654	\$703,585

Total Recommended Positions:

Total Positions for the above program include 11.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Dependency Court

Program Description

- Function(s) – If appointed by the court, the Dependency Division Team of the Public Defenders Office provides representation to at least one of the parties in a Dependency proceeding. These proceedings involve challenges by the County to the parental rights of those brought under the Court's jurisdiction. The Dependency Division Team consists of four attorneys staffing the four operating dependency courtrooms, five days per week. The Dependency Division Offices are located on the Fulton Mall in the same building housing the Dependency Courtrooms. Dependency cases are often very lengthy and require specialized knowledge on the part of the assigned attorneys.
- Outcome(s) -- The Dependency Division Team provides basic indigent defense services to their appointed clientele in a cost effective and efficient manner. It is the goal of the Dependency Division Team to resolve all cases in a fair, effective, and timely manner.
- Mandates & Level of Mandated Activities – The services provided by the Dependency Division Team are those mandated by the United States Constitution, the California State Constitution, California and Federal case law, and California State statutory law found principally in the Government and Civil Codes.
- Appropriation Detail – Appropriations have increased primarily due to increases in negotiated salaries, and increased expert witness fees.
- Revenue Detail – Revenues have decreased from FY2007-08 based on prior year actuals.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$815,717	\$797,012
Service & Supplies	\$136,647	\$136,981
Total Appropriations	\$952,364	\$933,993

Public Defender – 2880

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$838,157	\$838,156
Total Revenue	\$838,157	\$838,156
NCC	\$114,207	\$95,837

Total Recommended Positions:

Total Positions for the above program include 7.0 full time equivalent(s) (FTE), which reflect an increase of 0 FTE(s) from FY 2007-08.

Conservatorships

Program Description

- Function(s) – One attorney is assigned to handle all court appointments that the Public Defender receives in conservatorship cases. The Department's representation involves LPS Conservatorships, which are court proceedings to appoint a manager for a person with a mental disability, representation in writ proceedings when a person may be held involuntarily upon intake into the system, and representation for those that are to be subjected to involuntarily medication. The legal criteria for a person to be involuntarily detained and treated is "probable cause to believe the person is, due to a mental disorder, a danger to him/herself, a danger to other people, or gravely disabled." "Gravely disabled" is defined as a condition in which a person, as a result of a mental disorder, is unable to provide for his or her basic needs for food, clothing or shelter. This is a specialized area of the law and the Department's representation of an individual commonly lasts for years due to the periodic nature of the commitment and the ability of the person placed under a conservatorship to have certain aspects of their cases reviewed periodically.
- Outcome(s) -- The Conservatorship Attorney provides basic indigent defense services to their appointed clients in a cost effective and efficient manner. It is the goal of the Conservatorship Attorney to protect their client's rights and to make sure that proper procedures for involuntary commitments and medication are followed.
- Mandates & Level of Mandated Activities – The services provided by the Conservatorship Attorney are those mandated by the United States Constitution, the California State Constitution, California and Federal case law, and California State statutory law found principally in the Government and Civil Codes.
- Appropriation Detail – Appropriations have increased due to negotiated salary increases as well as increases in expert witness fees.
- Revenue Detail – Revenues in Court Appointed Attorney Fees have decreased slightly based on prior year actuals..

Public Defender – 2880

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$198,872	\$194,154
Service & Supplies	\$122,112	\$127,180
Total Appropriations	\$320,984	\$321,334

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$2,577	\$2,577
Total Revenue	\$2,577	\$2,577
NCC	\$318,407	\$318,757

Total Recommended Positions:

Total Positions for the above program include 2.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Miscellaneous/Other

Program Description

- Function(s) – The following are revenue generating Programs due either to grant funding in the case of the Indian Gaming Attorney and the Jobs 2000 Attorney or due to contracted Project funds, as is the case for the DUI Court Attorney.
- Indian Gaming-Grant monies from Indian Gaming are used to fund one full time Indian Gaming Attorney and one full time office assistant position. Once appointed by the court, the Indian Gaming Attorney handles all cases that are impacted by and have a nexus to Indian Gaming within Fresno County. In practice, the bulk of these earmarked cases are those filed by the District Attorney's Indian Gaming Unit. Investigative support is also given to the Indian Gaming Attorney, but those investigation expenses are absorbed by the Department and not separately billed to the grant funds.
- Jobs 2000-One full time Jobs 2000 Attorney and an office assistant are supported by funding from the Jobs 2000 Program. Jobs 2000 is a program that diverts minor violation cases out of the criminal justice system or assists in resolving these minor cases expeditiously in order to assist the unemployed in returning to the work force. A major component of this program is the devotion of various resources to the preparation of clients to successfully reintegrate themselves back into the employed segment of society.
- DUI Court-This is a pilot project created by the Department of Motor Vehicles (DMV) to assess the effectiveness of treating repeat driving-under-the-influence (DUI) offenders with the drug Naltrexone. The program is funded under a contractual framework between DMV and the County of Fresno. The DMV reimburses the County for costs associated with developing and implementing the pilot program.

Public Defender – 2880

- Contempts-One Contempt Attorney is assigned to handle all court appointments that the Public Defender receives in contempt cases. The Contempt Attorney is supported by investigators, clerical staff, and legal assistant staff. A variety of cases are included in this program category. The Contempt Attorney handles “270 cases” two full days per week in one courtroom. These are cases where the client is charged with a failure to provide for their child or children or have otherwise abandoned their children. This is a criminal offense under P.C. 270. Another full day per week is devoted to staffing a courtroom that handles contempt cases for failure to pay court ordered child support. Finally, the Contempt Attorney also handles cases out of the various Family Law courtrooms when the Public Defender is appointed to represent a person charged with contempt of court for failure to abide by a court order in any family law court proceeding. Also included within this family law courtroom staffing are cases involving termination of parental rights, where the court appoints the Public Defender to represent one of the involved parents whose parental rights are sought to be terminated – most commonly by another private party, such as the natural parent or legal custodian of the child. There is a minimum of three days of courtroom staffing per week required by the Contempt Attorney and depending upon the Family Law court cases to which the Department is appointed, a potential of five days per week in the courtroom.
- Outcome(s) -- The Contempt Attorney and the Grant Attorneys provide basic indigent defense services to their appointed clients in a cost effective and efficient manner. It is the goal of these Attorneys to protect their client’s rights and to resolve all cases in a fair, effective, and timely manner.
- Mandates & Level of Mandated Activities – The services provided by the Contempt Attorney and the Grant Attorneys are those mandated by the United States Constitution, the California State Constitution, California and Federal case law, and California State statutory law found principally in the Government and Civil Codes.
- Appropriation Detail – Appropriations have increased primarily due to negotiated salary increases and an increase in expert witness fees.
- Revenue Detail – Revenues have increased due to the inclusion of the DUI grant.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$658,678	\$642,843
Service & Supplies	\$116,248	\$126,582
Total Appropriations	\$774,926	\$769,425

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$9,020	\$9,020
Other Financing Sources	\$133,870	\$276,870
Intrafund	\$212,704	\$212,704
Total Revenue	\$355,594	\$498,594
NCC	\$419,332	\$270,831

Public Defender – 2880

Total Recommended Positions:

Total Positions for the above program include 7.0 full time equivalent(s) (FTE), which reflect an increase of 0 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 2,046,303, a 2.0 % (\$ 36,725) increase over fiscal year 2007-08, which is primarily due to the addition of the DUI Grant in the prior fiscal year. Specific changes by revenue accounts are noted below.
 - Fines, Forfeitures and Penalties (\$ 377,358) – Criminal Justice Temporary Construction Funds are budgeted at the prior year amount.
 - Intergovernmental Revenues-State (\$ 15,334) – Estimated revenues for Juvenile Drug Court operations.
 - Charges for Services (\$ 1,089,334) – Estimated at a 4% decrease based on actual court appointed attorney fees in FY 2007-08 partially offset by an increase in Dependency Title XX funds from the Superior Court to cover actual staff costs.
 - Miscellaneous Revenues (\$ 276,870) – Reflects a 39% increase. Includes Indian Gaming funds and the addition of the Driving Under the Influence (DUI) grant in the prior year.
 - Intrafund Revenues (\$ 287,407) – Represents Proposition 36 and Post Conviction Drug Court funding from the Department of Behavioral Health and JOBS 2000 funding from the Department of Employment and Temporary Assistance.

PENDING FACTORS

In 2006, our Sheriff faced an overcrowding situation in our jails. The addition of staff to our office was in order to expedite the movement of cases through the justice system. The Fresno County Superior Court also addressed this need by adding an additional sixth courtroom to accelerate the time needed to process cases. To accomplish this new staffing mandate, four full-time attorneys and one full time office assistant were assigned by culling from other duties. The new system has just begun to work and has shown a speedier resolution of cases, reduction in the length of stay of pre-sentence inmates in the county jail and has relieved overcrowding.

These staffing requirements were difficult to extract from the current fiscal year allotted positions, and will be difficult to maintain without being able to recruit and train new attorneys to timely replace expected attrition.

The Fresno County Superior Court will open a new Mental Health Court in June 2008. While it is expected that the case volume for this new court will start out small, it is anticipated that by the end of the new fiscal year one full time attorney, with the necessary support staff, will be required in order to properly staff this new courtroom.

Public Defender – 2880

PUBLIC DEFENDER - 2880

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITION CURRENT</u>	<u>POSITION RECOMMENDED</u>	<u>RECOMMENDED SALARIES</u>
8088	Public Defender	B	1	1	\$ 141,235
0267	Assistant Public Defender	C	1	1	129,825
1208	Chief Defense Attorney	D	5	5	617,215
2209	Administrative Services Assistant	H	1	1	59,836
1245	Senior Defense Attorney	3179	11	11	1,293,061
1243	Defense Attorney IV	2954	33	26	2,643,963
1242	Defense Attorney III	2525	6	7	578,638
1241	Defense Attorney II	2102	4	16	1,109,812
1240	Defense Attorney I	1644	23	13	709,920
1766	Senior Defense Investigator	2272	3	3	229,234
1765	Defense Investigator II	1841	7	7	368,835
1764	Defense Investigator I	1519	9	8	449,110
1202	Legal Assistant III	1397	1	1	48,304
1204	Legal Assistant II	1161	4	4	160,392
1203	Legal Assistant I	979	1	1	33,787
3254	Senior Accountant	1949	1	1	67,313
3140	Secretary III	1077	2	2	79,726
3070	Supervising Office Assistant II	1287	2	2	92,906
3080	Office Assistant III	964	14	14	473,436
3110	Office Assistant II	866	8	8	220,325
Subtotal			137	132	\$ 9,506,873
	Auto Allowance				6,156
	Criminal Law Specialists Incentives				50,686
	Supervisor Duties				0
	Bilingual Skill Pay				16,200
	Salary Savings				(645,517)
TOTAL REGULAR SALARIES					\$ 8,934,398

VACANT POSITIONS RECOMMENDED FOR DELETION

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1240	Defense Attorney I	Vacant	1644	-2	172,444
1243	Defense Attorney IV	Vacant	2954	-2	297,715
1764	Defense Investigator I	Vacant	1519	-1	71,378
Cost of restoring vacant positions				-5	\$ 541,537

Probation – 3430

Probation BUDGET 3430 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	16,544,131	18,198,959	18,601,259	402,300	2%
Services and Supplies	5,473,234	6,587,593	6,650,943	63,350	1%
Other Charges	802,865	1,080,000	1,020,000	(60,000)	-6%
Residual Equity Transfers(Out)	7,427	17,000	-	(17,000)	-100%
Total Appropriations	\$ 22,827,657	\$ 25,883,552	\$ 26,272,202	388,650	2%
<u>Revenues</u>					
Fines, Forfeitures & Penalties	1,206,419	1,664,072	1,264,072	(400,000)	-24%
Intergovernment Revenues - St	3,672,319	4,027,751	3,835,225	(192,526)	-5%
Intergovernment Rev-Federal	2,652,370	2,200,000	2,200,000	-	0%
Charges For Services	2,421,805	2,533,550	3,189,234	655,684	26%
Miscellaneous Revenues	1,047,452	1,002,138	-	(1,002,138)	-100%
Other Financing Sources	744,482	248,258	128,453	(119,805)	-48%
Intrafund Revenue	1,331,780	1,385,611	1,002,937	(382,674)	-28%
Total Revenues	\$ 13,076,627	\$ 13,061,380	\$ 11,619,921	(1,441,459)	-11%
<u>Net County Cost</u>	\$ 9,751,030	\$ 12,822,172	\$ 14,652,281	\$ 1,830,109	14%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	245	245	226	(19)	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Probation – 3430

FUNCTION

Probation is a State mandated justice system department responsible for preparing pre-sentence evaluations and providing post-sentence supervision of adult and juvenile offenders. The department also serves as the investigative and evaluative arm of the Fresno County Superior Court. Financing for the department's Juvenile Justice Campus and Elkhorn Correctional Facility is detailed in two separate budgets (3440 and 3445). Probation Grant-funded programs are included in budget 3432.

OVERVIEW

The FY 2008-09 Recommended Budget appropriations of \$26,272,202 reflect a net 2% (\$388,650) increase over the Adopted FY 2007-08 budget primarily due to increases in salary and benefit costs and the addition of the Facilities Services Rent. The FY 2008-09 Recommended Budget revenue of \$11,619,921 reflect a net 11% (\$1,441,459) reduction over the Adopted 2007-08 Budget primarily due to the loss of FY 2007-08 one time additional \$500,000 in Criminal Justice Temporary Construction Funds and a ten percent reduction in Juvenile Probation and Camp funding. In order to meet the allocated appropriations for this budget, it is recommended a total of four vacant Deputy Probation Officers be deleted in the Adult Probation Division. In addition, this budget reflects the transfer of one DPO IV, one DPO III, one Supervising Office Assistant, and five Office Assistant (OA) positions to the Juvenile Justice Campus Organization 3440 and one Probation Services Manager, two DPO IV, three DPO I-III, and one OA positions to the Elkhorn Correctional Facility Organization 3445. Two DPO IV positions from Organization 3430 are also recommended to be switched for two DPO I-III positions from Organization 3445. These changes were made to align staffing with programs in each of the budgets. Additional changes include deleting three Office Assistant positions and adding two Program Technician positions and moving one Secretary position from the Elkhorn Correctional Facility Org. 3445 to the budget. Staffing is recommended at 226, a reduction of 19 positions from 2007-08. A 6% (\$728,335) salary savings has been used in calculating Regular Salaries in the Recommended Budget. An additional \$313,548 savings in combined, related benefits has also been calculated for Unemployment, Retirement and OASDI.

DEPARTMENT COMMENTS

The Probation Department budgets have been submitted in accordance with the instructions provided by the Executive Budget Committee. The loss of the three Deputy Probation Officers that supervise specialized caseloads (sexual offender, youthful offender, and mental health youthful offender) will limit the Probation Department's ability to adequately supervise probations who have committed serious offenses which could have an impact on public safety.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Department-wide Functions	\$6,979,306	\$348,177	\$6,631,129	33.4
Adult Field/Special Services	\$2,236,856	\$533,746	\$1,703,110	27.6
Adult Offender Work Program	\$660,660	\$1,150,000	(\$489,340)	9.5

Probation – 3430

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Domestic Violence (DV) Unit	\$1,303,038	\$271,700	\$1,031,338	14.1
Drug Suppression Unit	\$2,490,975	\$2,008,061	\$482,914	21.2
Supervised Honor Release	\$0	\$0	\$0	0.0
Adult Court Services	\$2,791,794	\$684,118	\$2,107,676	33.1
Juvenile Placement	\$1,932,159	\$2,084,058	(\$151,899)	18.8
Juvenile Supervision/Campus	\$2,525,972	\$1,345,104	\$1,180,868	23.2
STOP	\$2,728,953	\$2,728,953	\$0	11.6
Juvenile Court/Intake	\$2,803,740	\$427,750	\$2,375,990	33.5
Total:	\$26,453,453	\$11,581,667	\$14,871,786	226.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Department-wide functions	\$6,812,760	\$407,361	\$6,405,399	33.4
Adult Field/Special Services	\$2,017,645	\$499,442	\$1,518,203	24.5
Adult Offender Work Program	\$649,206	\$1,150,000	(\$500,794)	9.5
Domestic Violence (DV) Unit	\$1,233,498	\$277,234	\$956,264	14.2
Drug Suppression Unit	\$2,522,092	\$2,017,490	\$504,602	21.2
Supervised Honor Release	\$332,951	\$0	\$332,951	3.0
Adult Court Services	\$2,751,593	\$701,303	\$2,050,290	33.1
Juvenile Placement	\$1,873,519	\$2,081,302	(\$207,783)	18.8
Juvenile Supervision/Campus	\$2,459,293	\$1,188,526	\$1,270,767	23.2
STOP	\$2,869,338	\$2,869,338	\$0	11.6
Juvenile Court/Intake	\$2,750,307	\$427,925	\$2,322,382	33.5
Total:	\$26,272,202	\$11,619,921	\$14,652,281	226.0

PROGRAM BUDGETS

Department-wide Functions

Program Description

- Function(s) – This unit includes the Chief Probation Officer, Division Directors that oversee the juvenile and adult probation divisions, and department wide functions including fiscal, training, management services, personnel, and information technology. The Fiscal Services Unit prepares and monitors the Department's annual budget, processes all accounts payables and receivables, monitors contract expenditures, prepares fiscal reports, collects fees, and processes claims for State, Federal and other revenue streams. The Training Unit oversees all peace officer training for the Department. Much of this training is offset with Standards in Training for Corrections funding. The Management Services Unit, in part, prepares and processes all Department Board of Supervisor agenda items, develops Requests for

Probation – 3430

Proposals and various purchasing items, prepares agreements and contracts; prepares grants, searches for department funding opportunities, and completes other analytical assignments. The Personnel Unit is responsible for both pre and post employment functions, including conducting background investigations, for all permanent and extra help employees working for the Probation Department. In addition, all internal affairs investigations are conducted through the Personnel Unit. The Personnel Unit also coordinates all volunteer and intern requests with the Probation Department and participates in various job fairs to attract potential employees. The Information Technology (IT) Unit maintains and upgrades the Department's internally developed Adult and Juvenile Automation Systems and oversees all IT functions of the Department. In addition, costs for the IT, Facility Services Rent, and Peoplesoft Internal Services funds and Workers Compensation are included in this program.

- Outcome(s) – The goal of this unit is to manage the Department effectively and efficiently and maximize revenue generation.
- Mandates & Level of Mandated Activities -- The Chief Probation Officer is a mandated position under PC 1202.8. The remaining units in this program are not mandated.
- Appropriation Detail – The appropriations reflect the deletion of three Office Assistant positions and the addition of Program Technicians in the Information Technology unit of the Probation Department and transferring one Secretary position from the Elkhorn Correctional Facility Org. 3445 to this budget. Services and Supplies include the costs associated with the new Facilities Services Rent Internal Service Fund.
- Revenue Detail – Revenue for this program is primarily from Standards in Training for Corrections and for grant reimbursable indirect costs from the Probation-Grants Organization 3432.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$3,365,249	\$3,243,381
Service & Supplies	\$2,594,057	\$2,549,379
Other Charges	\$1,020,000	\$1,020,000
Total Appropriations	\$6,979,306	\$6,812,760

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Fines, Forfeitures, & Penalties	\$20,168	\$20,466
Intergovernment Revenues – State	\$250,000	\$308,887
Charges for Service	\$13,000	\$13,000
Intrafund	\$65,009	\$65,008
Total Revenue	\$348,177	\$407,361
NCC	\$6,631,129	\$6,405,399

Probation – 3430

Total Recommended Positions:

Total Positions for the above program include 33.4 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Adult Field/Special Services

Program Description

- Function(s) – The Adult Field/Special Services Units are responsible for the supervision of adult felons and misdemeanants on probation in Fresno County. Specialized caseloads include sex offenders, gang members, child and elder abusers, violent offenders, youthful offenders, felony DUI offenders, mentally ill offenders, and drug offenders. This unit also participates in the Multi-Agency Gang Enforcement Consortium (MAGEC). Due to limited staff, many offenders are in large banked caseloads which allow for only limited supervision. The probation officers monitor offenders' compliance with court orders and probation conditions. Appropriate sanctions are imposed when necessary, up to and including jail custody time.
- Outcome(s) -- The goal is to keep the community safe and hold offenders accountable by enforcing Court orders and monitoring compliance. Offenders are assisted in seeking treatment and other rehabilitative services to reduce recidivism. Restitution is also collected so that crime victims are made financially whole to the greatest extent possible. There are approximately 7,500 probationers (5,000 active, 2,500 bench warrant status) assigned to this unit. Specialized caseloads such as violent and sex offenders range in size from 150 to 260 probationers.
- Mandates & Level of Mandated Activities -- Probation supervision is a mandated function pursuant to Penal Code 1203 and 1203.1. The level of supervision is dependent on fiscal resources. Probation's participation in the MAGEC program although not mandated is recommended by the Fresno County Grand Jury.
- Appropriation Detail – Salary and benefit costs reflect the deletion of three vacant Deputy Probation Officer positions.
- Revenue Detail – The primary revenue source for this program is from Adult Supervision Fees.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$2,066,639	\$1,847,428
Service & Supplies	\$170,217	\$170,217
Total Appropriations	\$2,236,856	\$2,017,645

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Fines, Forfeitures, & Penalties	\$14,349	\$13,201
Charges for Service	\$261,417	\$486,241
Miscellaneous Revenues	\$257,980	\$0
Total Revenue	\$533,746	\$499,442
NCC	\$1,703,110	\$1,518,203

Probation – 3430

Total Recommended Positions:

Total Positions for the above program include 24.5 full time equivalent(s) (FTE), which reflect a decrease of 3.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
2015	Deputy Probation Officer I	Vacant	3.0	\$199,378
Totals			3.0	\$199,378

Service Impact of Funding Reductions:

- The three Deputy Probation Officer I positions were left vacant to meet the FY 2007-08 salary savings. These positions are needed to meet the increasing caseloads from sex offenders, youthful offenders and mental health youthful offenders.

Adult Offender Work Program

Program Description

- Function(s) – The Adult Offender Work Program (AOWP) unit provides an alternative to jail for defendants who have been convicted of a variety of misdemeanor and felony offenses and have been sentenced to jail for 120 days or less. Participation in the program reduces the jail inmate population. Those defendants who are accepted on the program perform supervised manual labor to improve or maintain public facilities including but not limited to streets, parks, and schools. Probation staff determines eligibility of offenders for participation on the program and monitor their performance and compliance while they complete their sentence.
- Outcome(s) -- There are approximately 600 to 700 referrals and over 4,000 work days completed each month. This program reduces the jail population by saving nearly 50,000 jail days annually and holds offenders accountable while allowing them to be productive in the community.
- Mandates & Level of Mandated Activities -- AOWP is not a mandated program.
- Appropriation Detail – Staffing and associated services and supplies maintain this program at the current service level.
- Revenue Detail – This program is 100% funded with Adult Offender Work Program fees.

Probation – 3430

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$630,728	\$619,274
Service & Supplies	\$29,932	\$29,932
Total Appropriations	\$660,660	\$649,206

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Fines, Forfeitures, & Penalties	\$1,150,000	\$1,150,000
Total Revenue	\$1,150,000	\$1,150,000
NCC	(\$489,340)	(\$500,794)

Total Recommended Positions:

Total Positions for the above program include 9.5 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Domestic Violence (DV) Unit

Program Description

- Function(s) – The DV Unit supervises individuals placed on felony and misdemeanor probation for offenses involving domestic violence. The deputy probation officers in this unit administer probation instructions, make appropriate court-ordered referrals, ensure defendants are complying with their terms and conditions of probation, make recommendations to the Court when violations occur, conduct searches and make arrests. All DV offenders are placed on probation for a minimum of 3 years, have ongoing review hearings, and must attend a 52-week batterer's intervention program. Pursuant to PC 1203.097, the Probation Department is also responsible for the approval and inspection of agencies providing the batterer's intervention program. This includes conducting onsite review of the program, monitoring of sessions, and conducting annual program audits.
- Outcome(s) -- There are just over 3,800 individuals on probation for domestic violence-related crimes and under the supervision of the Probation Department. Of those, 963 are felonies (594 active, 369 warrant status); 2,856 are misdemeanants (1,754 active, 1,102 warrant status). The 6 felony officers have an average caseload of 100 each; the two misdemeanor officers have caseloads of 875 each. The goal of this program is to ensure domestic violence victims and their children are not re-victimized by these offenders.
- Mandates & Level of Mandated Activities -- Probation supervision is a mandated function pursuant to PC 1203 and the specific mandates pertaining to supervision of domestic violence offenders is set forth in PC 1203.097. The level of supervision is dependent on fiscal resources.
- Appropriation Detail – Staffing and associated services and supplies maintain this program at the current service level.

Probation – 3430

- Revenue Detail -- The primary revenue source for this program is from Adult Supervision Fees.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,189,708	\$1,159,855
Service & Supplies	\$113,330	\$73,643
Total Appropriations	\$1,303,038	\$1,233,498

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Fines, Forfeitures, & Penalties	\$7,874	\$7,952
Charges for Service	\$122,259	\$269,282
Miscellaneous Revenues	\$141,567	\$0
Total Revenue	\$271,700	\$277,234
NCC	\$1,031,338	\$956,264

Total Recommended Positions:

Total Positions for the above program include 14.2 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Drug Suppression Unit

Program Description

- Function(s) – The Drug Suppression Unit oversees Proposition 36, PC 1000/Deferred Entry of Judgment, and DNA collection. The function of the Proposition 36 unit is to supervise both felony and misdemeanor offenders placed on probation under the requirements of the Substance Abuse & Crime Prevention Act. Probation staff assess and refer defendants to the appropriate level of substance abuse treatment and monitor their compliance with the terms and conditions of probation ordered by the Court, as well as provide court officer services and data collection. PC 1000 authorizes the diversion of non-violent drug offenders when the defendant meets certain criteria. Compliance with the terms and conditions of the Deferred Entry of Judgment is regularly monitored by the Court and Probation. Non-compliance is met with graduated sanctions, including jail custody time. The Unit also oversees DNA collection pursuant to Proposition 69, the DNA Fingerprint, Unsolved Crime and Innocence Protection Act for qualifying adult offenders.
- Outcome(s) -- There are three specialized Proposition 36 caseloads including high risk, addicted parent, and severely addicted parent offenders. These cases are supervised by journey level officers and are subject to more intensive supervision. There are also three banked caseloads averaging 600 cases each. During the six-year period since the enactment of Prop 36, 8,579 defendants have been sentenced to the program; 3,321 were unsuccessfully terminated due to probation violations; 3,893 had bench warrants issued for their arrest; 190 successfully completed the

Probation – 3430

program; and 110 successfully completed all terms and conditions of probation. In the PC 1000 program, probation officers present the cases to the Court as there are no District Attorneys or Public Defenders assigned to the Court. The officers supervise approximately 400 cases each. During Fiscal Year 2006-07, 305 clients successfully graduated from PC 1000. With regard to DNA collection, there are currently over 13,000 adult offenders and 1,100 juveniles offenders who are required to submit thumb/palm prints in accordance with PC 296. Since DNA collection efforts began in July 2007, there have been 850 DNA/palm prints collected. It is projected a total of 1,500 to 2,000 DNA/palm prints will be collected during Fiscal Year 2008-09.

- Mandates & Level of Mandated Activities -- Prop 36 is mandated by referendum (Prop 36) and statute (PC 1210.1). Probation supervision is mandated by statute (PC 1203) and the particular requirements of PC 1000 by that statute, et. seq. The collection of DNA samples is mandated by statute (PC 296) and by referendum (Prop 69).
- Appropriation Detail – Staffing and associated services and supplies maintain this program at the current service level.
- Revenue Detail -- The primary revenue sources for this program are from Proposition 36, drug testing fees, Adult Supervision Fees, and Proposition 69.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,464,037	\$1,455,466
Service & Supplies	\$1,026,938	\$1,066,626
Total Appropriations	\$2,490,975	\$2,522,092

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Fines, Forfeitures, & Penalties	\$9,718	\$9,936
Charges for Service	\$1,068,564	\$1,254,100
Miscellaneous Revenues	\$174,712	\$0
Other Financing Sources	\$130,067	\$128,454
Intrafund	\$625,000	\$625,000
Total Revenue	\$2,008,061	\$2,017,490
NCC	\$482,914	\$504,602

Total Recommended Positions:

Total Positions for the above program include 21.2 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Probation – 3430

Supervised Honor Release Program (SHARP)

Program Description

- Function(s) – The Supervised Honor Release Program is a pre-trial program designed to assist in the reduction of jail overcrowding. Inmates pending felony and misdemeanor charges who are not typically considered for release on their honor are considered for release on electronic monitoring (EM) and under the strict supervision of probation officers.
- Outcome(s) -- The goal of SHARP is to adequately supervise defendants who are released to SHARP prior to their trial in order to reduce jail overcrowding while maintaining the safety of the community. As of January 10, 2008, SHARP has processed referrals for approximately 500 defendants with 200 inmates being released from jail and placed in the program. An average of 40 participants are on SHARP at any given time. The average number of days spent in the program is 48, with some defendants staying in the program as long as 330 days. A total of 8,922 days has been served by all defendants in the program since the program's inception in September 2006. This is a labor intensive program. The total number of jail inmates (200) and jail days saved (8,922) show a significant impact on reducing jail overcrowding. Additionally, when defendants are convicted of felonies, they typically are sentenced to additional jail time. Several SHARP clients have received alternative sanctions such as the Adult Offender Work Program because of their progress in SHARP. Thus, the jail is better able to retain offenders with serious and/or violent felony offenses in custody because additional jail beds are made available.
- Mandates & Level of Mandated Activities -- SHARP is not a mandated function of the Probation Department. It was born out of a jail overcrowding crisis that came to light in September 2006 and was authorized by the Board of Supervisors as a component of an intensive effort involving all justice agencies and the Courts to reduce jail overcrowding. Although not a revenue generating program, it appears the SHARP is not only saving jail bed space for unsentenced inmates, it is also saving substantial jail space at the post-sentencing phase.
- Appropriation Detail – Appropriations include salaries and benefits associated with the program and the contract costs for electronic monitoring.
- Revenue Detail – This program does not generate any revenue.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$0	\$252,951
Service & Supplies	\$0	\$80,000
Total Appropriations	\$0	\$332,951

Probation – 3430

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Total Revenue	\$0	\$0
NCC	\$0	\$332,951

Total Recommended Positions:

Total Positions for the above program include 3.0 full time equivalent(s) (FTE), which reflect a decrease of 1.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
2015	Deputy Probation Officer I	Vacant	1.0	\$87,094
Totals			1.0	\$87,094

Service Impact of Funding Reductions:

- The Deputy Probation Officer position recommended for deletion has been kept vacant and was planned to be filled as the program expanded. The elimination of this position will limit the ability of the program to expand.

Adult Court Services

Program Description

- Function(s) – Upon conviction and prior to sentencing of felony offenders (and selected misdemeanants), the Adult Court Services Unit conducts investigations of the offender's criminal and social histories, gathers factual information regarding the current crime, and compiles this information into a report designed to assist the Superior Court in arriving at a suitable sentence. The report also contains a legal analysis of relevant sentencing laws and guidelines. In addition, probation officers appear in Court for the sentencing hearing and represent the position of the Probation Department and provide assistance to the Court during the sentencing process. Officers in this Unit also complete post-sentence reports in selected cases to assist the Department of Corrections, as well as conduct investigations and prepare reports regarding dismissal of probation and charges pursuant to Penal Code Section 1203.4.
- Outcome(s) -- Each year, this unit prepares over 6,000 pre-sentence reports and an additional 2,000 supplemental or special reports. Five deputy probation officers are assigned to Court full-time and 15 deputy probation officers (also called Investigators) write court reports full-time. Each officer is typically assigned 8 to 12 new cases each week and these reports typically have to be completed within three weeks.

Probation – 3430

- Mandates & Level of Mandated Activities -- The Probation Officer is mandated by statute (PC 1203) and Rules of Court (Section 4.410, et seq.) to complete presentence reports in all felony cases.
- Appropriation Detail – Staffing and associated services and supplies maintain this program at the current service level.
- Revenue Detail – Revenue for this program is primarily from Adult Supervision fees.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$2,644,962	\$2,604,761
Service & Supplies	\$146,832	\$146,832
Total Appropriations	\$2,791,794	\$2,751,593

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Fines, Forfeitures, & Penalties	\$18,118	\$18,426
Charges for Service	\$340,260	\$682,877
Miscellaneous Revenues	\$325,740	\$0
Total Revenue	\$684,118	\$701,303
NCC	\$2,107,676	\$2,050,290

Total Recommended Positions:

Total Positions for the above program include 33.1 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Juvenile Placement

Program Description

- Function(s) – The Placement Unit provides placement and supervision services to juveniles that have been removed from the control and custody of a parent or guardian pursuant to Welfare and Institution Code Section 827. The unit supervises juveniles placed in a variety of settings such as foster care, relative care, group homes, and community treatment facilities and provides a variety of other services such as monitoring to provide them a verifiably safe and responsible housing setting. The unit also includes the Community Services Work Program (CSWP) which is a non-mandated service that coordinates youth ordered into the work program by the Court. CSWP provides services to over 20 sites, including CSUF, the Fresno County Fairgrounds, the Juvenile Justice Campus, American Avenue Landfill, Kearney Boulevard, Friant Road, and County Parks and Recreation areas. This unit also has the K-6 Project that collaborates with the Department of Children and Family Services to provide services to at risk youth in danger of entering the juvenile justice system and/or in eminent danger of being removed from the family home.

Probation – 3430

- Outcome(s) -- The goal of the Placement Unit is to provide supervision to approximately 180 youth ordered by the Court into out of home placement. Over 2,000 youth were referred to the CSWP during the last fiscal year resulting in thousands of hours of community service. There are approximately 25 elementary schools served by the K-6 program.
- Mandates & Level of Mandated Activities -- The California Welfare and Institutions Code 827 mandates that youth removed from the control and custody of a parent or guardian must receive specific services. CSWP and K-Six are non-mandated programs.
- Appropriation Detail – Staffing and associated services and supplies maintain this program at the current service level.
- Revenue Detail – Revenue for this program are primarily from Title IV-E and Juvenile Probation and Camp Funds (JPCF) . The revenue from JPCF reflects a 10% decrease in accordance with the Governor's recommended budget.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,737,134	\$1,678,495
Service & Supplies	\$195,025	\$195,024
Total Appropriations	\$1,932,159	\$1,873,519

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Fines, Forfeitures, & Penalties	\$11,449	\$11,373
Intergovernment Revenues – State	\$657,000	\$657,000
Intergovernment Revenues – Federal	\$1,100,000	\$1,100,000
Intrafund	\$315,609	\$312,929
Total Revenue	\$2,084,058	\$2,081,302
NCC	(\$151,899)	(\$207,783)

Total Recommended Positions:

Total Positions for the above program include 18.8 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Juvenile Supervision/Campus

Program Description

- Function(s) – The Juvenile Supervision/Campus Unit is responsible for the supervision of juveniles on probation in Fresno County including a specialized caseload for sex offenders and a banked caseload. Due to limited staffing, the officer assigned to the banked caseload only responds to emergencies and new law violations. In addition, the unit has a Campus/Metropolitan team consisting of deputy probation officers assigned to the Clovis, Fresno, and Central Unified High Schools

Probation – 3430

supervising over 1,200 youth. These officers also provide a presence at their designated high school sites and team with the local police and/or sheriff officers that work at the school site. In addition, they provide a citation review team and help facilitate the Youth Court that is a collaborative between probation, courts and the school. Youth that commit minor offenses on or near the campus go before a team of their peers to discuss their law violation and appropriate disposition. In addition, this unit provides supervision to approximately 75 youth placed at the Fresno County Community School. These youth are on formal probation and have either been expelled or are not eligible to attend their school district's comprehensive school. This unit also has a Rural Supervision team with two officers in the east county and two in the west county supervising youth on formal probation. The Fresno County rural area covers over 5,500 square miles, 12 separate incorporated cities and several unincorporated communities. In collaboration with the District Attorney and over 10 school districts, one officer is assigned to the Truancy Intervention Program which supervises youth along with their family that have exhibited severe attendance problems at their respective schools. Another officer is assigned to the Community/Court School and supervises approximately 75 youth who are on formal probation and have either been expelled or are not eligible to attend their school district comprehensive school.

- Outcome(s) – Caseloads for the Juvenile Supervision team are as follows: a specialized caseload of 65 sex offenders; approximately 125 offenders on Electronic Monitoring/Supervised Home Detention; 1,200 youth served by the Campus/Metropolitan team; a bank caseload of 268; 75 youth placed at the Fresno County Community School; 149 and 129 youth are supervised by the West County and East County Rural Supervision Teams respectively; and a Truancy Intervention Program supervises approximately 175 youth.
- Mandates & Level of Mandated Activities -- Although supervision of minors on Probation is mandated by the Welfare and Institutions Code, the level of supervision is not defined. The services provided to the high school campuses and the Office of Education are not mandated.
- Appropriation Detail – Staffing and associated services and supplies maintain this program at the current service level.
- Revenue Detail – Funding for this program is primarily from Title IV-E and anticipated contracts with the Fresno, Central, and Clovis Unified School Districts.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$2,088,846	\$2,049,677
Service & Supplies	\$437,126	\$409,616
Total Appropriations	\$2,525,972	\$2,459,293

Probation – 3430

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Fines, Forfeitures, & Penalties	\$14,647	\$14,792
Intergovernment Revenues – Federal	\$770,000	\$770,000
Charges for Service	\$403,734	\$403,734
Other Financing Sources	\$156,723	\$0
Total Revenue	\$1,345,104	\$1,188,526
NCC	\$1,180,868	\$1,270,767

Total Recommended Positions:

Total Positions for the above program include 23.2 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Students Targeted with Opportunities for Prevention (STOP)

Program Description

- Function(s) – The STOP program began in 1998 as a grant funded demonstration project at three middle school sites. The focus was to measure the value of a comprehensive crime prevention effort aimed at youth at risk of entering the juvenile justice system. Services provided in the program include tutoring, mentoring, crisis intervention, substance abuse/alcohol education and counseling, positive recreational activities, and conflict resolution. The rural, urban, and suburban sites provided a three year study that verified the content of the program increased grade performance, attendance, and reduced suspensions, expulsions and child abuse reports. Over the last six years, STOP has expanded to nine middle school sites (Tehipite, Kings Canyon, Sequoia, and Scandinavian in Fresno / Alta Sierra Middle School in Clovis / Mendota Middle School / Huron Middle School / Parlier Middle School and most recently Foothill Middle School in Prather). The entire project is funded by the California Juvenile Justice Crime Prevention Act and has no net county cost.
- Outcome(s) – Over the last two years, more than a thousand youth participated in the STOP program. Of the youth enrolled in STOP during that time, only four youth were arrested. Currently, approximately 500 youth are receiving STOP services a year and the program has maintained the success of the original demonstration project verified several years ago.
- Mandates & Level of Mandated Activities -- This is a non-mandated program.
- Appropriation Detail – Staffing and associated services and supplies maintain this program at the current service level.
- Revenue Detail – This program is 100% funded with Juvenile Justice Crime Prevention Act funds.

Probation – 3430

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,116,509	\$1,100,172
Service & Supplies	\$1,612,444	\$1,769,166
Total Appropriations	\$2,728,953	\$2,869,338

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$2,728,953	\$2,869,338
Total Revenue	\$2,728,953	\$2,869,338
NCC	\$0	\$0

Total Recommended Positions:

Total Positions for the above program include 11.6 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Juvenile Court Services/Intake

Program Description

- Function(s) – Upon admission and prior to disposition (sentencing) of offenders, the Juvenile Court Services Unit conducts investigations of the offender's criminal and social histories, gathers factual information regarding the current crime, and compiles this information into a report designed to assist the Superior Court in arriving at a suitable disposition. The report also contains a legal analysis of relevant disposition laws and guidelines. In addition, probation officers appear in Court for the disposition hearing and represent the position of the Probation Department and provide assistance to the Court during the court process. The Intake team consists of deputy probation officers that are solely responsible for evaluating all arrest reports and requests for filing of juvenile petitions by the District Attorney.
- Outcome(s) -- Juvenile Court Services completes over 2,200 disposition reports for the court's consideration annually. Intake processes approximately 8,000 arrest and citation reports each year. These officers complete approximately 2,700 detention reports.
- Mandates & Level of Mandated Activities -- Court and Intake Services are mandated responsibilities pursuant to PC 1203 and WIC 602/650 respectively.
- Appropriation Detail – Staffing and associated services and supplies maintain this program at the current service level.
- Revenue Detail – Revenue for this program is primarily from Title IV-E.

Probation – 3430

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$2,643,231	\$2,589,799
Service & Supplies	\$160,509	\$160,508
Total Appropriations	\$2,803,740	\$2,750,307

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Fines, Forfeitures, & Penalties	\$17,750	\$17,925
Intergovernment Revenues – Federal	\$330,000	\$330,000
Charges for Service	\$80,000	\$80,000
Total Revenue	\$427,750	\$427,925
NCC	\$2,375,990	\$2,322,382

Total Recommended Positions:

Total Positions for the above program include 33.5 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 11,619,921, a 11.0 % (\$ 1,441,459) decrease from fiscal year 2007-08, which is primarily due to a reduction related to the one time use of Criminal Justice Temporary Construction funds and a 10% reduction in Juvenile Probation Camp Funds. Specific changes by revenue accounts are noted below.
 - Fines, Forfeitures & Penalties (\$ 1,264,072) – Reflects a 24% (\$400,000) decrease due to the loss of \$500,000 of one time funds awarded for FY 2007-08 in Criminal Justice Temporary Construction funds.
 - State Aid (\$ 3,835,225) – Reflects a 5% (\$192,526) decrease primarily due to a 10% reduction in Juvenile Probation and Camp Funds per the Governor's 2008-09 Recommended Budget.
 - Federal Aid (\$ 2,200,000) – Budgeted at the FY 2007-08 level.
 - Charges for Services (\$ 3,189,234) – Reflects an increase of 26% (\$655,684) due to an increase in the Adult Supervision Fee charges to Probationers for 2008-09. Also reflects the loss of revenue due to the transfer of positions funded by the Fresno County Office of Education to the Elkhorn Correctional Facility Organization 3445.
 - Miscellaneous Revenues (\$ 0) – Reflects a 100% (\$1,002,138) reduction due to the loss of Targeted Case Management revenue.
 - Other Financing Sources (\$ 128,453) – Reflects 48% (\$119,805) decrease due to transferring of Indian Gaming Special Revenue funds from this account to Intergovernment Revenues-State for FY 2008-09.

Probation – 3430

- Intrafund Revenues (\$ 1,002,937) – Reflects a 28% (\$382,674) decrease due to loss of revenue from cost applying office support for the Juvenile Justice Campus from this Organization to Organization 3440. The office support positions are recommended to be transferred to Organization 3440 and therefore will not be required to be cost applied in 2008-09.

Probation – 3430

PROBATION - 3430

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2003	Probation Services Manager	F	11	10	\$ 793,102
2005	Deputy Probation Officer IV	1987	58	53	3,709,339
2007	Deputy Probation Officer III	1798	35	33	1,953,874
2010	Deputy Probation Officer II	1596	6	6	300,517
2015	Deputy Probation Officer I	1348	32	28	1,269,508
2023	Juvenile Correctional Officer II	1528	3	3	155,177
2260	Probation Business Manager	E	1	1	81,939
2045	Probation Division Director	E	2	2	182,874
2065	Probation Technician I	1252	10	10	307,573
2066	Probation Technician II	1401	4	4	120,640
2293	Staff Analyst III	2060	3	3	179,210
2240	Sr. Systems & Procedures Analyst	2438	1	1	78,623
2213	Systems & Procedures Analyst III	2177	1	1	60,638
3010	Chief Office Assistant	1547	2	2	99,817
3070	Supervising Office Assistant II	1407	6	5	224,678
3080	Office Assistant III	1054	35	30	1,050,549
3110	Office Assistant II	946	10	9	296,572
3125	Office Assistant I	842	5	2	46,898
3161	Secretary IV - Conf.	1299	1	2	68,994
3166	Administrative Secretary - Conf.	1447	1	1	45,757
3215	Accountant	1546	2	2	111,402
3255	Senior Accountant	2088	1	1	65,013
3262	Supervising Accountant	2585	1	1	72,018
3260	Account Clerk III	1113	4	4	146,215
3205	Account Clerk II	990	1	1	32,568
3621	Program Technician	1252	2	4	171,988
3623	Program Technician - Confidential	1252	3	3	134,776
3704	Information Technology Analyst I	1491	1	1	42,652
3707	Information Technology Analyst IV	2305	1	1	76,899
3708	Senior Information Technology Analyst	2625	1	1	87,615
8085	Chief Probation Officer	Flat Rate	1	1	135,734
Subtotal			245	226	\$ 12,103,162
Auto Allowance					6,156
Detention Facility Allowance					5,200
Bilingual Skill Pay					24,400
Less Salary Savings					(728,335)
TOTAL REGULAR SALARIES					\$ 11,410,583

Probation – 3430

POSITIONS RECOMMENDED FOR DELETION

July 14, 2008

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
2015	Deputy Probation Officer I	Vacant	1348	4	277,472
3080	Office Assistant III	2 Filled/1 vacant	1054	3	152,402
	Cost of Restoring Filled Positions			<u>7</u>	<u>\$ 429,874</u>

TRANSFERS FROM THIS ORGANIZATION TO THE JUVENILE JUSTICE CAMPUS ORGANIZATION 3440

2005	Deputy Probation Officer IV			1	
2015	Deputy Probation Officer I			1	
3070	Supervising Office Assistant II			1	
3080	Office Assistant III			4	
3110	Office Assistant II			<u>1</u>	
	Total Positions Transferred to Org. 3440			<u>8</u>	

TRANSFERS FROM THIS ORGANIZATION TO THE ELKHORN CORRECTIONAL FACILITY ORGANIZATION 3445

2003	Probation Services Manager			1	
2005	Deputy Probation Officer IV			2	
2015	Deputy Probation Officer I			3	
3080	Office Assistant III			<u>1</u>	
				<u>7</u>	

- NOTES: 1. In addition, two Deputy Probation Officer IV positions from this Org. were swapped for two Deputy Probation Officer I-III positions from the Elkhorn Correctional Facility Org. 3445.
2. Three Office Assistant I-III positions are being deleted and two Program Technicians are being added to this Organization.
3. One Secretary position is being transferred from 3445 to this Organization.

Probation – Grants – 3432

Probation - Grants BUDGET 3432 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	1,327,047	1,674,800	2,274,470	599,670	36%
Services and Supplies	281,942	387,598	458,552	70,954	18%
Other Charges	36,495	52,197	64,959	12,762	24%
Residual Equity Transfers(Out)	1,350	-	-	-	-100%
Total Appropriations	\$ 1,646,834	\$ 2,114,595	\$ 2,797,981	683,386	32%
<u>Revenues</u>					
Intergovernment Revenues - St	795,525	906,611	933,713	27,102	3%
Intergovernment Rev-Federal	411,903	496,271	959,554	463,283	93%
Personnel Services	-	-	35,691	35,691	100%
Miscellaneous Revenues	20,747	21,000	21,000	-	0%
Intrafund Revenue	620,488	509,121	608,654	99,533	20%
Total Revenues	\$ 1,848,663	\$ 1,933,003	\$ 2,558,612	625,609	32%
<u>Net County Cost</u>	\$ (201,828)	\$ 181,592	\$ 239,369	\$ 57,777	32%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary		27	27	-	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Probation – Grants – 3432

FUNCTION

The Probation Grants budget contains recommended appropriations for ten programs funded by State and Federal grants and one program program funded by the Fresno County Superintendent of Schools.

OVERVIEW

The 2008-09 Recommended Budget of \$2,797,981 reflects a 32% (\$683,386) increase in appropriations and 32% increase in revenues from the 2007-08 Adopted Budget due to new programs (DMV-DUI Pilot Program and Juvenile Detention Foster Youth Services Program) added midyear 2007-08. Staffing is recommended at the current year level of 27.

DEPARTMENT COMMENTS

The Probation Department aggressively seeks grant opportunities that provide needed public safety, crime prevention and crime victim advocacy services to the community with no or limited net county cost. The grant programs currently run by the Probation Department require a net county cost match of only \$8.50 per \$100 in grant funds.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
James Rowland Crime Victim Assistance Center	\$791,619	\$687,545	\$104,074	11.0
Elder Abuse Program	\$123,877	\$100,388	\$23,489	1.0
Drug Suppression Program - Narcotics Enforcement Team (NET)	\$123,369	\$63,464	\$59,905	1.0
Post-Conviction Drug Court - (PCDC)	\$249,504	\$249,504	\$0	3.0
Juvenile Drug Court	\$20,741	\$20,741	\$0	0.0
Violent Offenders Intensive Supervision Endeavor (VOISE)	\$174,390	\$122,489	\$51,901	2.0
Title V Grant	\$390,152	\$390,152	\$0	1.0
Prevent Repeat Impaired Driving Effectively (PRIDE)	\$139,335	\$139,335	\$0	1.0
Mentally Ill Offender Crime Reduction (MIOCR)	\$246,427	\$246,427	\$0	2.0
DMV-DUI Court	\$502,876	\$502,876	\$0	5.0
Juvenile Detention Foster Youth Services Program (JDFYSP)	\$35,691	\$35,691	\$0	0.0
Total:	\$2,797,981	\$2,558,612	\$239,369	27.0

Probation – Grants – 3432

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
James Rowland Crime Victim Assistance Center	\$791,619	\$687,545	\$104,074	11.0
Elder Abuse Program	\$123,877	\$100,388	\$23,489	1.0
Drug Suppression Program - Narcotics Enforcement Team (NET)	\$123,369	\$63,464	\$59,905	1.0
Post-Conviction Drug Court - (PCDC)	\$249,504	\$249,504	\$0	3.0
Juvenile Drug Court	\$20,741	\$20,741	\$0	0.0
Violent Offenders Intensive Supervision Endeavor (VOISE)	\$174,390	\$122,489	\$51,901	2.0
Title V Grant	\$390,152	\$390,152	\$0	1.0
Prevent Repeat Impaired Driving Effectively (PRIDE)	\$139,335	\$139,335	\$0	1.0
Mentally Ill Offender Crime Reduction (MIOCR)	\$246,427	\$246,427	\$0	2.0
DMV-DUI Court	\$502,876	\$502,876	\$0	5.0
Juvenile Detention Foster Youth Services Program (JDFYSP)	\$35,691	\$35,691	\$0	0.0
Total:	\$2,797,981	\$2,558,612	\$239,369	27.0

PROGRAM BUDGETS

James Rowland Crime Victim Assistance Center

Program Description

- Function(s) – This program provides services to crime victims through crisis intervention and emergency assistance; assessment of need; referrals for services; court support activities; advocacy for victim rights; assistance and advocacy for the filing of claims with the State Compensation Board; intervention with family, friends, employers, creditors on behalf of victims and presentations to law enforcement and the community on victim rights and available services to victims. Presentations are made throughout the community to publicize the availability of services to crime victims and witnesses so the community is aware of the rights of victims and that services are available to them.
- Outcome(s) – The goal of the program is to assess needs and provide services to a minimum of 4,500 crime victims and 100 witnesses each year. Additionally to make at least 40 community presentations and additional community awareness activities regarding victim rights.
- Mandates & Level of Mandated Activities -- Mandated services are outlined in sections 13835.4 and 13835.5 of the Penal Code.
- Appropriation Detail -- Appropriations have increased primarily due to salaries and benefits cost increases.

Probation – Grants – 3432

- Revenue Detail -- Revenue is same as current year.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$727,810	\$727,810
Service & Supplies	\$63,809	\$63,809
Total Appropriations	\$791,619	\$791,619

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$666,545	\$666,545
Miscellaneous Revenues	\$21,000	\$21,000
Total Revenue	\$687,545	\$687,545
NCC	\$104,074	\$104,074

Total Recommended Positions:

Total Positions for the above program include 11.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Elder Abuse Program

Program Description

- Function(s) – This program serves crime victims who are elderly and dependent adults. Basic services are crisis intervention and emergency assistance; assessment of need; referrals for services; court support activities; advocacy for victim rights; assistance and advocacy for the filing of claims with the State Compensation Board; intervention with family, friends, employers, creditors on behalf of victims; presentations to law enforcement and the community regarding victim rights and available services. Presentations are made throughout the community to publicize the availability of services to crime victims and witnesses so the community is aware of the rights of victims and that services are available to them. Most of the County's match for this program is met with Volunteer Victim Witness Advocate hours.
- Outcome(s) -- To provide services to a minimum of 110 new elderly crime victims and 40 new dependent victims. Additionally to make at least 12 community presentations and additional 12 community awareness activities regarding victim rights.
- Mandates & Level of Mandated Activities -- Mandated services are outlined in sections 13835.4 and 13835.5 of the Penal Code.
- Appropriation Detail -- Appropriations have increased primarily due to increases in salaries and benefits cost.
- Revenue Detail – Revenue is same as current year.

Probation – Grants – 3432

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$109,411	\$109,411
Service & Supplies	\$14,466	\$14,466
Total Appropriations	\$123,877	\$123,877

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – Federal	\$100,388	\$100,388
Total Revenue	\$100,388	\$100,388
NCC	\$23,489	\$23,489

Total Recommended Positions:

Total Positions for the above program include 1.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Drug Suppression Program - Narcotics Enforcement Team

Program Description

- Function(s) – Part of a multi-disciplinary enforcement team that is addressing the problems of drug related crime in Fresno County. This grant program is funded through the Sheriff's Grants budget (3112).
- Outcome(s) – The Probation Officer assigned to this grant will be responsible for identifying probationers who pose the greatest threat for narcotics violations throughout Fresno County.
- Mandates & Level of Mandated Activities – This program is not mandated.
- Appropriation Detail – Appropriations have increased primarily due to increases in salaries and benefits cost.
- Revenue Detail – Revenue is same as current year.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$109,617	\$109,617
Service & Supplies	\$13,752	\$13,752
Total Appropriations	\$123,369	\$123,369

Probation – Grants – 3432

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intrafund	\$63,464	\$63,464
Total Revenue	\$63,464	\$63,464
NCC	\$59,905	\$59,905

Total Recommended Positions:

Total Positions for the above program include 1.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Post-Conviction Drug Court (PCDC)

Program Description

- Function(s) – The Post Conviction Drug Court is a multi-agency effort to provide sentencing alternatives for drug offenders. This program is designed to provide intensive supervision and substance abuse treatment for participants who are convicted of felony drug charges. Defendants in this program are convicted of new non-violent drug offenses or are in violation of probation of the Substance Abuse & Crime Prevention Act (Proposition 36) program. The Court places the defendants on 2-year probation terms to include standard terms of Probation including completing PCDC, a highly structured and intensive 18-month minimum program. The program is divided into four phases with a treatment plan and goals as an integral part of the promotion process. Formal graduations are conducted to publicly acknowledge the participants' achievements in successfully completing the program. The program is entirely grant funded.
- Outcome(s) -- The Deputy Probation Officer and Probation Technician provide intensive supervision to a caseload of approximately 120 to insure the compliance with terms and conditions of the program. The Officer also prepares pre-sentence court reports and recommendations for the Court, as well as performs court officer duties once per week. Historically PCDC outcomes have been measured by successful graduates compared to participants, and how many jail/prison days saved. During the 2006-07 fiscal year the PCDC had 23 successful completions, 26 unsuccessful terminations, and 14,853 jail/prison days saved.
- Mandates & Level of Mandated Activities -- : Probation supervision is mandated by statute (PC 1203 and PC 1210.1).
- Appropriation Detail -- Appropriations have increased primarily due to increase in salaries and benefits.
- Revenue Detail – Revenues have increased primarily due to increase in salaries and benefits.

Probation – Grants – 3432

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$223,181	\$223,181
Service & Supplies	\$12,114	\$12,114
Other Charges	\$14,209	\$14,209
Total Appropriations	\$249,504	\$249,504

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intrafund	\$249,504	\$249,504
Total Revenue	\$249,504	\$249,504
NCC	\$0	\$0

Total Recommended Positions:

Total Positions for the above program include 3.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Juvenile Drug Court

Program Description

- Function(s) – The program aims to reduce substance abuse and recidivism among nonviolent juvenile drug offenders by providing constructive and intensive court supervision, extensive substance abuse treatment, mental health counseling, and family therapy to maximize the juveniles' opportunities for success. The Drug Court is designed to combine the persuasive powers of the court with a therapeutic regimen of treatment. This combination fosters the rehabilitation of participants while at the same time providing them with a sense of accountability for their actions.
- Outcome(s) – The program's goal is to serve at least 50 juvenile drug offenders a year. Participants attend twice a week counseling sessions, twice a week drug testing, weekly Alcohol Anonymous and Narcotic Anonymous meetings and twice a month court reviews.
- Mandates & Level of Mandated Activities – This program is not mandated.
- Appropriation Detail – Appropriation is the same as current year.
- Revenue Detail – Revenue is the same as current year.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$20,741	\$20,741
Total Appropriations	\$20,741	\$20,741

Probation – Grants – 3432

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$20,741	\$20,741
Total Revenue	\$20,741	\$20,741
NCC	\$0	\$0

Total Recommended Positions:

Total Positions for the above program include 0.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Violent Offender Intensive Supervision Endeavor (VOISE)

Program Description

- Function(s) – The probationers on the VOISE caseloads are some of our most violent and dangerous offenders and many have long criminal histories. The goal is to provide intensive supervision to ensure they are following their terms and conditions of probation for the protection of the victims and to remove them from the community if they fail to comply with these conditions.
- Outcome(s) -- Grant guidelines provide for a maximum caseload of 40 probationers with a minimum contact with each probationer of once a week. Office visits, field contacts, and telephonic contacts are utilized. The Deputy Probation Officer makes 75% of all contacts with the probationers in person.
- Mandates & Level of Mandated Activities – This is not a mandated program.
- Appropriation Detail -- Appropriations have increased primarily due to increases in salaries and benefits cost.
- Revenue Detail – Revenue is same as current year.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$159,792	\$159,792
Service & Supplies	\$14,598	\$14,598
Total Appropriations	\$174,390	\$174,390

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – Federal	\$83,313	\$83,313
Intrafund	\$39,176	\$39,176
Total Revenue	\$122,489	\$122,489
NCC	\$51,901	\$51,901

Probation – Grants – 3432

Total Recommended Positions:

Total Positions for the above program include 2.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Title V

Program Description

- Function(s) – This program provides integrated prevention and early intervention services to targeted youth and their families at the Kings Canyon Middle School. The required 50% match for this grant is met with Juvenile Justice Crime Prevention Act funds.
- Outcome(s) – There are a total of 50 youths participating in this program at Kings Canyon Middle School.
- Mandates & Level of Mandated Activities – This is not a mandated program.
- Appropriation Detail – Appropriation is the same as current year.
- Revenue Detail – Revenue is the same as current year.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$112,958	\$112,958
Service & Supplies	\$238,179	\$238,179
Other Charges	\$39,015	\$39,015
Total Appropriations	\$390,152	\$390,152

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – Federal	\$195,075	\$195,075
Intrafund	\$195,077	\$195,077
Total Revenue	\$390,152	\$390,152
NCC	\$0	\$0

Total Recommended Positions:

Total Positions for the above program include 1.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Prevent Repeat Impaired Driving Effectively (PRIDE)

Program Description

- Function(s) – This program provides intensive probation supervision targeting multiple DUI offenders. This intensive supervision increases the ability to arrest probationers that are identified with outstanding warrants or violations of probation, who are a danger to our community.

Probation – Grants – 3432

- Outcome(s) – Intensive probation supervision will decrease the number of impaired drivers on the streets, thus decreasing the number of alcohol-related injuries and fatalities within our community.
- Mandates & Level of Mandated Activities – This is not a mandated program.
- Appropriation Detail -- Appropriations have increased primarily due to increases in salaries and benefits cost.
- Revenue Detail – Revenues have increased due to increase in grant funding.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$121,143	\$121,143
Service & Supplies	\$18,192	\$18,192
Total Appropriations	\$139,335	\$139,335

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – Federal	\$139,335	\$139,335
Total Revenue	\$139,335	\$139,335
NCC	\$0	\$0

Total Recommended Positions:

Total Positions for the above program include 1.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Mentally Ill Offender Crime Reduction (MIOCR)

Program Description

- Function(s) – This program enables mental health screening and assessments of juveniles upon booking at the Juvenile Justice Campus and will provide evidence-based mental health interventions for youth with identified mental health problems, as well as ensure coordinated, intensive case management of youth receiving mental health services while they are involved in the juvenile justice system in Fresno County.
- Outcome(s) – Program will assist youth, their families, and the community through evidence-based interventions to address the needs of the juvenile offender with significant emotional and/or mental challenges, consistent with public safety and the safety of the youth participant. It will also reduce the number of days spent in custodial facilities when participants are better served by mental health services and intensive case management, expeditious referrals to community based services and engagement of family supports.
- Mandates & Level of Mandated Activities – This is not a mandated program.

Probation – Grants – 3432

- Appropriation Detail – Appropriations have increased primarily due to increases in salaries and benefits cost.
- Revenue Detail – Revenue increased due to increase in grant funding.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$211,125	\$211,125
Service & Supplies	\$23,567	\$23,567
Other Charges	\$11,735	\$11,735
Total Appropriations	\$246,427	\$246,427

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$246,427	\$246,427
Total Revenue	\$246,427	\$246,427
NCC	\$0	\$0

Total Recommended Positions:

Total Positions for the above program include 2.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Department of Motor Vehicle-Driving Under the Influence (DMV-DUI) COURT

Program Description

- Function(s) – In this 31-month DMV-DUI Court pilot program, under the lead of the Probation Department and in collaboration with the Court, District Attorney, Public Defender, and Behavioral Health, the primary goal is to reduce recidivism. The subjects are repeat misdemeanor DUI offenders living in the Fresno/Clovis areas. About two-thirds of this population has never been on probation or in treatment. Emphasis is put on accountability and from the date of entry of plea, participants become involved with testing and support groups. More importantly, the participants start with weekly meetings with the Deputy Probation Officer. They are assessed and referred to programs as needed and have regular Court reviews. The program includes three intervention levels: formal probation; probation enhanced with medication and motivational interviewing; and straight informal probation as a control group. The 600 participants have to volunteer without knowing which group they'll be in until sentencing.
- Outcome(s) -- The program will reduce repeat DUI offenders, thereby lowering the number of injuries and deaths and, in so doing, making it a safer community for everyone.
- Mandates & Level of Mandated Activities – This is not a mandated program.

Probation – Grants – 3432

- Appropriation Detail – Appropriations have increased primarily due to increases in salaries and benefits cost.
- Revenue Detail – Revenue increased due to increase in grant funding.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$463,742	\$463,742
Service & Supplies	\$39,134	\$39,134
Total Appropriations	\$502,876	\$502,876

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – Federal	\$441,443	\$441,443
Intrafund	\$61,433	\$61,433
Total Revenue	\$502,876	\$502,876
NCC	\$0	\$0

Total Recommended Positions:

Total Positions for the above program include 5.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Juvenile Detention Foster Youth Services Program

Program Description

- Function(s) – This program provides a Liaison at the Court Schools located at the Juvenile Justice Campus and Elkhorn Correctional Facility.
- Outcome(s) – The Extra-Help Deputy Probation Officer will work with the Fresno County Office of Education's Foster Youth Services Program Coordinator, Foster Youth Consultants and the Education Services Specialist to implement the Juvenile Detention Foster Youth Services Program's goals and objectives.
- Mandates & Level of Mandated Activities – This program is not mandated.
- Appropriation Detail – Appropriations have increased primarily due to increases in salaries and benefits cost.
- Revenue Detail – Revenues have increased primarily due to increase in salaries and benefits.

Probation – Grants – 3432

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$35,691	\$35,691
Total Appropriations	\$35,691	\$35,691

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – Other	\$35,691	\$35,691
Total Revenue	\$35,691	\$35,691
NCC	\$0	\$0

Total Recommended Positions:

Total Positions for the above program include 0.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 2,558,612, a 32.0 % (\$ 625,609) increase over fiscal year 2007-08, which is primarily due to the addition of two new programs added mid-year 2007-08. Specific changes by revenue accounts are noted below.
 - Intergovernment Revenues - State (\$ 933,713) – Reflects a 3% (\$27,102) increase over FY 2007-08.
 - Intergovernment Revenues - Federal (\$ 959,554) – Reflects a 93% (\$463,283) increase primarily due to full year funding for the DMV-DUI grant.
 - Personnel Services (\$ 35,691) – Reflects a 100% (\$35,691) increase representing the Juvenile Detention Foster Youth Services Program funded by the Fresno County Office of Education.
 - Intrafund Revenues (\$ 608,654) – Represents a 20% (\$99,533) increase due to cost applying the remaining 50% of the Probation Services Manager not funded by the DMV-DUI grant to Organization 3430.
 - Miscellaneous Revenue (\$ 21,000) – Maintains the 2007-08 funding level.

Probation – Grants – 3432

PROBATION - GRANTS - 3432

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2003	Probation Services Manager	F	2	2	\$ 159,266
2005	Deputy Probation Officer IV	2057	6	6	404,185
2007	Deputy Probation Officer III	1861	2	2	131,015
2010	Deputy Probation Officer II	1652	2	2	89,879
2033	Victim Witness Advocate	1652	9	9	344,971
2066	Probation Technician II	1226	2	2	79,695
3080	Office Assistant III	1189	3	3	98,937
3621	Program Technician II	1401	<u>1</u>	<u>1</u>	<u>39,109</u>
Subtotal			27	27	\$ 1,347,057
	Bilingual Pay				7,500
TOTAL REGULAR SALARIES					\$ 1,354,557

Probation – Juvenile Justice Campus – 3440

Prob-Juvenile Justice Campus BUDGET 3440 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	21,366,225	24,437,025	25,963,297	1,526,272	6%
Services and Supplies	2,322,572	2,685,186	4,773,963	2,088,777	78%
Residual Equity Transfers(Out)	16,330	-	-	-	-100%
Total Appropriations	\$ 23,705,127	\$ 27,122,211	\$ 30,737,260	3,615,049	13%
<u>Revenues</u>					
Fines, Forfeitures & Penalties	231,188	231,188	231,188	-	0%
Intergovernment Revenues - St	5,307,297	5,442,988	5,966,122	523,134	10%
Charges For Services	303,581	221,700	203,077	(18,623)	-8%
Other Financing Sources	82,874	-	-	-	-100%
Intrafund Revenue	-	-	17,631	17,631	100%
Total Revenues	\$ 5,924,940	\$ 5,895,876	\$ 6,418,018	522,142	9%
<u>Net County Cost</u>	\$ 17,780,187	\$ 21,226,335	\$ 24,319,242	\$ 3,092,907	15%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	280	280	278	(2)	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Probation – Juvenile Justice Campus – 3440

FUNCTION

The Juvenile Justice Campus Division of the Probation Department provides facilities for the detention, control, and commitment of juveniles pursuant to California State Juvenile Court law and Department of Juvenile Justice standards as audited by the California Corrections Standards Authority. Programs provided at the state-of-the-art Juvenile Justice Campus include substance abuse treatment for males and females, female gender specific treatment, and pre-adolescent treatment. In addition, the “Thinking for a Change” Program has been integrated throughout the Campus. “Thinking for a Change” is a 22 module cognitive interactive decision making process involving correctional staff and youth. Various other programs, such as mentoring and arts, are continuing to be developed in order to provide juveniles a wide range of opportunities to improve their overall social and living skills. The Division also provides support to the Supervised Home Detention program for minors pending Juvenile Court proceedings pursuant to the California State Welfare and Institutions Code.

OVERVIEW

The FY 2008-09 Recommended Budget appropriations of \$30,737,260 reflects a net 13% (\$3,615,049) increase over the FY 2007-08 Adopted Budget primarily due to salary and benefit cost increases and the addition of the Facilities Services Rent (\$2,557,331). The FY 2008-09 Recommended Budget revenues reflect a 9% (\$522,142) increase over the FY 2007-08 Adopted Budget primarily due to the addition of Department of Juvenile Justice Realignment funds. In order to meet the allocated appropriations, the recommended budget includes the reduction of 30 beds (one pod) and the elimination of 10 positions. The operating capacity would be reduced from 390 to 360 beds. It should be noted, the Juvenile Justice Campus was operated at 360 beds for most of 2007-08 due to budgeted salary savings. In addition, this budget reflects the transfer of one Deputy Probation Officer IV, one Deputy Probation Officer III, one Supervising Office Assistant, and five Office Assistant positions from Probation Organization 3430 to this Organization. The transfers are recommended to align staffing with programs in each of the budgets. Staffing is recommended at 278 positions, a net decrease of 2 positions from 2007-08. A 3% (\$405,117) salary savings has been used in calculating Regular Salaries (account 6100) in the Recommended Budget. A \$174,402 savings in combined, related benefits has also been calculated in the Recommended Budget for Unemployment, Retirement, and OASDI.

DEPARTMENT COMMENTS

The Probation Department budgets have been submitted in accordance with the instructions provided by the Executive Budget Committee.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
JJC-Detention Facility	\$15,618,430	\$1,977,757	\$13,640,673	128.0
JJC-Transportation/Ct. Holding	\$968,062	\$0	\$968,062	14.0
JJC-Commitment Facility	\$13,582,602	\$3,280,509	\$10,302,093	118.0
Total:	\$30,169,094	\$5,258,266	\$24,910,828	260.0

Probation – Juvenile Justice Campus – 3440

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
JJC-Detention Facility	\$15,357,806	\$2,007,499	\$13,350,307	131.0
JJC-Transportation/Ct. Holding	\$960,237	\$0	\$960,237	14.0
JJC-Commitment Facility	\$14,419,217	\$4,410,519	\$10,008,698	133.0
Total:	\$30,737,260	\$6,418,018	\$24,319,242	278.0

PROGRAM BUDGETS

Juvenile Justice Campus (JJC) - Detention Facility

Program Description

- Function(s) – The Juvenile Justice Campus Detention Facility currently provides housing for minors going through the court process and who have not been sentenced. The Detention Facility currently has a total of 240 beds and is staffed to accommodate 210 minors consisting of seven 30-bed pods including one pod for females and one pod for minors whose conduct is so problematic they cannot program within the confines of a medium security setting. The remaining pods are designated for those minors ranging from medium to high security classifications. Due to budget constraints, one 30-bed pod is recommended for deletion in the recommended 2008-09 budget resulting in an operating capacity of 180 beds for 2008-09. Another component of the Detention Facility is the Booking/Intake operation, which is housed in the Institutional Core building. This is the point of entry for minors brought to the JJC by law enforcement. Detention decisions regarding minors are made at this point based on facility detention guidelines. Programming for all minors in the Detention Facility includes the cognitive learning model "Thinking for a Change" and "Character Counts," as well as other services provided by community outreach groups such as Narcotics/Alcoholics Anonymous and Planned Parenthood. Since becoming operational in July 2006, the Department has been involved in a collaborative effort with the nonprofit foundation, Focus Forward. Initial services provided by Focus Forward include Art Classes for minors. The Detention facility also receives numerous religious and special events provided by various religious groups.
- Outcome(s) -- Although WIC 850 does not mandate the exact number of beds that must be maintained, the Fresno County Juvenile Justice Needs Assessment, completed in 2002, projected the County would need approximately 480 detention beds by 2012. That number increases to 720 by 2025. During the 2007 calendar year, approximately 5,536 minors were booked into the Detention facility.
- Mandates & Level of Mandated Activities -- The facility is operated within the parameters of the California Code of Regulations Title 15, which dictates all aspects of care and control of the minors and Title 24 which regulates the facility standards.
- Appropriation Detail – Appropriations reflect the elimination of 30 beds and the reduction of 10 positions in order to meet the allocated appropriations for this Organization.

Probation – Juvenile Justice Campus – 3440

- Revenue Detail – Revenue for this program is primarily from Juvenile Probation and Camp Funds (JPCF). JPCF funding for this program represents a 10% reduction from the current year based on the Governor's 2008-09 Recommended Budget.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$13,235,863	\$12,998,800
Service & Supplies	\$2,382,567	\$2,359,006
Total Appropriations	\$15,618,430	\$15,357,806

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Fines, Forfeitures, & Penalties	\$105,086	\$105,086
Intergovernment Revenues – State	\$1,780,042	\$1,802,091
Charges for Service	\$84,615	\$92,308
Intrafund	\$8,014	\$8,014
Total Revenue	\$1,977,757	\$2,007,499
NCC	\$13,640,673	\$13,350,307

Total Recommended Positions:

Total Positions for the above program include 131.0 full time equivalent(s) (FTE), which reflect a decrease of 10.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
2025	Juvenile Correctional Officer	Vacant	7.0	\$402,959
2022	Senior Juvenile Correctional Officer	Vacant	3.0	\$260,407
	Extra Help and Overtime		0.0	\$304,824
	Associated Services and Supplies		0.0	\$96,072
	Revenue Offset (\$57,347)		0.0	\$0
Totals			10.0	\$1,064,262

Service Impact of Funding Reductions:

- Reflects the elimination of one 30 bed pod and 10 positions. The loss of these beds will reduce available beds to hold minors prior to completing the court process which could have an impact on public safety.

Probation – Juvenile Justice Campus – 3440

Juvenile Justice Campus (JJC) - Transportation/Court Holding Facility

Program Description

- Function(s) – This unit provides two equally important functions. The first is providing all transportation from the JJC to the Tenth Street Juvenile Court facility. In addition, upon arrival, this unit is responsible for safely securing, holding and delivering minors to the courtroom.
- Outcome(s) – During 2007 there were a total of 13,081 minors transported to and from the Tenth Street Court in 2,470 total trips. This equates to a monthly average of 1,090 minors and 206 trips. Continued successful outcomes will focus on safe, timely and efficient transportation of minors to and from courtrooms until the new Juvenile Delinquency Courthouse is completed at the JJC in early 2009.
- Mandates & Level of Mandated Activities – Transportation of the minors to the Tenth Street Court facility is mandated; in that, the Probation Department is responsible for safely delivering the minors to Court.
- Appropriation Detail – Appropriations include the costs for staff and associated costs to transport minors from the JJC to the Tenth Street Juvenile Courthouse through March 2009. The 14 positions associated with the transportation and holding at the Tenth Street Juvenile Courthouse will be eliminated upon the opening of the new Courthouse.
- Revenue Detail – This program does not generate revenue.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$927,638	\$919,657
Service & Supplies	\$40,424	\$40,580
Total Appropriations	\$968,062	\$960,237

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Total Revenue	\$0	\$0
NCC	\$968,062	\$960,237

Total Recommended Positions:

Total Positions for the above program include 14.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Juvenile Justice Campus (JJC) - Commitment Facility

Program Description

- Function(s) – The Juvenile Justice Campus Commitment Facility provides housing to minors who have been ordered by the Juvenile Court to serve a custodial

Probation – Juvenile Justice Campus – 3440

commitment ranging in length from 30 to 365 days, with the average length of commitment being 119 days. This facility has a total capacity of 240 beds and is currently staffed to accommodate 180 minors consisting of six 30-bed Pods including one for females and one for minors whose conduct is so problematic they cannot program within the confines of a medium security setting. The remaining Pods are designated for those minors ranging from medium to high security classifications. The average daily population for the past year was 158. Programs provided at this facility include the Pre-Adolescent boys program; New Directions girls program and the Substance Abuse Unit (SAU) program. Both the Pre-Adolescent and New Directions programs provide a mental health component consisting of individual and group counseling to those minors specifically committed by the Court. The SAU program, which serves a coed population of thirty males and ten females, has the most intensive therapeutic/treatment regimen of any commitment program. Additional programming to all minors in the Commitment Facility includes the cognitive learning model "Thinking for a Change" and "Character Counts" as well as other services provided by community outreach groups. Since becoming operational in July 2006, the Department has been involved in a collaborative effort with the nonprofit foundation, Focus Forward. Services provided by Focus Forward include yoga, art, meditation, and tutoring classes. The Department is also involved in another collaborative project with California State University, Fresno in providing mentoring services to identified minors through the MOSAIC program. Over 150 minors have participated in the program.

- Outcome(s) – The primary mission or outcome of the Commitment Facility is to provide a safe and secure environment for those minors who are ordered into our care and custody by the Juvenile Court. While serving their commitment, minors receive services to help them live a delinquency free lifestyle and become a positive contributor to the community. The SAU program has an average recidivism rate of 27% for the past 7 years. During the prior fiscal year there were 63 successful graduates from the program. Further, in partnering with the Fresno County Office of Education, 22 in-custody minors have received their high school diplomas since the opening of the JJC.
- Mandates & Level of Mandated Activities – The facility is operated within the parameters of the California Code of Regulations Title 15, which dictates all aspects of care and control of the minors and Title 24 which regulates the facility standards.
- Appropriation Detail – Appropriations maintain the current 180 beds within the commitment facility.
- Revenue Detail – Revenue for this program is primarily from Juvenile Probation and Camp Funds (JPCF). JPCF funding included in this budget reflects a 10% reduction per the Governor's Recommended 2008-09 Budget and also reflects the loss of JPCF funding due to the recommended elimination of the 30 commitment beds. In addition a total of \$899,920 in Department of Juvenile Justice realignment funds have been included in this budget.

Probation – Juvenile Justice Campus – 3440

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$11,317,108	\$12,044,840
Service & Supplies	\$2,265,494	\$2,374,377
Total Appropriations	\$13,582,602	\$14,419,217

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Fines, Forfeitures, & Penalties	\$126,103	\$126,103
Intergovernment Revenues – State	\$3,043,251	\$4,164,030
Charges for Service	\$101,538	\$110,769
Intrafund	\$9,617	\$9,617
Total Revenue	\$3,280,509	\$4,410,519
NCC	\$10,302,093	\$10,008,698

Total Recommended Positions:

Total Positions for the above program include 133.0 full time equivalent(s) (FTE), which reflect an increase of 0 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 6,418,018, a 9.0 % (\$ 522,142) increase over fiscal year 2007-08, which is primarily due to the addition of Department of Juvenile Justice Realignment revenue. Specific changes by revenue accounts are noted below.
 - Fines, Forfeitures & Penalties (\$ 231,188) – Recommended at the 2007-08 level.
 - State Aid (\$ 5,966,122) – Reflects a 10% (\$523,134) increase due to the transferring of Juvenile Probation and Camp Funds (JPCF) from 3430 to 3440 based on actual claims during 2007-08 and the addition of Department of Juvenile Justice Realignment revenue to fund one commitment pod. It also reflects a 10% reduction in JPCF in accordance with the Governor's Recommended 2008-09 Budget.
 - Charges for Services (\$ 203,077) – Reflects an 8% (\$18,623) reduction due to the elimination of one 30 bed detention pod.
 - Intrafund Revenue (\$ 17,631) – Reflects a 100% (\$17,631) increase due to cost applying 25% of the cost of the Supervising Office Assistant from this Organization to Probation Organization 3430.

Probation – Juvenile Justice Campus – 3440

PROBATION - JUVENILE HALL - 3440

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2003	Probation Services Manager	F	3	3	229,150
2021	Supervising Juvenile Correctional Officer	1777	16	16	1,065,912
2022	Senior Juvenile Correctional Officer	1569	47	44	2,571,901
2023	Juvenile Correctional Officer II	1361	144	144	6,937,835
2025	Juvenile Correctional Officer I	1139	44	37	1,443,616
2045	Probation Division Director	E	2	2	182,772
2005	Deputy Probation Officer IV		0	1	69,210
2007	Deputy Probation Officer III		0	1	55,087
3161	Secretary IV - Conf.	1163	2	2	78,537
3070	Supervising Office Assistant		0	1	47,633
3080	Office Assistant III		0	4	132,948
3110	Office Assistant II		0	1	28,786
3432	Supervising Stock Clerk	1167	1	1	44,351
3420	Stock Clerk I	827	1	1	23,367
5052	Senior Maintenance Janitor	935	2	2	66,065
5055	Janitor	768	7	7	180,278
5029	Dietary Aide	762	8	8	201,813
5130	Washer	726	3	3	75,729
Subtotal			280	278	\$ 13,434,991
	Holiday Pay				332,500
	Detention Facility Differential				32,500
	Shift Differential				429,432
	Bilingual Pay				36,400
	Salary Savings				(405,117)
TOTAL REGULAR SALARIES					\$ 13,860,707

POSITIONS RECOMMENDED FOR DELETION

July 14, 2008

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
2025	Juvenile Correctional Officer I	Vacant	1183	7	\$ 402,959
2022	Senior Juvenile Correctional Officer	Vacant	1569	3	260,407
	Extra Help and Overtime				304,824
	Associated Services and Supplies				96,072
	Revenue Increase due to Restoration				-57,347
	Cost of Restoring Filled Positions			10	\$ 1,006,915

TRANSFERS FROM PROBATION ORGANIZATION 3430 TO THIS ORGANIZATION

1987	Deputy Probation Officer IV			1
1348	Deputy Probation Officer I-III			1
3070	Supervising Office Assistant II			1
3080	Office Assistant III			4
3110	Office Assistant II			1
Total Positions Transferred to Org. 3440				8

Probation – Elkhorn Correctional Facility – 3445

Prob-Elkhorn Correct Facility BUDGET 3445 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	6,030,489	7,132,510	2,470,160	(4,662,350)	-65%
Services and Supplies	944,245	962,643	410,534	(552,109)	-57%
General Fixed Assets	22,507	174,193	144,619	(29,574)	-17%
Total Appropriations	\$ 6,997,240	\$ 8,269,346	\$ 3,025,313	(5,244,033)	-63%
<u>Revenues</u>					
Fines, Forfeitures & Penalties	578,500	578,500	578,500	-	0%
Intergovernment Revenues - St	1,580,913	1,468,878	263,151	(1,205,727)	-82%
Charges For Services	57,741	48,000	490,898	442,898	923%
Miscellaneous Revenues	52,639	1,189,193	148,369	(1,040,824)	-88%
Other Financing Sources	398,074	-	-	-	-100%
Total Revenues	\$ 2,667,867	\$ 3,284,571	\$ 1,480,918	(1,803,653)	-55%
<u>Net County Cost</u>	\$ 4,329,374	\$ 4,984,775	\$ 1,544,395	\$ (3,440,380)	-69%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	77	77	7	(70)	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Probation – Elkhorn Correctional Facility – 3445

FUNCTION

The Elkhorn Correctional Facility Division of the Probation Department operates a residential boot camp and an enhanced electronic monitoring aftercare program as an intermediate sanction to hold juvenile offenders accountable for their criminal behavior. The boot camp program focuses on military discipline, victim and community accountability, personal development, basic education, and positive decision-making to prepare minors for a positive and crime free lifestyle when they return to the community. In addition, this Organization includes the Forward Bound Academy (FBA) and the Day Reporting Center, which are the "aftercare" component of the Elkhorn Correctional Facility (ECF). Cadets are required to attend FBA for a minimum of 90 school days (1 school semester) upon being released from ECF with the goal of transitioning back to mainstream school upon completion of FBA.

OVERVIEW

The FY 2008-09 Recommended Budget appropriations of \$3,025,313 reflect a 63% (\$5,244,033) decrease from the FY 2007-08 Adopted Budget. The FY 2008-09 Recommended Budget revenues of \$1,480,918 reflect a 55% (\$1,803,653) decrease from the 2007-08 Adopted Budget. In order to meet the allocated net county cost, the recommended budget includes the deletion of one 45-bed barrack on July 14, 2008 and the closing of the remaining three barracks (140 beds) on October 6, 2008. One Probation Services Manager, two Deputy Probation Officer (DPO) IV, three DPO I-III and one Office Assistant positions associated with the Forward Bound Academy and Day Reporting Center are recommended to be transferred to this Organization from Probation Organization 3430 in order to align staffing with programs in each of the budgets. Staffing is recommended at 7 positions, a net decrease of 70 positions from 2007-08. A 2% (\$26,549) salary savings has been used in calculating Regular Salaries (account 6100) in the Recommended Budget. A \$11,443 savings in combined, related benefits has also been calculated in the Recommended Budget for Unemployment, Retirement, and OASDI.

DEPARTMENT COMMENTS

The Elkhorn Correctional Facility (ECF) has been a shining example of a successful Juvenile Justice Program throughout its 8 years of operations. The Boot Camp is a collaborative model of multiple agencies providing wrap-around services to juveniles from their first day at ECF through the completion of aftercare services provided by the Fresno County Office of Education. The overriding achievements of ECF and aftercare program include:

- Exceptionally low recidivism rate when compared to all other Boot Camp type programs nationwide. Of the total 2,369 youth that have been involved in the aftercare program from 1998 to December 2007 almost 73% of program participants do not recidivate.
- Over 94% of the juveniles accomplished some level of positive academic achievement including a partial increase in grade level credits and/or advancement of at least one grade level;
- Thirty percent of the juveniles graduate with high school diplomas and 9% complete their GEDs (over 540 diplomas and GEDs have been earned).

Probation – Elkhorn Correctional Facility – 3445

For many young men committed to ECF, it is the first time structure has been instilled into their lives. It is a great tragedy to end a program that has successfully turned many young men's lives around and has provided them the necessary tools to help them become productive members of our community.

Over the last year ECF and the Juvenile Justice Campus have operated at capacity requiring early releases daily. The closure of this facility will not only have a negative impact on minors who have committed serious crimes but will severely limit sentencing options for the Court resulting in impacts on the safety of the community.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Elkhorn Correctional Facility	\$9,111,412	\$2,162,600	\$6,948,812	68.0
FBA/Day Reporting Center	\$623,887	\$484,034	\$139,853	7.0
Total:	\$9,735,299	\$2,646,634	\$7,088,665	75.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Elkhorn Correctional Facility	\$2,408,671	\$1,002,020	\$1,406,651	0.0
FBA/Day Reporting Center	\$616,642	\$478,898	\$137,744	7.0
Total:	\$3,025,313	\$1,480,918	\$1,544,395	7.0

PROGRAM BUDGETS

Elkhorn Correctional Facility

Program Description

- Function(s) – The Elkhorn Correctional Facility is currently operated at a capacity of 185 with a Corrections Standards Authority rated capacity of 200 beds. In order to meet the net county cost allocated to the Probation Department, the recommended budget includes the deletion of one 45-barrack on July 14, 2008 and the remaining three barracks on October 6, 2008. The Elkhorn Correctional Facility program is for male juveniles between the ages of 14 and 18 who have been sentenced for felony and multiple felony offenses. The Boot Camp Program is a 365-day commitment program and incorporates a traditional military model including physical training, discipline, military drill, and ceremony. However, unlike other Boot Camp Programs across the United States, Fresno County chose to take a different approach to the design of its Boot Camp. While operating in a military fashion, its highly structured program offers a system of interventions and accountability, which instill self-esteem, respect for others and their property, build skills to overcome life's barriers and problems, and create opportunities to reinforce family and community ties and values. The essence of the program is to create leaders with individuality. Additional components of this program include drug and alcohol awareness counseling, job

Probation – Elkhorn Correctional Facility – 3445

training and employment assistance, community service opportunities, gang redirection efforts, mental health counseling, anger management, control of stress, Aggressive Replacement Therapy program; an onsite Fresno County library; culinary arts program; and Boot Camp games. Family involvement is also a mandatory component, which serves to strengthen the home environment and the parent's communication and overall parenting skills. In collaboration with Tree Fresno, the Fresno County Economic Opportunities Commission and Focus Forward, the cadets are receiving vocational training in horticulture and are growing trees to be planted along Friant Road for beautification and ecological purposes. Funding for this project is from Indian Gaming Special Distribution funds.

- Outcome(s) -- The average daily population over the previous 12 months has been 170 minors. The average time of physical confinement on site over the past 12 months has been: Boot Camp - 219 days; Delta - 311 days. The juveniles in the Delta Program (one 50-bed Barrack) require a higher level of supervision and generally have a higher maximum period of confinement, due to the nature of their offenses, than the juveniles in the three general barracks at the Elkhorn Correctional Facility. The onsite school program offers a solid general education curriculum, special education, GED preparation and college on line courses once a cadet has earned their High School diploma or GED. Over 550 Cadets have earned their High School diploma or GEDs while attending the onsite school program. As an example during the AUG – OCT 07 timeframe 42 students averaged a 1 grade level increase in their English class achievement. During that same time frame the same 42 students averaged a .5 level grade increase in Mathematics. A mandated research component of the program found for the FYs 2003 thru 2007 over 75% of the minors who completed the program (both in custody and aftercare) had not committed any new criminal offenses. This <.25 recidivism rate is the lowest reported rate for like programs in the nation.
- Mandates & Level of Mandated Activities -- The Elkhorn Correctional Facility is not a mandated service.
- Appropriation Detail – The recommended appropriations reflect the closing of one barrack on July 14, 2008 and the remaining three barracks on October 6, 2008.
- Revenue Detail – Revenue has been reduced from FY 2007-08 to reflect the closing of the Elkhorn Correctional Facility on October 6, 2008.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$7,431,599	\$1,862,605
Service & Supplies	\$1,535,194	\$401,447
Fixed Assets	\$144,619	\$144,619
Total Appropriations	\$9,111,412	\$2,408,671

Probation – Elkhorn Correctional Facility – 3445

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Fines, Forfeitures, & Penalties	\$578,500	\$578,500
Intergovernment Revenues – State	\$1,376,482	\$263,151
Charges for Service	\$48,000	\$12,000
Miscellaneous Revenues	\$159,618	\$148,369
Total Revenue	\$2,162,600	\$1,002,020
NCC	\$6,948,812	\$1,406,651

Total Recommended Positions:

Total Positions for the above program include 0.0 full time equivalent(s) (FTE), which reflect a decrease of 76.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
2025	Juvenile Correctional Officer I	Filled	37.0	\$2,066,765
2022	Senior Juvenile Correctional Officer	Filled	12.0	\$871,946
2021	Supervising Juvenile Correctional Officer	Filled	6.0	\$462,886
2003	Probation Services Manager	Filled	1.0	\$85,170
2045	Probation Division Director	Filled	1.0	\$102,010
2005	Deputy Probation Officer IV	Filled	3.0	\$221,396
2010	Deputy Probation Officer I	Filled	1.0	\$62,917
3080	Office Assistants III	Filled	4.0	\$124,701
5110	Senior Cook	Filled	1.0	\$47,489
5020	Cooks	Filled	5.0	\$209,049
5027	Dietary Aides	Filled	3.0	\$116,764
5005	Baker	Filled	1.0	\$43,379
3440	Stock Clerk II	Filled	1.0	\$49,887
	Associated Extra Help and Overtime		0.0	\$1,036,021
	Associated Services and Supplies		0.0	\$1,133,748
	Associated Revenue Offset (\$1,162,895)		0.0	\$0
Totals			76.0	\$6,634,128

Service Impact of Funding Reductions:

- The elimination of the Elkhorn Correctional Facility will limit sentencing options and result in overcrowding at the Juvenile Justice Campus and early releases.

Forward Bound Academy/Day Reporting Center

Program Description

- Function(s) – The Forward Bound Academy (FBA) is the "aftercare" component of the Elkhorn Correctional Facility (ECF). Cadets are required to attend FBA for a minimum of 90 school days (1 school semester) upon being released from ECF with

Probation – Elkhorn Correctional Facility – 3445

the goal of transitioning back to mainstream school upon completion of FBA. The program is 8 hours a day with structured academics, work experience, and job placement. The cadets serve an initial 90 days on electronic monitoring. The Probation Officers provide a high level of supervision and provide immediate accountability for those youth who violate the Court's orders or re-offend with a new criminal charge. The Day Reporting Center (DRC) is an alternative to incarceration and provides services including education, mental health, case management, substance abuse treatment, and Intensive Probation Supervision/Case Management. The total length of the program is 120-180 days; with the ability to accommodate 75 minors. The program is designed to provide early intervention for lower level juvenile offenders. Minors being considered for the Day Reporting Center program must be experiencing mental health or substance abuse issues and at least one of the following additional issues: school adjustment problems (behavior/performance), escalating delinquency patterns, and family dysfunction.

- Outcome(s) -- The Forward Bound Academy has had great success with an average daily attendance of approximately 48 students over the last 12 months with a high of 54 minors. Over the course of the most recent semester, an average of eighty-three percent of cadets assigned to FBA attended class. The attendance record is exceptional in light of the fact that the majority of the students attended little or no school prior to their commitment to ECF. During the past fiscal year, 37 Cadets earned their high school diploma and 41 Cadets earned their General Education Diploma (GED). DRC has had great success with daily attendance with an average daily population for the last 12 months of 55 with a high of 85. Seventy-six percent of juveniles assigned to this program attend the DRC on a daily basis. The attendance record is excellent in light of the fact that the majority of the students were referred to DRC in part as a result of prior significant and negative school attendance issues.
- Mandates & Level of Mandated Activities -- The Forward Bound Academy (Boot Camp Aftercare Program) and Day Reporting Center are not mandated services.
- Appropriation Detail – Staffing is recommended at the prior year level.
- Revenue Detail – Revenues for this program are from contracted positions paid for by the Fresno County Office of Education.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$614,800	\$607,555
Service & Supplies	\$9,087	\$9,087
Total Appropriations	\$623,887	\$616,642

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$484,034	\$478,898
Total Revenue	\$484,034	\$478,898
NCC	\$139,853	\$137,744

Probation – Elkhorn Correctional Facility – 3445

Total Recommended Positions:

Total Positions for the above program include 7.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 1,480,918, a 55.0 % (\$ 1,803,653) decrease from fiscal year 2007-08, which is primarily due to closing of the Elkhorn Correctional Facility on October 6, 2008. Specific changes by revenue accounts are noted below.
 - Fines, Forfeitures & Penalties (\$ 578,500) – Budgeted at the current year level.
 - State Aid (\$ 263,151) – Reflects an 82% (\$1,205,727) reduction in Juvenile Probation and Camp Funds due to the elimination of Boot Camp and proposed 10% reduction in the Governor's Recommended 2008-09 Budget.
 - Charges for Services (\$ 490,898) – Reflects a 923% (\$442,898) increase due to the transferring of contracted Fresno County Office Of Education positions associated with the Forward Bound Academy and Day Reporting Center from Probation Organization 3430 to this Organization. Also reflects the reduction in collections of support fees charged to juveniles' parents due to the closing of the Boot Camp.
 - Miscellaneous Revenues (\$ 148,369) – Reflects an 88% (\$1,040,824) decrease which reflects the loss of \$1,000,000 in estimated revenue originally included in the 2007-08 Adopted Budget and later backfilled with countywide revenues. The recommended revenue represents the funding from the Indian Gaming Special Revenue fund for the Tree Fresno project.

Probation – Elkhorn Correctional Facility – 3445

PROBATION-ELKHORN CORRECTIONAL FACILITY - 3445

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2003	Probation Services Manager	F	1	1	\$ 93,400
2005	Deputy Probation Officer IV	1920	1	2	184,603
2007	Deputy Probation Officer III	1737	2	1	69,018
2010	Deputy Probation Officer I	1542	1	2	88,554
2045	Probation Division Director	E	1	0	23,771
2021	Supervising Juvenile Correctional Officer	1920	6	0	105,241
2022	Senior Juvenile Correctional Officer	1569	12	0	163,080
2023	Juvenile Correctional Officer II	1447	31	0	371,092
2025	Juvenile Correctional Officer I	1183	6	0	56,275
3161	Secretary IV - Conf.	1237	1	0	9,341
3080	Office Assistant III	998	4	1	72,745
5110	Senior Cook	1134	1	0	9,494
5020	Cooks	916	5	0	33,293
5027	Dietary Aides	746	3	0	23,453
5005	Baker	1005	1	0	9,025
3440	Stock Clerk II	871	1	0	7,818
Subtotal			<u>77</u>	<u>7</u>	<u>1,320,202</u>
	Holiday Pay				25,580
	Shift Differential				26,026
	Detention Pay				5,175
	Bilingual Skill Pay				2,070
	Salary Savings				(26,549)
TOTAL REGULAR SALARIES					\$ 1,352,504

POSITIONS RECOMMENDED FOR DELETION

July 14, 2008

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>RANGE</u>	<u>POSITIONS</u>	<u>EXPENSES</u>
2022	Senior Juvenile Correctional Officer	filled	1447	2	162,100
2023	Juvenile Correctional Officer I-II	filled	1183	7	421,879
5020	Cook	vacant	916	1	45,627
	Associated Overtime and Extrahelp				316,036
	Associated Services and Supplies				132,682
	Associated revenue Offset				-335,878
	Cost of Restoring Positions			<u>10</u>	<u>\$ 742,446</u>

Department of Child Support Services – 5110

Child Support Services BUDGET 5110 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	18,571,271	20,439,876	19,409,683	(1,030,193)	-5%
Services and Supplies	4,275,069	3,991,672	4,168,681	177,009	4%
General Fixed Assets	37,486	-	-	-	0%
Total Appropriations	\$ 22,883,827	\$ 24,431,548	\$ 23,578,364	\$ (853,184)	-3%
<u>Revenues</u>					
Intergovernment Revenues - St	7,643,523	8,076,378	7,840,474	(235,904)	-3%
Intergovernment Rev-Federal	14,958,120	16,071,799	15,647,890	(423,909)	-3%
Charges For Services	-	157,911	-	(157,911)	-100%
Miscellaneous Revenues	9,166	-	-	-	-100%
Intrafund Revenue	65,466	125,460	90,000	(35,460)	-28%
Total Revenues	\$ 22,676,274	\$ 24,431,548	\$ 23,578,364	\$ (853,184)	-3%
Net County Cost	\$ 207,552	\$ -	\$ -	\$ -	0%
Expenses in excess of revenues is a result of timing differences in adjusting revenue advances to actual expenses.					
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	327	310	284	(26)	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Department of Child Support Services – 5110

FUNCTION

The Department of Child Support Services is responsible for establishing parentage and securing financial and medical support for children through administrative processes and the civil court system. This program is mandated by Federal and State law and authorized under Title IV-D of the Social Security Act. Services are designed to assist parents in their mutual obligation to financially support and care for their children.

OVERVIEW

The FY 2008-09 Recommended Budget of \$23,578,364 reflects a \$853,184 (3.5%) decrease in appropriations and revenues from the FY 2007-08 Adopted Budget. There is no net County cost associated with this budget. Staffing is recommended at 284 positions, a reduction of twenty six (26) positions from the prior year. A 7.0% (\$910,132) salary savings has been used in calculating Regular Salaries (account 6100). A \$520,180 savings in combined, related benefits has also been calculated in the Recommended Budget for Unemployment, Retirement, OASDI, and Health Insurance .

DEPARTMENT COMMENTS

The Fresno County Department of Child Support Services (FCDCCS) has requested additional funding from the State of California to cover increasing expenses following seven years of level or reduced baseline funding. The department remains committed to maintaining and improving core services and performance through maximizing available funding, process improvements and prioritization of resources. During FY 2008-09, FCDCCS will convert to a State mandated case management system. The department will receive additional funding (\$110,760) in FY 2008-09 for conversion activities.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Child Support Services	\$24,148,053	\$24,148,053	\$0	289.0
Total:	\$24,148,053	\$24,148,053	\$0	289.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Child Support Servies	\$23,578,364	\$23,578,364	\$0	284.0
Total:	\$23,578,364	\$23,578,364	\$0	284.0

Department of Child Support Services – 5110

PROGRAM BUDGETS

Child Support Services

Program Description

- Function(s) – The Department of Child Support Services is responsible for establishing parentage and securing financial and medical support for children through administrative processes and the civil court system.
- Outcome(s) – Services are designed to assist parents in their mutual obligation to financially support and care for their children.
- Mandates & Level of Mandated Activities – The program is mandated by Federal and State law and authorized under Title IV-D of the Social Security Act.
- Appropriation Detail – The appropriation amount has decreased primarily as a result of a reduction in the level of funding received from the State. Any increases in expenses are being absorbed by reducing the staffing level.
- Revenue Detail – The initial funding allocations has been reduced by the State for FY 2008-09. The Department receives two separate and distinct funding allocations, administrative and electronic data processing. The department receives funding via the State broken down as follows: 66% Federal pass through and 34% State.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$19,675,600	\$19,409,683
Service & Supplies	\$4,472,453	\$4,168,681
Total Appropriations	\$24,148,053	\$23,578,364

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$8,021,770	\$7,840,474
Intergovernment Revenues – Federal	\$15,996,283	\$15,647,890
Intrafund	\$130,000	\$90,000
Total Revenue	\$24,148,053	\$23,578,364
NCC	\$0	\$0

Total Recommended Positions:

Total Positions for the above program include 284.0 full time equivalent(s) (FTE), which reflect a decrease of 26.0 FTE(s) from FY 2007-08.

Department of Child Support Services – 5110

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
1973	Child Support Assistant	Vacant	3.0	\$140,631
1975	Child Support Officer I	Vacant	11.0	\$529,166
3070	Supervising Office Assistant II	Vacant	1.0	\$59,260
3110	Office Assistant II	Vacant	6.0	\$249,510
3240	Supervising Account Clerk II	Vacant	1.0	\$61,800
3205	Account Clerk II	Vacant	2.0	\$86,542
1979	Senior Child Support Officer	Vacant	2.0	\$138,374
Totals			26.0	\$1,265,283

SUMMARY OF REVENUES

- Revenues are recommended at \$ 23,578,364, a 3.5 % (\$ 853,184) decrease from fiscal year 2007-08, which is primarily due to a reduction in State conversion funding, a reduction in the State allocations and reimbursement of Countywide Cost Allocation that was overpaid in previous years. Specific changes by revenue accounts are noted below.
 - Intrafund Revenues (\$ 90,000) – Funds received from Employment and Temporary Assistance for staff support. This is a reduction from FY 2007-08 of \$35,460.
 - Intergovernment Revenues Federal/State (\$ 23,488,364) – Reimbursement of program costs for Child Support Services. This is a reduction from FY 2007-08 of \$659,813.
 - Charges for Services (\$ 0) – Revenue from FY 2007-08 was a one time adjustment for countywide cost allocation process.

PENDING FACTORS

The Department has received an Initial Administrative Planning Allocation letter and the Initial Electronic Data Processing Maintenance and Operations Allocation for FY 2008-09.

Department of Child Support Services – 5110

DEPARTMENT OF CHILD SUPPORT SERVICES - 5110

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
8100	Director of Child Support Services	B	1	1	\$ 121,104
2304	Deputy Director of Child Support Services	D	1	1	98,435
2315	Child Support Business Manager	E	1	1	86,111
1250	Chief Child Support Attorney	C	1	1	116,459
1251	Senior Child Support Attorney	3356	2	2	233,980
1252	Child Support Attorney IV	3118	3	3	297,428
1253	Child Support Attorney III	2665	1	1	74,942
1255	Child Support Attorney I	1736	1	1	48,818
2240	Senior Systems and Procedures Analyst	2438	2	2	161,032
2212	Systems and Procedures Analyst III	2177	2	2	140,369
2211	Systems and Procedures Analyst II	1879	1	1	62,054
2294	Senior Staff Analyst	F	1	1	72,177
1978	Child Support Services Program Manager	E	2	2	136,911
1977	Supervising Child Support Officer	1932	12	12	765,055
1979	Senior Child Support Officer	1644	30	28	1,526,693
1974	Child Support Officer III	1492	56	56	2,718,445
1976	Child Support Officer II	1352	24	24	1,013,899
1975	Child Support Officer I	1116	33	22	732,178
1973	Child Support Assistant	1084	15	12	432,546
3010	Chief Office Assistant	1547	1	1	51,090
3070	Supervising Office Assistant II	1407	9	8	378,190
3078	Supervising Office Assistant I	1213	3	3	122,565
3625	Supervising Program Technician	1574	1	1	49,439
3621	Program Technician II	1401	7	7	329,390
3620	Program Technician I	1252	1	1	35,718
3080	Office Assistant III	1054	46	46	1,545,407
3110	Office Assistant II	946	19	13	399,937
3262	Supervising Accountant	2234	2	2	147,556
3240	Supervising Account Clerk II	1473	1	0	0
3235	Supervising Account Clerk I	1279	4	4	169,462
3260	Account Clerk III	1113	11	11	399,503
3205	Account Clerk II	990	8	6	171,936
1202	Legal Assistant III	1497	1	1	49,439
3166	Administrative Secretary - Conf.	1447	1	1	48,736
3161	Secretary IV - Conf.	1299	1	1	42,900
3623	Program Technician II - Conf.	1401	2	2	93,455
3081	Office Assistant III - Conf.	1054	2	2	71,000
3420	Stock Clerk I	800	1	1	23,621
Subtotal			310	284	\$ 12,967,980
Auto Allowance					6,156
Bilingual Skill Pay					65,000
Less Salary Savings					(910,132)
TOTAL REGULAR SALARIES					\$ 12,129,004

Department of Child Support Services – 5110

VACANT POSITIONS RECOMMENDED FOR DELETION

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1973	Child Support Assistant	VACANT	1084	3	140,631
1979	Senior Child Support Officer	VACANT	1644	2	138,374
1975	Child Support Officer I	VACANT	1,116	11	529,166
3070	Supervising Office Assistant II	VACANT	1407	1	59,260
3110	Office Assistant II	VACANT	946	6	249,510
3240	Supervising Account Clerk II	VACANT	1473	1	61,800
3205	Account Clerk II	VACANT	990	<u>2</u>	<u>86,542</u>
	Cost of Restoring Vacant Positions			26	\$1,265,283

Court Ancillary Services – 2838

Court Ancillary Services BUDGET 2838 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 802,413	\$ 856,851	\$ 2,765,339	\$ 1,908,488	223%
Other Charges	19,477,121	18,192,054	18,352,290	160,236	1%
Total Appropriations	\$ 20,279,534	\$ 19,048,905	\$ 21,117,629	\$ 2,068,724	11%
<u>Revenues</u>					
Fines, Forfeitures & Penalties	\$ 5,250,285	\$ 5,071,996	\$ 4,953,162	(118,834)	-2%
Rev From Use of Money & Prop	85,306	80,632	82,089	1,457	2%
Charges For Services	3,732,826	3,670,060	3,292,060	(378,000)	-10%
Miscellaneous Revenues	30,833	32,500	24,792	(7,708)	-24%
Intrafund Revenue	-	-	-	-	-100%
Total Revenues	\$ 9,099,249	\$ 8,855,188	\$ 8,352,103	(503,085)	-6%
<u>Net County Cost</u>	\$ 11,180,285	\$ 10,193,717	\$ 12,765,526	\$ 2,571,809	25%
<p>**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>					

Court Ancillary Services – 2838

FUNCTION

Under the provisions of the Trial Court Funding Act (Act) of 1997, the State assumed responsibility for funding trial court operations commencing with the 1997-98 FY. The County is responsible for paying a Maintenance-of-Effort (MOE) to the State consisting of two components: the County's contribution to trial court operations in FY 1994-95, and fines and forfeiture revenue remitted to the State in that same year. The County is also responsible for paying the State its share of the growth in fines and forfeiture revenue.

The Act also requires counties to maintain their obligation to provide court facilities for judicial and court positions created prior to July 1, 1996. Beginning July 1, 2003, negotiations began between counties and the Administrative Office of the Courts to transfer responsibility of court facilities to the State. AB 1491 (Jones, Statutes of 2008) extends the deadline for completion of the court transfer process from June 30, 2007 to December 31, 2009. Upon completion of the transfer, counties are required to establish a new MOE for facilities maintenance based on historical averages. Also included in this budget are costs which are necessary to the operation of the courts, but which are deemed as non-allowable under the California Rules of Court. These include costs related to juror parking, court facility lease payments, and utilities. Also included are those judicial benefits still funded by the County.

The program budget for Court Ancillary Services is presented in three components that include: Maintenance of Effort and Growth Payment, Court Facilities Payments/Maintenance/Security/Utilities, and Juror Parking and Judicial Benefits.

OVERVIEW

The 2008-09 Recommended Budget appropriations of \$21,117,629 reflect an 11% (\$2,068,724) increase over the 2007-08 Adopted Budget, and the FY 2008-09 Recommended Budget revenues of \$8,352,103 reflect a 6% (\$503,085) decrease from the FY 2007-08 Adopted Budget.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Maintenance of Effort and Growth Payment	\$18,348,345	\$8,167,977	\$10,180,368	0.0
Court Facilities Payments/Maintenance/Security/Utilities	\$2,671,480	\$95,649	\$2,575,831	0.0
Juror Parking and Judicial Benefits	\$97,804	\$0	\$97,804	0.0
Total:	\$21,117,629	\$8,263,626	\$12,854,003	0.0

Court Ancillary Services – 2838

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Maintenance of Effort and Growth Payment	\$18,348,345	\$8,245,222	\$10,103,123	0.0
Court Facilities Payments/ Maintenance/Security/Utilities	\$2,671,480	\$106,881	\$2,564,599	0.0
Juror Parking and Judicial Benefits	\$97,804	\$0	\$97,804	0.0
Total:	\$21,117,629	\$8,352,103	\$12,765,526	0.0

PROGRAM BUDGETS

Maintenance of Effort and Growth Payment

Program Description

- Function(s) – The County's State Trial Court Maintenance of Effort (MOE), which includes a base Court services obligation and a fines and forfeitures base, and the payment of fines and forfeiture growth revenues to the State.
- Outcome(s) – Continue to fund the County's obligation
- Mandates & Level of Mandated Activities – MOE and growth payment (Trial Court Funding Act of 1977 - Government Code 77000)
- Appropriation Detail – Appropriations for the MOE reflect a decrease of \$159,469 based on the elimination of undesignated fee payments. Appropriations for the growth payment reflect a \$320,917 increase based on estimated revenues.
- Revenue Detail – The estimated revenues for the FY 2008-09 Recommended Budget have decreased from FY 2007-08. This is primarily due to a \$300,000 decrease in vehicle code and penal code fines as a result of the expiration of the City/County Traffic Revenue Sharing agreement in March 2008 and a \$228,000 decrease in estimated Recording fees based on FY 2007-08 actuals.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$4,555	\$4,555
Other Charges	\$18,343,790	\$18,343,790
Total Appropriations	\$18,348,345	\$18,348,345

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Fines, Forfeitures, & Penalties	\$4,953,162	\$4,953,162
Charges for Service	\$3,214,815	\$3,292,060
Total Revenue	\$8,167,977	\$8,245,222
NCC	\$10,180,368	\$10,103,123

Court Ancillary Services – 2838

Court Facilities Payments/Maintenance/Security/Utilities

Program Description

- Function(s) – Court Facility Payments (CFPs) to the Administrative Office of the Courts (AOC) for courts transferred to the State. Also included are lease, maintenance, utilities and security costs for courts in the process of transferring to the State.
- Outcome(s) – Continue to transfer court facilities to the State as the required paperwork is completed.
- Mandates & Level of Mandated Activities – CFPs and Court Facilities maintenance and operations (Trial Court Funding Act of 1977 and California Rules of Court - unallowable costs under this rule)
- Appropriation Detail – Appropriations for Court Facilities costs reflect an increase of \$1.9 million due to the addition of Facility Services Rent and Security Services to this budget. These costs were previously included in the General Services budgets.
- Revenue Detail – The estimated revenues for the FY 2008-09 Workload Budget have increased slightly from the FY 2007-08 Adopted Budget due to increases in rent revenue from the Superior Court for the Selma Court and the Alternate Indigent Defense contractor and Department of Children and Family Services for space at the Juvenile Dependency Court.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$2,671,480	\$2,671,480
Total Appropriations	\$2,671,480	\$2,671,480

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Revenue from the Use of Money	\$82,089	\$82,089
Miscellaneous Revenues	\$13,560	\$24,792
Total Revenue	\$95,649	\$106,881
NCC	\$2,575,831	\$2,564,599

Juror Parking and Judicial Benefits

Program Description

- Function(s) – Non-allowable costs under the California Rules of Court and judicial benefits still funded by the County for judges sitting on the bench as of July 1, 1997.

Court Ancillary Services – 2838

- Outcome(s) – Continue to fund non-allowable costs and specified judicial benefits for judges sitting on the bench as of July 1, 1997 until such time as they leave the bench through retirement or resignation.
- Mandates & Level of Mandated Activities – Juror parking (unallowable cost under the California Rules of Court) and Judicial Benefits (Board directive per agenda item March 24, 1998).
- Appropriation Detail – Appropriations for juror parking remain at the 2007-08 level. Employee parking costs of \$30,000 in 2007-08 via an agreement with the City of Fresno is now included in the General Services budget. Judicial benefits are recommended at \$8,500, a decrease of \$1,212 based on the number of qualifying judges still sitting on the bench.
- Revenue Detail – There are no estimated revenues for this program.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$89,304	\$89,304
Other Charges	\$8,500	\$8,500
Total Appropriations	\$97,804	\$97,804

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Total Revenue	\$0	\$0
NCC	\$97,804	\$97,804

SUMMARY OF REVENUES

- Revenues are recommended at \$ 8,352,103, a 6.0 % (\$ 503,085) decrease from fiscal year 2007-08, which is primarily due to a decrease in vehicle code and penal code fines and a decrease in estimated Recording fees. Specific changes by revenue accounts are noted below.
 - Fines, Forfeitures and Penalties (\$ 4,953,162) – Revenues have decreased by 2% (\$118,834) due to the expiration of the City/County traffic revenue sharing agreement.
 - Revenue from Use of Money and Property (\$ 82,089) – Revenues are recommended at a 2% (\$1,457) increase based on slight increases in rent revenue from the Superior Court for the Selma Court and the Alternate Indigent Defense contractor for space at the Juvenile Dependency Court.
 - Charges for Services (\$ 3,292,060) – Revenues have decreased by 10% (\$378,000) due to the expiration of the City/County traffic revenue sharing agreement and a decrease in estimated Recording fees based on FY 2007-08 actual receipts.

Court Ancillary Services – 2838

- Miscellaneous Revenues (\$ 24,792) – Revenues have decreased by 24% (\$7,708) due to the transfer of employee parking appropriations and revenues (through an agreement with the City of Fresno) to the General Services budget partially offset with an increase in revenues from the Department of Children and Family Services for space at the Juvenile Dependency Court.

Alternate Indigent Defense – 2875

Alternate Indigent Defense BUDGET 2875 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 4,260,495	\$ 4,774,149	\$ 4,955,992	\$ 181,843	4%
Total Appropriations	\$ 4,260,495	\$ 4,774,149	\$ 4,955,992	181,843	4%
<u>Revenues</u>					
Fines, Forfeitures & Penalties	\$ 450,148	\$ 450,148	\$ 950,148	\$ -	0%
Intrafund Revenue	-	-	-	-	0%
Total Revenues	\$ 450,148	\$ 450,148	\$ 950,148	500,000	111%
<u>Net County Cost</u>	\$ 3,810,347	\$ 4,324,001	\$ 4,005,844	\$ (318,157)	-7%
<p>**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>					

Alternate Indigent Defense – 2875

FUNCTION

The Alternate Indigent Defense budget provides for the financing of legal defense services for indigent criminal defendants when the Public Defender declares a conflict of interest. Appropriations for court appointed attorneys and investigations in capital cases under Penal Code Section 987.9 are also included in this budget. The program budget for Alternate Indigent Defense is presented in two components that include: Conflict Defense Services and Court Appointed Attorneys and Investigations.

OVERVIEW

The 2008-09 Recommended Budget appropriations of \$4,955,992 reflect a 4% (\$181,843) increase over the 2007-08 Adopted Budget, and the FY 2008-09 Recommended Budget revenues of \$950,148 reflect an 111% (\$500,000) increase over the FY 2007-08 level.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Conflict Defense Services	\$3,408,566	\$309,597	\$3,098,969	0.0
Court Appointed Attorneys-Investigations	\$1,547,426	\$140,551	\$1,406,875	0.0
Total:	\$4,955,992	\$450,148	\$4,505,844	0.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Conflict Defense Services	\$3,408,566	\$653,480	\$2,755,086	0.0
Court Appointed Attorneys-Investigations	\$1,547,426	\$296,668	\$1,250,758	0.0
Total:	\$4,955,992	\$950,148	\$4,005,844	0.0

PROGRAM BUDGETS

Conflict Defense Services

Program Description

- Function(s) – Legal defense services for indigent criminal defendants when the Public Defender declares a conflict of interest.
- Outcome(s) – Provide competent and adequate legal representation of up to seven levels of conflict in a case.
- Mandates & Level of Mandated Activities – Conflict defense services (Penal Code 987.2)

Alternate Indigent Defense – 2875

- Appropriation Detail – Appropriations include an increase in the 2nd year contract amount of \$124,485 and the budgeting of ancillary services costs, associated with the agreement, in the amount of \$57,500 in the Conflict Defense Account.
- Revenue Detail – The estimated revenues for the FY 2008-09 Recommended Budget reflect a \$343,883 increase in allocated Criminal Justice Temporary Construction Funds.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$3,408,566	\$3,408,566
Total Appropriations	\$3,408,566	\$3,408,566

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Fines, Forfeitures, & Penalties	\$309,597	\$653,480
Total Revenue	\$309,597	\$653,480
NCC	\$3,098,969	\$2,755,086

Court Appointed Attorneys/Investigations

Program Description

- Function(s) – Funds the cost of legal services to indigent defendants when the court must appoint a private attorney to a special circumstance case. Professional and Specialized Services include indigent capital case investigations and expert witness costs for both the Public Defender and court appointed attorneys. This program also funds the cost of court appointed attorneys when the Conflict Defense Services contractor declares a conflict.
- Outcome(s) – Fund the cost of court appointed attorneys and investigations.
- Mandates & Level of Mandated Activities – Court appointed attorneys and investigations (Penal Code 987.2(a) and 987.2(f). Special circumstances case costs (Penal Code 987.9)
- Appropriation Detail – Appropriations for court appointed attorneys remain at the the prior year level. Professional and Specialized Services are increasing by \$57,500 based on prior year costs.
- Revenue Detail – The estimated revenues for the FY 2008-09 Recommended Budget reflect a \$156,117 increase in allocated Criminal Justice Temporary Construction Funds.

Alternate Indigent Defense – 2875

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$1,547,426	\$1,547,426
Total Appropriations	\$1,547,426	\$1,547,426

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Fines, Forfeitures, & Penalties	\$140,551	\$296,668
Total Revenue	\$140,551	\$296,668
NCC	\$1,406,875	\$1,250,758

SUMMARY OF REVENUES

- Revenues are recommended at \$ 950,148, a 111.0 % (\$ 500,000) increase over fiscal year 2007-08, which is primarily due to the allocation of additional Criminal Justice Temporary Construction Funds. Specific changes by revenue accounts are noted below.
- Fines, Forfeitures and Penalties (\$ 950,148) – Criminal Justice Facility Construction Fund revenues are recommended at a \$500,000 increase over the prior year level.

Grand Jury – 2870

Grand Jury BUDGET 2870 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 37,396	\$ 58,145	\$ 61,889	\$ 3,744	6%
Total Appropriations	\$ 37,396	\$ 58,145	\$ 61,889	3,744	6%
<u>Net County Cost</u>	\$ 37,396	\$ 58,145	\$ 61,889	\$ 3,744	6%
<p>**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>					

Grand Jury – 2870

FUNCTION

The Grand Jury is formed pursuant to Penal Code Section 888. Members are impaneled by the Presiding Judge of the Fresno County Superior Court to investigate and inquire into the operations of the County, cities, and special districts. The Grand Jury also hears indictments brought by the District Attorney and may investigate misconduct of public officials. While the formation of a Grand Jury is mandated, the service level is not mandated.

OVERVIEW

The 2008-09 Recommended Budget appropriations of \$61,889 reflect a 6% (\$3,744) increase over the 2007-08 Adopted Budget. The Grand Jury also receives the following in-kind support from the County: Parking - \$7,800; County Counsel - \$3,490; District Attorney - \$3,046; CAO's Office - Analyst: \$3,375, Clerical - \$1,500. Total County in-kind support: \$24,938.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Grand Jury	\$62,007	\$0	\$62,007	0.0
Total:	\$62,007	\$0	\$62,007	0.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Grand Jury	\$61,889	\$0	\$61,889	0.0
Total:	\$61,889	\$0	\$61,889	0.0

PROGRAM BUDGETS

Grand Jury

Program Description

- Function(s) – To investigate and inquire into the operations of the County, cities, and special districts. The Grand Jury also hears indictments brought by the District Attorney and may investigate misconduct of public officials.
- Outcome(s) – 2008-09 Grand Jury Final Report and interim and/or special reports as required.
- Mandates & Level of Mandated Activities – Establishment of a Grand Jury (Penal Code 888 - service level not mandated); per diem and mileage of Grand Jurors (Penal Code 890.1); office space, parking, support services (not mandated, provided to facilitate operation).
- Appropriation Detail – Appropriations have increased due to the transfer of Facility Services Rent and Security Services Charges previously budgeted in General

Grand Jury – 2870

Services budgets. Appropriations also include livescan charges for Grand Jurors that were previously not charged to this budget.

- Revenue Detail – There are no revenues associated with this program.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$61,889	\$61,889
Total Appropriations	\$61,889	\$61,889

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Total Revenue	\$0	\$0
NCC	\$61,889	\$61,889

Board of Supervisors – 0110

Board of Supervisors BUDGET 0110 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	1,456,777	1,970,696	2,054,635	83,939	4%
Services and Supplies	219,032	262,289	403,978	141,689	54%
Total Appropriations	\$ 1,675,809	\$ 2,232,985	\$ 2,458,613	225,628	10%
<u>Revenues</u>					
Licenses, Permits & Franchises	2,149	2,000	2,000	-	0%
Charges For Services	20,155	19,069	20,569	1,500	8%
Miscellaneous Revenues	6,376	5,500	4,000	(1,500)	-27%
Total Revenues	\$ 28,680	\$ 26,569	\$ 26,569	-	0%
<u>Net County Cost</u>	\$ 1,647,129	\$ 2,206,416	\$ 2,432,044	\$ 225,628	10%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	20	19	19	-	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Board of Supervisors – 0110

FUNCTION

The five members of the Board of Supervisors are elected to serve as the executive and legislative, policymaking body of the County. The Board is empowered by the State Constitution, the laws of California, and the Fresno County Charter to enact ordinances and establish policies that provide for the health, safety, and welfare of County residents. The Board is accountable for the appropriation of public funds under their jurisdiction and appoints County Counsel and the County Administrative Officer who is responsible to supervise and manage County operations necessary to meet State mandates and carry out local service priorities. The Board approves contracts for public improvement projects and other specialized services; conducts public hearings on land-use and other matters; make appointments to various Boards and commissions. Individual Board members represent the Board of Supervisors on a variety of Boards and Commissions. Board Member Assistants are responsible for assisting Board Members in a confidential capacity by performing research, constituent liaison work, and providing administrative services. The Clerk also administers the property assessment equalization program, serves as filing officer for Statements of Economic Interests, and is responsible for certifications of tract and parcel maps for recordation.

OVERVIEW

The FY 2008-09 Recommended Budget of \$2,054,635 includes funding for current service level. Staffing is recommended at the current year level of 19 positions. A 0.2% (\$2,051) salary savings has been used in calculating Regular Salaries in this budget. In addition, a \$884 savings in combined, related benefits has also been calculated in the Recommended Budget for Unemployment, Retirement, and OASDI.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Board of Supervisors	\$2,016,119	\$0	\$2,016,119	15.0
Clerk to the Board	\$412,159	\$26,569	\$385,590	4.0
Total:	\$2,428,278	\$26,569	\$2,401,709	19.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Board of Supervisors	\$2,054,635	\$0	\$2,054,635	15.0
Clerk to the Board	\$403,978	\$26,569	\$377,409	4.0
Total:	\$2,458,613	\$26,569	\$2,432,044	19.0

PROGRAM BUDGETS

Board of Supervisors

Program Description

- Function(s) – The five members of the Board of Supervisors are elected to serve as the executive and legislative, policymaking body of the County. The Board is empowered by the State Constitution, the laws of California, and the Fresno County Charter to enact ordinances and establish policies that provide for the health, safety, and welfare of County residents. The Board is accountable for the appropriation of public funds under their jurisdiction and appoints County Counsel and the County Administrative Officer who is responsible to supervise and manage County operations necessary to meet State mandates and carry out local service priorities. The Board approves contracts for public improvement projects and other specialized services; conducts public hearings on land-use and other matters; make appointments to various Boards and commissions. Individual Board members represent the Board of Supervisors on a variety of Boards and Commissions. Board Member Assistants are responsible for assisting Board Members in a confidential capacity by performing research, constituent liaison work, and providing administrative services.
- Outcome(s) – The Board will meet approximately 30 times to conduct official business with public access and input; each district will resolve constituent issues as directed by each Board Member; policies will be reviewed and updated; the budget process will be improved and completed; the Board of Supervisors will be represented on various boards and commissions.
- Mandates & Level of Mandated Activities – The State Constitution, state laws and County Charter empower the Board of Supervisors.
- Appropriation Detail – Appropriations have increased primarily due to normal step advances and General Services becoming an ISF department.
- Revenue Detail – There are no estimated revenues for the FY 2008-09 budget.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,733,265	\$1,725,704
Service & Supplies	\$282,854	\$303,067
Total Appropriations	\$2,016,119	\$2,028,771

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Total Revenue	\$0	\$0
NCC	\$2,016,119	\$2,028,771

Board of Supervisors – 0110

Total Recommended Positions

Total Positions for the above program include 15.0 full time equivalent(s) (FTE), which reflect a decrease of 0.0 FTE(s) from FY 2007-08.

Clerk to the Board

Program Description

- Function(s) –
- The division is comprised of three major divisions: Board Services, Assessment Appeals and File Management and Administrative Services.
- Board services prepares and publishes agendas for Board of Supervisors and other authorities in accordance with legal requirements for public meetings; records and publishes actions taken by the BOS; maintains official rosters of Boards, commissions and Committees and posts vacancy notices; processes legal publications, postings and notices; administers oaths of office for various elected and appointed officials and County employees; acts as filing officer/official for Statement of Economic Interest forms; Filing official for all ethics training certification pursuant to AB 1234; receives and processes claims, summons and complaints against the County; and provides reception and administrative support to the BOS' offices, including contact with elected officials, County Agency/Department Heads and their staffs, the press and public.
- Assessment Appeals receives and processes appeal applications; schedules and publishes hearing in accordance with legal requirements; maintains minutes and official records; provides administrative support and training to Assessment Appeal Board members; and provides assistance and education to the general public on the assessment appeals process.
- File Management and Administrative Services provides copies of all records, including current and historical, that the Clerk to the Board is required to maintain; assists other departments, entities and the public with research and retrieval of information; retrieves and certifies documents for court; researches and processes all public records requests; provides support to the County Administrative Officer and to the Board of Supervisors' offices for payroll and personnel administration, purchasing, and petty cash management; and provides departmental computer systems support.
- Outcome(s) –
- Agendas, legal notices and minutes will be posted or published timely. Other Administrative duties will be conducted in a professional and efficient manner.
- Assessment Appeal applications will be processed efficiently.
- All records will be maintained in an orderly manner and made available as needed. Administrative support for the department will be provided efficiently.
- Mandates & Level of Mandated Activities – The level of mandated services provided by the Clerk is determined either by California Statute, County Ordinance, Board of Supervisors - policy, or the Revenue and Taxation Code.
- Appropriation Detail – Appropriations have increased primarily due to General Services becoming an ISF department and ITSD rates increasing.

Board of Supervisors – 0110

- Revenue Detail – The estimated revenues for the FY 2008-09 Recommended budget remain the same as the prior fiscal year.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$317,305	\$328,931
Service & Supplies	\$94,854	\$100,911
Total Appropriations	\$412,159	\$429,842

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Licenses, Permits, & Franchises	\$2,000	\$2,000
Charges for Service	\$20,569	\$20,569
Miscellaneous Revenues	\$4,000	\$4,000
Total Revenue	\$26,569	\$26,569
NCC	\$385,590	\$403,273

Total Recommended Positions

Total Positions for the above program include 4.0 full time equivalent(s) (FTE), which reflect a decrease of 0.0 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 26,569, a 0.0 % (\$0) decrease from fiscal year 2007-08, which is primarily due to no changes in revenue streams. Specific changes by revenue accounts are noted below.
 - Licenses, Permits, & Franchises (\$ 2,000) – Development Services Fees based on the recovery cost from FY 2007-08 from Public Works and Planning Department Budget (4360) for processing of land use applications.
 - Charges for Services (\$20,569) - Based on an increase of \$1,000 for clerking the Zoo Authority meetings and estimates from FY 2007-08 for reimbursement of staff time to work on Assessment Appeal process for county property owners under Sentate Bill 2557 Property Tax Administrative Costs.
 - Miscellaneous Revenues (\$4,000) - represents a (\$1,500) decrease based on FY 2007-08 actuals.

Board of Supervisors – 0110

BOARD OF SUPERVISORS - 0110

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
0415	Chairman, Board of Supervisors	Elected	1	1	\$ 117,364
0410	Member, Board of Supervisors	Elected	4	4	447,959
0420	Board Member Assistants	1793	10	10	569,300
3025	Clerk to Board of Supervisors	G	1	1	74,874
3026	Senior Clerk to the Board of Supervisors	1778	1	1	59,332
2182	Deputy Clerk to the Board of Supervisors III	1538	0	1	47,614
3181	Deputy Clerk to the Board of Supervisors II	1228	2	0	0
3180	Deputy Clerk to the Board of Supervisors I	1228	0	1	33,000
Subtotal			<u>19</u>	<u>19</u>	\$ 1,349,443
	Remuneration				10,530
	Auto Allowance				24,624
	Less Salary Savings				<u>(2,051)</u>
TOTAL REGULAR SALARIES					\$ 1,382,546

County Administrative Office – 0120

County Admin Office BUDGET 0120 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 1,720,188	\$ 1,981,227	\$ 1,849,229	\$ (131,998)	-7%
Services and Supplies	175,542	320,151	300,161	(19,990)	-6%
Total Appropriations	\$ 1,895,730 X	\$ 2,301,378	\$ 2,149,390	\$ (151,988)	-7%
<u>Revenues</u>					
Fines, Forfeitures & Penalties	\$ 66,150	\$ 66,150	\$ 66,150	\$ -	0%
Intergovernment Revenue - Other	-	-	42,498	42,498	100%
Miscellaneous Revenues	53,239	35,382	-	(35,382)	-100%
Intrafund Revenue	318,895	365,196	392,196	27,000	7%
Total Revenues	\$ 438,284	\$ 466,728	\$ 500,844	\$ 34,116	7%
<u>Net County Cost</u>	\$ 1,457,446	\$ 1,834,650	\$ 1,648,546	\$ (186,104)	-10%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	17	17	15	(2)	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

FUNCTION

The County Administrative Office (CAO) is responsible for administering the affairs of County government and for implementing and coordinating the County's Economic Development Programs. As such, the office works with all County Department Heads, various local, State, and Federal government entities, non-profit agencies, businesses, and educational institutions to address community concerns and overall issues in the operation of the County, provides information to the public and develops strategic plans based on board policies and direction. The CAO processes agenda items and sets Board of Supervisor meeting agendas, prepares or assists in Board presentations, performs legislative analysis and advocacy functions, and conducts continuous research in administrative policies and practices, with special emphasis on the review of interdepartmental coordination and management to ensure that service to the public is provided in the most efficient manner possible. The Gang Prevention Initiative will provide increased services to coordinate and chair a Gang Prevention Steering Committee, Community Action Teams, and facilitate Countywide efforts in mitigating gang-related activities. During FY 2007-08, the CAO assumed the responsibility of directly administering the In-Home Supportive Services (IHSS) Public Authority.

This office participates in the development of the annual recommended budget for the Board of Supervisors' consideration and exercises budgetary control over departmental expenditure of funds and use of personnel. The CAO also provides liaison and coordination activities for the budgeting, financing, and management of capital improvement projects; acts as negotiator in County litigation matters; and is responsible for all emergency related activities. The Economic Development unit of this office continues to intensify efforts to stimulate job creation, diversify the economic base, and improve labor force preparedness in Fresno County. The unit coordinates with local and regional representatives to develop and implement economic strategies and assists businesses that are going through the development process.

The budget reflects a reduction in staffing, Professional & Specialized Services and Travel, which will restrict the preparation of special studies, the conduct of operational audits, and travel to regional and statewide conferences.

The program budget for the CAO is presented in eight components that include: Agenda Preparation and Board Presentations, Budget Preparation, Economic Development, Fiscal Management, Gang Task Force Coordination, Legislative Advocacy, Operations, and Public Information. Appropriations for administrative staff in the CAO have been allocated to these programs as applicable.

OVERVIEW

The FY 2008-09 Recommended Budget appropriations of \$2,149,390 reflect a net 7% (\$151,988) decrease from the FY 2007-08 Adopted Budget, and the FY 2008-09 Recommended Budget revenues of \$500,844 reflect a net 7% (\$34,116) increase from the FY 2007-08 Adopted Budget. Staffing is recommended at 15 permanent positions, which reflects a decrease of two positions from FY 2007-08. The Public Information Program also includes 0.8 of an extra help position. A 5% (\$61,152) salary savings has been used in calculating Regular Salaries (account 6100) in the Recommended Budget. A \$28,919 savings in combined, related benefits has also been calculated in the Recommended Budget for Unemployment, Retirement, OASDI, and Health Insurance.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Agenda Preparation and Board Presentations	\$362,510	\$116,317	\$246,193	2.5
Budget Preparation	\$457,274	\$70,989	\$386,285	3.2
Economic Development and Land Use	\$250,334	\$49,498	\$200,836	1.0
Fiscal Management	\$338,896	\$17,452	\$321,444	2.7
Gang Task Force Coordination	\$129,912	\$0	\$129,912	1.0
Legislative Advocacy	\$84,388	\$20,908	\$63,480	0.6
Operations	\$478,800	\$225,680	\$253,120	2.9
Public Information	\$84,414	\$0	\$84,414	0.1
Total:	\$2,186,528	\$500,844	\$1,685,684	14.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Agenda Preparation and Board Presentations	\$382,063	\$125,571	\$256,492	2.9
Budget Preparation	\$464,081	\$75,397	\$388,684	3.5
Economic Development and Land Use	\$257,906	\$49,498	\$208,408	1.0
Fiscal Management	\$336,669	\$18,052	\$318,617	2.8
Gang Task Force Coordination	\$127,703	\$0	\$127,703	1.0
Legislative Advocacy	\$82,629	\$21,172	\$61,457	0.6
Operations	\$433,916	\$211,154	\$222,762	3.1
Public Information	\$64,423	\$0	\$64,423	0.1
Total:	\$2,149,390	\$500,844	\$1,648,546	15.0

PROGRAM BUDGETS

Agenda Preparation and Board Presentations

Program Description

- Function(s) – The County Administrative Office is responsible for developing and posting the agenda for Board of Supervisors meetings. The department works with Board Members, County Departments, outside agencies, organizations and individuals in the preparation, review, analysis and posting of agenda items for Board consideration. The department prepares and makes Board presentations and briefs Board Members regarding the potential impact of agenda items and issues being considered by the Board.
- Outcome(s) – 1) Board Agenda Items that provide the Board of Supervisors with timely, accurate and complete information to enable the Board to make decisions. 2)

County Administrative Office – 0120

Board agenda items that have been reviewed and analyzed to ensure that statutory, regulatory and fiscal concerns have been addressed and that adhere to Administrative Policies, Management Directives, Purchasing, Personnel and other Board policies. 3) Board agenda items that are prepared in a timely manner to enable Board decisions to have the greatest impact on time sensitive issues.

- Mandates & Level of Mandated Activities – Agenda preparation and posting are mandated by the Brown Act.
- Appropriation Detail – Compared to FY 2007-08, there is an estimated 8% decrease in total departmental salaries and benefits that is applicable to this function.
- Revenue Detail – Compared to FY 2007-08, revenues increased by \$8,802 due to an increase in charges to IHSS Public Authority (IHSS) and to MHSA for increased services provided by the CAO.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$323,074	\$341,558
Service & Supplies	\$39,436	\$40,505
Total Appropriations	\$362,510	\$382,063

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intrafund	\$116,317	\$125,571
Total Revenue	\$116,317	\$125,571
NCC	\$246,193	\$256,492

Total Recommended Positions:

Total Positions for the above program include 2.9 full time equivalent(s) (FTE), which reflect a decrease of 0.3 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
2207	Administrative Analyst III	Vacant	0.3	\$28,383
Totals			0.3	\$28,383

Service Impact of Funding Reductions:

- Delays in processing Agenda Items with impact also on level of review and analysis;
- Reduced time available to conduct special studies and prepare BOS Presentations.

County Administrative Office – 0120

Budget Preparation

Program Description

- Function(s) – In accordance with Government Code and BOS guidance, prepare calendar, process, instructions and workshops to assist County departments in development of requested budget narratives and line item detail for the CAO to utilize in submitting a recommended balanced budget for on-time, scheduled budget hearings. Provide recommended budget documents for BOS and public prior to hearings as required by code. Staff budget hearings. Develop, for public access, summary documents to reflect adopted budget.
- Outcome(s) -- BOS adopts an on-time balanced budget for operation of County of Fresno departments for FY 08-09.
- Mandates & Level of Mandated Activities – Budget preparation and hearings, revenue projections are mandated by Government Code Section 29000.
- Appropriation Detail – Compared to FY 2007-08, there is an estimated 7% decrease in total departmental salaries and benefits that is applicable to this function. There are no appropriations budgeted for travel for this program compared to the FY 2007-08 Adopted Budget.
- Revenue Detail – Compared to FY 2007-08, revenues increased by \$5,285 for the same reasons noted in the Agenda Preparation Program.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$405,948	\$414,979
Service & Supplies	\$51,326	\$49,102
Total Appropriations	\$457,274	\$464,081

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intrafund	\$70,989	\$75,397
Total Revenue	\$70,989	\$75,397
NCC	\$386,285	\$388,684

Total Recommended Positions:

Total Positions for the above program include 3.5 full time equivalent(s) (FTE), which reflect a decrease of 0.4 FTE(s) from FY 2007-08.

County Administrative Office – 0120

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
2207	Administrative Analyst III	Vacant	0.2	\$18,922
3622	Program Tech I-C	Vacant	0.2	\$12,641
Totals			0.4	\$31,563

Service Impact of Funding Reductions:

- Less staff time available to spend with County departments on the analysis and administration of the budget process.

Economic Development and Land Use

Program Description

- Function(s) – Coordinates the implementation of the Fresno County Economic Development Strategy, manages the Fresno County Enterprise Zone, serves as chair of the Five Cities Economic Development Authority Executive Committee, and serves as the lead negotiator for the negotiation of tax-sharing MOUs with cities and implements other economic development projects as directed.
- Outcome(s) -- The main objective of the Economic Development Strategy is to increase the number of jobs by 2,500 jobs, diversify the economy and increase the number of non-agricultural jobs by 1,250 and improve the skills of the workforce. The Enterprise Zone MOU with the State requires the issuance of a minimum of 400 Enterprise Zone vouchers annually.
- Mandates & Level of Mandated Activities – Tax-sharing MOU functions are mandated by Government Code. The implementation of the Economic Development Program is not mandated. It is required by the Economic Element of the General Plan approved by the Board of Supervisors on October 3, 2000. The implementation of the Enterprise Zone MOU signed by the Board Chairman with the State requires the continued funding of the economic development unit and the contributions to the EDC (\$200,000) and the Tourism contribution of \$200,000. This is a condition in order to be able to continue to provide those tax credits to businesses in Fresno County.
- Appropriation Detail – Compared to the FY 2007-08 Adopted Budget, appropriations have increased by \$42,498 to fund Services and Supplies costs that are necessary to provide increased services in administering the Fresno County Enterprise Zone.
- Revenue Detail – Revenues have increased by \$42,498 compared to the FY 2007-08 Adopted Budget as a result of the fees/contributions paid by cities participating in the Fresno County Enterprise Zone. The other \$7,000 in revenues continues to be received from E&TA for economic development services that ultimately benefit E&TA clients.

County Administrative Office – 0120

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$158,927	\$158,205
Service & Supplies	\$91,407	\$99,701
Total Appropriations	\$250,334	\$257,906

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – Other	\$42,498	\$42,498
Intrafund	\$7,000	\$7,000
Total Revenue	\$49,498	\$49,498
NCC	\$200,836	\$208,408

Total Recommended Positions:

Total Positions for the above program include 1.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Fiscal Management

Program Description

- Function(s) – CAO staff provides administration of fiscal matters ranging from payment of bills to periodic budget updates for the BOS. Examples of the scope of work include the annual TRAN borrowing and other debt issuance, retirement system monitoring, variance reporting on revenues and expenditures, Prop 172 calculations, tax sharing MOU's, ISF rate development, encumbrance review, Debt Advisory and Audit Committee membership, Mello-Roos or Impact Fee projects.
- Outcome(s) -- Periodic and end of year budget reports to BOS, annual borrowing requirements met, and payments made as appropriate. Accounting for Prop 172, Retirement rates, POB payments and debt service are accurate and payments are processed timely.
- Mandates & Level of Mandated Activities – Retirement rate implementation is mandated by Government Code - 1937 Act. There are also mandatory obligations related to the County's borrowing and debt issuance programs.
- Appropriation Detail – Compared to FY 2007-08, there is an estimated 10% decrease in total departmental salaries and benefits that is applicable to this function.
- Revenue Detail – Compared to FY 2007-08, revenues increased by \$1,265 for the same reasons noted in the Agenda Preparation Program.

County Administrative Office – 0120

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$296,525	\$297,496
Service & Supplies	\$42,371	\$39,173
Total Appropriations	\$338,896	\$336,669

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intrafund	\$17,452	\$18,052
Total Revenue	\$17,452	\$18,052
NCC	\$321,444	\$318,617

Total Recommended Positions:

Total Positions for the above program include 2.8 full time equivalent(s) (FTE), which reflect a decrease of 0.5 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
2207	Administrative Analyst III	Vacant	0.1	\$9,461
3622	Program Tech I-C	Vacant	0.4	\$25,283
Totals			0.5	\$34,744

Service Impact of Funding Reductions:

- Less staff time available to spend with County departments on the analysis , administration and reporting on encumbrances, budget status and revenue and expenditure variances.

Gang Task Force Coordination

Program Description

- Function(s) – The Board of Supervisors established the countywide Gang and Juvenile Delinquency Initiative. The Gang Task Force Coordinator, who was hired in September 2007, provides coordination for developing and implementing inter-agency programs to provide assistance for youth that are gang involved or at-risk of gang involvement; evaluating goals, policies and procedures, and monitoring the effectiveness of gang mitigation programs; identifying and applying best practices that focus on the suppression and prevention of gang related activities; assessing community gang problems and community risk and protective factors; and identifies resources to aid in and facilitate the intervention and rehabilitation of individuals, youth and adult, that are gang involved or at risk of gang involvement.

County Administrative Office – 0120

- Outcome(s) -- 1) Engage city/county/state/federal governments, non-profit and faith-based organizations in efforts to reduce gang activity and membership 2) Develop a countywide Steering Committee composed of representatives from County agencies, city governments, local law enforcement, local businesses, education, health and social service organizations, and community and faith-based groups; 3) Develop fiscal resources and fund gang reduction initiatives with allocations from current budgets and establish a priority for new funding as it becomes available; 4) Conduct analysis to determine pursuit of the following: completion of a 5-year strategic plan for reduction of gangs in Fresno County; implementation of a countywide gang summit; implementation of a regional (multi-county) gang prevention initiative; focusing major gang prevention efforts on grades 4 – 8 in neighborhoods of significant gang activity; and development of a strong intervention program.
- Mandates & Level of Mandated Activities – Gang Task Force Coordination services are not mandated.
- Appropriation Detail – There are significantly less appropriations budgeted for travel for Gang Task Force Coordination purposes compared to the FY 2007-08 Adopted Budget.
- Revenue Detail – The estimated revenues for FY 2008-2009 are expected to increase from FY 2007-2008. This is due to the pursuit of several grants and event sponsorships. Funds will be sought through the California Gang Reduction Intervention and Prevention Initiative (CalGRIP), several private foundations, federal sources, and event sponsorships from local businesses. At this time, no revenues have been included in the budget, but when approval of the funding is more certain, the budget will be increased by the related revenues.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$113,044	\$112,380
Service & Supplies	\$16,868	\$15,323
Total Appropriations	\$129,912	\$127,703

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Total Revenue	\$0	\$0
NCC	\$129,912	\$127,703

Total Recommended Positions:

Total Positions for the above program include 1.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

County Administrative Office – 0120

Service Impact of Funding Reductions:

- Reduced ability to meet with community gang prevention action teams in outlying areas.

Legislative Advocacy

Program Description

- Function(s) – The County Administrative Office is responsible for coordinating the County Legislative Advocacy program. The department works with the Board of Supervisors, County Departments, CSAC, NACo, San Joaquin Valley Regional Association of California Counties (SJVRACC), the Council of Fresno County Governments, State and Federal elected representatives and other outside agencies and organizations to analyze and advocate the County's interests with regard to state and federal legislative and regulatory issues impacting Fresno County government. A major tool in the advocacy program is the County's State and Federal Legislative Platforms. These documents enable the County and its lobbyists to respond immediately to issues on an urgency basis. The department updates the platforms annually, identifies and recommends legislative priorities and appropriations requests for the Board's consideration. In addition the department develops Board Agenda Items that address issues not contained in the platform and recommends legislative/regulatory solutions for the Board's consideration. The department develops advocacy materials such as the annual Washington D.C. "Invest in Fresno County's Future" report regarding federal appropriations, submits federal appropriations requests to each of our Senators and Congressmen, and coordinates advocacy efforts with the County's state and federal lobbyists, the Board of Supervisors, County Departments, State and Federal elected representatives, CSAC, SJVRACC, and other outside organizations.
- Outcome(s) – 1) County issues advocated in a timely and effective manner. 2) Proactive advocacy program that addresses issues as they emerge to enable accurate analysis, sound policy recommendations and a successful course of action to the benefit of Fresno County.
- Mandates & Level of Mandated Activities – Legislative Analysis and Advocacy services are not mandated.
- Appropriation Detail – There are no appropriations budgeted for travel for legislative advocacy purposes compared to the FY 2007-08 Adopted Budget.
- Revenue Detail – Compared to FY 2007-08, revenues increased by \$1,484 for the same reasons noted in the Agenda Preparation Program.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$72,034	\$73,540
Service & Supplies	\$12,354	\$9,089
Total Appropriations	\$84,388	\$82,629

County Administrative Office – 0120

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intrafund	\$20,908	\$21,172
Total Revenue	\$20,908	\$21,172
NCC	\$63,480	\$61,457

Total Recommended Positions:

Total Positions for the above program include 0.6 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- All legislative advocacy travel has been deleted from the budget, including travel to CSAC, SJVRACC, CAOAC and other meetings in Sacramento or Washington D.C.
- Reduces ability to receive information, develop key contacts and effectively advocate Board policies, issues and concerns.

Operations

Program Description

- Function(s) – The County Administrative Office works with the Board of Supervisors and County Departments in addressing county operations. Operations include working with departments on program issues, services and functions, contract management, organizational structure and reorganizations, capital projects, facilities planning, conflict resolution, administrative policies, management directives, purchasing and personnel policies, implementation of new state and federal requirements and implementation of Board policies, directives and ordinances in the provision of county services. The County Administrative Office also represents the county in negotiations and operations conducted with other governmental and community organizations. The County Administrative Office provides operational support to the Public Safety Service Joint Powers Authority, City/County Homelessness Task Force, Court Ancillary Services, Alternative Indigent Defense, the Grand Jury, the Compliance Program required by a five-year Integrity Agreement with the Office of Inspector General of the U.S. Department of Human Services, the County's new Gang Prevention Initiative, Alcoholic Beverage License requests, approval of extra-help, strategic planning, Department Head recruitments and annual reviews, Public Authority and other services as requested by the Board of Supervisors.
- Outcome(s) -- Excellent, timely, cost-effective and beneficial public services provided with integrity and accountability.
- Mandates & Level of Mandated Activities – Mandated functions include compliance monitoring of Mental Health Claims (Federal Integrity Agreement); Grand Jury support (Penal Code); inquiries and investigations; discrimination complaints; contract administration; Public Records Act responses; Alternate Indigent Defense contract (6th Amendment to the U.S. Constitution); Juror parking; Superior Court

County Administrative Office – 0120

funding; public employee performance evaluations (Government Code Section 54957), and Fair Political Practices.

- Appropriation Detail – Compared to FY 2007-08, there is an estimated 14% decrease in total departmental salaries and benefits that is applicable to this function. Compared to the FY 2007-08 Adopted Budget, there are no appropriations budgeted for travel for this program or for performing operational audits.
- Revenue Detail – Compared to FY 2007-08, revenues decreased by a net of \$25,218 for this function due to the loss of \$35,382 in Indian Gaming revenues that used to be budgeted in CAO. This decrease is offset by a \$10,164 increase in charges to IHSS and MHSA for for same reasons noted in the Agenda Preparation program.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$378,603	\$389,083
Service & Supplies	\$100,197	\$44,833
Total Appropriations	\$478,800	\$433,916

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Fines, Forfeitures, & Penalties	\$66,150	\$66,150
Intrafund	\$159,530	\$145,004
Total Revenue	\$225,680	\$211,154
NCC	\$253,120	\$222,762

Total Recommended Positions:

Total Positions for the above program include 3.1 full time equivalent(s) (FTE), which reflect a decrease of 0.8 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
2207	Administrative Analyst III	Vacant	0.4	\$37,844
3622	Program Tech I-C	Vacant	0.4	\$25,283
Totals			0.8	\$63,127

Service Impact of Funding Reductions:

- Delays and/or less time spent monitoring, analyzing and addressing County departmental operations/efficiencies and ensuring compliance with County policies and other requirements; Less time spent in responding to Grand Jury Reports; operational audits and strategic planning.

County Administrative Office – 0120

- Reduced time available to conduct special studies and prepare BOS Presentations.

Public Information

Program Description

- Function(s) – Provide Public Information to the media on issues pertaining to the agenda of the Board of Supervisors and to County Departments. The PIO works with County Departments to further their Public Information efforts.
- Outcome(s) -- The community is informed about the programs, issues, services, and activities of the County that occur on both an on-going and one-time basis.
- Mandates & Level of Mandated Activities – Public Information services are not mandated.
- Appropriation Detail – There are significantly less appropriations budgeted for travel for this program compared to the FY 2007-08 Adopted Budget.
- Revenue Detail – There are no changes in revenues compared to FY 2007-08.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$62,058	\$61,988
Service & Supplies	\$22,356	\$2,435
Total Appropriations	\$84,414	\$64,423

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Total Revenue	\$0	\$0
NCC	\$84,414	\$64,423

Total Recommended Positions:

Total Positions for the above program include 0.1 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- Reduced travel impacts staff ability inform the community regarding programs, issues and services.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 500,844, a 7.0 % (\$ 34,116) increase over fiscal year 2007-08, which is primarily due to increased charges for services provided for the Fresno County Enterprise Zone and IHSS and MHSA departments. Specific changes by revenue accounts are noted below.

County Administrative Office – 0120

- Fines, Forfeitures & Penalties (\$ 66,150) – Criminal Justice Facility Construction Fund revenue estimates are based on projections of current annual receipts and are recommended at the same level as FY 2007-08.
- Intergovernment Revenues - Other (\$ 42,498) – These are new fees for services and contributions from cities participating in the Fresno County Enterprise Zone.
- Miscellaneous Revenue (\$ 0) – Effective for FY 2008-09, the CAO will no longer administer the Indian Gaming grant award funds, so the related revenues for services provided are not included in the Recommended Budget.
- Intrafund Revenue (\$ 392,196) – Recommended at a \$27,000 increase over FY 2007-08 based on increased services to be provided for MHSA and for directly administering IHSS functions.

County Administrative Office – 0120

COUNTY ADMINISTRATIVE OFFICE - 0120

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
8020	County Administrative Officer	FLAT	1	1	\$ 160,217
8211	Assistant County Administrative Officer	B	2	2	227,888
2300	Economic Development Coordinator	E	1	1	100,318
2500	Gang Task Force Coordinator	E	1	1	78,624
2247	Principal Administrative Analyst	E	2	2	175,481
2270	Senior Administrative Analyst	F	4	4	282,669
2207	Administrative Analyst III	2060	2	1	66,421
2245	Administrative Analyst I	1607	1	1	43,802
3170	Administrative Assistant to CAO	1856	1	1	51,697
3161	Secretary IV-Conf.	1299	1	1	35,927
3622	Program Technician I-Conf.	1252	1	0	0
Subtotal			17	15	\$ 1,223,044
Steno Allowance					522
Auto Allowance					18,540
Salary Savings					(61,152)
TOTAL REGULAR SALARIES					\$ 1,180,954

VACANT POSITIONS RECOMMENDED FOR DELETION (July 14, 2008)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
2207	Administrative Analyst III	Vacant	2060	-1	\$ 94,610
3622	Program Technician I-Conf.	Vacant	1252	-1	63,207
Cost of Restoring Vacant Positions				-2	\$ 157,817

Advertising County Resources – 1930

Advertising County Resources BUDGET 1930 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 149	\$ 149	\$ 91	\$ (58)	-39%
Other Charges	425,000	200,000	200,000	-	0%
Total Appropriations	\$ 425,149	\$ 200,149	\$ 200,091	\$ (58)	0%
<u>Revenues</u>					
Intrafund Revenue	\$ -	\$ -	\$ -	\$ -	-100%
<u>Net County Cost</u>	\$ 425,149	\$ 200,149	\$ 200,091	\$ (58)	0%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary					-
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Advertising County Resources – 1930

FUNCTION

The Advertising County Resources budget funds service contracts developed for the purpose of promoting the trade and commerce of Fresno County. This budget is used to appropriate Fresno County's contributions to finance the cost of tourism marketing and film commission activities of the Fresno County Office of Tourism, as part of the Department of Public Works and Planning.

The program budget for Advertising County Resources is presented in one program component entitled Advertising County Resources.

OVERVIEW

The 2008-09 Recommended Budget of \$200,091 reflects a 0% (\$58) decrease from the FY 2007-08 Adopted Budget. No revenues or staffing appropriations are included in the FY 2008-09 Recommended Budget, which is the same as the FY 2007-08 Adopted Budget.

DEPARTMENT COMMENTS

Due to the County's continuing commitment to Destination Marketing (Tourism), an allocation of \$200,000 is again recommended for the Fresno County Office of Tourism to provide for continued countywide tourism marketing activities in accordance with the County's Tourism Master Plan. These services, which are the same amount approved for FY 2007-08, are obtained through the Department of Public Works and Planning.

Office of Tourism funding is provided to continue operations as the region's tourism Destination Marketing Organization for all Fresno County, responsible for marketing the assets of Fresno County to outside travelers and tour groups in an effort to stimulate economic development and create jobs. The Office of Tourism will continue to focus on marketing existing tourism attractions to outside tourists and tourism providers, including the County's participation in Statewide tourism marketing events; coordination and interaction with reporters, travel writers and other related media; enhancement and maintenance of the tourism website, and publishing of the seasonal calendar of festivals and events, which is marketed externally along with the region's attractions. The Office of Tourism also functions as the State-designated Fresno County Film Commission, which actively markets Fresno County film locations, and responds to inquiries and referrals for commercial, television and film production throughout the County.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Advertising County Resources	\$200,091	\$0	\$200,091	0.0
Total:	\$200,091	\$0	\$200,091	0.0

Advertising County Resources – 1930

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Advertising County Resources	\$200,091	\$0	\$200,091	0.0
Total:	\$200,091	\$0	\$200,091	0.0

PROGRAM BUDGETS

Program Description

- Function(s) – The Fresno County Office of Tourism develops and implements marketing strategies to promote Fresno County attractions to increase tourism's economic impact Countywide. The Fresno County Film Commission works with film industry professionals to promote and secure locations for filming Countywide to increase the economic impact of filmmaking throughout the County.
- Outcome(s) -- To increase visitor spending in Fresno County and to increase the economic impact of filmmaking throughout the County, as part of the County's overall economic development efforts. Visitor spending over the past three years is up a record \$72.6 million, and film economic impact is up to \$1.7 million annually.
- Mandates & Level of Mandated Activities -- The County's State-approved Enterprise Zone (EZ) application commits the County to spending \$200,000 on these activities over the life of the EZ Program.
- Appropriation Detail -- Appropriations are recommended at \$200,091, a \$58 decrease from 2007-08 due to a decrease in PeopleSoft Financials Charges. The \$200,000 appropriations to reimburse Public Works for tourism and film commission services is the same amount budgeted in FY 2007-08.
- Revenue Detail – There are no recommended revenues, which is consistent with the FY 2007-08 Adopted Budget.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$91	\$91
Other Charges	\$200,000	\$200,000
Total Appropriations	\$200,091	\$200,091

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Total Revenue	\$0	\$0
NCC	\$200,091	\$200,091

Interest & Miscellaneous Expenditures – 2540

Interest and Misc Expenditures BUDGET 2540 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 749,146	\$ 1,440,814	\$ 924,196	\$ (516,618)	-36%
Other Charges	2,124,039	5,363,475	5,748,074	384,599	7%
Other Financing Uses	<u>5,444,086</u>	<u>4,712,668</u>	<u>6,827,817</u>	<u>2,115,149</u>	<u>45%</u>
Total Appropriations	\$ 8,317,271	\$ 11,516,957	\$ 13,500,087	\$ 1,983,130	17%
<u>Revenues</u>					
Taxes	\$ 61,880	\$ 125,000	\$ 150,000	\$ 25,000	20%
Miscellaneous Revenues	107,505	5,000	5,300	300	6%
Intrafund Revenue	<u>90,981</u>	<u>90,000</u>	<u>94,700</u>	<u>4,700</u>	<u>5%</u>
Total Revenues	\$ 260,366	\$ 220,000	\$ 250,000	\$ 30,000	14%
<u>Net County Cost</u>	\$ 8,056,906	\$ 11,296,957	\$ 13,250,087	\$ 1,953,130	17%
<p>**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>					

Interest & Miscellaneous Expenditures – 2540

FUNCTION

The Interest and Miscellaneous Expenditures budget provides financing for expenditures that are not attributable to the operation of any specific department or are projects that need to be closely monitored per direction by the Board of Supervisors. Appropriations primarily finance the County's short-term borrowing program, the Sheriff's Public Safety Information System (PSIS), Countywide audit services, debt service payments, interest costs related to the Tax and Revenue Anticipation Notes (TRANs), contributions to fire services and local organizations.

OVERVIEW

The FY 2008-09 Recommended Budget of \$13,500,087 reflects a 17% (\$1,983,130) increase in net County cost over the FY 2007-08 Adopted Budget due to an increase in the estimated costs associated with the County's Tax and Revenue Anticipation Notes (TRANs) and the inclusion of the City of San Joaquin contract. In FY 2008-09, the TRANs borrowing is estimated at \$95,000,000. The total estimated interest costs of \$4,800,000 associated with the TRANs are included in this budget.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Interest and Miscellaneous Expenditures	\$14,586,680	\$250,000	\$14,336,680	0.0
Total:	\$14,586,680	\$250,000	\$14,336,680	0.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Interest and Miscellaneous Expenditures	\$13,500,087	\$250,000	\$13,250,087	0.0
Total:	\$13,500,087	\$250,000	\$13,250,087	0.0

PROGRAM BUDGETS

Interest and Miscellaneous Expenditures

Program Description

- Appropriation Detail
- PeopleSoft Financial Charges (\$8,878). Charges from the Information Technology Services Department for maintaining the financial system.
- Countywide Audit Services (\$190,000). Annual independent audits mandated for the County's financial statement. The audit is necessary for the County's bond rating and is directly related to the cost of borrowing.

Interest & Miscellaneous Expenditures – 2540

- Tax and Revenue Anticipation Note (TRAN) Financial Advisor (\$170,000). Funding provided for services required by State law for TRAN debt. Also includes the cost of printing and binding official statements as well as online bidding charges.
- Armored Transport (\$42,000). Service used by Departments for safe transportation of funds. Charges are 100% reimbursed from County departments through Intrafund Revenues.
- Merchant Card Program (\$58,000). Represents charges for the County's VISA/Mastercard use fees. Charges are 100% reimbursed from County departments through Intrafund Revenues.
- Government Finance Officer's Association (GFOA) (\$1,100). Funding to obtain a GFOA - Certificate of Achievement which can be essential in obtaining a good bond rating for the County.
- Standard & Poors (\$15,000). Represents funding for Stated mandated services provided by Standard & Poor for the County's bond rating.
- Sales Tax Recovery (\$150,000). Contracted service for recovery of sales tax revenues from vendors within Fresno County. Contract amount is 100% offset with recovered sales tax revenues.
- Trustee Fees (\$13,830). Represents trustee fees paid to the Bank of New York for handling the Juvenile Justice Center Lease Revenue Bonds.
- Five Cities for Progress (\$5,000). Reflects annual dues for the Five Cities for Progress which consists of Selma, Fowler, Kingsburg, Parlier, Reedley and Sanger.
- Driver Alliant Insurance Liability (\$250). Financing for the Retirement Board's insurance coverage due to the inability of the Board to fund its own insurance.
- Transportation, Travel & Education (\$8,000). Funding provided for travel costs associated with County borrowing. County staff consult with Investors regarding the TRAN program and the issuance of bonds.
- Joint Powers Agreement - City of Fresno (Safety) (\$50,000). Financing provided for the agreement with the City of Fresno to establish and provide joint property and evidence storage to serve law enforcement's personnel, establish and provide joint accelerated prisoner processing, assume management of each dispatch center currently run by the County of Fresno and City of Fresno, and study integration of public safety dispatch systems and facilities.
- Cash Shortages (\$5,000). Reflects reimbursements to County departments for cash shortages received from the public.
- Miscellaneous Refunds (\$300). Funding for reimbursements to delinquent Social Services clients for a \$17 State processing fee to garnish the clients' State Income Tax refund only after the client has paid off the Social Services account debt.
- Judgements and Damages (\$10,000). Represents County's obligation under CA Commercial Code Division 3 to reimburse businesses for fraudulent or forged checks.
- Federal Advocate Contract (\$74,120). Contract services with a Federal Legislative Advocate to more effectively represent the needs of the County of Fresno at the Federal level.

Interest & Miscellaneous Expenditures – 2540

- State Advocate Contract (\$88,018). Contract services with a State Legislative Advocate to more effectively represent the need of the County of Fresno at the State level.
- Outside Counsel (\$230,000). Costs for obtaining outside counsel consultant services in areas that a particular expertise is needed to help represent the County of Fresno.
- Bond Counsel Fees (\$50,000). Legal obligation due to the County's purchase of bonds.
- Veterans Memorial Museum (\$21,000). Contribution to the Veterans Memorial Museum will promote, improve, operate or maintain the museum that preserves Fresno County's military history and honors its veterans.
- Fresno City/County Historical Society (\$12,500). Provides funding for the operation of the Kearney Mansion Museum Complex and interior maintenance of the Kearney Mansion. Continued funding in the amount of \$19,000 is also recommended for maintenance and repairs to the exterior of the Kearney Mansion Museum for which the County is responsible under agreement with the Historical Society. These funds are included in the Department of Public Works and Planning - Parks and Grounds budget (7910).
- Fresno-Madera Area Agency on Aging (\$44,509). Fresno County's financial share of a Joint Powers Agreement (JPA) between the County, City of Fresno, and the County of Madera. These funds provide the required match which allows the Area Agency on Aging to receive Federal and State funding for the provision of senior services.
- Volunteer Fire Contribution (\$11,250). Fresno County's contribution to five Volunteer Fire Departments to purchase various types of firefighting clothing and equipment. The Volunteer Fire Departments currently sharing this contribution are Big Creek, Mountain Valley, Huntington Lake, Pine Ridge and Hume Lake.
- Amador Plan Fire Services (\$935,855). The Amador Plan provides for an agreement with the California Department of Forestry and Fire Protection for off-season fire protection services. The Plan provides funding for facilities located at Hurley, Blasingame, Piedra, Shaver Lake, and Squaw Valley Department. Payments under this agreement are based on the actual cost of services rendered between November 1, 2007 and May 15, 2008. The agreement with the State is presented to the Board of Supervisors' during the fiscal year for retroactive approval.
- Volunteer Center of Fresno County (\$18,000). Provides funding for administrative costs to implement, administer, and coordinate the Adult Volunteer Crossing Guard Program in which the Volunteer Center provides a crossing guard coordinator, crossing guards, relief crossing guards, and all required training so that many County school street crossing are safe for children to use.
- Volunteer Center of Fresno County (\$26,700) - Provides funding for administrative costs for the Community Service Court Referral Program to connect both adult and juvenile offenders referred by the County's Probation Department with community-based organizations so that the offenders can perform community service as a court-ordered condition of probation, in lieu of incarceration or payment of a fine.
- Proposition 172 to Fire Protection Districts (\$1,250,000). The Board of Supervisors approved sharing a portion of the actual growth in Proposition 172 (Public Safety Sales Tax) with all fire districts that suffer a net loss due to the Educational Revenue

Interest & Miscellaneous Expenditures – 2540

Augmentation Fund (ERAF) shift to the State. Two fire protection districts, Fresno County and Fig Garden, currently meet these criteria and will receive a share of the Proposition 172 funds.

- Sheriff's Public Safety Information System (PSIS) (\$2,712,960). Funding for PSIS was approved by the Board of Supervisors during FY 2005-06. The Recommended Budget includes the Motorola lease payment (\$1,930,336), lease costs for desktop and printer hardware (\$47,429), a Project Manager (\$185,121), Information Technology Services Department support (\$137,169) and hardware/software maintenance costs (\$412,905).
- Facilities Planning (\$10,000). Funding for ongoing analyses, appraisals and consultant time related to the review of all proposed changes in the use or occupancy of County owned, leased, occupied or managed properties to ensure a countywide approach. Funding is recommended at a decrease of \$60,000 from the FY 2007-08 Adopted Budget, therefore, the number of services provided will be limited to the availability of funding.
- City of San Joaquin (\$180,000). Provides continued funding for the City of San Joaquin to improve its economic base and Redevelopment Agency. The agreement requires the City of San Joaquin to submit an annual report at the end of each fiscal year that describes the programs and projects implemented with these funds. The City is also required to identify projects to be implemented in FY 2008-09.
- 415 Retirement Replacement Plan (\$80,000). Payments to past County of Fresno employees who have retired and have compensation above the Internal Revenue Service (IRS) tax limit for retirement. The recommended funding represents the amount above the IRS tax limit.
- Economic Development Contract (EDC) (\$200,000). Funding to the EDC to continue implementing economic development marketing programs and promoting job creation in Fresno County, consistent with the economic element of the General Plan.
- Tax and Revenue Anticipation Notes (TRANs) Interest (\$4,800,000). Each year the County issues Tax and Revenue Anticipation Notes to provide money to meet the General Fund's current year expenditures and to discharge its obligations and indebtedness. The principal of the notes and the interest thereon are paid from pledged property taxes and revenues the County anticipates to receive during the fiscal year. In FY 2008-09, the interest related to the TRANs has been estimated at \$4,800,000 by the Auditor-Controller/Treasurer-Tax Collector's Office based on a TRANs borrowing estimate of \$95,000,000.
- Juvenile Justice Lease Revenue Bonds (\$1,871,084). Represents the third debt service payment for the Lease Revenue Bonds for the Juvenile Justice Campus. These funds are transferred to the Debt Service Organization 0124 from which the payment will be made.
- PeopleSoft Charges for School and Cemetery Districts (\$156,733). Funding for the portion of PeopleSoft costs related to Fresno County School and Cemetery Districts. These districts are unable to reimburse the County for use of the PeopleSoft system.
- Revenue Detail – Revenues in the amount of \$250,000 are included as an offset to the Armored Transport, Merchant Card Program and Sales Tax Recovery contract.

Interest & Miscellaneous Expenditures – 2540

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$1,081,058	\$924,196
Other Charges	\$6,583,219	\$5,748,074
Other Financing Uses	\$6,922,403	\$6,827,817
Total Appropriations	\$14,586,680	\$13,500,087

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Taxes	\$150,000	\$150,000
Miscellaneous Revenues	\$5,300	\$5,300
Intrafund	\$94,700	\$94,700
Total Revenue	\$250,000	\$250,000
NCC	\$14,336,680	\$13,526,087

SUMMARY OF REVENUES

- Revenues are recommended at \$ 250,000, a 14 % (\$ 30,000) increase over fiscal year 2007-08, which is primarily due to an increase in sales tax recovery revenue. Specific changes by revenue accounts are noted below.
 - Taxes (\$ 150,000) – Additional sales tax revenue received as a result of contract services for sales tax recovery.
 - Miscellaneous Revenues (\$ 5,300) – Charges to user departments outside the General Fund for the cost of armored transport services.
 - Intrafund Revenues (\$ 94,700) – Charges to user departments within the General Fun for the cost of armored transport services and merchant card charges.

Debt Service – 0124

Debt Service BUDGET 0124 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	\$ 3,312,634	\$ 5,817,461	\$ 7,946,149	\$ 2,128,688	37%
Total Appropriations	\$ 3,312,634	\$ 5,817,461	\$ 7,946,149	\$ 2,128,688	37%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 55,846	\$ -	\$ -	\$ -	0%
Other Financing Sources	3,264,629	5,817,461	7,946,149	2,128,688	37%
Intrafund Revenue	-	-	-	-	0%
Total Revenues	\$ 3,320,475	\$ 5,817,461	\$ 7,946,149	\$ 2,128,688	37%
<u>Net County Cost</u>	\$ (7,841)	\$ -	\$ -	\$ -	0%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary					-
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Debt Service – 0124

FUNCTION

This budget provides the appropriations and revenues for the annual debt service payments of the County's long and short-term debt obligations, which include the Tax and Revenue Anticipation Notes (TRAN), and the Lease Revenue Bonds for the Juvenile Justice Campus (JJC), and Downtown Energy Savings Project (Energy). Beginning in FY 2009-10, this budget will also include appropriations and revenues for the annual debt service payment of the new Juvenile Court Facility and Offices.

Funding for the payment of the County's outstanding Pension Obligation Bonds (POBs) is not included in the Debt Service budget, but instead incorporated into the County's FY 2008-09 retirement rates and collected from departments each pay period. However, information regarding the POB's is included in Attachment A.

The program budget for Debt Service is presented in one component entitled Debt Service.

OVERVIEW

Both the FY 2008-09 Recommended Budget appropriations and revenues, which are each \$7,946,149, reflect a net 37% (\$2,128,688) increase over FY 2007-08 Adopted Budget appropriations and revenues, which were each \$5,817,461. This budget does not include appropriations for staffing, only for debt service payments.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Debt Service	\$7,946,149	\$7,946,149	\$0	0.0
Total:	\$7,946,149	\$7,946,149	\$0	0.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Debt Service	\$7,946,149	\$7,946,149	\$0	0.0
Total:	\$7,946,149	\$7,946,149	\$0	0.0

PROGRAM BUDGETS

Debt Service

Program Description

- Function(s) – This budget provides for the appropriations and revenues for the annual debt service payments of the County's long and short-term debt obligations. These obligations include the TRAN, and the Lease Revenue Bonds for the JJC, Energy Project , and new Juvenile Court Facility and Offices. See Attachment A for additional information about these projects and the related debt. See Attachment B for the Annual Debt Service Calendar.

Debt Service – 0124

- Outcome(s) – To budget for and pay off the County's long and short-term debt obligations.
- Mandates & Level of Mandated Activities – The County is legally required to pay off the above long and short-term debt obligations that the County has elected to incur. As for the POB debt obligations addressed in Attachment A, the County is mandated by State law to pay the Fresno County Employees Retirement Association the employer portion of the cost of retirement as determined by the actuary. The County converted some of this obligation to bonded debt and is legally required to pay off the bonded debt.
- Appropriation Detail – Recommended appropriations have increased by 37% (\$2,128,688) compared to the FY 2007-08 Adopted Budget, due to a \$2,137,500 increase in estimated TRAN interest obligations. The appropriations for debt on the the JJC and Energy projects have decreased from FY 2007-08 by \$5,545 and \$3,267, respectively.
- Revenue Detail – Changes in revenues mirror the changes noted in the above Appropriation Detail section.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Other Charges	\$7,946,149	\$7,946,149
Total Appropriations	\$7,946,149	\$7,946,149

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Other Financing Sources	\$7,946,149	\$7,946,149
Total Revenue	\$7,946,149	\$7,946,149
NCC	\$0	\$0

SUMMARY OF REVENUES

- Revenues are recommended at \$ 7,946,149, a 37.0 % (\$ 2,128,688) increase over fiscal year 2007-08, which is primarily due to the increase in estimated TRAN interest expenditures and the related increase in funding to cover these expenditures. Specific changes by revenue accounts are noted below.
 - Other Financing Sources (\$ 7,946,149) -- Represents funds to be transferred from the General Fund for the TRAN interest payment (\$4,800,000) and for the third year debt service payments for the JJC Lease Revenue Bonds (\$1,871,084) and the Downtown Energy Savings Project (\$1,275,065). These latter two amounts are net of interest earnings as noted in Attachment A.

ATTACHMENT A

The following provides a summary of Fresno County's long and short-term debt obligations and required FY 2008-09 debt service payments:

LEASE REVENUE BONDS

JUVENILE JUSTICE CAMPUS LEASE REVENUE BONDS

Lease Revenue Bonds totaling \$26 million were issued by the Fresno County Financing Authority in 2004 to fund a portion of the costs associated with the construction of the County's new \$141 million Juvenile Justice Campus. The bonds had a 20-year maturity and included two years of capitalized interest. The third debt service payment of \$1,965,670 is due in August 2008. See debt service calendar (Attachment B) following this narrative.

Component	Principal Balance as of June 30, 2008	Remaining Payment Period	2008-09 Debt Service Payment
Juvenile Justice Campus	\$23,885,000	17-years	\$1,965,670

For FY 2008-09, the County is budgeting \$1,871,084 of the total \$1,965,670 debt payment, which reflects the required cash outlay to pay the debt. The difference of \$94,586 is offset by interest earnings held by the Trustee.

DOWNTOWN ENERGY SAVINGS PROJECT

Lease Revenue Bonds totaling \$14,375,000 were issued by the Fresno County Financing Authority in 2004 to fund the costs associated with the Downtown Energy Savings Project. The bonds had a 15-year maturity and included capitalized interest during the construction period (17 months). The third debt service payment of \$1,335,214 is due in August 2008. See debt service calendar (Attachment B) following this narrative.

Component	Principal Balance as of June 30, 2008	Remaining Payment Period	2008-09 Debt Service Payment
Energy Savings Project	\$12,635,000	12-years	\$1,335,214

For FY 2008-09, the County is budgeting \$1,275,065 of the total \$1,335,214 debt payment, which reflects the required cash outlay to pay the debt. The difference of \$60,149 is offset by interest earnings held by the Trustee.

JUVENILE COURT FACILITY AND OFFICES LEASE REVENUE BONDS

Lease Revenue Bonds totaling \$55,350,000 were issued by the Fresno County Financing Authority in 2007 to finance costs associated with the construction of a new shared use Juvenile Court facility and offices to be located at the Juvenile Justice Campus. Usage of the Juvenile Court and offices will be shared by Fresno County and the Superior Court. The total principal amount of the shared Annual Base Rental (Lease) Payments is \$55,350,000, which will be paid by the County. The County will lease a portion of the facility and offices to the Administrative Office of the Courts (AOC), whose share of the Base Rental Payments

Debt Service – 0124

(approximately 58%) will be paid directly to the Trustee and will be credited against the total Base Rental Payments to be made by the County. The bonds have a 23-year maturity and include two years of capitalized interest. The first debt service payment of \$4,081,673 is due in September 2009. See debt service calendar (Attachment B) following this narrative.

Component	Principal Balance as of June 30, 2008	Remaining Payment Period	2008-09 Debt Service Payment
Juvenile Court	\$55,350,000	22-years	None Required

TAX AND REVENUE ANTICIPATION NOTES (TRAN)

For the past 30 years, the Board of Supervisors has authorized a short-term borrowing program through the issuance of a TRAN. The TRAN enables the County to maintain a positive cash flow until anticipated taxes and revenues are received throughout the fiscal year. The cash flow analysis prepared by the Auditor-Controller/Treasurer-Tax Collector supports an issuance of a TRAN of approximately \$60,000,000. Upon receipt, the TRAN funds are deposited into an interest bearing account. The recommended funding of \$4,800,000 represents the estimated interest payment for the TRAN. Funding for the interest payment is transferred from the Interest and Miscellaneous Expenditures budget, where it is budgeted as net County cost.

PENSION OBLIGATION BONDS

Fresno County has issued Pension Obligation Bonds on three occasions. In March 1998, Fresno County issued \$184,910,000 of taxable Pension Obligation Bonds with an 11-year amortization to fund the UAAL of the Fresno County Employee's Retirement Association. In March 2002, these bonds were partially refunded in order to extend the debt servicing of the bonds to an 18-year amortization period to provide budget relief. In addition, in 2004, a total of \$327,897,749 in fixed rate bonds were issued with a 30-year amortization and a total of \$75 million in variable rate bonds that could be called every 28 days were issued. The \$75 million variable rate bonds were converted to fixed rate bonds on September 12, 2006 at a fixed rate of 5.56%. The maturity schedule of the converted bonds remained the same. The County is currently paying the annual debt service for all three of the bond issuances. A total of \$35,775,564 in debt service payments is required in FY 2008-09, which includes all administration fees associated with the bonds. See debt service calendar (Attachment B) and remaining maturity for all three issuances following this narrative.

Component	Principal Balance as of June 30, 2008	Payment Period	2008-09 Debt Service Payment
Pension Obligations Bonds	\$525,792,749	Varied	\$35,775,564

Amounts necessary to timely pay the Pension Obligation Bond debt service payments have been incorporated into the County's FY 2008-09 retirement rates and are collected from departments each pay period.

Debt Service – 0124

ATTACHMENT B

County of Fresno Annual Debt Service Calendar For Pension Obligation Bonds (POBs) and Lease Revenue Bonds (LRBs) (Includes Bond Principal and Interest)								
Fiscal Year Ending	1998 POBs	2002 POBs (Partial 1998 Refunding)	2004A POBs Fixed Rate	2004B POBs Fixed Rate*	2004 LRBs (Juvenile Campus)	2004B LRBs (Energy Project)	2007 LRBs (Juvenile Court)	Total Annual Payments
2009	\$ 12,344,661	\$ 7,579,366	\$ 11,681,537	\$ 4,170,000	\$ 1,965,670	\$ 1,335,213	\$ 2,391,673	\$ 41,468,119
2010	-	15,957,574	12,848,007	4,170,000	1,958,295	1,323,138	4,081,673	40,338,686
2011	-	15,962,271	13,990,890	4,170,000	1,954,793	1,319,294	4,084,073	41,481,320
2012	-	15,962,156	15,255,947	4,170,000	1,953,428	1,313,500	4,083,673	42,738,703
2013	-	15,965,239	16,638,136	4,170,000	1,947,415	1,310,575	4,085,473	44,116,838
2014	-	15,964,565	18,123,814	4,170,000	1,942,865	1,310,313	4,084,273	45,595,829
2015	-	15,967,204	19,422,069	4,170,000	1,945,428	1,308,825	4,085,173	46,898,698
2016	-	15,963,492	20,901,454	4,170,000	1,939,459	1,310,338	4,082,373	48,367,115
2017	-	15,965,889	22,435,013	4,170,000	1,939,875	1,307,600	4,086,373	49,904,749
2018	-	15,967,923	24,035,283	4,170,000	1,935,835	1,306,100	4,084,373	51,499,514
2019	-	15,970,424	25,693,747	4,170,000	1,933,335	1,302,800	4,085,373	53,155,679
2020	-	-	27,424,490	4,170,000	1,932,582	1,229,100	4,082,573	38,838,744
2021	-	-	29,220,000	4,170,000	1,932,341	-	4,085,973	39,408,314
2022	-	-	31,085,000	4,170,000	1,927,971	-	4,081,866	41,264,838
2023	-	-	33,025,000	4,170,000	1,924,654	-	4,081,241	43,200,895
2024	-	-	35,045,000	4,170,000	1,922,320	-	4,084,441	45,221,761
2025	-	-	37,140,000	4,170,000	1,921,360	-	4,084,581	47,315,941
2026	-	-	39,325,000	4,170,000	-	-	4,084,131	47,579,131
2027	-	-	41,595,000	4,170,000	-	-	4,085,413	49,850,413
2028	-	-	43,780,000	4,170,000	-	-	4,085,350	52,035,350
2029	-	-	46,410,000	4,170,000	-	-	4,084,250	54,664,250
2030	-	-	48,965,000	4,170,000	-	-	4,085,950	57,220,950
2031	-	-	51,620,000	4,170,000	-	-	-	55,790,000
2032	-	-	54,380,000	4,170,000	-	-	-	58,550,000
2033	-	-	44,785,000	4,170,000	-	-	-	48,955,000
2034	-	-	-	75,532,833	-	-	-	75,532,833
Totals	\$ 12,344,661	\$ 167,226,103	\$ 764,825,387	\$ 179,782,833	\$ 32,977,625	\$ 15,676,794	\$ 88,160,266	\$ 1,260,993,669

* This schedule reflects auction rate bonds converted to fixed rate bonds on September 12, 2006.

Contingencies, General Reserves, & Designations – 8210

CONTINGENCIES, GENERAL RESERVES AND DESIGNATIONS BUDGET 8210 General Fund

CONTINGENCIES					
	Actual 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Contingencies	\$ 1,000,000	\$ 1,043,268	\$ 0	\$ (1,043,268)	-100%
Total Contingencies	\$ 1,000,000	\$ 1,043,268	\$ 0	\$ (1,043,268)	-100%
<u>Net County Cost</u>	\$ 1,000,000	\$ 1,043,268	\$ 0	\$ (1,043,268)	-100%
GENERAL RESERVES/DESIGNATIONS					
	Actual 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Increase in County Budget Mitigation	\$ 603,570	\$ 0	\$ 238,824	\$ 238,824	100%
Increase in General Reserves	1,000,000	1,000,000	1,000,000	0	0%
Total Appropriations	\$ 1,603,570	\$ 1,000,000	\$ 1,238,824	\$ 238,824	24%
<u>Revenues</u>					
General Fund Designation Draw	\$ 1,000,000	\$ 1,000,000	\$ 0	\$ (1,000,000)	-100%
Total Revenues	\$ 1,000,000	\$ 1,000,000	\$ 0	\$ (1,000,000)	-100%
<u>Net County Cost</u>	\$ 603,570	\$ 0	\$ 1,238,824	\$ 1,238,824	100%

Contingencies, General Reserves, & Designations – 8210

FUNCTION

The Contingencies, General Reserves, and Designations budget is used to provide for unforeseen or emergency expenditures during the course of the fiscal year and to accumulate funds in the General Fund for a designated use. General Fund Contingencies and Designations differ from the General Reserves in that the Board of Supervisors can transfer Contingencies and Designations during the year to finance unanticipated expenditures. The General Reserves, however, is a portion of the fund balance that is not available to finance current year expenditures except in cases where the Board declares an emergency as defined by Government Code 29127.

OVERVIEW

The FY 2008-09 Recommended Budget of \$1,238,824 provides no funding for Contingencies, an increase to the General Reserves of \$1,000,000 and a designation of \$238,824 for County Budget Mitigation.

EXECUTIVE BUDGET COMMITTEE RECOMMENDATIONS

The Executive Budget Committee (EBC) recommends to the Board of Supervisors that the first priority for funds in this designation, or any additional funds made available during budget hearings, be allocated for supporting Sheriff's operations according to the following priorities. As mentioned in the EBC summary, the first priority of the \$105,301,601 allocated to the Sheriff is to fund the currently filled positions for Correction Officers in the jails and Deputy Sheriffs who patrol the streets.

The EBC recommends that the Board commit any additional revenues generated through the budget hearings to the Sheriff to support: Ag Crime Task Force, Street Level Narcotics, Detective Field Services, MAGEC, Person Crimes, Elder Abuse, Internet Crimes Against Children, Vice/Intelligence, and Helicopter/Air Support.

The EBC has currently directed departments to provide information on the savings available if certain budget strategies were implemented by the Board of Supervisors. Those strategies include, but are not limited to determining all net County cost savings associated with:

- Freezing all salary increases effective July 1, 2008 through June 30, 2009
- Freezing all step increases during the fiscal year
- Freezing all planned promotions

The results of the departmental calculations for each of the stated scenarios will be available in budget hearings. Additional revenues available from all sources could range between \$3-\$5 Million. Allocation of these funds will require full Board action.

Contingencies, General Reserves, & Designations – 8210

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Contingencies	\$2,000,000	\$0	\$2,000,000	0.0
General Reserve	\$1,000,000	\$0	\$1,000,000	0.0
County Budget Mitigation	\$0	\$0	\$0	0.0
Total:	\$3,000,000	\$0	\$3,000,000	0.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Contingencies	\$0	\$0	\$0	0.0
General Reserve	\$1,000,000	\$0	\$1,000,000	0.0
County Budget Mitigation	\$238,824	\$0	\$238,824	0.0
Total:	\$1,238,824	\$0	\$1,238,824	0.0

Discretionary Revenues – 0415

COUNTYWIDE REVENUES ORG 0415 General Fund					
	Actual 2006-2007	Adopted 2007-2008	Recommended 2008-2009	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Revenues</u>					
Taxes	\$ 188,481,130	\$ 191,351,980	\$ 204,927,039	\$ 13,575,059	7%
Lic., Permits, Fran.	4,492,045	4,489,691	4,369,691	(120,000)	-3%
Use of Money & Property	11,246,586	11,577,660	10,526,004	(1,051,656)	-9%
Intergovernment Revenues - State	73,255,501	71,645,656	64,322,566	(7,323,090)	-10%
Intergovernment Rev-Federal	1,033,096	1,071,930	1,071,930	-	0%
Charges For Services	5,312,872	5,636,172	5,368,507	(267,665)	-5%
Tobacco Settlement Funds	1,931,472	2,059,224	2,105,000	45,776	2%
Other Miscellaneous	34,772	11,020	10,000	(1,020)	-9%
Subtotal Revenues	\$ 285,787,474	\$ 287,843,333	\$ 292,700,737	\$ 4,857,404	2%
Stabilization Realignment	2,837,000	-	-	-	0%
State H & W Realignment	45,370,939	47,421,492	47,312,735	(108,757)	0%
Total Revenues	\$ 333,995,413	\$ 335,264,825	\$ 340,013,472	\$ 4,748,647	1%

Discretionary Revenues – 0415

FUNCTION

Countywide Revenues are not related to the revenue generating activities of any particular County department and include property taxes, sales tax, motor vehicle in-lieu, interest, and other miscellaneous revenues. This revenue is used to fund the net County cost of General Fund County departments. Also included are State Health and Welfare Realignment revenues derived from Vehicle License Fees that are passed through the General Fund as required by statute to finance match requirements for the receipt of Realignment sales tax revenues.

OVERVIEW

The FY 2008-09 Countywide Revenues are recommended at \$340,013,472 representing a 1% increase compared to FY 2007-08 Adopted Countywide Revenues. The Recommended budget reflects increases in Current Secured Property Taxes and Property Taxes in Lieu of VLF, which are primarily the result of growth in countywide assessed values. These increases are largely offset by decreases in Sales and Use Taxes and Proposition 172 sales tax for local public safety, which are a reflection of the economic downfall in sales taxes.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Countywide Revenues	\$0	\$338,171,505	(\$338,171,505)	0.0
Total:	\$0	\$338,171,505	(\$338,171,505)	0.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Countywide Revenues	\$0	\$340,013,472	(\$340,013,472)	0.0
Total:	\$0	\$340,013,472	(\$340,013,472)	0.0

PROGRAM BUDGETS

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Total Appropriations	\$0	\$0

Discretionary Revenues – 0415

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Taxes	\$200,383,772	\$204,927,039
Licenses, Permits, & Franchises	\$4,489,691	\$4,369,691
Revenue from the Use of Money	\$9,524,056	\$10,526,004
Intergovernment Revenues – State	\$117,812,623	\$113,740,301
Intergovernment Revenues – Federal	\$1,071,930	\$1,071,930
Charges for Service	\$4,879,433	\$5,368,507
Miscellaneous Revenues	\$10,000	\$10,000
Total Revenue	\$338,171,505	\$340,013,472
NCC	(\$338,171,505)	(\$340,013,472)

SUMMARY OF REVENUES

- Revenues are recommended at \$ 340,013,472, a 1.0 % (\$ 4,748,647) increase over fiscal year 2007-08, which is primarily due to increased property taxes. Specific changes by revenue accounts are noted below.
 - Taxes (\$204,927,039) – Receipt of tax revenues are estimated at a 7% (\$13,575,059) increase over FY 2007-08 Adopted amounts. This increase is primarily due to a projected \$10.0 million increase in Current Secured Property Taxes and a \$7.2 million increase in Property Taxes in Lieu of VLF (PTLVLF). These increases are due to growth in countywide assessed values and an increase in sales transaction activity. PTLVLF revenues also reflect the effects of the VLF Swap, which reduces dollars in State Motor Vehicle In-Lieu Tax and correspondingly increases Property Tax. The above increases are primarily offset by a \$3.3 million projected decrease in Sales and Use Taxes, which is due to the economic downfall in Sales Tax. The effects of the Triple Flip, reducing dollars in Sales and Use Taxes, but correspondingly increasing dollars in Property Tax, is also reflected in the Recommended Budget. While the above projected revenue increases and decrease for FY 2008-09 reflect significant variances from the original estimates used in the FY 2007-08 Adopted Budget, the above FY 2008-09 estimates are relatively close to actual receipts and recent revenue projections for like revenues in FY 2007-08.
 - Licenses, Permits, and Franchises (\$4,369,691) – Represents a 3% (\$120,000) decrease from FY 2007-08 due to a projected decrease in Development Services Fees.
 - Use of Money and Property (\$10,526,004) – Represents a 9% (\$1,051,656) decrease from FY 2007-08 based on reduced interest rates and current cash balances.
 - Intergovernment Revenues - State (\$64,322,566) – Total State revenues are estimated at a 10% (\$7,323,090) decrease from FY 2007-08. This is primarily based on a projected 10% (\$6,293,000) decrease in Proposition 172 sales tax for local public safety, which is due to the economic downfall in Sales Tax. Also reflected is a 100% (\$1,439,351) decrease in State Mandated Program revenues, which are on hold at the State level until the budget is passed, and a 10% (\$543,981) decrease in Williamson Act subvention revenues. These decreases are offset by a \$953,300 increase in EPSDT State Aid revenues,

Discretionary Revenues – 0415

which represents the reimbursement of the second one-third portion of a prior year underpayment by the State. This underpayment resulted in the funding of prior year EPSDT expenditures by net County cost. Consequently, the recently received EPSDT revenues are considered a reimbursement to discretionary revenues. The first portion of the State reimbursement was received in FY 2007-08, but was not included in the FY 2007-08 Adopted Budget, and the third portion will be budgeted and received in FY 2009-10.

- Intergovernment Revenues - Federal (\$1,071,930) – Projected at the same level as FY 2007-08.
- Charges for Services (\$5,368,507) – Estimated at a 5% (\$267,665) decrease from FY 2007-08 due to a 100% (\$1,800,578) reduction in property tax Administrative Services SB 2890 revenues, which are now correctly budgeted as Current Secured Tax revenues. The above decrease is partially offset by a 50% (\$971,931) increase in Countywide Cost Allocation Revenues, which is the result of additional revenues that will be received from the newly created Facility Services and Security Services Internal Service Funds. In addition, General County Overhead Realignment revenues are projected to increase by 47% (\$700,982).
- Tobacco Settlement Funds (\$2,105,000) – Recommended at a 2% (\$45,776) increase over FY 2007-08. This revenue is based on receipts of Tobacco Settlement funds, which are used to partially finance the General Fund match required before receiving Health and Mental Health Realignment revenues..
- Other Miscellaneous (\$10,000) – Recommended at a \$1,020 decrease based on projections by the ACTTC.
- State Health and Welfare Realignment (\$47,312,735) – As allowed by statute, State Stabilization Realignment funds of \$2,837,000 are used to support County General Fund costs, and are capped at the \$2,837,000 level. In previous fiscal years, these revenues were budgeted as part of discretionary Countywide Revenues. Beginning in FY 2007-08, these revenues have been budgeted in the Health & Welfare Realignment Trust Fund to provide Social Services Realignment revenues to the General Fund. State Health and Welfare Realignment revenues derived from Vehicle License Fees are recommended at a less than 1% (\$108,757) decrease from FY 2007-08 as estimated by the State Department of Finance. As required by statute, these revenues are deposited into the County's General Fund, but must be used to finance match requirements for the receipt of State Health and Welfare Realignment sales tax revenues. As a result, they are transferred to the Local Health and Welfare Trust Fund and are not available to finance General Fund costs which fall outside the identified health, mental health, and social services program areas.

County Clerk – Elections – 2850

County Clerk-Elections BUDGET 2850 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Requested 2008-09	Increase/ Decrease	
FISCAL SUMMARY					
<u>Appropriations</u>					
Salaries and Benefits	3,022,054	2,999,255	2,957,118	(42,137)	-1%
Services and Supplies	2,912,265	7,943,014	6,425,018	(1,517,996)	-19%
Total Appropriations	\$ 5,934,319	\$ 10,942,269	\$ 9,382,136	(1,560,133)	-14%
<u>Revenues</u>					
Licenses, Permits & Franchises	110,546	125,000	115,000	(10,000)	-8%
Intergovernment Revenues - St	451,379	1,500,000	-	(1,500,000)	-100%
Intergovernment Rev-Federal	1,486,301	4,542,914	4,038,610	(504,304)	-11%
Charges For Services	(662,033)	698,957	1,143,861	444,904	64%
Miscellaneous Revenues	1,806,190	2,909	3,378	469	16%
Intrafund Revenue	1,369,844	1,114,258	1,095,988	(18,270)	-2%
Total Revenues	\$ 4,562,227	\$ 7,984,038	\$ 6,396,837	(1,587,201)	-20%
Net County Cost	\$ 1,372,092	\$ 2,958,231	\$ 2,985,299	\$ 27,068	1%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	52	40	40	-	
<p>**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>					

County Clerk – Elections – 2850

FUNCTION

The County Clerk/Registrar of Voters' mission is to recognize and respect all individuals while continually improving and providing the highest quality of service, to conduct elections in a manner that protects the integrity of the electoral process, and to promote a positive work environment.

The Department is responsible for registering voters; maintaining voter records; verifying petitions; and conducting Federal, State, and County elections. The Department also conducts elections for special districts, school districts, and all cities in Fresno County .

The County Clerk issues marriage licenses, conducts civil marriage ceremonies, processes passport applications, and serves as the filing officer for Fictitious Business Name Statements, Notary Bonds, Environmental Impact Reports, Coroner's Reports, and other miscellaneous documents.

The County Clerk is also responsible for the County's Records Management Program for inactive records. The program provides assistance to all County departments to establish the legal retention and destruction timeframes for proper storage of paper records. Boxed records are maintained in the Records Management Center (RMC) located at the Central Warehouse facility. Inactive paper files for Departments of Employment & Temporary Assistance and Children and Family Services are managed at the Seaport warehouse, that includes a scanning function.

The program budget for the County Clerk/Registrar of Voters is presented in five components that include: Clerk Services, Elections, Records Management, Seaport Files and Imaging, and Help America Vote Act (HAVA) grant. The Central Warehouse ISF is budgeted in a separate organization. Appropriations for administration and support have been allocated to each of these programs.

OVERVIEW

The FY 2008-09 Recommended Budget appropriations of \$9,382,136 reflect a net 14% (\$1,560,133) decrease from the FY 2007-08 Adopted Budget, and the FY 2008-09 Recommended Budget revenues of \$6,396,837 reflect a net 20% (\$1,587,201) decrease from the FY 2007-08 Adopted Budget. There are 40 FTE positions included in the Recommended Budget, which reflects the same number of positions as FY 2007-08. A 5% (73,212) salary savings has been used in calculating Regular Salaries (account 6100) in the Recommended Budget, with the exception of programs that are 100% revenue offset (Seaport and HAVA). A (\$3,389) savings in combined, related benefits has been calculated in the Recommended Budget for Unemployment and Workers Compensation insurance. An increase of \$7,156 in Health Insurance costs for four positions added back from the Workload Budget is also included.

DEPARTMENT COMMENTS

The FY 2008-09 Recommended Budget for the County Clerk/Registrar of Voters includes staffing at prior year levels. New State and Federal requirements, a continued increase in elections, an ever-growing registration base, and numerous statewide petition drives continue to pose challenges for a department that is operating at the minimum level of staffing and resources required to conduct successful elections. Although the Recommended Budget does not include staffing reductions, any loss of elections positions would result in an inability to conduct scheduled elections. Loss of positions in Clerk Services would result in an inability to meet statutory mandates. The

County Clerk – Elections – 2850

elimination of positions in Seaport Files and Imaging would result in an inability to clear out the Seaport warehouse as directed by the Board.

Two major elections are scheduled for FY 2008-09. The Presidential General Election will be held on November 4, 2008, and for the first time the County Clerk will conduct the City of Clovis election on March 3, 2009. Completion of the warehouse expansion project will provide dedicated space for elections activities, restroom facilities to support the Election Training Facility, and expand the capacity in the Records Management Center.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Clerk Services	\$726,675	\$605,942	\$120,733	7.3
Elections	\$3,315,212	\$677,918	\$2,637,294	15.1
Records Management	\$263,595	\$121,711	\$141,884	2.7
Seaport Files & Imaging	\$898,923	\$898,923	\$0	9.7
HAVA Grants	\$3,599,256	\$3,599,256	\$0	1.2
Total:	\$8,803,661	\$5,903,750	\$2,899,911	36.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Clerk Services	\$752,240	\$605,688	\$146,552	8.3
Elections	\$3,379,373	\$677,836	\$2,701,537	17.1
Records Management	\$258,797	\$121,587	\$137,210	2.7
Seaport Files & Imaging	\$953,116	\$953,116	\$0	10.7
HAVA Grants	\$4,038,610	\$4,038,610	\$0	1.2
Total:	\$9,382,136	\$6,396,837	\$2,985,299	40.0

PROGRAM BUDGETS

Clerk Services

Program Description

- Function(s) – The Clerk Services section issues Marriage Licenses, conducts civil marriage ceremonies, processes passport applications, and serves as the filing officer for Fictitious Business Name Statements, Notary Bond, Environmental Impact Reports, Coroner's Reports, and other miscellaneous documents.
- Outcome(s) – In addition to the above-mentioned activities, in FY 2008-09, Clerk Services will image Coroner's Reports and enhance the passport application services by offering passport photograph services.

County Clerk – Elections – 2850

- Mandates & Level of Mandated Activities – Marriage Licenses are mandated by Family Code. Fictitious Business Names Filing, Filing Registration for Process Servers, Filing Registration for Professional Photocopiers, and Filing Registration for Legal Document Assistants and Unlawful Detainer Assistants are mandated by Business and Professions Code. Registering Notary Publics and Filing Oaths of Office and Authenticating Signatures are mandated by Government Code. Fish and Game filings are mandated by Public Resources Code.
- Appropriation Detail – Appropriations for Clerk Services were budgeted together with Elections in prior years. FY 2008-09, the program remains in the same 8-digit organization with Elections. Future year budgets will reflect Clerk Services as a separate program.
- Revenue Detail – The estimated revenues for the FY 2008-09 Recommended Budget increased slightly from FY 2007-08. This is primarily due to a decrease in marriage license revenues and map sales that are offset by increases in Notary, FBN, and Marriage Ceremonies, and Copy fees.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$523,344	\$558,674
Service & Supplies	\$203,331	\$193,566
Total Appropriations	\$726,675	\$752,240

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Licenses, Permits, & Franchises	\$115,000	\$115,000
Charges for Service	\$480,538	\$480,538
Miscellaneous Revenues	\$2,700	\$2,700
Intrafund	\$7,704	\$7,450
Total Revenue	\$605,942	\$605,688
NCC	\$120,733	\$146,552

Total Recommended Positions:

Total Positions for the above program include 8.3 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Elections

Program Description

- Function(s) – The Department is responsible for registering voters; maintaining voter records; verifying petitions; and conducting Federal, State, and County elections.
- Outcome(s) – Two major elections will be conducted in FY 2008-09: the Presidential General Election on November 4, 2008, and the City of Clovis Election on March 3, 2009.

County Clerk – Elections – 2850

- Mandates & Level of Mandated Activities – Mandated by Election Code, various sections.
- Appropriation Detail – Appropriations have decreased primarily due to the elections scheduled for FY 2008-09 are not as costly to conduct as the two major elections that were budgeted in FY 2007-08.
- Revenue Detail – The estimated revenues from election activities for the FY 2008-09 are \$677,836.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,425,940	\$1,521,824
Service & Supplies	\$1,889,272	\$1,857,549
Total Appropriations	\$3,315,212	\$3,379,373

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$664,001	\$664,001
Intrafund	\$13,917	\$13,835
Total Revenue	\$677,918	\$677,836
NCC	\$2,637,294	\$2,701,537

Total Recommended Positions:

Total Positions for the above program include 17.1 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Records Management

Program Description

- Function(s) – The Records Management Program assists the various County departments with storage of inactive records and the preparation of retention schedules so that documents can be destroyed once the retention period is completed.
- Outcome(s) – For FY 2008-09, the program will expand capacity of the Records Management Center by over 6,000 boxes. Activities will focus on destruction of records that have exceeded the retention period.
- Mandates & Level of Mandated Activities – This program has been Board Directed since March 1998.
- Appropriation Detail – Appropriations have increased In Small Tools due to the planned purchase of shelving.
- Revenue Detail – The estimated revenues for the program are \$121,587.

County Clerk – Elections – 2850

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$184,214	\$181,535
Service & Supplies	\$79,381	\$77,262
Total Appropriations	\$263,595	\$258,797

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intrafund	\$121,711	\$121,587
Total Revenue	\$121,711	\$121,587
NCC	\$141,884	\$137,210

Total Recommended Positions:

Total Positions for the above program include 2.7 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Seaport Files and Imaging

Program Description

- Function(s) – This program is funded through two Inter-departmental Agreements with Departments of Employment & Temporary Assistance and Children and Family Services. Inactive paper files are retrieved upon request, and files that have reached the end of the retention period are destroyed. Some scanning of inactive records is also done.
- Outcome(s) – The Departments are working collaboratively toward the goal of eliminating the need for the Seaport warehouse within the next two years.
- Mandates & Level of Mandated Activities – The length of time the files are kept is covered by the retention schedules for the various programs.
- Appropriation Detail – Appropriations have decreased primarily due to the hiring at entry level for positions as they become vacant. No salary savings were included in this 100% revenue offset program.
- Revenue Detail – Revenues for FY 2008-09 are estimated at \$953,116.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$512,270	\$574,174
Service & Supplies	\$386,653	\$378,942
Total Appropriations	\$898,923	\$953,116

County Clerk – Elections – 2850

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intrafund	\$898,923	\$953,116
Total Revenue	\$898,923	\$953,116
NCC	\$0	\$0

Total Recommended Positions:

Total Positions for the above program include 10.7 full time equivalent(s) (FTE), which reflect a decrease of 0.0 FTE(s) from FY 2007-08.

HAVA Grants

Program Description

- Function(s) – Funding from Help America Vote Act and Voter Modernization Board to provide accessible voting systems, security of voting system, and education and outreach activities.
- Outcome(s) – HAVA activities for FY 2008-09 will focus on education and outreach efforts, completion of the elections warehouse storage area for voting systems, and implementation of new requirements for accessibility to all voters.
- Mandates & Level of Mandated Activities – Use of these funds is covered under the Help America Vote Act.
- Appropriation Detail – Appropriations for FY 2008-09 are \$4,038,610. No salary savings were included in this 100% revenue offset program.
- Revenue Detail – Revenues for FY 2008-09 are estimated at \$4,038,610.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$122,824	\$120,911
Service & Supplies	\$3,476,432	\$3,917,699
Total Appropriations	\$3,599,256	\$4,038,610

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – Federal	\$3,599,256	\$4,038,610
Total Revenue	\$3,599,256	\$4,038,610
NCC	\$0	\$0

Total Recommended Positions:

Total Positions for the above program include 1.2 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 6,396,837, a 20.0 % (\$ 1,587,201) decrease from fiscal year 2007-08, which is primarily due to smaller reimbursement for elections scheduled in FY 2008-09, and reduction in HAVA grant revenues. Specific changes by revenue accounts are noted below.
 - Licenses, Permits & Franchises (\$115,000) - This reflects an 8% (\$ 10,000) – reduction in revenues for Marriage Licenses based on actual revenues for FY 2007-08.
 - Intergovernment Revenues - State (\$0) - Decrease of \$1,500,000 due to reimbursement for February 2008 Presidential Primary Election budgeted in FY 2007-08. No revenues are anticipated in FY 2008-09 in this revenue category.
 - Intergovernment Revenues - Federal (\$ 4,038,610) – Decrease of 11% (\$504,304) due to reduced claiming to HAVA grants.
 - Charges for Services (\$ 1,143,861) – Increase of 64% (\$444,904) due to elections revenue for scheduled elections in FY 2008-09.
 - Miscellaneous Revenues (\$3,378) - Increase of 16% (\$469) due to map sales and NSF check charges.
 - Intrafund Revenue (\$ 1,095,988) – Decrease of 2% (\$18,270) due to hiring at entry level positions in Seaport Files and Imaging program and related costs.

PENDING FACTORS

Renewal of the Inter-Departmental Agreement with Departments of Employment & Temporary Assistance and Children & Family Services is not yet complete. However, we are committed to meet the Board directive to clean out the warehouse by the close of 2010.

While elections are regularly scheduled, the State and the Governor have made it a practice to add additional elections on a regular basis since 2003.

Overall, the costs of conducting elections continue to increase due to the imposition of new Federal and State requirements, an increase in statewide initiatives that require petition signature verifications, and an ever-increasing voter base.

County Clerk – Elections – 2850

COUNTY CLERK - ELECTIONS - 2850

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
0030	County Clerk/Registrar of Voters	Elected	1	1	\$ 113,257
2205	Assistant Registrar of Voters	F	1	1	67,151
3029	County Clerk Program Coordinator	1914	3	3	175,691
3166	Administrative Secretary - Conf.	1447	1	1	46,480
2297	Principal Staff Analyst	E	1	1	72,738
2225	Systems and Procedures Manager	E	1	1	84,811
3707	Information Technology Analyst IV	2305	1	1	75,665
2212	Systems and Procedures Analyst III	2177	1	1	65,354
3620	Program Technician I	1252	4	4	154,533
3621	Program Technician II	1401	4	4	186,140
3070	Supervising Office Assistant II	1407	1	1	47,633
3080	Office Assistant III	1054	11	11	381,754
3110	Office Assistant II	946	1	1	26,238
3125	Office Assistant I	842	4	4	94,734
3440	Stock Clerk II	901	2	2	58,683
3255	Senior Accountant	2088	1	1	66,909
3260	Account Clerk III	1113	1	1	37,640
3205	Account Clerk II	990	1	1	27,670
Subtotal			40	40	\$ 1,783,081
Remuneration					2,106
Auto Allowance					6,156
Bilingual Skill Pay					7,800
Less Salary Savings					(73,212)
TOTAL REGULAR SALARIES					\$ 1,725,931

County Clerk/Central Warehouse – 8915

Central Warehouse BUDGET 8915 INTERNAL SERVICE FUND					
	Actual** 2006-07	Adopted 2007-08	Requested 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	253,994	236,030	243,918	7,888	3%
Services and Supplies	1,622,247	1,791,737	1,400,725	(391,012)	-22%
Other Charges	29,442	32,627	50,393	17,766	54%
Total Appropriations	\$ 1,905,683	\$ 2,060,394	\$ 1,695,036	(365,358)	-18%
<u>Revenues</u>					
Rev From Use of Money & Prop	49,422	38,736	39,339	603	2%
Charges For Services	1,311,124	1,607,135	1,417,950	(189,185)	-12%
Fund Balance	507,136	366,677	189,087	(177,590)	100%
Miscellaneous Revenues	38,002	47,846	48,660	814	2%
Intrafund Revenue	-	-	-	-	0%
Total Revenues	\$ 1,905,683	\$ 2,060,394	\$ 1,695,036	(365,358)	-18%
<u>Net County Cost</u>	\$ 0	\$ -	\$ -	\$ -	-100%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	4	4	4	-	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

County Clerk/Central Warehouse – 8915

FUNCTION

The Central Warehouse, an Internal Service Fund (ISF), is a branch of the County Clerk/Registrar of Voters Department. The warehouse serves as the main shipping and receiving facility for the County, and provides centralized, dedicated space to permit the purchase of large quantities of goods and materials at substantial discounts. The warehouse facility serves as a secure storage facility for the County's Records Management Program and Elections Warehouse and Training Facility. Additionally, the Central Warehouse serves the basic storage needs of other County Departments at a greatly discounted rate.

The County benefits from the centralized storage, discounted purchases, and other storage savings associated with centralized purchasing, distribution and storage of commonly used goods and supplies. While all County Departments and many special districts within Fresno County can order goods from the Central Warehouse, the Departments with the largest percentage of use include the Sheriff's Department, Employment & Temporary Assistance and Facility Services. Together, these departments make up 58% of the sales made by the Central Warehouse. During FY 2007-08, the Central Warehouse sold more than \$775,000 worth of goods to 33 different programs and special districts within the County system, supplying everything from bathroom tissue and paper towels to copy paper.

OVERVIEW

The FY 2008-09 Recommended Budget appropriations and revenues of \$1,695,036 reflect a net 18% (\$365,358) decrease from the FY 2007-08 Adopted Budget. No salary savings is included in this budget due to low turnover and few staff budgeted in this organization. The Department is considering a variety of options to control salary costs by encouraging the use of voluntary furlough and restricting the use of extra help and overtime.

DEPARTMENT COMMENTS

Inventory purchases are reduced in FY 2008-09 to reflect the actual purchasing activity within the Central Warehouse. Despite reduced activity respective to inventory purchases, the Central Warehouse continues to sell large quantities of paper goods and other items to the departments and continues to be the main shipping and receiving point for incoming goods ordered by other departments. In FY 2008-09, the inventory surcharge for purchased goods from the warehouse of 17.38% reflects a 2.07% increase from the FY 2007-08 rate of 15.31%.

Current services include daily deliveries of warehouse inventory and orders for Graphic Communications, ITSD and all other County Departments who purchase from the warehouse. In addition to storing items for County Departments, staff prepares these items for pickup when requested by the departments. In doing so, inventory is constantly checked so items do not sit on shelves for longer than is necessary. In addition, the Central Warehouse continues to manage the document shredding and recycling services for the entire County.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Central Warehouse ISF	\$1,701,595	\$1,701,595	\$0	4.0
Total:	\$1,701,595	\$1,701,595	\$0	4.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Central Warehouse ISF	\$1,695,036	\$1,695,036	\$0	4.0
Total:	\$1,695,036	\$1,695,036	\$0	4.0

PROGRAM BUDGETS

Central Warehouse ISF

Program Description

- Function(s) – The Central Warehouse provides for the centralized purchasing and distribution of goods to other County departments; is the main shipping and receiving center for the County; acts as a secure storage facility for records management and elections; and manages the County-wide Shredding and Recycling Contract.
- Outcome(s) – In addition to the above activities, the Central Warehouse will be seeking to increase efficiencies by consolidating some services with Records Management and providing space for Vote By Mail ballot processing and scanning for future elections.
- Mandates & Level of Mandated Activities – Board Directed.
- Appropriation Detail -- Appropriations have decreased primarily due to the reduction in the amount of inventory that is purchased by the Warehouse for sale to other County Departments.
- Revenue Detail – The estimated revenues for the Central Warehouse in FY 2008-09 is \$1,695,036. A surcharge of 17.34% on inventory purchases is budgeted to recover costs in FY 2008-09.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$248,517	\$243,918
Service & Supplies	\$1,427,077	\$1,425,117
Other Charges	\$26,001	\$26,001
Total Appropriations	\$1,701,595	\$1,695,036

County Clerk/Central Warehouse – 8915

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Revenue from the Use of Money	\$21,893	\$39,339
Charges for Service	\$1,443,774	\$1,417,950
Miscellaneous Revenues	\$48,660	\$48,660
Other Financing Sources	\$187,268	\$189,087
Total Revenue	\$1,701,595	\$1,695,036
NCC	\$0	\$0

Total Recommended Positions:

Total Positions for the above program include 4.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 1,695,036, a 18.0 % (\$ 365,358) decrease from fiscal year 2007-08, which is primarily due to the inclusion of fund balance in current year revenues and a slight increase to the surcharge for goods purchased through the Central Warehouse. Specific changes by revenue accounts are noted below.
 - Revenue from Use of Money & Property (\$ 39,339) – This represents a 2% (\$603) increase from prior year due to increase in interest earned on cash reserves.
 - Charges for Services (\$1,417,950) - A 12% (\$189,185) reduction from FY 2007-08 based on actual utilization of warehouse inventory by County departments.
 - Fund Balance (\$189,087) - A 100% (\$177,590) reduction in utilization of Fund Balance to support ISF operations is proposed along with the surcharge to users to recover costs in FY 2008-09.
 - Miscellaneous Revenues (\$48,660) - This represents a 2% (\$814) increase over FY 2007-08 based on actuals.

PENDING FACTORS

The recommended budget includes maintaining the Central Warehouse as an ISF for FY 2008-09. The Department is working with the County Administrative Office and Auditor-Controller/Treasurer-Tax Collector's office to determine the feasibility of combining the Central Warehouse and Records Management programs in FY 2009-10.

County Clerk/Central Warehouse – 8915

COUNTY CLERK/CENTRAL WAREHOUSE - 8915

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
3029	County Clerk Program Coordinator	1914	1	1	\$ 61,753
3440	Stock Clerk II	901	2	2	56,451
3080	Office Assistant III	1054	<u>1</u>	<u>1</u>	<u>33,511</u>
TOTAL REGULAR SALARIES			4	4	\$ 151,715

Auditor – Controller/Treasurer Tax Collector – 0410

Auditor-Controller/Treasurer-Tax Collector BUDGET 0410 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 7,593,361	\$ 8,549,811	\$ 8,962,403	\$ 412,592	5%
Services and Supplies	1,740,971	2,358,337	2,942,122	583,785	25%
Total Appropriations	\$ 9,334,332	\$ 10,908,148	\$ 11,904,525	\$ 996,377	9%
<u>Revenues</u>					
Licenses, Permits & Franchises	\$ 6,458	\$ 7,700	\$ 8,000	\$ 300	4%
Rev From Use of Money & Prop	104,714	93,375	93,000	(375)	0%
Intergovernment Revenues - St	85,022	-	-	-	0%
Intergovernment Rev-Federal	81,107	-	-	-	0%
Charges For Services	3,694,352	4,329,639	4,565,475	235,836	5%
Miscellaneous Revenues	181,984	133,980	92,601	(41,379)	-31%
Intrafund Revenue	717,078	780,752	768,049	(12,703)	-2%
Total Revenues	\$ 4,870,715	\$ 5,345,446	\$ 5,527,125	\$ 181,679	3%
<u>Net County Cost</u>	\$ 4,463,617	\$ 5,562,702	\$ 6,377,400	\$ 814,698	15%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	126	121	118	(3)	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Auditor – Controller/Treasurer Tax Collector – 0410

FUNCTION

The Auditor-Controller/Treasurer-Tax Collector's (ACTTC) mission is to promote public trust by providing exemplary accounting and financial services to our public, business, and governmental customers.

ACTTC is organized into three main branches including the Auditor-Controller, Treasurer-Tax Collector, and Human Services Finance (HSF). The HSF unit is budgeted in a separate organization. The Administration Division provides support services to the Auditor-Controller and Treasurer-Tax Collector branches. The Auditor-Controller branch includes the Financial Reporting & Audits (with a Special Accounting Unit) and General Accounting divisions and is responsible for all central accounting functions. The Financial Reporting & Audits division performs financial statement and State report preparation. This division also provides auditing, accounting and consulting services to all County departments and special districts under the jurisdiction of the Board of Supervisors. The Special Accounting Unit performs all property tax allocation, cost accounting, debt service and special check issuance functions. The General Accounting division is responsible for accounts payable, payroll, general ledger and budget, fixed assets, and PeopleSoft maintenance services.

The Treasurer-Tax Collector branch includes the Treasurer, and the Tax and Revenue Collection divisions, functioning as the central finance and revenue collections department to the County. The Treasurer division collects and deposits cash receipts, manages debt financing and provides banking and portfolio management services to the County and other County-wide depositors, and business license services. The Tax and Revenue Collections division issues and maintains property tax billings and accounts receivable. The Revenue Collection Unit of that division functions as the County's centralized revenue collection agency.

The program budget for the ACTTC is presented in thirteen components that include: Payroll, PeopleSoft Accounting and Accounts Payable, Budgets and Fixed Asset Accounting, Financial Reporting, Internal Audits, Accounting Services, Investment and Cash Management, Banking and Licensing, Tax Collections, Cost Plan and Accounting, Property Taxes, Special Check Issuance and Debt Service, and Revenue Collections. The requested appropriations and estimated revenues of the Administration Division were allocated to these programs.

OVERVIEW

The 2008-09 Recommended Budget appropriations of \$11,904,525 reflects 9% (\$996,377) increase from the 2007-08 Adopted Budget, and the FY 2008-09 Recommended Budget revenues of \$5,527,125 reflects a net 3% (\$181,679) increase from the FY 2007-08 Adopted Budget. Staffing is recommended at 118 positions, which reflects a decrease of 3 positions from FY 2007-08. A 5% (\$293,235) salary savings has been used in calculating Regular Salaries (account 6100) in the Recommended Budget. A \$157,347 savings in combined, related benefits has also been calculated in the Recommended Budget for Unemployment, Retirement, OASDI, and Health Insurance.

DEPARTMENT COMMENTS

The FY 2008-09 Recommended Budget for the ACTTC's office will require the elimination of 3 vacant positions. To mitigate the risk of not meeting payroll processing deadlines due to the elimination of the Payroll Technician position, a staff member in General Accounting Division's PeopleSoft Accounting and Accounts Payable Program will be cross-trained to move to the Payroll Program during the payroll processing week.

Auditor – Controller/Treasurer Tax Collector – 0410

However, that transition will temporarily cause delays in vendor payments by up to or more than one week in PeopleSoft Accounting and Accounts Payable program. The impacts of the elimination of two Account Clerk positions will be: a) the delays in the Property Tax Program's ability to timely issue property tax refunds; file state reports such as homeowners claims and apportionment of transfer tax, timber tax and racehorse tax; and file homeowners claims from state to governmental agencies; b) Tax Collection Program's ability to timely process tax payments, and assist taxpayers at the counter and by phone. The delays can be up to 45 minutes for taxpayers waiting for assistance at the counter and by phone at peak workload times. The Services and Supplies have increased due to the creation of two new ISF's: Facility and Security Services, and increased postage, liability insurance, and data processing rates.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Payroll	\$711,048	\$222,226	\$488,822	9.6
PeopleSoft Accounting and Accounts Payable	\$1,132,071	\$391,431	\$740,640	15.8
Budgets and Fixed Asset Accounting	\$372,623	\$74,064	\$298,559	4.2
Financial Reporting	\$569,025	\$0	\$569,025	5.7
Internal Audits	\$796,478	\$274,130	\$522,348	8.5
Accounting Services	\$577,812	\$382,298	\$195,514	6.3
Investment and Cash Management	\$712,794	\$712,794	\$0	4.4
Banking and Licensing	\$1,347,102	\$1,347,102	\$0	9.0
Tax Collections	\$2,331,838	\$511,240	\$1,820,598	19.0
Cost Plan and Accounting	\$332,783	\$56,391	\$276,392	3.5
Property Taxes	\$615,934	\$197,074	\$418,860	7.0
Special Check Issuance and Debt Service	\$262,014	\$135,806	\$126,208	3.0
Revenue Collections	\$1,041,260	\$360,359	\$680,901	7.0
Total:	\$10,802,782	\$4,664,915	\$6,137,867	103.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Payroll	\$651,290	\$222,226	\$429,064	8.6
PeopleSoft Accounting and Accounts Payable	\$1,193,775	\$351,656	\$842,119	15.8
Budgets and Fixed Assest Accounting	\$371,764	\$74,064	\$297,700	4.2
Financial Reporting	\$570,984	\$0	\$570,984	5.7
Internal Audits	\$790,172	\$274,130	\$516,042	8.5
Accounting Services	\$575,283	\$382,298	\$192,985	6.3

Auditor – Controller/Treasurer Tax Collector – 0410

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Investment and Cash Management	\$710,341	\$710,341	\$0	4.4
Banking and Licensing	\$1,384,653	\$1,384,653	\$0	9.0
Tax Collections	\$2,338,353	\$556,136	\$1,782,217	18.0
Cost Plan and Accounting	\$335,406	\$56,391	\$279,015	3.5
Property Taxes	\$642,544	\$197,074	\$445,470	6.0
Special Check Issuance and Debt Management	\$260,992	\$96,031	\$164,961	3.0
Revenue Collections	\$2,078,968	\$1,222,125	\$856,843	25.0
Total:	\$11,904,525	\$5,527,125	\$6,377,400	118.0

PROGRAM BUDGETS

Payroll

Program Description

- Function(s) – The Payroll Program processes payroll on a biweekly basis by providing final review of timesheets, processing adjustments to employees' pay checks, garnishments, insurance deductions, union deductions, and final pay checks for employees who are terminating. This program processes or assists in over 18,000 transactions per month. The Payroll program performs testing of labor negotiated benefits and mandated tax updates using the PeopleSoft Human Capital Management System.
- Outcome(s) – Make accurate and timely payments for salaries and benefits for County employees, and perform payroll functions for Court employees who have different benefits and deductions per their bargaining unit's agreements.
- Mandates & Level of Mandated Activities – The tax updates issued annually by the Federal and State agencies are mandated tasks that must be performed to avoid sanctions by the respective agencies. PeopleSoft is required to be updated on a regular four year cycle to maintain minimum levels of support to comply with the tax updates. Staff level is at a minimum to meet the current Federal, State, and local rules and regulations.
- Appropriation Detail -- The appropriations for this program will be reduced by \$57,755 with the elimination of the Payroll Technician position. In general, appropriation levels increased due mainly to increases in salaries and benefits, liability insurance, newly created ISFs for Facility and Security services, and an increase in postage rates.
- Revenue Detail -- The estimated revenues for this program should remain constant over the next fiscal year. This unit bills the Courts and Human Services Departments to pay for the charges that are required to process their payroll activities or for additional payroll changes as a result of a change in their business practices or new agreements with bargaining units.

Auditor – Controller/Treasurer Tax Collector – 0410

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$631,292	\$570,554
Service & Supplies	\$79,756	\$80,736
Total Appropriations	\$711,048	\$651,290

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$78,892	\$78,892
Miscellaneous Revenues	\$1,359	\$1,359
Intrafund	\$141,975	\$141,975
Total Revenue	\$222,226	\$222,226
NCC	\$488,822	\$429,064

Total Recommended Positions:

Total Positions for the above program include 8.6 full time equivalent(s) (FTE), which reflect a decrease of 1.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
3127	Payroll Technician I - Conf	Vacant	1.0	\$57,755
			0.0	\$0
Totals			1.0	\$57,755

Service Impact of Funding Reductions:

- To mitigate the risk of not meeting payroll processing deadlines, a staff member in General Accounting Division's PeopleSoft Accounting and Accounts Payable (P/S and A/P) program will be cross-trained to move to the Payroll Program during the payroll processing week. However, that transition will temporarily cause delay in vendor payments by up to or more than one week in the P/S and A/P program.

PeopleSoft Accounting and Accounts Payable

Program Description

- Function(s) – This Accounts Payable Program provides the auditing function for the accounts payable documents for the entire County. This program audits, on average, 105,000 documents per year that includes documents for travel, mileage, contracts, American Express reconciliation, purchase orders, vendor maintenance, 1099's, and W-9's. The Program is responsible for monitoring and processing the County's encumbrance policy; maintenance and cash reconciliation of funds within the accounting system; testing upgrades, interfaces, patches and fixes; acceptance testing; performing monthly and yearly accounting closes; developing online training

Auditor – Controller/Treasurer Tax Collector – 0410

materials for PeopleSoft; processing interest apportionment; and troubleshooting financial system users' questions concerning the PeopleSoft financial system.

- Outcome(s) – Prepare accounting reports, perform fixed assets reporting through PeopleSoft, maintain accurate accounting records, and timely process accounts payable.
- Mandates & Level of Mandated Activities – The PeopleSoft Accounting and Accounts Payable function is performed in accordance with the State Auditor-Controller's manual, County Management Directives, and Purchasing manual.
- Appropriation Detail -- In general appropriation levels increased due mainly to increases in salaries and benefits, liability insurance, and newly created ISFs for Facility and Security services. Current staffing levels do not allow for the absorption of additional workload or projects. Reduction in staffing levels will delay accounts payable and various other payments.
- Revenue Detail -- The estimated revenue for this program will remain the same over the next fiscal year and we will continue to incur net County costs to cover this program.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,001,060	\$1,064,097
Service & Supplies	\$131,011	\$129,678
Total Appropriations	\$1,132,071	\$1,193,775

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$158,428	\$118,653
Miscellaneous Revenues	\$735	\$735
Intrafund	\$232,268	\$232,268
Total Revenue	\$391,431	\$351,656
NCC	\$740,640	\$842,119

Total Recommended Positions:

Total Positions for the above program include 15.8 full time equivalent(s) (FTE), which reflect a decrease of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- After a thorough review of this mandated Program, it was determined that no funding reductions could be made to this Program without jeopardizing critical budgetary and accounting functions and customer service. Funding reductions were taken in other Programs of the ACTTC department.

Auditor – Controller/Treasurer Tax Collector – 0410

Budgets and Fixed Asset Accounting

Program Description

- Function(s) – This Program prepares the County Budget book; is responsible for adjustments of Appropriations; reviews all resolutions, budget transfers, and the line item detail budget book. This Program prepares and reviews GANN limit calculations, loads County's budget into the PeopleSoft Financial system, and manages Fixed Assets using the Asset Management module in PeopleSoft. This Program also has staff working with ITSD to resolve financial reporting issues related to fixed assets as a result of the implementation of GASB 34.
- Outcome(s) – Identification and resolution of the financial reporting issues related to fixed assets and GASB 34 financial standards while working with ITSD and County Departments; and completion of timely and accurate budget documents and calculations.
- Mandates & Level of Mandated Activities – The County Budget Act (Act) mandates certain budget information to be processed and submitted to the State of California in compliance with the Act.
- Appropriation Detail -- Appropriation levels increased due mainly to increases in salaries and benefits, liability insurance, and newly created ISFs for Facility and Security services. Current staffing levels are at the minimum necessary to meet current workload. A reduction in staffing or increase in workload or projects will inhibit this program's ability to meet its' mandated activity requirements.
- Revenue Detail – The estimated revenues for this program are derived from Charges for Services Intrafund Revenues. There are no significant changes over FY 2007-08.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$337,057	\$336,057
Service & Supplies	\$35,566	\$35,707
Total Appropriations	\$372,623	\$371,764

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$24,959	\$24,959
Miscellaneous Revenues	\$7	\$7
Intrafund	\$49,098	\$49,098
Total Revenue	\$74,064	\$74,064
NCC	\$298,559	\$297,700

Total Recommended Positions:

Total Positions for the above program include 4.2 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Auditor – Controller/Treasurer Tax Collector – 0410

Service Impact of Funding Reductions:

- After a thorough review of this mandated Program, it was determined that no funding reductions could be made to this Program without jeopardizing critical budgetary and accounting functions and customer service. Funding reductions were taken in other Programs of the ACTTC department.

Financial Reporting

Program Description

- Function(s) – This Program prepares the County's Comprehensive Annual Financial Report (CAFR), as well as other required state and federal financial reports. In addition to financial statements, the CAFR provides a detailed analysis of the County's financial performance during the fiscal year reported, budget to actual comparisons, and significant statistical information. An independent Certified Public Accounting firm is contracted annually to audit the County's CAFR.
- Outcome(s) – The Program will complete and submit CAFR in conformance with The Government Finance Officers Association Certificate of Achievement Program requirements. Additionally, other required reports, including: the Schedule of Expenditures of Federal Awards, the Annual Financial Transactions Report for the General Fund and other funds, the Department of Health Services Preliminary Annual Trust/Special Revenue Fund Balance Report for the California Healthcare for Indigents (CHIP) Program, the County Health Services Report of Actual Financial Data, and the Financial Assurances for Disposal Sites Reports will be prepared and submitted on a timely basis.
- Mandates & Level of Mandated Activities – The CAFR and other financial reports are mandated by various requirements including state and federal law.
- Appropriation Detail -- Appropriation levels increased due mainly to increases in salaries and benefits, liability insurance, and newly created ISFs for Facility and Security services, and provide the minimum number of staff hours required to prepare the report.
- Revenue Detail – There are no revenues associated with the preparation of the CAFR.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$518,371	\$516,216
Service & Supplies	\$50,654	\$54,768
Total Appropriations	\$569,025	\$570,984

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Total Revenue	\$0	\$0
NCC	\$569,025	\$570,984

Auditor – Controller/Treasurer Tax Collector – 0410

Total Recommended Positions:

Total Positions for the above program include 5.7 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- After a thorough review of this Program it was determined that no funding reductions could be made to this Program without jeopardizing critical accounting functions.

Internal Audits

Program Description

- Function(s) – This Program provides an independent appraisal role within Fresno County examining and evaluating the financial reporting and compliance of county-wide activities. The objective of internal auditing is to assist management in the effective discharge of their responsibilities by providing analyses, appraisals, recommendations, and pertinent information concerning the financial activities reviewed. Internal audits are conducted on County Departments, Special Districts, Enterprise and Internal Service Funds, Trust and Agency Funds, grant programs, contracts, some JPA's and county-wide internal controls. Also, this Program manages the County's Fraud Hotline.
- Outcome(s) – The Program plans to complete 7 mandated audits, 4-5 departmental audits, 2 Internal Service Fund audits and 2-3 agreed upon procedure engagements. Actual audits completed may vary due to changing priorities.
- Mandates & Level of Mandated Activities – Audits of Special Districts, Grant Programs and a Joint Powers Agency Agreement are mandated by the State.
- Appropriation Detail -- Appropriation levels increased due mainly to increases in salaries and benefits, liability insurance, and newly created ISFs for Facility and Security services, and will provide a similar number of audit hours.
- Revenue Detail – Audit revenue varies based on the number and the complexity of billable audits performed each year. It is driven by contracted amounts/hours billed at rates set by the Master Schedule of Fees (MSF). Only a portion of the annual audits performed by the Program are billable. General Fund departmental audits and special projects as requested by other departments or the Board of Supervisors are generally not billable. The estimated revenues have increased by \$23,602 over FY 2007-08.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$726,726	\$719,993
Service & Supplies	\$69,752	\$70,179
Total Appropriations	\$796,478	\$790,172

Auditor – Controller/Treasurer Tax Collector – 0410

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$172,070	\$172,071
Miscellaneous Revenues	\$15	\$14
Intrafund	\$102,045	\$102,045
Total Revenue	\$274,130	\$274,130
NCC	\$522,348	\$516,042

Total Recommended Positions:

Total Positions for the above program include 8.5 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- After a thorough review of this Program it was determined that no funding reductions could be made to this Program without jeopardizing critical audit functions.

Accounting Services

Program Description

- Function(s) – This Program provides a variety of accounting and financial reporting services for external entities and internal functions such as the Zoo Authority, Transportation Authority, Special Districts, Internal Service Funds, Court, CHIP, Emergency Medical Services (EMS) and others. This Program also provides review for the Countywide contracts and other agenda items for appropriate accounting form, and for the preparation and presentation of county-wide financial and accounting training.
- Outcome(s) – This Program will provide professional accounting and reporting services to the funds, programs and agencies noted above, and timely review of Countywide contracts and agenda items prior to going to the Board of Supervisors for consideration.
- Mandates & Level of Mandated Activities – Reporting for the Zoo Authority, Transportation Authority, CHIP, EMS and Realignment Funds is mandated by State Law. Some of the other accounting services are provided by contract.
- Appropriation Detail -- Appropriation levels increased due mainly to increases in salaries and benefits, liability insurance, and newly created ISFs for Facility and Security services, and will provide the minimum number of staff hours required to complete financial services commitments.
- Revenue Detail – The estimated revenues for FY 2008-09 have increased from FY 2007-08 by \$87,398. This is primarily due to increased service levels provided to the Risk Management, Transportation Authority, and the Zoo Authority. The increase is partially offset by the loss of revenue for services no longer contracted or billable in FY 2008-09. Revenues are billed by contracted amounts/hours at rates set by MSF.

Auditor – Controller/Treasurer Tax Collector – 0410

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$529,478	\$525,884
Service & Supplies	\$48,334	\$49,399
Total Appropriations	\$577,812	\$575,283

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$378,958	\$378,958
Miscellaneous Revenues	\$7	\$7
Intrafund	\$3,333	\$3,333
Total Revenue	\$382,298	\$382,298
NCC	\$195,514	\$192,985

Total Recommended Positions:

Total Positions for the above program include 6.3 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- After a thorough review of this Program it was determined that no funding reductions could be made to this Program without jeopardizing critical accounting functions.

Investment and Cash Management

Program Description

- Function(s) – This Program monitors the cash position of the County as a whole to maintain proper liquidity and to invest funds in accordance with the County of Fresno's investment policy.
- Outcome(s) – The goal is to invest the County's \$2.4 billion portfolio to within \$500,000 every day utilizing short and long term investment vehicles while maintaining a proper degree of safety, meeting the liquidity needs of the County and producing a competitive yield.
- Mandates & Level of Mandated Activities – Investment & Cash Management are state mandated functions.
- Appropriation Detail -- With no prior year program budget numbers appropriation detail is based upon the division as a whole. Appropriation levels increased due mainly to increases in salaries and benefits, liability insurance, newly created ISFs for Facility and Security services, and Professional & Specialized services.
- Revenue Detail – Revenues will increase in direct proportion to expenses as all Banking & Licensing expenses are fully recovered.

Auditor – Controller/Treasurer Tax Collector – 0410

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$427,202	\$427,601
Service & Supplies	\$285,592	\$282,740
Total Appropriations	\$712,794	\$710,341

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$712,784	\$710,341
Miscellaneous Revenues	\$10	\$0
Total Revenue	\$712,794	\$710,341
NCC	\$0	\$0

Total Recommended Positions:

Total Positions for the above program include 4.4 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- After a thorough review of this mandated Program it was determined that no funding reductions could be made to this Program without jeopardizing County revenue and customer service. Funding reductions were taken in other Programs of the ACTTC department.

Banking and Licensing

Program Description

- Function(s) – This Program acts as the County's financial institution. It accepts cash and check deposits and processes them for deposit at the bank. It processes NSF's, reissues checks, and administers stop payments. It reconciles bank accounts and subsidiary accounts related to providing banking services. It also administers the County's business license program and collects racehorse taxes.
- Outcome(s) – This Program will collect approximately \$740.8 million in deposits from county agencies, schools and special districts. It will also collect approximately \$549.7 million in tax and revenue reimbursement payments.
- Mandates & Level of Mandated Activities – Banking and licensing is a state mandated function.
- Appropriation Detail -- With no prior year program budget numbers appropriation detail is based upon the division as a whole. Appropriation levels increased due mainly to increases in salaries and benefits, liability insurance, newly created ISFs for Facility and Security services (offset by elimination of 1 position) and an increase in costs related to Professional & Specialized services.

Auditor – Controller/Treasurer Tax Collector – 0410

- Revenue Detail – Revenues will increase in direct proportion to expenses as all Banking & Licensing expenses are fully recovered.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$672,508	\$713,857
Service & Supplies	\$674,594	\$670,796
Total Appropriations	\$1,347,102	\$1,384,653

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Licenses, Permits, & Franchises	\$8,000	\$8,000
Charges for Service	\$1,312,686	\$1,350,237
Miscellaneous Revenues	\$410	\$410
Intrafund	\$26,006	\$26,006
Total Revenue	\$1,347,102	\$1,384,653
NCC	\$0	\$0

Total Recommended Positions:

Total Positions for the above program include 9.0 full time equivalent(s) (FTE), which reflect a decrease of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- After a thorough review of this mandated Program, it was determined that no funding reductions could be made to this Program without jeopardizing County revenue and customer service. Funding reductions were taken in other Programs of the ACTTC department.

Tax Collections

Program Description

- Function(s) – This Program's primary responsibilities are to collect secured and unsecured property taxes for all County taxing agencies. This process includes mailing tax bills, processing tax payments, reprocessing of rejected payments, issuing refunds for duplicate payments and overpayments, and establishing and monitoring installment plans for redemption of delinquent parcels. The Program is responsible for maintaining tax-defaulted property tax records including preparing all required notices of payment due, courtesy notices and required publications, preparing and recording Notices of Power to Sell and releases, and scheduling the sale of tax defaulted property and maintaining appropriate records. In addition, the Program provides property tax information to the public, governmental agencies, and other County departments.

Auditor – Controller/Treasurer Tax Collector – 0410

- Outcome(s) – The Program has experienced average growth in the tax roll of 5,500 additional parcels per year over the last five years. This translates into 27,500 additional taxpayers with questions and statistically speaking, translates to 965 additional taxpayers with delinquency issues. This additional workload has been absorbed without any increase in staffing levels.
- Mandates & Level of Mandated Activities – All functions performed within this Program are mandated. First within the State Constitution, Chapter XIII, and further defined within the Revenue & Taxation Code.
- Appropriation Detail -- The appropriations for this program will be reduced by \$44,377 with the elimination of the Account Clerk position. In general, appropriation levels increased due mainly to increases in salaries and benefits, liability insurance, newly created ISFs for Facility and Security services, and an increase in postage rates.
- Revenue Detail – The estimated revenues for the FY 2008-09 Recommended Budget has decreased from FY 2007-08. This is primarily due to new technology that is more secure and will allow Title Companies to view information at our web site at no cost to them.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,484,836	\$1,487,957
Service & Supplies	\$847,002	\$850,396
Total Appropriations	\$2,331,838	\$2,338,353

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$402,862	\$447,755
Miscellaneous Revenues	\$50,020	\$50,020
Intrafund	\$58,358	\$58,361
Total Revenue	\$511,240	\$556,136
NCC	\$1,820,598	\$1,782,217

Total Recommended Positions:

Total Positions for the above program include 18.0 full time equivalent(s) (FTE), which reflect a decrease of 1.0 FTE(s) from FY 2007-08.

Auditor – Controller/Treasurer Tax Collector – 0410

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
3203	Account Clerk I	Vacant	1.0	\$44,377
			0.0	\$0
Totals			1.0	\$44,377

Service Impact of Funding Reductions:

- The elimination of Account Clerk position will impact the Tax Collection Program's ability to timely process tax payments, assist taxpayers at the counter and by phone. The delays can be up to 45 minutes for taxpayers waiting for assistance at the counter and by phone at peak workload times.

Cost Plan and Accounting

Program Description

- Function(s) – This Program prepares the A-87 Cost plan for the County of Fresno and develops/analyzes/reviews the Countywide rate/fee studies and indirect Cost Rate Proposals (ICRP's) which are used to recover County costs. This Program also reviews Prison Claims prepared by departments, which are submitted to the State for reimbursement of court costs and other County costs; and reviews Board Agenda items related to the Master Schedule of Fees. The Program assists Internal Service Fund Departments with individual rate studies such as Security, Facility Maintenance, Workers Compensation, Property Other, Graphic Communication, Central Warehouse, PeopleSoft, ITSD, and Fleet. It completes and files SB90 Mandated Claims with the State Controller's Office.
- Outcome(s) – Completing the A-87 Cost Plan annually by the December 31 due date, filing State Mandates by the February 15 due date and tracking and accounting for State reimbursements, reviewing and approving Rate studies for all Internal Service Funds prior to implementation by County Departments in preparing their Budgets.
- Mandates & Level of Mandated Activities – The A-87 Cost Plan and Mandated claims are prepared in accordance with standards established in OMB Circulars 133 and A-87 and SB90 of Federal and State Laws, respectively. The A-87 Cost Plan is required to recover overhead costs from Federal and State programs. Rate Reviews are also prepared in accordance with A-87 guidelines.
- Appropriation Detail -- Appropriation levels increased due mainly to increases in salaries and benefits, liability insurance, and newly created ISFs for Facility and Security services, and should provide the minimum number of staff hours required to complete all services on a timely manner. Failure to maintain this program at its' current staffing level will inhibit this program's ability to meet its' mandated service level.
- The estimated revenues for the FY 2008-09 Workload Budget have increased from FY 2007-08. This is due primarily to two new Internal Service Funds, Facility and Services, that will begin July 1, 2008. The A-87 Cost Plan will need to be completed in accordance with State guidelines for the new Internal Service Funds. The review

Auditor – Controller/Treasurer Tax Collector – 0410

of the new ISF's rates will also involve more staff hours to ensure that accurate methodologies of rate development and accounting are in place.

- Revenue Detail – The estimated revenues for the FY 2008-09 Workload Budget have increased from FY 2007-08. This is due primarily to two new Internal Service Funds, Facility and Services, that will begin July 1, 2008. The A-87 Cost Plan will need to be completed in accordance with State guidelines for the new Internal Service Funds. The review of the new ISF's rates will also involve more staff hours to ensure that accurate methodologies of rate development and accounting are in place.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$288,377	\$289,088
Service & Supplies	\$44,406	\$46,318
Total Appropriations	\$332,783	\$335,406

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$54,162	\$54,162
Miscellaneous Revenues	\$7	\$7
Intrafund	\$2,222	\$2,222
Total Revenue	\$56,391	\$56,391
NCC	\$276,392	\$279,015

Total Recommended Positions:

Total Positions for the above program include 3.5 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- Failure to maintain this program at its current staffing level will inhibit this program's ability to meet its mandated service level.

Property Taxes

Program Description

- Function(s) – The Program manages the Secured, Unsecured and Supplemental Tax rolls for the County of Fresno. The management of tax rolls includes processing property tax roll changes, reconciliation of property tax ledgers and trust funds, and calculation of apportionment rates and the unitary tax schedule. The Program also prepares and publishes the Schedule of Levies and the Property Tax Rate Book. The Program processes apportionments for the secured tax roll, unsecured tax roll, supplemental tax roll, Joint County disbursements, Transfer Tax, Homeowners Tax, Racehorse Tax, Timber Tax and tax refunds. The Program performs additional tasks that include placement of special assessments on the tax roll, calculation of

Auditor – Controller/Treasurer Tax Collector – 0410

redevelopment incremental revenues, review of joint county payments, calculation of estimated bonding capacity for school agencies for dry period financing, preparation of State and Local reporting requirements that include the California Department of Education Report on School Property Tax Revenue, California Community Colleges Local Property Tax Revenue Report and the Annual Local Government Reporting of Property Taxes to the State Controller's Office. The Program also assists the public and outside consultants with property tax questions and procedural processes.

- Outcome(s) – The Program plans to complete all apportionments to governmental entities in accordance with SB 2557 and SB 1096 guidelines, update the Property Tax System with current tax rates for Bonds and Special Assessments by the mandated SB 2557 due date, and process roll corrections in a timely manner.
- Mandates & Level of Mandated Activities – The Property Tax functions performed in this Program are mandated primarily by SB 2557 and SB 1096. The Vehicle License Fee Swap, Triple Flip and Educational Revenue Augmentation Fund are required and regulated by State and Federal law in conjunction with Redevelopment Agency and Special District guidelines.
- Appropriation Detail -- Appropriation levels decreased by \$44,377 with elimination of an Account Clerk position. However, in general appropriation levels increased due mainly to increases in salaries and benefits, liability insurance, and newly created ISFs for Facility and Security services.
- Revenue Detail – The estimated revenues for the FY 2008-09 Recommended Budget have increased from FY 2007-08. This is primarily due to increased workload in reviewing and loading/correcting special assessments for Special Districts as well as an increased workload generating SB 2557 administration fees.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$549,589	\$575,478
Service & Supplies	\$66,345	\$67,066
Total Appropriations	\$615,934	\$642,544

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$194,845	\$194,845
Miscellaneous Revenues	\$7	\$7
Intrafund	\$2,222	\$2,222
Total Revenue	\$197,074	\$197,074
NCC	\$418,860	\$445,470

Total Recommended Positions:

Total Positions for the above program include 6.0 full time equivalent(s) (FTE), which reflect a decrease of 1.0 FTE(s) from FY 2007-08.

Auditor – Controller/Treasurer Tax Collector – 0410

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
3203	Account Clerk I	Vacant	1.0	\$44,377
Totals			1.0	\$44,377

Service Impact of Funding Reductions:

- The elimination of an Account Clerk position will impact the Property Tax Program's ability to timely issue property tax refunds; file state reports such as homeowners claim and apportionment of transfer tax, timber tax and racehorse tax; and file homeowners claims from state to governmental agencies.

Special Check Issuance and Debt Service

Program Description

- Function(s) – The Program is responsible for the distribution of checks for County payroll, general demand, and special districts; processing Election payments; and processing and monitoring bond payments where the County of Fresno serves as the paying agent. Bond payments include General Obligation Bond payments for School Districts, City Bonds, 1915 Act Bonds, Pension Obligation Bonds, Tobacco Bonds and Lease Obligation Bonds. The Program calculates annual bond rates for school districts, annually updates the Property Tax System with current bond rates, maintains the Debt Service Schedules, and reconciles financial system bond funds to the debt service schedules.
- Outcome(s) – For the 2008-09 fiscal year, the Program plans to process over 94,500 checks for County Departments and Special Districts, process over 4,750 roll changes, and manage at least 89 bond issues insuring compliance with bond documents. The Program will continue to process acquisitions, refunds, store forgeries and deposits in accordance with Federal, State and local guidelines.
- Mandates & Level of Mandated Activities – Property Tax processes are administered in accordance with the requirements of SB 2557 property tax guidelines and Federal, State and local law. Debt Service is administered in compliance with bond documents in accordance with Federal, State, and local guidelines.
- Appropriation Detail -- Appropriation levels increased due mainly to increases in salaries and benefits, liability insurance, and newly created ISFs for Facility and Security services, and should provide the minimum number of staff hours required to complete all services in a timely manner.
- Revenue Detail – There are no material revenues associated with the functions in this area. Revenue received is limited to reimbursement of expenses for check stock purchased for Special Districts and for services provided related to interest apportionment.

Auditor – Controller/Treasurer Tax Collector – 0410

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$198,390	\$196,655
Service & Supplies	\$63,624	\$64,337
Total Appropriations	\$262,014	\$260,992

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$135,799	\$93,802
Miscellaneous Revenues	\$7	\$7
Intrafund	\$0	\$2,222
Total Revenue	\$135,806	\$96,031
NCC	\$126,208	\$164,961

Total Recommended Positions:

Total Positions for the above program include 3.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- Failure to maintain this program at its current staffing level will inhibit this program's ability to meet its mandated service level.

Revenue Collections

Program Description

- Function(s) – The Program was established as a centralized collection and original billing facility by the Board of Supervisors. In addition to its primary collection functions, the Program provides original billing services for some County departments and acts as the loan administrator for Public Works & Planning's grant program for low-income homeowners for repairs and rehabilitation. Using collection enforcement techniques comparable to those used in the business sector and always mindful of the County's interest in the welfare of its residents, the Program ensures that, whenever possible, the taxpayers of Fresno County are not required to bear the added burden of indebtedness that is the legal responsibility of a specific individual.
- Outcome(s) – The Program is collecting \$4.23 for every dollar expended. Estimated gross collections for FY are \$6.9 million. This is down from the prior year collections of \$7.99 million due to maintaining 20% vacancy level in this unit to cover the 8% departmental salary savings. Over the last five years the Program has collected \$39.99 million in accounts receivable. Our collectors are closing accounts at a rate of 1.59 per productive hour. Unfortunately, the Program is accumulating new debt at a rate of 3.51 per productive hour. It has operated upside down on its debt accumulation for years.

Auditor – Controller/Treasurer Tax Collector – 0410

- Mandates & Level of Mandated Activities – Collection of delinquent unsecured property tax will be the only function provided under this proposed budget that is mandated.
- Appropriation Detail -- Appropriation levels increased due mainly to increases in salaries and benefits, liability insurance, and newly created ISFs for Facility and Security services.
- Revenue Detail – The estimated revenues for the FY 2008-09 Recommended Budget has decreased by 5% from FY 2007-08 due to the economical effects on consumers.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$611,482	\$1,538,966
Service & Supplies	\$429,778	\$540,002
Total Appropriations	\$1,041,260	\$2,078,968

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Revenue from the Use of Money	\$10,000	\$93,000
Charges for Service	\$303,672	\$944,138
Miscellaneous Revenues	\$40,020	\$40,020
Intrafund	\$6,667	\$144,967
Total Revenue	\$360,359	\$1,222,125
NCC	\$680,901	\$856,843

Total Recommended Positions:

Total Positions for the above program include 25.0 full time equivalent(s) (FTE), which reflect a decrease of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- Failure to maintain this program at its current staffing level will inhibit this program's ability to generate revenue for other County departments.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 5,527,125, a 3.0 % (\$ 181,679) increase over fiscal year 2007-08, which is primarily due to increases in charges for services. Specific changes by revenue accounts are noted below.
 - Licenses and Permits (\$ 8,000) – Recommended at a \$300 increase over FY 2007-08.
 - Revenue From Use of Money and Prop (\$ 93,000) – Recommended at a \$375 decrease from the FY 2007-08.
 - Charges for Services (\$ 4,565,475) – Recommended at a \$235,836 increase over FY 2007-08 due to increases in master schedule of fees.
 - Miscellaneous Revenues (\$ 92,601) – Recommended at a \$41,379 decrease from the FY 2007-08 due to loss of revenues resulting from the elimination of 3 positions.
 - Intrafund Revenues (\$ 768,049) – Recommended at a \$12,703 decrease from the FY 2007-08 due to loss of revenues resulting from the elimination of 3 positions.

Auditor – Controller/Treasurer Tax Collector – 0410

AUDITOR-CONTROLLER/TREASURER-TAX COLLECTOR - 0410

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
0010	Auditor-Controller/Treasurer-Tax Collector	ELECTED	1	1	\$ 140,827
3203	Account Clerk I	894	5	3	90,628
3205	Account Clerk II	990	8	8	255,508
3260	Account Clerk III	1113	29	29	1,068,876
3210	Accountant I	1546	7	7	303,853
3215	Accountant II	1788	11	11	628,619
3243	Accountant Trainee	1396	1	1	43,108
3225	Accounting and Financial Division Chief	E	4	4	324,214
3226	Accounting and Financial Manager	F	4	4	294,556
3244	Accounting Technician II	1444	1	1	46,563
3166	Administrative Secretary - Conf.	1447	1	1	45,767
1780	Collections Representative I	1027	1	1	29,332
1779	Collections Representative II	1165	1	1	40,802
1777	Collections Representative III	1310	7	7	301,685
1782	Collections Supervisor	1806	1	1	49,587
2302	Deputy Auditor-Controller	D	1	1	93,423
2303	Deputy Treasurer-Tax Collector	D	1	1	99,868
3704	Information Technology Analyst I	1543	2	2	88,752
3706	Information Technology Analyst III	2002	3	3	173,896
3707	Information Technology Analyst IV	2386	2	2	147,047
2307	Investment Officer	F	1	1	71,143
3110	Office Assistant II	946	1	1	26,334
3080	Office Assistant III	1054	2	2	67,466
3127	Payroll Technician I - Conf.	1170	6	5	184,768
3128	Payroll Technician II - Conf.	1398	2	2	88,458
3255	Senior Accountant	2088	10	10	663,024
3240	Supervising Account Clerk II	1473	4	4	194,480
3262	Supervising Accountant	2234	2	2	146,849
2225	Systems & Procedures Manager	E	1	1	92,000
2212	Systems and Procedures Analyst III	2177	1	1	63,270
Subtotal			121	118	\$ 5,864,703
	Bilingual Skills Pay				26,000
	Auto Allowance				6,156
	Remuneration				2,106
	Stenograph				520
	Less Salary Savings				(293,235)
TOTAL REGULAR SALARIES					\$ 5,606,250

VACANT POSITIONS RECOMMENDED FOR DELETION (July 14, 2008)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
3127	Payroll Technician I - Conf.	Vacant	1170	-1	\$ 57,755
3203	Account Clerk I	Vacant	894	-2	88,754
	Cost of Restoring Vacant Positions			-3	\$ 146,509

Assessor – Recorder – 0420

Assessor-Recorder BUDGET 0420 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	11,230,173	11,746,294	12,080,750	334,456	3%
Services and Supplies	2,083,345	2,339,055	7,118,789	4,779,734	204%
General Fixed Assets	32,710	224,000	92,000	(132,000)	-59%
Total Appropriations	\$ 13,346,228	\$ 14,309,349	\$ 19,291,539	4,982,190	35%
<u>Revenues</u>					
Licenses, Permits & Franchises	5,089	4,000	4,500	500	13%
Intergovernment Revenues - St	157,588	216,220	239,320	23,100	11%
Charges For Services	8,871,747	7,659,841	10,115,126	2,455,285	32%
Miscellaneous Revenues	74,284	159,755	432,046	272,291	170%
Intrafund Revenue	17,425	17,000	10,000	(7,000)	-41%
Total Revenues	\$ 9,126,132	\$ 8,056,816	\$ 10,800,992	2,744,176	34%
<u>Net County Cost</u>	\$ 4,220,095	\$ 6,252,533	\$ 8,490,547	\$ 2,238,014	36%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	171	167	163	(4)	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

FUNCTION

The Office of the Assessor-Recorder is divided into two divisions. The Assessor's Division has a constitutional responsibility for the annual assessment of all taxable property in the County, with the exception of State assessed property. This office certifies an annual assessment roll upon which all local governmental units rely for revenue generated from property taxes. The Assessor also determines eligibility for certain classes of exemptions permitted by State law. Since 1983, the Assessor has been responsible for supplemental assessments of properties as prescribed by Senate Bill 813.

The Recorder's Division has the responsibility to record legal documents related primarily to real property and vital statistic records. Documents are scanned and filmed and images are displayed for public use, along with an index of all documents on record. The index is created by the data entry section through the on-line system. This office assists the public in the use of images and indexes, and equipment for research, provides copies of same as requested, and instructs the public in matters relating to information available in the Assessor and Recorder Divisions.

All major functions of these offices are mandated.

OVERVIEW

The FY 2008-09 Recommended Budget appropriations of \$19,291,539 reflect a net 35% (\$4,982,190) increase over the FY 2007-08 Adopted Budget, \$4,530,000 of which is one time projects funded by Recorder Trust Fund money. The FY 2008-09 Recommended Budget revenues of \$10,800,992 reflect a 34% (\$2,744,176) increase over the FY 2007-08 Adopted Budget, entirely due to an increase in Recorder Trust Fund money earmarked to offset the cost of one time projects.

However, the most significant change is the reduction in estimated fees collected for Recorded Documents (\$1,440,000), a decrease of 52% (\$1,600,000), due to the downturn in the real estate market. Staffing is recommended at 163 positions, which is a reduction of 4 full time positions from FY 2007-08. A 5% (\$401,957) salary savings has been used in calculating Regular Salaries in the Recommended Budget. In addition, a \$172,641 savings in combined, related benefits has also been calculated in the Recommended Budget for Unemployment, Retirement, and OASDI.

DEPARTMENT COMMENTS

The offices of Assessor and Recorder generate over \$400 million a year for local government. The offices provide over 150 million “discretionary” dollars annually to the General Fund of Fresno County. These revenues partially fund many of the departments and functions of Fresno County and any reduction in these revenues could seriously hinder County operations.

While the activity level in the building industry has declined in the past 12 months, our office is faced this year with the challenge of dealing with a 400% increase in the number of assessment appeals and addressing over 30,000 reductions in value due to the declining real estate market. Future years will be extremely difficult as we face rebounding market activity while having to annually review the 30,000 properties whose values were lowered under Proposition 8.

Our department has met the challenge of meeting this year's budget through reallocation of staff, increasing the efficiencies of our systems, and holding vacant positions open in order to realize required salary savings.

Assessor – Recorder – 0420

Our department has demonstrated an ongoing commitment to efficient operations and fiscal responsibility. When most county assessors were using their entire Property Tax Administration Program grant to increase staff, our department set aside between 25% and 50% of the grant monies to fund current and future technology needs. This has allowed us to fund all of our technological and process improvement projects at no cost to the County. At a time when our workload increased between 40% and 60%, we elected to address it through increased efficiencies and innovation instead of using unanticipated revenues to increase staffing. This allowed us to pass approximately \$5 million in above-budgeted revenue into the county General Fund over the last seven years. In addition, through careful management of vacancies and expenses, we were able to pass to the General Fund over \$2 million in savings from our allotted net County costs during that same time period.

In order to cope during this time of unprecedented workload growth and to seek greater efficiencies, the Department has instituted the following projects and improvements:

- Established well defined Key Job Responsibilities for each classification and function in the department and are well underway in establishing performance criteria for those Key Job Responsibilities.
- Developed a comprehensive strategic plan integrating departmental and divisional plans, priorities, goals and performance criteria.
- Undertaking a comprehensive business workflow identification and analysis that will allow us to examine, improve, and automate our business processes.
- Reconfigured our Property Transfer section and increased productivity so that we are inputting transfers within three weeks of recording instead of five months.
- Acquired and implemented an automated indexing system in order to increase the accuracy and efficiency of our indexing.
- Partnering with other counties to develop and implement a multi-county electronic recording system.
- Moved to a mobile computing environment that allows our field staff to directly access needed information without having to come to the office.
- Acquired and implemented a document management system that allows the conversion of paper documents to digital and manages the access and retrieval of those digital documents. This reduces the space needed for document storage and greatly increases the ability of Assessor's staff to reference and access needed information. We will continue to expand this system to other divisions as staffing and funding allow.
- Acquired and partially implemented an automated workflow system in the Assessor's office. In conjunction with the document management system above, it allows us to automate work processes and allow multiple tasks to be done concurrently. These technologies, along with a new property tax system, will form the basis of our transition to modern, "paperless" office. The Department will expand this system to other divisions as staffing and funding allow.
- Acquired and implemented a statewide system allowing businesses to file their Business Property Statements electronically. This allows businesses to file with multiple counties simultaneously and allows the county Assessor's offices to directly import a data stream into their systems, eliminating manual entry. This system has been expanded to allow individual tax payers to file on line as well. This will increase the

Assessor – Recorder – 0420

accuracy and efficiency of our processing as well as provide higher levels of service to the public.

All of these projects were put into place by the Assessor-Recorder using trust fund monies with no cost to the County General Fund. The success, effectiveness, and expansion of these programs are contingent on maintaining an adequate level of staffing and funding in this, and coming years.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Assessor	\$12,681,084	\$3,805,720	\$8,875,364	140.0
Recorder	\$6,785,602	\$6,458,504	\$327,098	27.0
Total:	\$19,466,686	\$10,264,224	\$9,202,462	167.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Assessor	\$12,349,717	\$4,117,616	\$8,232,101	137.0
Recorder	\$6,941,822	\$6,683,376	\$258,446	26.0
Total:	\$19,291,539	\$10,800,992	\$8,490,547	163.0

PROGRAM BUDGETS

Assessor

Program Description

- Function(s) – Annually assess all Taxable Property and annually transfer the assessment roll to the Auditor.
- Outcome(s) – The fair and equitable assessment of property taxes to all taxpayers in Fresno County. The delivery of a stable source of revenue for Fresno County government operations.
- Mandates & Level of Mandated Activities – The functions of the Assessor are mandated by the California Constitution and Statutory Law.
- Appropriation Detail -- Appropriations have increased primarily due to the addition of the sixth step, higher retirement contributions and the addition of the ISF Facilities and Security charges.
- Revenue Detail -- The estimated revenues for the FY 2008-09 Recommended Budget have decreased from FY 2007-08. This is primarily due to an anticipated reduction in Property Tax Administration Reimbursement due to the slowing of the real estate market.

Assessor – Recorder – 0420

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$10,808,565	\$10,493,248
Service & Supplies	\$1,872,519	\$1,856,469
Total Appropriations	\$12,681,084	\$12,349,717

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$200,720	\$239,320
Charges for Service	\$3,450,000	\$3,450,000
Miscellaneous Revenues	\$145,000	\$418,296
Intrafund	\$10,000	\$10,000
Total Revenue	\$3,805,720	\$4,117,616
NCC	\$8,875,364	\$8,232,101

Total Recommended Positions:

Total Positions for the above program include 137.0 full time equivalent(s) (FTE), which reflect a decrease of 3.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
1040	Special Properties Appraiser	Vacant	1.0	\$71,071
1010	Appraiser I	Vacant	2.0	\$120,030
Totals			3.0	\$191,101

Recorder

Program Description

- Function(s) – Record those instruments that are authorized or required by statute to be recorded. Create and Maintain a permanent record and index of all recordable documents. Maintain a repository of all vital records and make official copies.
- Outcome(s) – An efficient and accessible public record to facilitate the business of the public. The availability of official documentation for births, deaths and marriages for the convenience of the public.
- Mandates & Level of Mandated Activities – All functions of the Recorder are mandated by Statutory Law.
- Appropriation Detail -- The estimated revenues for the FY 2008-09 Recommended Budget have increased over FY 2007-08. This is primarily due to an increase in

Assessor – Recorder – 0420

Recorder Trust Fund money earmarked to offset the cost of the aforementioned one-time projects.

- Revenue Detail -- The estimated revenues for the FY 2008-09 Recommended Budget have increased from FY 2007-08. This is primarily due to an increase in Recorder Trust Fund money earmarked to offset the cost of the aforementioned one-time projects. However, the most significant change is the reduction in actual fees collected for Recorded Documents (\$1,440,000), a decrease of 52% (\$1,600,000), due to the downturn in the real estate market.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,656,078	\$1,587,502
Service & Supplies	\$5,067,524	\$5,262,320
Fixed Assets	\$62,000	\$92,000
Total Appropriations	\$6,785,602	\$6,941,822

Fixed Assets (\$92,000):

No. of Items	Program No	Item Description	Cost	Purpose
3	90592	Kyocera Photocopiers/Plotter/Scanner	\$62,000	To scan tract maps
1	90536	Modular Furniture	\$30,000	Update Vital Records to better accommodate the public
Total Cost:			\$92,000	

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Licenses, Permits, & Franchises	\$4,500	\$4,500
Charges for Service	\$6,440,254	\$6,665,126
Miscellaneous Revenues	\$13,750	\$13,750
Total Revenue	\$6,458,504	\$6,683,376
NCC	\$327,098	\$258,446

Total Recommended Positions:

Total Positions for the above program include 26.0 full time equivalent(s) (FTE), which reflect a decrease of 1.0 FTE(s) from FY 2007-08.

Assessor – Recorder – 0420

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
3080	Office Assistant	Vacant	1.0	\$55,975
Totals			1.0	\$55,975

SUMMARY OF REVENUES

- Revenues are recommended at \$10,800,992, a 34.0 % (\$ 2,744,176) increase over fiscal year 2007-08, which is primarily due to an increase in revenues from various Trust Funds used to offset one-time costs of specific projects. Estimated revenues from fees for services have declined significantly due to the slowdown in the real estate market. Specific changes by revenue accounts are noted below.
 - Licenses, Permits and Franchises (\$ 4,500) – Revenues received from the sale of marriage license copies are estimated at a 13% (\$500) increase over the prior year level.
 - Intergovernment Revenue - St (\$ 239,320) – Estimated at an 11% (\$23,100) increase over the previous years, this is Trust fund money used to offset the costs of specific projects and expenses for the Assessor Department.
 - Charge for Services (\$ 10,115,126) – Estimated at a 32% (\$2,455,285) increase over the previous year primarily due to the inclusion of Recorder Trust funds used as revenue to offset one-time costs of specific projects, as follows: Recorder Modernization Trust Fund revenue to offset the cost of personnel, transportation and travel, data processing, maintenance of cashiering system and creation of electronic Grantor/Grantee Index (\$2,942,254); Micrographics Trust Fund revenue to offset equipment acquisition as well as the restoration and archival of historical Grantor/Grantee books (\$1,543,000); Vital Records Trust Fund revenue to offset the cost of migrating the Vital Records Index to electronic form (\$500,000); redaction of Social Security Numbers (\$200,000); Security Paper Trust Fund revenue to offset the cost of special paper required for official vital records (\$15,000). However, the greatest change is in the reduction of estimated fees collected for Recorded Documents (\$1,440,000), a decrease of 52% (\$1,600,000) due to the slowing of the real estate market.
 - Miscellaneous Revenues (\$ 432,046) – Estimated at an increase of 170% (\$272,291) over the prior year primary due to the anticipated implementaion of new fees to recover the full cost of certain rendered services.
 - Intrafund Revenues (\$ 10,000) – Estimated at a decrease of 41% (\$7,000) from the prior year primarily due to a reduction in mapping and research services rendered to LAFCO as a result of the slowing of the real estate market.

PENDING FACTORS

Currently the California State Legislature is considering Assembly Bill 83 (Lieber) for Fiscal Year 2008-09. This would establish the State-County Property Assessment and Revenue for Education (PARE) Funding Program. Similar to the discontinued Property Tax Administration Grant Program, PARE would provide state funding in the form of grants to supplement local funding of the Assessor's Office. The potential grant available to Fresno County is estimated to be around \$900,000.

In order to participate in the PARE program as it is currently proposed, the County must maintain a base staffing and total funding level in the County Assessor's Office equal to the staffing levels of FY 2004-05. The staffing levels in the Recommended Budget would likely disqualify Fresno County from participation in the PARE program.

Assessor – Recorder – 0420

ASSESSOR - RECORDER - 0420

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
0015	Assessor-Recorder	ELECTED	1	1	\$ 130,053
0217	Assistant Assessor-Recorder	D	1	1	100,263
0275	Assistant Recorder	D	1	1	82,167
1017	Chief Appraiser	E	1	1	89,100
1038	Chief Auditor-Appraiser	E	1	1	87,271
1037	Supervising Auditor-Appraiser	E	1	1	82,602
1030	Senior Auditor-Appraiser	2405	2	2	143,298
1013	Auditor-Appraiser III	1985	6	6	369,444
1012	Auditor-Appraiser II	1683	2	2	93,746
1007	Auditor-Appraiser I	1457	2	2	77,000
1035	Supervising Appraiser	E	3	3	251,447
1025	Senior Appraiser	2405	7	7	551,410
1016	Appraiser III	1985	26	26	1,615,337
1005	Appraiser II	1683	5	5	269,682
1010	Appraiser I	1457	8	6	261,105
1040	Special Properties Appraiser	2358	1	0	0
2293	Staff Analyst III	2060	1	1	66,440
3707	Information Tech Analyst IV	2305	1	1	74,319
3706	Information Tech Analyst III	1934	1	1	61,084
3704	Information Tech Analyst I	1491	1	1	44,930
2212	Systems & Procedures Analyst III	2177	2	2	122,079
1103	Supervising Cadastral Technician	1925	1	1	65,204
1126	Cadastral Technician III	1618	2	2	109,488
1157	Cadastral Technician II	1495	4	4	183,519
1124	Cadastral Technician I	1317	2	2	73,336
3166	Administrative Secretary - Conf.	1447	1	1	47,283
3160	Secretary IV	1266	2	2	71,273
3010	Chief Office Assistant	1547	3	3	149,736
3070	Supervising Office Assistant II	1407	8	8	364,485
3078	Supervising Office Assistant I	1213	1	1	39,147
3621	Program Technician II	1401	5	5	223,527
3620	Program Technician I	1252	7	7	278,006
3080	Office Assistant III	1054	37	36	1,225,317
3110	Office Assistant II	946	13	13	368,513
3099	Property Recording Clerk	1129	7	7	267,519
Subtotal			167	163	\$ 8,039,130
Bilingual Skill Pay					9,100
Auto Allowance					6,156
Remuneration					2,106
Less Salary Savings					(401,957)
TOTAL REGULAR SALARIES					\$ 7,654,535

VACANT POSITIONS RECOMMENDED FOR DELETION

(July 14, 2008)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1040	Special Properties Appraiser	Vacant	2358	-1	71,071
1010	Appraiser I	Vacant	1457	-2	120,030
3080	Office Assistant III	Vacant	1054	-1	55,975
				-4	247,076

County Counsel – 0710

County Counsel BUDGET 0710 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 4,056,730	\$ 4,250,564	\$ 4,744,934	\$ 494,370	12%
Services and Supplies	683,142	358,976	401,059	42,083	12%
Total Appropriations	\$ 4,739,872	\$ 4,609,540	\$ 5,145,993	\$ 536,453	12%
<u>Revenues</u>					
Charges For Services	\$ 788,908	\$ 855,399	\$ 995,557	\$ 140,158	16%
Miscellaneous Revenues	8,607	400	400	-	0%
Intrafund Revenue	1,572,260	1,701,788	1,746,807	45,019	3%
Total Revenues	\$ 2,369,775	\$ 2,557,587	\$ 2,742,764	185,177	7%
<u>Net County Cost</u>	\$ 2,370,097	\$ 2,051,953	\$ 2,403,229	\$ 351,276	17%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	39	35	37	2	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

County Counsel – 0710

FUNCTION

The County Counsel represents the County and its officials in civil litigation, defends the County in administrative law proceedings, provides written and oral legal opinions to County staff, and acts as legal advisor to County boards, commissions, committees, and special districts upon request.

OVERVIEW

The FY 2008-09 Budget appropriations of \$5,145,993 reflect a net 12% (\$536,453) increase over the Fiscal Year 2007-08 Adopted Budget. Budgeted revenues of \$2,742,764 reflect a 7% increase over the Fiscal Year 2007-08 Adopted Budget. Staffing is recommended at 37 positions, reflecting a increase of 2 positions over Fiscal Year 2007-08. A 2.5% (\$79,317) salary savings has been used in calculating Regular Salaries in this budget. In addition, a \$34,186 savings in combined, related benefits has also been calculated in the Recommended Budget for Unemployment, Retirement, and OASDI.

DEPARTMENT COMMENTS

County Counsel remains committed to providing the highest quality legal services possible with available resources to the Board of Supervisors, County staff and County boards, commissions, and special districts. With the funding of the three vacant County Counsel attorney positions, and the addition of two support staff, County Counsel will be able to restore office hours, personnel and employment law services and land use law services. The office will also be able to restore appropriate service levels to revenue generating activities.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Legal Services	\$4,850,364	\$2,585,264	\$2,265,100	34.0
Total:	\$4,850,364	\$2,585,264	\$2,265,100	34.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Legal Services	\$5,145,993	\$2,742,764	\$2,403,229	37.0
Total:	\$5,145,993	\$2,742,764	\$2,403,229	37.0

PROGRAM BUDGETS

Legal Services

Program Description

- Function(s) – The County Counsel represents the County and its officials in civil litigation, defends the County in administrative law proceedings, provides written and

County Counsel – 0710

oral legal opinions to County staff, and acts as legal advisor to County boards, commissions, committees, and special districts upon request.

- Outcome(s) -- County Counsel remains committed to providing the highest quality legal services possible with available resources to the Board of Supervisors, County staff and County boards, commissions, and special districts.
- Mandates & Level of Mandated Activities – Litigation and transactional work is mandated but not the level of service.
- Appropriation Detail – Total Appropriations have increased by 12% primarily due to the funding of three vacant attorney positions, the addition of two support staff positions, and GSA's ISF charges that are new in FY 2008-09.
- Revenue Detail -- The estimated revenues for the FY 2008-09 budget have increased by 7%. Charges for services have increased by 16% primarily due to the revenue estimate for eminent domain work and revenue estimates based on legal services provided last year. Intrafund Revenues have increased by 3% primarily due to a recent increase in the attorney hourly rate from \$99.00 to \$113.00.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$4,428,193	\$4,744,934
Service & Supplies	\$422,171	\$401,059
Total Appropriations	\$4,850,364	\$5,145,993

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$838,057	\$995,557
Miscellaneous Revenues	\$400	\$400
Intrafund	\$1,746,807	\$1,746,807
Total Revenue	\$2,585,264	\$2,742,764
NCC	\$2,265,100	\$2,403,229

Total Recommended Positions

Total Positions for the above program include 37.0 full time equivalent(s) (FTE), which reflect an increase of 2.0 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$2,742,764, a 7.0 % (\$ 185,177) increase over fiscal year 2007-08, which is primarily due to an increase in hourly rate and an estimated increase in hours billed for legal services performed. Specific changes by revenue accounts are noted below.
 - Charges for Services (\$995,557) – Reflects revenue estimates based on legal services provided during the FY 2007-08 involving bail bonds, the Public Administrator/Public Guardian, FCERA, miscellaneous County departments, and

County Counsel – 0710

revenues received for services provided to other entities located in Fresno County as well as an increase in legal services provided for eminent domain litigation.

- Miscellaneous Revenues (\$400) – Reflects revenue received from copy and facsimile fees.
- Intrafund Revenues (\$1,746,807) – Reflects revenue estimates based on legal services provided during the FY 2007-08.

County Counsel – 0710

COUNTY COUNSEL - 0710

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
8035	County Counsel	Flat	1	1	\$ 163,276
0240	Assistant County Counsel	C	1	1	139,591
1207	Chief Deputy County Counsel	C	2	2	251,703
1235	Senior Deputy County Counsel	D	7	7	769,857
1236	Principal Deputy County Counsel	D	1	1	119,115
1234	Deputy County Counsel IV	3192	11	11	1,089,084
1233	Deputy County Counsel III	2673	1	1	74,450
1232	Deputy County Counsel II	2224	0	1	71,718
1231	Deputy County Counsel I	1735	1	0	0
1202	Legal Assistant III	1497	4	4	193,194
2209	Administrative Services Assistant	1856	1	1	59,809
3161	Secretary IV - Conf.	1299	4	5	211,193
3081	Office Assistant III - Conf	1054	1	2	67,746
Subtotal			35	37	\$ 3,210,736
Auto Allowance					6,156
Bilingual Skill Pay					600
Less Salary Savings					(79,317)
TOTAL REGULAR SALARIES					\$ 3,138,175

General Services – Administration – 0130

General Services Administration BUDGET 0130 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	1,159,441	1,270,153	1,300,003	29,850	2%
Services and Supplies	194,156	219,153	165,540	(53,613)	-24%
Total Appropriations	\$ 1,353,597	\$ 1,489,306	\$ 1,465,543	(23,763)	-2%
<u>Revenues</u>					
Fines, Forfeitures & Penalties	326,252	340,000	-	(340,000)	-100%
Rev From Use of Money & Prop	170,764	149,300	142,800	(6,500)	-4%
Charges For Services	202,457	280,000	825,971	545,971	195%
Miscellaneous Revenues	150,237	-	-	-	0%
Intrafund Revenues	108,477	144,500	26,500	(118,000)	-82%
Total Revenues	\$ 958,187	\$ 913,800	\$ 995,271	81,471	9%
<u>Net County Cost</u>	\$ 395,410	\$ 575,506	\$ 470,272	\$ (105,234)	-18%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	15	14	13	(1)	
<p>**The column labeled Actual 2006 07 includes expenditures against FY 2006 07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>					

General Services – Administration – 0130

FUNCTION

The Department of General Services provides internal support services for the County. General Services Administration includes administrative and business office operations for the department, as well as the administration of all County leases. All other operational divisions, which include Purchasing, Fleet Services, Graphic Communication Services, Facility Services, and Security are included in separate budget units. Also included in a separate budget unit is the Property Management budget for the Crocker Building.

OVERVIEW

The 2008-09 Recommended Budget appropriations of \$1,465,543 reflect a net 2% (\$23,763) decrease from the 2007-08 Adopted Budget, and the FY 2008-09 Recommended Budget revenues of \$995,271 reflect a net 9% (\$81,471) increase over the FY 2007-08 Adopted Budget. Staffing is recommended at 13 positions, which reflects a decrease of one position from FY 2007-08. A 1% (\$8,206) salary savings has been used in calculating Regular Salaries (account 6100) in the Recommended Budget as a result of no turnover in staff and at the concurrence of the Executive Budget Committee. A \$3,537 savings in combined, related benefits has also been calculated in the Recommended Budget for Unemployment, Retirement, and OASDI.

DEPARTMENT COMMENTS

General Services Administration provides administrative support and fiscal services to all the divisions within the Department of General Services. In 2008-09, the Security division will no longer operate as a general fund under this budget. Appropriations and revenues have been adjusted to reflect this change.

The County's leasing and acquisition needs continue to be active, with approximately 200 leases Countywide. The Lease Services Unit provides assistance in locating facilities for County department operations. This includes lease negotiation, preparation, maintenance, and follow-up. As in the past, General Services Administration continues to provide support for numerous Countywide projects. In 2007-08, the department finalized the sale of the Arco Garage and implemented the broadcast of Board of Supervisors meetings and other educational programming over cable television. Other significant projects currently in progress include the lease of the West Fresno Regional Center for the human services departments and the Library, the Sunnyside Building for the Department of Employment and Temporary Services, and the Household Hazardous Waste Facility for the Department of Public Works and Planning. The unit also provides considerable staff support for the management of the Crocker Building.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
General Services Administration	\$1,407,385	\$995,271	\$412,114	13.0
Total:	\$1,407,385	\$995,271	\$412,114	13.0

General Services – Administration – 0130

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
General Services Administration	\$1,465,543	\$995,271	\$470,272	13.0
Total:	\$1,465,543	\$995,271	\$470,272	13.0

PROGRAM BUDGETS

General Services Administration

Program Description

- Function(s) – To provide administrative support and fiscal services to the divisions within the department and administer the County property lease program.
- Outcome(s) – To provide effective support to the department's divisions in order to enable them to provide necessary internal support services to user departments; and to effectively administer the County lease program.
- Mandates & Level of Mandated Activities – Program is not mandated, but may support mandates of user departments.
- Appropriation Detail – Appropriations have decreased primarily due to the reallocation of liability insurance risk appropriations from the General Services Administration budget to the Security budget.
- Revenue Detail – Revenues have increased as a result of charging the department's internal service fund divisions for administrative support and fiscal services.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,233,352	\$1,300,003
Service & Supplies	\$174,033	\$165,540
Total Appropriations	\$1,407,385	\$1,465,543

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Revenue from the Use of Money	\$142,800	\$142,800
Charges for Service	\$825,971	\$825,971
Intrafund	\$26,500	\$26,500
Total Revenue	\$995,271	\$995,271
NCC	\$412,114	\$470,272

General Services – Administration – 0130

Total Recommended Positions

Total Positions for the above program include 13.0 full time equivalent(s) (FTE), which reflect a decrease of 1.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
3111	Office Assistant II - Confidential	Vacant	1.0	\$42,613
Totals			1.0	\$42,613

Service Impact of Funding Reductions:

- In this budget, one Office Assistant position was deleted to meet budget requirements. In 2007-08, one Administrative Analyst was deleted, also due to budget cuts. As workload has not decreased, deletion of these positions have resulted in additional workload for existing staff. Extra help funding is budgeted to help alleviate workload in these areas.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 995,271, a 9.0 % (\$ 81,471) increase over fiscal year 2007-08, which is primarily due to charging the department's internal service fund divisions for administrative support and fiscal services. Specific changes by revenue accounts are noted below.
 - Fines, Forfeitures, and Penalties (\$ 0) – Represent a decrease as a result of reallocating revenues from the General Services Administration budget to the Security budget.
 - Use of Money and Property (\$ 142,800) – Reflects a decrease due to antenna lease decreases.
 - Charges for Services (\$ 825,971) – Represent an increase for recovery of costs for administrative support and fiscal services, as well as a reallocation of revenues from Intrafund Revenues.
 - Intrafund Revenues (\$ 26,500) – Reflect a decrease due to a reallocation of revenues to Charges for Services.

General Services – Administration – 0130

GENERAL SERVICES ADMINISTRATION - 0130

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
8140	Director of General Services	D	1	1	\$ 124,041
2248	Deputy Director of General Services	D	1	1	93,249
2270	Senior Administrative Analyst	F	1	1	69,214
3707	Information Technology Analyst IV	2305	2	2	147,016
2209	Administrative Services Assistant	1856	1	1	55,225
3111	Office Assistant II - Conf.	946	1	0	0
3265	Principal Accountant	F	1	1	70,168
3255	Senior Accountant	2088	1	1	67,315
3215	Accountant II	1788	1	1	52,592
3260	Account Clerk III	1113	4	4	141,797
Subtotal			14	13	\$ 820,617
Auto Allowance					6,156
Less Salary Savings					(8,206)
TOTAL REGULAR SALARIES					\$ 818,567

VACANT POSITIONS RECOMMENDED FOR DELETION (July 14, 2008)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
3111	Office Assistant II - Confidential	Vacant	946	1	\$ 42,613
Cost of Restoring Vacant Positions				1	\$ 42,613

General Services – Facility Services – 8935

Facility Services BUDGET 8935 INTERNAL SERVICE FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	8,645,730	8,733,865	9,467,461	733,596	8%
Services and Supplies	10,962,874	10,617,189	12,014,447	1,397,258	13%
Other Financing Uses	1,296,370	1,278,332	1,275,065	(3,267)	0%
General Fixed Assets	632,403	425,000	-	(425,000)	-100%
Total Appropriations	\$ 21,537,377	\$ 21,054,386	\$ 22,756,973	1,702,587	8%
<u>Revenues</u>					
Rev From Use of Money & Prop	116,936	117,912	75,841	(42,071)	-36%
Charges For Services	3,020,656	3,514,074	22,663,462	19,149,388	545%
Miscellaneous Revenues	287,666	45,000	17,670	(27,330)	-61%
Other Financing Sources	624,769	-	-	-	-100%
Intrafund Revenues	6,429,762	6,387,148	-	(6,387,148)	-100%
Total Revenues	\$ 10,479,790	\$ 10,064,134	\$ 22,756,973	12,692,839	126%
<u>Net County Cost</u>	\$ 11,057,587	\$ 10,990,252	\$ -	\$ (10,990,252)	-100%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	142	132	130	(2)	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

General Services – Facility Services – 8935

FUNCTION

This budget funds the operations of Facility Services, which is a division of the Department of General Services. Facility Services is responsible for the mechanical, electrical, structural and custodial maintenance of County-owned buildings. In addition to routine and preventive maintenance and remodeling and modifications to County facilities, Facility Services provides computer cabling for the Information Technology Services Department and furniture moves as requested by County departments.

OVERVIEW

The FY 2008-09 Recommended Budget of \$22,756,973 reflects a \$10,990,252 decrease in net County cost from the FY 2007-08 Adopted Budget primarily due to increases in revenues as a result of recovering costs from all County departments. Staffing is recommended at 130 positions, a decrease of 2 positions from the FY 2007-08 level. A 1.5% (\$79,965) salary savings has been used in calculating Regular Salaries (account 6100) in the Workload Budget. A \$44,536 savings in combined, related benefits has also been calculated in the Workload Budget for Unemployment, Retirement, OASDI, and Health Insurance.

DEPARTMENT COMMENTS

Facility Services continues to provide basic maintenance services to County departments, as well as remodeling and other special projects as requested. In FY 2008-09, Facility Services will begin operating as an internal service fund, and therefore, will recover all costs from user departments. Operational costs will be recovered through a rent charge for basic maintenance, janitorial services, and utilities. Charges for additional services will be billed directly to user departments. This will allow costs for maintaining facilities to be reflected in the budgets of those departments occupying those facilities.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Facility Maintenance	\$23,071,992	\$23,071,992	\$0	132.0
Total:	\$23,071,992	\$23,071,992	\$0	132.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Facility Maintenance	\$22,756,973	\$22,756,973	\$0	130.0
Total:	\$22,756,973	\$22,756,973	\$0	130.0

General Services – Facility Services – 8935

PROGRAM BUDGETS

Facility Maintenance

Program Description

- Function(s) – To provide maintenance services to County facilities.
- Outcome(s) – To maintain a safe working environment in which County staff can accomplish their mission.
- Mandates & Level of Mandated Activities – Program is not mandated, but may support mandates of user departments. Mandates as a result of maintaining facilities include, but are not limited to elevator permit fees, Air Board fees for boilers and generators, Water Resources Board fees for generator tanks, fire department inspection fees, Community Health fees for Elkhorn domestic and waste water systems, fire extinguisher service, and janitorial services for a safe/healthy work environment.
- Appropriation Detail – Appropriations have increased primarily due to Countywide Cost Allocation charges as a result of converting to an internal service fund and increased costs for required services.
- Revenue Detail – Revenues have increased as a result of recovering costs from County departments. As an internal service fund, all costs are recovered through charges to user departments.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$9,778,490	\$9,467,461
Service & Supplies	\$12,018,439	\$12,014,447
Other Financing Uses	\$1,275,063	\$1,275,065
Total Appropriations	\$23,071,992	\$22,756,973

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Revenue from the Use of Money	\$75,841	\$75,841
Charges for Service	\$22,978,481	\$22,663,462
Miscellaneous Revenues	\$17,670	\$17,670
Total Revenue	\$23,071,992	\$22,756,973
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 130.0 full time equivalent(s) (FTE), which reflect a decrease of 2.0 FTE(s) from FY 2007-08.

General Services – Facility Services – 8935

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
5055	Janitor	Vacant	2.0	\$74,492
Totals			2.0	\$74,492

Service Impact of Funding Reductions:

- Deletion of the two Janitor positions, which are currently backfilled with extra help, will be offset initially by requested service level reductions from departments. However, it will eventually increase overtime costs and hinder the ability to support County facilities such as the new MAGEC facility scheduled for occupancy in September 2008.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 22,756,973, a 126.0 % (\$ 12,692,839) increase over fiscal year 2007-08, which is primarily due to recovering all costs from County departments. Specific changes by revenue accounts are noted below.
 - Use of Money and Property (\$ 75,841) – Represents a decrease primarily due to a reallocation of revenues to Charges for Services.
 - Charges For Services (\$ 22,663,462) – Reflect an increase primarily due to recovery of costs for maintenance and utilities previously not charged by Facility Services as a general fund operation.
 - Miscellaneous Revenues (\$ 17,670) – Represent a decrease due to anticipated lower insurance recovery claims for property damage.
 - Intrafund Revenues (\$ 0) – Reflect a decrease due to a reallocation of revenues to Charges for Services.

General Services – Facility Services – 8935

FACILITY SERVICES - INTERNAL SERVICE FUND - 8935

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
5230	Facility Services Manager	E	1	1	\$ 78,508
2270	Senior Administrative Analyst	F	1	1	69,252
5231	Facility Services Supervisor	2281	1	1	73,548
5201	Maintenance Services Supervisor	2007	4	4	257,131
5375	Building Maintenance Specialist	1973	2	2	140,328
5327	Maintenance Electrician	1614	10	9	465,746
5326	Maintenance Plumber	1680	9	9	485,823
5315	Maintenance Carpenter	1614	3	3	155,096
5325	Maintenance Painter	1502	5	5	240,715
5202	Building Maintenance Engineer	1563	11	12	597,564
5330	Air Conditioning Mechanic	1680	10	10	537,420
5328	Locksmith	1614	3	3	154,350
5303	Floor Installer	1320	1	1	43,362
5061	Supervising Janitor	1028	4	4	137,828
5050	Maintenance Janitor	888	9	9	270,459
5055	Janitor	862	54	52	1,446,474
3160	Secretary IV	1299	1	1	43,975
3080	Office Assistant III	1054	1	1	31,604
3110	Office Assistant II	946	1	1	31,159
3440	Stock Clerk II	933	1	1	29,737
Subtotal			132	130	\$ 5,290,079
Jail Premium					40,300
Bilingual Skills Pay					600
Less Salary Savings					(79,965)
TOTAL REGULAR SALARIES					\$ 5,251,014

VACANT POSITIONS RECOMMENDED FOR DELETION (July 14, 2008)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
5055	Janitor	Vacant	862	2	74,492
Cost of Restoring Vacant Positions				2	\$ 74,492

General Services – Fleet Services – 8910/8911

FLEET SERVICES BUDGETS 8910-8911 INTERNAL SERVICE AND EQUIPMENT FUNDS					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	3,117,256	3,706,790	3,616,725	(90,065)	-2%
Services and Supplies	7,964,997	8,555,057	9,407,367	852,310	10%
Other Charges	2,252,308	2,680,801	3,117,398	436,597	16%
General Fixed Assets	1,898,299	4,544,000	3,366,000	(1,178,000)	-26%
Total Appropriations	\$ 15,232,860	\$ 19,486,648	\$ 19,507,490	20,842	0%
<u>Revenues</u>					
Rev From Use of Money & Prop	2,472,116	2,498,201	3,327,000	828,799	33%
Charges For Services	11,540,628	12,147,247	12,689,892	542,645	4%
Miscellaneous Revenues	153,290	197,200	197,200	-	0%
Other Financing Sources	98,920	100,000	100,000	-	0%
Residual Equity Transfers (In)	1,313,195	264,000	76,000	(188,000)	-71%
Depreciation Carryover	19,603	4,280,000	3,117,398	(1,162,602)	-27%
Total Revenues	\$ 15,597,752	\$ 19,486,648	\$ 19,507,490	20,842	0%
<u>Net County Cost</u>	\$ (364,892)	\$ -	\$ -	\$ -	0%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	47	47	46	(1)	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

General Services – Fleet Services – 8910/8911

FUNCTION

Fleet Services, a division of the Department of General Services, is an internal service fund. The division is responsible for the management of the County's vehicle and heavy equipment fleet, including fleet planning, acquisition, maintenance, fueling operations, sale of surplus equipment; and radio and pager communications for law enforcement and other departments with field operations. Transportation services are provided through central and departmental motor pools.

OVERVIEW

The FY2008-09 Recommended Budget of \$19,507,490 reflects a (\$20,842) decrease in appropriations and revenues from the 2007-08 Adopted Budget primarily due to fewer anticipated equipment purchases in 2008-09. Staffing is recommended at 46 positions, a decrease of one position from the 2007-08 level. A 2% (\$44,173) salary savings has been used in calculating Regular Salaries (account 6100) in the Workload Budget. A \$24,201 savings in combined, related benefits has also been calculated in the Workload Budget for Unemployment, Retirement, OASDI, and Health Insurance.

DEPARTMENT COMMENTS

In order to meet federal and state regulations and mandates regarding air and water quality, Fleet Services continues to implement programs such as the on-road diesel powered retrofit (clean air) program, which was implemented in 2006-07. In December 2007, Fleet Services completed the on-road retrofit program, which is compliant until 2012. Fleet Services is currently working with departments to determine equipment needs and usage as a result of recent mandates requiring retrofitting or replacement of off-road and construction equipment powered by diesel engines. To date, 18 units have been returned to Fleet Services by user departments. This eliminates the need to retrofit or replace those units, as well as reduces costs for user departments.

The County continues the replacement of its radio system to comply with guidelines issued by the Federal Communications Commission. New antenna towers have been installed, including those at the Hamilton Yard, Joaquin Ridge, Elkhorn, Coalinga, Bear Mountain and Reedley. The installation of interoperability radio dispatch consoles for each of the incorporated cities is complete. This will enable those cities to directly and instantly communicate with each other. The upgrading of the County's two-way radio system to comply with the FCC's narrow banding requirements is also progressing, with the Juvenile Justice Campus and American Avenue Disposal Site both completed. In addition, Fleet Services is currently evaluating the expansion of the consolidated dispatch center at the Hamilton Yard; this would increase the number of rural fire agencies which would be dispatched from the County facility.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Fleet/Radio Communications Maintenance	\$19,041,315	\$19,041,315	\$0	47.0
Total:	\$19,041,315	\$19,041,315	\$0	47.0

General Services – Fleet Services – 8910/8911

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Fleet/Radio Communications Maintenance	\$19,507,490	\$19,507,490	\$0	46.0
Total:	\$19,507,490	\$19,507,490	\$0	46.0

PROGRAM BUDGETS

Program Description

- Function(s) – To acquire and maintain the County's fleet and radio communications equipment in compliance with mandates, and ensure the County keeps pace with technological advancements relating to vehicles and radio communications.
- Outcome(s) -- To provide safe and reliable transportation and communication to all user departments and outside agencies.
- Mandates & Level of Mandated Activities -- Program is not mandated, but may support mandates of user departments. Mandates as a result of maintaining vehicles and equipment include, but are not limited to annual smog inspections and the diesel powered retrofit/replacement programs.
- Appropriation Detail -- Appropriations have decreased primarily due to fewer anticipated equipment purchases.
- Revenue Detail -- Revenues have decreased primarily due to decreased depreciation as a result of fewer anticipated equipment purchases.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$3,758,651	\$3,616,725
Service & Supplies	\$8,799,266	\$9,407,367
Other Charges	\$3,117,398	\$3,117,398
Fixed Assets	\$3,366,000	\$3,366,000
Total Appropriations	\$19,041,315	\$19,507,490

Fixed Assets (\$3,366,000):

No. of Items	Program No	Item Description	Cost	Purpose
0	89571	Light Duty Vehicles	\$750,000	User Departments
0	89573	Radio Equipment	\$50,000	User Departments
0	89574	Shop Equipment	\$80,000	Fleet Services Operation
0	89575	Totally Damaged Vehicles	\$110,000	Vehicle Replacement (Risk Funds)
0	89576	Inflation Surcharge	\$200,000	Equipment Purchase Offset
0	89577	CARB Retrofits	\$600,000	User Departments
0	90476	Heavy Duty Equipment	\$1,500,000	User Departments
0	90586	Vehicles	\$76,000	Mental Health Services Act - Children Services
Total Cost:			\$3,366,000	

General Services – Fleet Services – 8910/8911

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Revenue from the Use of Money	\$3,327,000	\$3,327,000
Charges for Service	\$12,223,717	\$12,689,892
Miscellaneous Revenues	\$197,200	\$197,200
Other Financing Sources	\$100,000	\$100,000
Residual Equity Transfer (In)	\$76,000	\$76,000
Depreciation Carryover	\$3,117,398	\$3,117,398
Total Revenue	\$19,041,315	\$19,507,490
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 46.0 full time equivalent(s) (FTE), which reflect a decrease of 1.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
5370	Welder	Vacant	1.0	\$73,861
Totals			1.0	\$73,861

Service Impact of Funding Reductions:

- Deletion of the Welder position will result in delays in repairs, particularly on heavy duty construction equipment and in the fabrication of special equipment for new vehicles.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 19,507,490, a 0.0 % (\$ 20,842) decrease from fiscal year 2007-08, which is primarily due to fewer anticipated equipment purchases. Specific changes by revenue accounts are noted below.
 - Use of Money and Property (\$ 3,327,000) -- Reflects an increase due to a change in methodology for the recovery of inflation revenues, as recommended in a recent audit conducted by the Auditor-Controller/Treasurer-Tax Collector.
 - Charges for Services (\$ 12,689,892) -- Represents an increase in the recovery of costs for services provided to user departments.
 - Miscellaneous Revenues (\$ 197,200) -- Reflects recovery of claims for vehicle damages from Risk Management, estimated to remain at the 2007-08 level.
 - Other Financing Sources (\$ 100,000) -- Represents the sale of fixed assets, estimated to remain at the 2007-08 level.
 - Residual Equity Transfers In (\$ 76,000) -- Reflects a decrease in requests from user departments to purchase equipment.
 - Depreciation Carryover (\$ 3,117,398) -- Represents a decrease due to fewer anticipated equipment purchases.

General Services – Fleet Services – 8910/8911

FLEET SERVICES - INTERNAL SERVICE AND EQUIPMENT FUNDS - ORG 8910-8911

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
5365	Fleet Services Manager	E	1	1	\$ 75,378
5309	Fleet Services Supervisor	2007	2	2	129,380
5332	Master Heavy Duty Mechanic	1815	1	1	61,427
5331	Master Automotive Mechanic	1815	2	2	122,854
5313	Heavy Duty Mechanic	1495	9	9	441,999
5307	Automotive Mechanic	1495	7	7	343,573
5340	Equipment Service Assistant	1086	4	4	126,698
3410	Fleet Services Parts Specialist	1133	2	2	74,504
5347	Installer	1086	1	1	35,658
5360	Senior Welder	1872	1	1	63,363
5370	Welder	1495	3	2	98,030
1709	Fuel Site Compliance Specialist	1291	1	1	41,641
1114	Telecommunications Systems Manager	E	1	1	77,925
5348	Telecommunications Technician	1559	5	5	255,494
3140	Secretary III	1177	1	1	38,920
3080	Office Assistant III	1054	1	1	35,673
3110	Office Assistant II	946	2	2	56,462
3440	Stock Clerk II	901	1	1	29,580
5040	Fleet Services Maintenance Custodian	926	1	1	29,865
3707	Information Technology Analyst IV	2305	1	1	70,232
Subtotal			47	46	\$ 2,208,656
Less Salary Savings					(44,173)
TOTAL REGULAR SALARIES					\$ 2,164,483

VACANT POSITIONS RECOMMENDED FOR DELETION (July 14, 2008)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
5370	Welder	Vacant	1495	1	73,861
Cost of Restoring Vacant Positions				1	\$ 73,861

General Services – Graphic Communication Services – 8920

Graphic Communication Services BUDGET 8920 INTERNAL SERVICE FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	1,057,481	1,274,306	1,288,535	14,229	1%
Services and Supplies	2,905,135	3,047,327	2,993,121	(54,206)	-2%
Other Charges	16,905	16,248	16,248	-	0%
Total Appropriations	\$ 3,979,520	\$ 4,337,881	\$ 4,297,904	(39,977)	-1%
<u>Revenues</u>					
Rev From Use of Money & Prop	(20,107)	-	-	-	-100%
Charges For Services	3,764,035	4,337,881	4,297,904	(39,977)	-1%
Total Revenues	\$ 3,743,928	\$ 4,337,881	\$ 4,297,904	(39,977)	-1%
<u>Net County Cost</u>	\$ 235,592	\$ -	\$ -	\$ -	-100%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	25	25	24	(1)	
<p>**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>					

General Services – Graphic Communication Services – 8920

FUNCTION

Graphic Communication Services, a division of the Department of General Services, is an internal service fund that processes all outgoing County U.S. postal mail, provides the Countywide interdepartmental messenger service, graphic design services, offset printing, copy service and poster printing. Graphic Communication Services performs the majority of the County's graphic communication requirements in-house; specialized services and projects produced more cost effectively by private companies are contracted out.

OVERVIEW

The FY 2008-09 Recommended Budget of \$4,297,904 reflects a \$39,977 decrease in appropriations and revenues from the FY 2007-08 Adopted Budget primarily due to a decrease in the Countywide cost allocation. Staffing is recommended at 24 positions, a decrease of one position from the FY 2007-08 level. No salary savings has been used in calculating Regular Salaries (account 6100) in the Workload Budget as a result of no turnover in staff and at the concurrence of the Executive Budget Committee.

DEPARTMENT COMMENTS

Graphic Communication Services continues to seek the most cost efficient means of providing printing, graphic design, mail, and interdepartmental messenger services to County departments. In FY 2007-08, the division replaced two high volume copiers with more advanced, online features. The new copiers have proven to be more cost efficient as a result of performing the work that was previously done manually or by various other equipment. Currently, Graphic Communication Services is evaluating the replacement of offset printing equipment with new equipment. An estimated savings of \$35,000 annually is anticipated through the reduction of maintenance costs and disposal of printing inks and solvents. In FY 2007-08, the division began providing services to broadcast Board of Supervisors and other County-related meetings on the County's new government channel.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Printing/Graphic Design/Mail Services	\$4,355,344	\$4,355,344	\$0	25.0
Total:	\$4,355,344	\$4,355,344	\$0	25.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Printing/Graphic Design/Mail Services	\$4,297,904	\$4,297,904	\$0	24.0
Total:	\$4,297,904	\$4,297,904	\$0	24.0

General Services – Graphic Communication Services – 8920

PROGRAM BUDGETS

Printing/Graphic Design/Mail Services

Program Description

- Function(s) – To provide cost efficient printing, graphic design, copy, mail, and interdepartmental messenger mail services to County departments.
- Outcome(s) – To provide printing, graphic design, and mail services to County departments in the most cost efficient and timely manner possible.
- Mandates & Level of Mandated Activities – Program is not mandated, but may support mandates of user departments.
- Appropriation Detail – Appropriations have decreased slightly primarily due to a decrease in the Countywide cost allocation.
- Revenue Detail – Revenues have decreased slightly based on recovery of charges to County departments and other agencies utilizing the services.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,344,708	\$1,288,535
Service & Supplies	\$2,994,388	\$2,993,121
Other Charges	\$16,248	\$16,248
Total Appropriations	\$4,355,344	\$4,297,904

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$4,355,344	\$4,297,904
Total Revenue	\$4,355,344	\$4,297,904
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 24.0 full time equivalent(s) (FTE), which reflect a decrease of 1.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
3125	Office Assistant I	Vacant	1.0	\$38,594
Totals			1.0	\$38,594

General Services – Graphic Communication Services – 8920

Service Impact of Funding Reductions:

- Deletion of the Office Assistant position will be offset by a reduction of requests from user departments. However, further staffing reductions will result in delays of service to all County departments.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 4,297,904, a 1.0 % (\$ 39,977) decrease from fiscal year 2007-08, which is primarily due to charges to County departments and other agencies utilizing the services. Specific changes by revenue accounts are noted below.
- Charges for Services (\$ 4,297,904) – Represent a slight decrease based on recovery of charges from County departments and other agencies utilizing the services.

General Services – Graphic Communication Services – 8920

GRAPHIC COMMUNICATION SERVICES - INTERNAL SERVICE FUND - 8920

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2217	Graphic Communication Services Manager	H	1	1	\$ 59,040
1152	Graphic Arts Technician II	1254	1	1	41,196
1151	Graphic Arts Technician I	1123	1	1	35,259
3542	Senior Offset Equipment Operator	1094	1	1	34,926
3535	Offset Equipment Operator II	968	5	5	151,110
3070	Supervising Office Assistant II	1407	1	1	46,853
3205	Account Clerk II	990	1	1	28,547
3080	Office Assistant III	1054	1	1	35,673
3110	Office Assistant II	946	4	4	116,447
3125	Office Assistant I	842	1	0	0
3037	Driver	903	8	8	229,585
Subtotal			25	24	\$ 778,636
TOTAL REGULAR SALARIES					\$ 778,636

VACANT POSITIONS RECOMMENDED FOR DELETION (July 14, 2008)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
3125	Office Assistant I	Vacant	842	1	38,594
Cost of Restoring Vacant Positions				1	\$ 38,594

General Services – Security Services – 8970

Security BUDGET 8970 INTERNAL SERVICE FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	3,277,659	3,358,300	3,594,111	235,811	7%
Services and Supplies	424,389	511,673	1,066,544	554,871	108%
Total Appropriations	\$ 3,702,048	\$ 3,869,973	\$ 4,660,655	790,682	20%
<u>Revenues</u>					
Fines, Forfeitures & Penalties	-	-	255,000	255,000	100%
Rev From Use of Money & Prop	410,511	550,000	498,000	(52,000)	-9%
Charges For Services	327,361	400,249	3,907,655	3,507,406	876%
Miscellaneous Revenues	14,879	-	-	-	0%
Intrafund Revenues	2,347,474	2,627,289	-	(2,627,289)	-100%
Total Revenues	\$ 3,100,225	\$ 3,577,538	\$ 4,660,655	1,083,117	30%
<u>Net County Cost</u>	\$ 601,823	\$ 292,435	\$ -	\$ (292,435)	-100%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	62	64	62	(2)	
<p>**The column labeled Actual 2006 07 includes expenditures against FY 2006 07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>					

General Services – Security Services – 8970

FUNCTION

Security, a division of the Department of General Services, is an internal service fund that is responsible for the physical security of County facilities and employees and parking enforcement. Other services provided by Security include centralized County identification badge services and administration of the County's high security access control system.

OVERVIEW

The FY 2008-09 Recommended Budget of \$4,660,655 reflects a \$292,435 decrease in net County cost from the FY 2007-08 Adopted Budget primarily due to increases in revenues as a result of recovering costs from all County departments. Staffing is recommended at 62 positions, a decrease of two positions from the FY 2007-08 level. A 3% (\$61,040) salary savings has been used in calculating Regular Salaries (account 6100) in the Workload Budget. A \$31,463 savings in combined, related benefits has also been calculated in the Workload Budget for Unemployment, Retirement, OASDI, and Health Insurance.

DEPARTMENT COMMENTS

Security continues to provide essential services to County departments which help to facilitate County service delivery to the public. The safety and security of County facilities and staff remain a high priority for the division. In FY 2008-09, Security will begin operating as an internal service fund, and therefore, will recover all costs from user departments. Operational costs will be recovered through a basic security charge. Charges for additional services will be billed directly to user departments. Security will continue to focus on expanding the high security access control system to maximize facility security, while improving efficiencies with the automated technology.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Security Services	\$4,705,823	\$4,705,823	\$0	62.0
Total:	\$4,705,823	\$4,705,823	\$0	62.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Security Services	\$4,660,655	\$4,660,655	\$0	62.0
Total:	\$4,660,655	\$4,660,655	\$0	62.0

General Services – Security Services – 8970

PROGRAM BUDGETS

Security Services

Program Description

- Function(s) – To provide security services to County departments to enhance the safety and security of County staff and facilities.
- Outcome(s) – To provide safe and secure facilities for staff and the public through physical security and safety measures.
- Mandates & Level of Mandated Activities – Program is not mandated, but may support mandates of user departments. Facility fire alarm system maintenance is mandated by State and local fire codes.
- Appropriation Detail – Appropriations have increased primarily due to Countywide cost allocation charges as a result of converting to an internal service fund and Facility Services Rent charges previously not charged to Security as a general fund operation.
- Revenue Detail – Revenues have increased as a result of recovering costs from County departments. As an internal service fund, all costs are recovered through charges to user departments.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$3,638,525	\$3,594,111
Service & Supplies	\$1,067,298	\$1,066,544
Total Appropriations	\$4,705,823	\$4,660,655

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Fines, Forfeitures, & Penalties	\$255,000	\$255,000
Revenue from the Use of Money	\$498,000	\$498,000
Charges for Service	\$3,952,823	\$3,907,655
Total Revenue	\$4,705,823	\$4,660,655
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 62.0 full time equivalent(s) (FTE), which reflect a decrease of 2.0 FTE(s) from FY 2007-08.

General Services – Security Services – 8970

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
5238	Security Officer I	Vacant	2.0	\$81,174
Totals			2.0	\$81,174

Service Impact of Funding Reductions:

- Deletion of the two Security Officer positions will result in the elimination of Security Officers assigned to the Juvenile Justice Campus. This will result in longer response times for the fire department and emergency medical services when responding to emergencies on the campus because there will be no Security Officer coordinating the response to the appropriate facility on the campus. Theft and vandalism are likely to increase to the campus as no exterior security patrols of the facilities and central plan will be done.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 4,660,655, a 30.0 % (\$ 1,083,117) increase over fiscal year 2007-08, which is primarily due to recovering all costs from County departments. Specific changes by revenue accounts are noted below.
 - Fines, Forfeitures, and Penalties (\$ 255,000) – Represent an increase as a result of reallocating revenues from the General Services Administration budget to the Security budget.
 - Use of Money and Property (\$ 498,000) – Reflects a decrease based on an anticipated reduction of parking permits issued to County employees.
 - Charges for Services (\$ 3,907,655) – Represent an increase primarily due to recovery of costs for security services previously not charged by Security as a general fund operation.
 - Intrafund Revenues (\$ 0) – Reflect a decrease due to a reallocation of revenues to Charges for Services.

General Services – Security Services – 8970

SECURITY - INTERNAL SERVICE FUND - 8970

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
5206	Chief of Security	F	1	1	65,830
3140	Secretary III	1177	1	1	39,566
5236	Supervising Security Officer	1528	2	2	98,454
5239	Senior Security Officer	1203	7	7	267,370
5237	Security Officer II	997	35	35	1,145,445
5238	Security Officer I	886	18	16	417,988
Subtotal			64	62	\$ 2,034,653
	Bilingual Skills Pay				9,700
	Less Salary Savings				(61,040)
TOTAL REGULAR SALARIES					\$ 1,983,313

VACANT POSITIONS RECOMMENDED FOR DELETION (July 14, 2008)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
5238	Security Officer I	Vacant	886	2	81,174
	Cost of Restoring Vacant Positions			2	\$ 81,174

Purchasing – 0440

Purchasing BUDGET 0440 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	697,054	714,913	772,252	57,339	8%
Services and Supplies	67,569	76,199	88,449	12,250	16%
Total Appropriations	\$ 764,623	\$ 791,112	\$ 860,701	69,589	9%
<u>Revenues</u>					
Miscellaneous Revenues	78,903	65,000	89,800	24,800	38%
Intrafund Revenues	128,328	139,907	133,117	(6,790)	-5%
Total Revenues	\$ 207,231	\$ 204,907	\$ 222,917	18,010	9%
<u>Net County Cost</u>	\$ 557,392	\$ 586,205	\$ 637,784	\$ 51,579	9%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	10	10	10	-	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Purchasing – 0440

FUNCTION

Purchasing, a division of the Department of General Services, is responsible for the acquisition of all supplies and equipment used by County departments. As the County's contracting agency, the division also assists in securing outside services required by County operations. Purchasing obtains quality goods and services through the competitive process. The County surplus property program is also administered by Purchasing.

OVERVIEW

The 2008-09 Recommended Budget appropriations of \$860,701 reflect a net 9% (\$69,589) increase over the FY 2007-08 Adopted Budget, and the FY 2008-09 Recommended Budget revenues of \$222,917 reflect a net 9% (\$18,010) increase over the FY 2007-08 Adopted Budget. Staffing is recommended at 10 positions, which reflects no change from FY 2007-08. No salary savings have been used in calculating Regular Salaries (account 6100) in the Recommended Budget as a result of no turnover in staff and at the concurrence of the Executive Budget Committee.

DEPARTMENT COMMENTS

Purchasing continues to improve customer service to County departments through enhancements in various areas. Posting bids on the County's website provides potential bidders greater access and opportunities to respond to bids, as well as reducing staff time and resources Countywide. Purchasing's internal website continues to be enhanced, providing user departments with information and assistance in the purchasing process. The automation of the Limited Purchase Order form has begun; this enables better tracking and managing its use, thereby reducing paperwork. Purchasing also continues to promote the use of credit cards, which streamlines a segment of the acquisition process. In 2007-08, the implementation of the Countywide Contract Tracking System was completed. Purchasing will continue serving on the project's committee to develop and implement the second phase, which will provide enhancements to the system to improve its use.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Procurement Services	\$836,209	\$222,917	\$613,292	10.0
Total:	\$836,209	\$222,917	\$613,292	10.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Procurement Services	\$860,701	\$222,917	\$637,784	10.0
Total:	\$860,701	\$222,917	\$637,784	10.0

PROGRAM BUDGETS

Procurement Services

Program Description

- Function(s) – To provide effective procurement functions necessary to support County operations and administer the County surplus property program.
- Outcome(s) – To procure goods and services in accordance with applicable laws and regulations; provide County departments with quality and timely service that allows them to fulfill their obligations effectively; ensure the County receives the best value obtainable; and promote competition among all qualified bidders.
- Mandates & Level of Mandated Activities – Program is not mandated, but may support mandates of user departments.
- Appropriation Detail – Appropriations have increased primarily due to the addition of the Facility Services Rent charge previously not charged to Purchasing as a general fund operation and an increase in the retirement contribution.
- Revenue Detail – Revenues have increased as a result of an anticipated increase in proceeds from the sale of surplus property.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$740,222	\$772,252
Service & Supplies	\$95,987	\$88,449
Total Appropriations	\$836,209	\$860,701

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Miscellaneous Revenues	\$89,800	\$89,800
Intrafund	\$133,117	\$133,117
Total Revenue	\$222,917	\$222,917
NCC	\$613,292	\$637,784

Total Recommended Positions

Total Positions for the above program include 10.0 full time equivalent(s) (FTE), which reflect a decrease of 0.0 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 222,917, a 9.0 % (\$ 18,010) increase over fiscal year 2007-08, which is primarily due to an anticipated increase in proceeds from the sale of surplus property. Specific changes by revenue accounts are noted below.
 - Other Miscellaneous (\$ 89,800) – Reflects an increase in anticipated revenues from the sale/disposal of surplus property.
 - Intrafund Revenues (\$ 133,117) – Represent a slight decrease in procurement services provided to the human services departments.

Purchasing – 0440

PURCHASING - 0440

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2314	Purchasing Supervisor	2084	1	1	\$ 67,183
2229	Senior Buyer	1836	1	1	59,173
2231	Buyer III	1655	3	4	213,456
2232	Buyer II	1503	2	1	48,458
3080	Office Assistant III	1054	<u>3</u>	<u>3</u>	<u>107,019</u>
TOTAL REGULAR SALARIES			10	10	\$ 495,289

Property Management Enterprise Fund – 9135

Property Mgmt-Enterprise Fund BUDGET 9135 ENTERPRISE FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	296,870	663,400	679,625	16,225	2%
Other Charges	21,904	53,408	53,408	-	0%
Appropri For Contingencies	-	39,840	3,555	(36,285)	-91%
Total Appropriations	\$ 318,774	\$ 756,648	\$ 736,588	(20,060)	-3%
<u>Revenues</u>					
Rev From Use of Money & Prop	340,885	756,648	736,588	(20,060)	-3%
Total Revenues	\$ 340,885	\$ 756,648	\$ 736,588	(20,060)	-3%
<u>Net County Cost</u>	\$ (22,112)	\$ -	\$ -	\$ -	0%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	-	-	-	-	
<p>**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>					

Property Management Enterprise Fund – 9135

FUNCTION

This budget funds the property management functions of the Crocker Building. In 2005-06, the County entered in a lease/purchase agreement for the property. The Department of General Services assumed the responsibilities of collecting rents and providing for the operation of the facility.

OVERVIEW

The 2008-09 Recommended Budget of \$736,588 reflects a 3% (\$20,060) decrease in appropriations and revenues from the 2007-08 Adopted Budget. No staffing is recommended in this budget for FY 2008-09.

DEPARTMENT COMMENTS

The Crocker Building continues to provide office space for the Department of Children and Family Services, Sheriff's Chaplain and the Public Defender. In addition to County departments, private tenants occupy 2,226 square feet of office space. In April 2008, Housing and Urban Development (HUD) terminated its lease of 9,250 square feet of office space, reducing rent revenues. Funding sources are being considered to provide interim funding for building operating expenses during space vacancies.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Crocker Building Management	\$736,588	\$736,588	\$0	0
Total:	\$736,588	\$736,588	\$0	0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Crocker Building Management	\$736,588	\$736,588	\$0	0
Total:	\$736,588	\$736,588	\$0	0

PROGRAM BUDGETS

Crocker Building Management

Program Description

- Function(s) – To provide office space for County departments to administer their programs.
- Outcome(s) – To facilitate County departments in the administration of their programs and for future development of the site for new office space, jail expansion and parking.
- Mandates & Level of Mandated Activities – Program not mandated, but may support mandates of user departments.

Property Management Enterprise Fund – 9135

- Appropriation Detail – Appropriations have decreased primarily due to reduced contingency reserves.
- Revenue Detail – Revenues have decreased as the result of vacant office space.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$679,625	\$679,625
Other Charges	\$53,408	\$53,408
Other Financing Uses	\$3,555	\$3,555
Total Appropriations	\$736,588	\$736,588

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Revenue from the Use of Money	\$736,588	\$736,588
Total Revenue	\$736,588	\$736,588
NCC	\$0	\$0

SUMMARY OF REVENUES

- Revenues are recommend at \$ 736,588, a 3.0% (\$ 20,060) decrease from prior year, which is primarily due to reduced rent as a result of vacant office space. Specific changes by revenue accounts are noted below.
 - Use of Money and Property (\$ 736,588) – Represents a decrease as a result of vacant office space.

Information Technology Services Department – 8905/8908

INFORMATION TECHNOLOGY SERVICES BUDGET 8905/08 INTERNAL SERVICE FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	11,198,102	12,406,732	11,636,506	(770,226)	-6%
Services and Supplies	10,379,972	12,522,620	12,432,313	(90,307)	-1%
Total Appropriations	\$ 21,578,074	\$ 24,929,352	\$ 24,068,819	(860,533)	-3%
<u>Revenues</u>					
Rev From Use of Money & Prop	203,999	30,000	30,000	0	0%
Charges For Services	23,323,594	24,857,352	22,910,792	(1,946,560)	-8%
Miscellaneous Revenues	58,979	42,000	42,000	0	0%
Retained Earnings	-	-	1,086,027	1,086,027	#DIV/0!
Total Revenues	\$ 23,586,572	\$ 24,929,352	\$ 24,068,819	(860,533)	-3%
<u>Net Profit/(Loss)</u>	\$ 2,008,498	0	0	0	#DIV/0!
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ (Decrease)	
	118	112	105	(7)	
Position Summary					
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of September 30, 2007. It does not include expenditures against any prior year encumbrances.					

Information Technology Services Department – 8905/8908

FUNCTION

The Information Technology Services Department (ITSD) is an Internal Service Fund (ISF) that provides information technology related services to Fresno County Departments and other agencies. Services provided by ITSD include the functions of business analysis; system design and development; system acquisition and integration; and system operations, maintenance, and enhancements. ITSD is responsible for the design, implementation, maintenance, and operation of the voice and data Institutional Network ("I Net") and a suite of enterprise applications that operate securely over the network. ITSD provides hosting services for a wide variety of customer applications and hosting for County Intranet and Internet sites. ITSD provides enterprise wide security for network and data access, investigative services for inappropriate use of the network, and secure remote access. ITSD is responsible for HIPAA data security compliance, including annual training and audits. In addition, ITSD provides core Information Technology (IT) facilities, services and solutions, desktop hardware and software, training, and support. Budget units 8905 and 8908 comprise the ITSD ISF1020.

OVERVIEW

The FY2008-2009 Recommended Budget of \$24,068,819 reflects an overall 3% decrease in appropriations and revenues from the FY2007-2008 Adopted Budget. The decrease is primarily due to a 6% decrease in salaries and benefits due to the elimination of 7 positions and a \$295,404 reduction in the County Wide Cost Allocation. Those decreases offset increases in remaining salaries, building and equipment maintenance, equipment lease costs, and infrastructure replacement costs. The resultant ISF rates are 8.2% lower than current year because of the decrease in cost and because \$750,000 in retained earnings has been used for rate reductions. The requested staffing level of 105 employees reflects a reduction of 7 positions from the authorized current year level. All 7 positions eliminated are vacant. A (\$444,847) salary savings has been used in calculating Regular Salaries (account 6100) in the Recommended Budget.

DEPARTMENT COMMENTS

The FY2008-2009 budget year will see continued focus on cost avoidance through use of return on investment analysis and consolidation of resource efforts with respect to core services. While billable rates for cost recovery decreased by 8.2%, erosion in economies of scale reduced the impact of rate reduction efforts. Countywide cutbacks continue to erode the rate base and when combined with inflationary factors result in close to static costs. One bright exception is in the rental rate for personal computers declining 20% from \$21.47 a month to \$17.10 a month primarily due to cost reductions achieved from Dell on desktop computers. The rate for HIPAA storage also decreased by 10% due to the cyclic nature of HIPAA compliance costs. Rates for printed pages increased by 40% as efforts to eliminate enterprise printing continue through the outsourcing of large volume print work.

Institutional Network hardware replacement continues with power over Ethernet being deployed when older network components age out. Power consumption on the network and at the Datacenter is a focus point for FY2008-2009. The implementation of "wake on LAN" type technology will further efforts to reduce power consumption.

The Datacenter infrastructure upgrade project which has been in the planning phases during FY2007-2008 will be implemented in FY2008-2009. The replacement of aging air-conditioning units has been completed. Fire suppression and uninterruptable

Information Technology Services Department – 8905/8908

electrical power are the next phases. Completing the upgrades are improved monitoring capabilities enabling better problem response times during unattended “lights out” operations.

Efforts to implement the new Vista operating system and Microsoft Office 2007 have been delayed due to the number of personal computers which are below the minimum standards for the new software. Working with Departments, ITSD will devote significant effort into finding ways to replace those computers with equipment capable of using the new software to ensure the County can take full advantage of the Enterprise agreement with Microsoft.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Application /Business Analyst	\$3,976,519	\$3,976,519	\$0	25.0
WEB / eServices Development and Support	\$262,892	\$262,892	\$0	2.0
Application Hosting/Network Support	\$9,249,771	\$9,249,771	\$0	40.0
Technical Services Support	\$7,929,633	\$7,929,633	\$0	38.0
Customer Acquisition Services	\$2,891,167	\$2,891,167	\$0	0.0
Total:	\$24,309,982	\$24,309,982	\$0	105.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Application /Business Analyst	\$3,937,071	\$3,937,071	\$0	25.0
WEB / eServices Development and Support	\$260,284	\$260,284	\$0	2.0
Application Hosting/Network Support	\$9,158,010	\$9,158,010	\$0	40.0
Technical Services Support	\$7,850,968	\$7,850,968	\$0	38.0
Customer Acquisition Services	\$2,862,486	\$2,862,486	\$0	0.0
Total:	\$24,068,819	\$24,068,819	\$0	105.0

PROGRAM BUDGETS

Application /Business Analysis Support

Program Description

- Function(s) – Application design, programming and support for new, existing, and vendor installed computer applications. Database Management for supported and decentralized applications. Business process analysis, feasibility analysis, cost of ownership analysis, and project management for enterprise applications. Security

Information Technology Services Department – 8905/8908

analysis and remediation planning. Mis-use investigations and reporting. Contract negotiation, generation, and management services.

- Outcome(s) -- Achievement of high percentile "available for use" goals for all supported applications. Promotion and use of best practices and Change Control. Focused migration from higher cost mainframe and thick client applications to lighter weight web based applications.
- Mandates & Level of Mandated Activities -- Program is not mandated, but may support mandates being managed by customer departments.
- Appropriation Detail -- Appropriations have decreased primarily due to the elimination of 4 IT Analyst positions for FY2008-2009. Program related costs are primarily related to staffing, no major acquisitions are planned for the new year.
- Revenue Detail -- Costs are recovered via approved ITSD rates.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$2,834,631	\$2,806,344
Service & Supplies	\$1,141,888	\$1,130,727
Total Appropriations	\$3,976,519	\$3,937,071

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Revenue from the Use of Money	\$5,400	\$4,908
Charges for Service	\$3,910,634	\$3,747,618
Miscellaneous Revenues	\$60,485	\$6,871
Retained Earnings	\$0	\$177,674
Total Revenue	\$3,976,519	\$3,937,071
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 25.0 full time equivalent(s) (FTE), which reflect a decrease of 4.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
3706	Info Technology Analyst III	Vacant	1.0	\$96,257
3707	Info Technology Analyst IV	Vacant	3.0	\$340,959
Totals			4.0	\$437,216

Service Impact of Funding Reductions:

- Elimination of 1 IT Analyst III position leaves internal ITSD applications (IT Billing, Phones Billing, Labor Distribution, Work Order Processing, Hardware Inventory, and Applications Inventory) in a "break/fix" only mode, no preventive maintenance, expansion or modifications are planned. The impact will be minimized as long as no business model changes are required by outside influences. Should significant changes be required, our ability to respond timely will be compromised.
- Elimination of 3 IT Analyst IV positions impacts our ability to provide coverage during outages, vacations, illness, and for increased demand during key customer project periods. During the past several years, ITSD has been called upon to provide unbudgeted project management for the Sheriff, Auditor, E&TA, Mental Health and for Countywide Contract tracking among others. Our ability to supply resources for project management or development is severely curtailed by these reductions and those of previous budget years. The pool of trained business analysts and application designers is not being replenished as a result. Long term this will limit our ability to respond quickly to application or work flow management issues, both of which are potential sources of workforce efficiency gains. Also, this curtails the ability to generate electronic versions of forms for County Departments. Based on Board approval of the eforms initiative, ITSD has been providing electronic versions of Countywide forms to any department who requested the help. This has resulted in a large and well documented library of electronic forms on eServices, many of which utilize electronic signatures, eliminating large volumes of printing and the associated cost. While electronic forms creation is still possible, the turnaround time will be much longer and will have to take second priority to revenue generating billable labor hours.

WEB / eServices Development and Support

Program Description

- Function(s) – Design and construct the County Web site, eServices Intranet site, eGovernment Central Cal Online site, and other sites as requested by customer departments. Facilitate the publication of WEB content to the various sites, assisting County staff as needed in the publication process. Maintain and encourage the use of WEB Publication standards and Best Practice approaches.
- Outcome(s) -- High availability of County WEB sites with content that is timely, useful, and meaningful. Support for utilization of the WEB as a vehicle to deliver services to the public as well as private and government partners.
- Mandates & Level of Mandated Activities -- Program is not mandated, but may support mandates of customer departments.
- Appropriation Detail -- Appropriations increased relative to salary and benefit costs, staffing level remains fixed.
- Revenue Detail -- Costs are recovered via approved ITSD rates.

Information Technology Services Department – 8905/8908

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$262,892	\$260,284
Total Appropriations	\$262,892	\$260,284

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$262,892	\$247,777
Total Revenue	\$262,892	\$247,777
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 2.0 full time equivalent(s) (FTE), which reflect a decrease of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- No reduction in FTEs allocated to the program are planned, however, some functions currently provided by IT Analysts in the Application Support program can no longer be provided. The impact of that change will increase the time to completion on many WEB projects.
- The revitalized County WEB site project will realize some impact from reductions in services and supplies. Part of the initiative was to create a vitalized, frequently changing site to attract more visits as a precursor to performing more County business online and providing more critical information to citizens online. Originally planned semi annual updates to certain areas of the new County WEB site may be moved to annual updates or eliminated altogether as the resource cuts in Application Support and Technical Services Support are realized.

Application Hosting / Network Support

Program Description

- Function(s) – Provides the technical support disciplines necessary to configure, install, maintain, and operate a high availability application hosting environment. Interfaces with customer departments and application support analysts to ensure cost effective, reliable, application specific hosting. Provides storage at three functional levels suitable for storage of a variety of data to meet County needs. Design, construct, and operate a high availability, fault tolerant network with sufficient capacity to consistently meet the various needs of the County. Design, install, and maintain secure perimeter and internal safeguards which maintain appropriate data security. Promote and use "Best Practice" methods and "Change Control" to ensure consistent performance and cost effectiveness.
- Outcome(s) -- High availability with minimal down time, shortest possible recovery times, and self healing approach to the hosting environment and institutional network.

Information Technology Services Department – 8905/8908

- Mandates & Level of Mandated Activities -- Not a mandated program, but supports customer departments in their mandates.
- Appropriation Detail -- Increase of \$81,213 in equipment maintenance relative to the installation of equipment at the JJC and continued hosting of the Property mainframe and final year of the Sheriff mainframe. Increase in Maintenance for Capital Projects of \$86,000 to replace the security cameras and related hardware at the 10th Street Data Center to support "lights out" operation. Increase in Equipment Leases of \$261,209 primarily in the replacement of outdated network switches and servers. An increase in utilities estimated at \$22,951. An increase in Other Expenses of \$74,315 for anticipated depreciation of capital project improvements at the 10th Street Data Center for fire protection and uninterrupted power supply replacements.
- Revenue Detail -- Costs are recovered via approved ITSD rates.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$4,319,184	\$4,276,333
Service & Supplies	\$4,930,587	\$4,881,677
Total Appropriations	\$9,249,771	\$9,158,010

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Revenue from the Use of Money	\$13,200	\$11,415
Charges for Service	\$9,088,719	\$8,717,381
Miscellaneous Revenues	\$147,852	\$15,981
Retained Earnings	\$0	\$413,233
Total Revenue	\$9,249,771	\$9,158,010
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 40.0 full time equivalent(s) (FTE), which reflect a decrease of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- No reduction in FTEs is allocated. Current levels of support are already minimal in all areas.
- Reductions in services and supplies will result in extended replacement times for certain hardware at end of life. Delayed replacement reduces hardware and OS Software upgrade costs, but could cause some delays in customer application deployment if requested in very short time frames.
- Reductions in services and supplies will also impact version upgrades for enterprise applications like email, enterprise backup applications, Internet monitoring and spam filtering. Retaining older versions longer will delay some upgrade costs for next year

Information Technology Services Department – 8905/8908

and will have minimal impact unless competing, unbudgeted customer requests occur.

- Reductions in services and supplies will eliminate the deployment of additional Spam filtering software and tools. While not a service reduction, the flooding of email inboxes with Spam is counter productive to the County.
- Reductions in services and supplies will eliminate the deployment of new investigative tools enabling a more efficient capture of mis-use information and background when requested by Customer Departments or Law Enforcement.

Technical Services Support

Program Description

- Function(s) – Provides Help Desk response, first and second level Desktop Support, and Deployment Services for desktop hardware and software. Creates and maintains a library of computer images specific to the needs of each customer department. Ensures proper licensing on software installed on the desktop. Performs lab analysis to determine compatibility of software and hardware packages. Configures, tests, and deploys software updates to commercial and customer applications.
- Outcome(s) -- Keep 7,500 personal computers and related printers functioning as close to 100% of the time as possible. To avoid down time for all customers by providing replacement, loaner, or repaired machines as soon as possible after the call for service is received.
- Mandates & Level of Mandated Activities -- Not a mandated program, but supports customer departments mandates.
- Appropriation Detail -- A decrease in salaries and benefits due to the elimination of 3 FTEs. Increase of \$181,223 in Account 7309, Computer Service Software, partially offset by \$127,233 reduction in End User Software by leveraging shared agreements for common software.
- Revenue Detail -- All costs are recovered via approved ITSD rates.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$4,388,022	\$4,344,726
Service & Supplies	\$3,541,631	\$3,506,242
Total Appropriations	\$7,929,653	\$7,850,968

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Revenue from the Use of Money	\$11,400	\$9,786
Charges for Service	\$7,790,543	\$7,473,220
Miscellaneous Revenues	\$127,690	\$13,700
Retained Earnings	\$0	\$354,262

Information Technology Services Department – 8905/8908

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Total Revenue	\$7,929,633	\$7,850,968
NCC	\$20	\$0

Total Recommended Positions

Total Positions for the above program include 38.0 full time equivalent(s) (FTE), which reflect a decrease of 3.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
3702	Info Technology Supp Tech III	Vacant	1.0	\$60,862
3712	Network Systems Engineer IV	Vacant	2.0	\$227,306
Totals			3.0	\$288,168

Service Impact of Funding Reductions:

- Reduction of staffing levels by 3 FTE(s) will reduce our ability to respond to major outages and reduce coverage during vacations and illness. The new dispatch model allows for prioritization of calls if the "first come first served" approach is no longer possible. The impact will be most noticeable at peak service demand periods.
- This reduction is intensified by the recent change in parking regulations by the City of Fresno, eliminating the ability of Technical Services Support Technicians to park near the source of the outage using 2 hour parking meters free of charge. More time will be spent locating legal parking instead of problem resolution.

Customer Acquisition Services

Program Description

- Function(s) – Acquire hardware and software for customer departments using centralized purchasing capabilities. All products acquired are first determined to be supportable and usable in the County environment. The purchase costs are passed along to the customer without the addition of overhead or administrative costs.
- Outcome(s) -- Acquire and deliver hardware and software that is appropriate and cost effective for customer departments. Leverage economies of scale in obtaining favorable contracts from suppliers to keep acquisition costs at a minimum.
- Mandates & Level of Mandated Activities -- Not a mandated program, but supports customer departments mandates.
- Appropriation Detail -- No impact to ITSD rates, appropriation is exactly what the products cost to purchase, purchases are all determined by the customer departments.
- Revenue Detail -- Purchase costs are charged back to the requesting customer.

Information Technology Services Department – 8905/8908

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$2,891,167	\$2,862,486
Total Appropriations	\$2,891,167	\$2,862,486

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Fines, Forfeitures, & Penalties	\$0	\$3,567
Intergovernment Revenues – Other	\$2,891,167	\$2,724,796
Charges for Service	\$0	\$4,994
Retained Earnings	\$0	\$129,129
Total Revenue	\$2,891,167	\$2,862,486
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 0.0 full time equivalent(s) (FTE), which reflect a decrease of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- This program includes only those costs to acquire hardware, software, or services for customer departments. Increases and reductions to this program are provided by customer departments. ITSD does not carry administrative cost or overhead of any kind in this program, thus reductions to this program do not represent service reductions.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 24,068,819, a 0.3 % (\$ 860,533) decrease from fiscal year 2007-08, which is primarily due to reduced personnel costs and the use of retained earnings to control rate growth. Specific changes by revenue accounts are noted below.
 - Use of Money and Property (\$ 30,000) -- These estimated interest earnings are being used to reduce IT rates.
 - Charges for Services (\$ 22,910,792) – Represents the recovery of costs for services provided to user departments.
 - Retained Earnings of (\$ 1,086,027) – Retained Earnings of \$750,000 from daily operations and \$336,027 from a Microsoft settlement are being used to control rates.
 - Miscellaneous Revenues (\$ 42,000) -- An estimate of reimbursements from Dell Incorporated for warranty repairs done by our own certified repair technicians, is being used to reduce rates.

PENDING FACTORS

The following factors may have some effect on projected operations and finances:

Staff resources in ITSD to do the replacement of up to 2,600 desktop computers for non General Funded Departments have not been included pending funding of the related hardware costs. If funding becomes available to replace this large number of desktop computers, at least 2 additional FTE will be needed in the Technical Services program.

Proposed use of one vacant ITA for increased security staffing. This FTE would be responsible for the revision of general security policy, mobile device security policy, and to staff a security response team which can assess and respond to security emergencies and breaches.

Proposed use of one vacant ITA for completion of a detailed acquisition and engineering plan to replace the County phone system with a VoIP based solution.

Unanticipated cuts in service utilization from Customer Departments could prevent full collection of expenses without a mid year adjustment in proposed rates.

Information Technology Services Department – 8905/8908

INFORMATION TECHNOLOGY SERVICES DEPARTMENT, 8905/08

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2234	Information Technology Manager	E	4	4	\$ 372,042
2243	Information Technology Division Manager	D	2	2	215,085
3080	Office Assistant III	1054	2	2	71,110
3161	Secretary IV - Conf.	1299	1	1	41,184
2209	Administrative Services Assist	1447	1	1	45,630
3210	Accountant I	1546	1	1	44,889
3255	Senior Accountant	2088	1	1	67,145
3260	Account Clerk III	1113	4	4	148,395
3702	Information Technology Support Technician III	1183	5	4	194,662
3703	Senior Information Technology Support Technician	1491	5	5	147,760
3705	Information Technology Analyst II	1640	0	0	105,563
3706	Information Technology Analyst III	1934	6	5	382,254
3707	Information Technology Analyst IV	2305	23	20	1,205,699
3708	Senior Information Technology Analyst	2625	10	10	864,554
3709	Network Systems Engineer I	1491	3	3	236,760
3710	Network Systems Engineer II	1640	2	2	102,969
3711	Network Systems Engineer III	1918	10	10	631,840
3712	Network Systems Engineer IV	2305	12	10	758,790
3713	Senior Network Systems Engineer	2625	15	15	1,296,844
3746	Information Technology Analyst IV - Conf.	2305	2	2	153,374
3747	Senior Information Technology Analyst - Conf.	2625	1	1	87,386
3754	Info Technology Business Mgr	F	1	1	83,863
8045	Chief Information Officer	B	1	1	143,754
Subtotal			112	105	\$ 7,401,552
Auto Allowance					6,156
Salary Savings					(444,847)
TOTAL REGULAR SALARIES					\$ 6,962,861

VACANT POSITIONS RECOMMENDED FOR DELETION

July 14, 2008

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>STATUS</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
3702	Info Technology Supp Tech III	1183	Vacant	-1	\$ 60,862
3712	Network Systems Engineer IV	2305	Vacant	-2	227,306
3706	Info Technology Analyst III	1934	Vacant	-1	96,257
3707	Info Technology Analyst IV	2305	Vacant	-3	340,959
Cost of Restoring Vacant Positions				-7	\$ 725,384

PeopleSoft Operations – 8933

PeopleSoft Operations BUDGET 8933 INTERNAL SERVICE FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	-	134,750	139,920	5,170	4%
Services and Supplies	3,447,779	2,810,459	2,729,894	(80,565)	-3%
Total Appropriations	\$ 3,447,779	\$ 2,945,209	\$ 2,869,814	(75,395)	-3%
<u>Revenues</u>					
Charges For Services	3,219,781	2,771,670	2,620,786	(150,884)	-5%
Other Financing Sources	-	173,539	156,733	(16,806)	-10%
Recovery of Co Wide Cost Alloc	-	-	92,295	92,295	#DIV/0!
Total Revenues	\$ 3,219,781	\$ 2,945,209	\$ 2,869,814	(75,395)	-3%
<u>Net Profit/(Loss)</u>	\$ (227,998)	0	0	0	#DIV/0!
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	0	1	1	0	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of September 30, 2007. It does not include expenditures against any prior year encumbrances.					

FUNCTION

PeopleSoft Operations is an Internal Service Fund (ISF) that provides for the maintenance, operation, and technical support of the enterprise-wide Human Resources Management and Financial Management Information Systems. These packaged PeopleSoft software systems are now provided by Oracle Corporation. The Human Resources system provides tracking, reporting, and control of personnel information, time and labor, calculation of payroll, calculation of related payroll taxes, and other deductions in support of the County's biweekly payroll. The Financial Management system processes county financial activity for the general ledger, accounts receivable, accounts payable, purchasing, and fixed assets. It also includes the Budget Planning system which is used in creating the annual departmental budgets and hence the overall comprehensive county budget. This PeopleSoft Operations budget unit is used to accurately allocate the costs of operation of this enterprise wide system to all users of it. As an ISF, costs associated with the operation, maintenance, technical support, and system upgrades of the enterprise-wide PeopleSoft system will be recovered in a fair and equitable manner.

OVERVIEW

The FY2008-2009 Recommended Budget for PeopleSoft Operations is \$2,869,814. This budget will fund the day-to-day operations of the enterprise-wide PeopleSoft system. The FY2008-2009 Recommended Budget represents a \$75,396 decrease from the FY2007-2008 Adopted Budget. The decrease is primarily due to conscientious efforts at cost avoidance and aggressive negotiations in reducing the pricing of upgrades and maintenance to the existing software. A (\$0) salary savings has been used in calculating Regular Salaries (account 6100) in the Recommended Budget due a single position.

DEPARTMENT COMMENTS

The PeopleSoft ISF supports the Human Resources Management System and the Financial Management Information System, which includes the Budget module. These systems retain data, impose controls, and provide reporting for County budgets, financials, purchasing, payables, and personnel records, including payroll and time records. The systems provide interface to several other systems and to both internal and external entities. For management purposes, a list of projects is maintained which would provide productivity and efficiency improvements for County departments which are worked on as priorities and resources permit. The PeopleSoft Oversight Committee provides priority and general direction to the PeopleSoft Project Committee for follow-through with detail operations. A requirement for continued vendor support of the PeopleSoft systems is that the County must implement system upgrades and vendor changes to specifically defined current levels. Production issues and mandated requirements are always considered to be the highest priority for support.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Human Resource Management	\$1,234,137	\$1,234,137	\$0	0.5
Financial Management	\$1,636,517	\$1,636,517	\$0	0.5
Total:	\$2,870,654	\$2,870,654	\$0	1.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Human Resource Management	\$1,233,717	\$1,233,717	\$0	0.5
Financial Management	\$1,636,097	\$1,636,097	\$0	0.5
Total:	\$2,869,814	\$2,869,814	\$0	1.0

PROGRAM BUDGETS

Human Resource Management

Program Description

- Function(s) – The Human Resources Management system provides tracking and reporting of personnel information, time and labor entry, calculates payroll taxes and other deductions in support of the County's biweekly payroll, and provides automation and control for other personnel data. Interfaces are provided for payroll, benefits, retirement, and time and labor information. The system provides data management, calculation, controls, and reporting for employee personal data, job positions, time and labor, employee benefits, retirement, taxes, other deductions, tax reporting, and other human resource management information.
- Outcome(s) -- Accurate and timely availability of information and the payment of payroll. Research capability for payroll related issues, employee benefits, and other human resource management information for all County employees.
- Mandates & Level of Mandated Activities -- Program is not mandated but supports mandates from customer departments.
- Appropriation Detail -- Overall program decrease of \$67,109. A \$107,612 decrease in the use of IT services spawn by more efficient use, was offset by a \$68,143 increase in software costs as planning for future upgrades continue. Smaller changes in multiple other accounts make up the difference.
- Revenue Detail – After accounting for a credit of \$46,147 from the County Wide Cost Allocation Plan, all other expenses are recovered through the application of the Human Resources rate to all users of the system.

PeopleSoft Operations – 8933

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$70,380	\$69,960
Service & Supplies	\$1,163,757	\$1,163,757
Total Appropriations	\$1,234,137	\$1,233,717

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$1,187,990	\$1,187,570
Recovery of Co Wide Cost Alloc	\$46,147	\$46,147
Total Revenue	\$1,234,137	\$1,233,717
NCC	\$0	\$0

Total Recommended Positions:

Total Positions for the above program include 0.5 full time equivalent(s) (FTE), which reflect a decrease of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- No reduction is recommended, therefore no impact is evaluated.

Financial Management

Program Description

- Function(s) – Financial Information Management is composed of a Budget system and a Financial Management system. Together they provide information to facilitate and track establishing budgets for all county departments and then controlling and reporting revenue and expenditure against those established budgets. In addition, control and reporting of revenue and expenditures is provided for other entities who deposit and maintain funds with County but who are not a part of the County budgeting process. Financial Information Management also includes timely and accurate retention and control of all information necessary for County financial operations including general ledger, fixed assets, cash management, purchasing, accounts payables, accounts receivables, and tax reporting.
- Outcome(s) -- Accurate and timely availability of information necessary to budget revenue and expenditures with appropriate control and reporting of the actual transactions.
- Mandates & Level of Mandated Activities -- Program is not mandated but supports mandates from customer departments.
- Appropriation Detail -- Overall program decrease of \$100,582. A decrease of \$61,915 in software costs coupled with a \$75,000 decrease in projected upgrade expenses was offset by a \$76,214 increase in labor charges. An additional decrease of \$11,025 occurred because of the more efficient use of IT services. Smaller changes in multiple other accounts make up the difference.

PeopleSoft Operations – 8933

- Revenue Detail – After accounting for a credit of \$46,148 from the County Wide Cost Allocation Plan, all other expenses are recovered through the application of the financial transaction rate to all users of the system.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$70,380	\$69,960
Service & Supplies	\$1,566,136	\$1,566,137
Total Appropriations	\$1,636,516	\$1,636,097

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$1,590,368	\$1,589,949
Recovery of Co Wide Cost Alloc	\$46,148	\$46,148
Total Revenue	\$1,636,516	\$1,636,097
NCC	\$0	\$0

Total Recommended Positions:

Total Positions for the above program include 0.5 full time equivalent(s) (FTE), which reflect a decrease of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- No reduction is recommended, therefore no impact is evaluated.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 2,869,814, a 0.5 % (\$75,395) decrease from fiscal year 2007-08, which is primarily due to a slight slow down in the system upgrade tempo, more efficient use of IT resources, and a \$92,295 Countywide Cost Allocation credit. Specific changes by revenue accounts are noted below.
 - Charges for Services (\$ 2,620,785) – Reflects the recovery of all remaining costs from the users of the system.
 - Other Financing Sources (\$ 156,733) – These revenues are paid by the General Fund on behalf of the county schools and cemetery districts and ensures the county is in compliance with the State's directive on cost allocation and ISF operations.
 - Recovery of Co Wide Cost Alloc (\$ 92,295) – This revenue comes as a result of a credit from the Countywide Cost Allocation Plan.

PeopleSoft Operations – 8933

PEOPLESFT OPERATIONS - 8933

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDEE SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2234	Information Technology Manager	E	<u>1</u>	<u>1</u>	\$ <u>91,430</u>
Subtotal			1	1	\$ 91,430
TOTAL REGULAR SALARIES					\$ 91,430

* No Salary Savings due to Single Position

Telecommunications – 8930/8931

TELECOMMUNICATIONS BUDGET 8930 / 8931 INTERNAL SERVICE AND EQUIPMENT FUNDS					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	673,421	796,744	833,923	37,179	5%
Services and Supplies	3,435,125	4,246,717	3,611,976	(634,741)	-15%
Other Charges	474,978	1,208,606	883,681	(324,925)	-27%
General Fixed Assets	550,376	363,600	306,445	(57,155)	-16%
Total Appropriations	\$ 5,133,900	\$ 6,615,667	\$ 5,636,025	(979,642)	-15%
<u>Revenues</u>					
Rev From Use of Money & Prop	196,011	125,546	216,214	90,668	72%
Charges For Services	4,398,209	6,126,521	4,918,151	(1,208,370)	-20%
Depreciation Carryover	99,717	363,600	306,445	(57,155)	-16%
Residual Equity Transfers (In)	666,250	-	-	-	
Retained Earnings	-	-	195,215	195,215	#DIV/0!
Total Revenues	\$ 5,360,187	\$ 6,615,667	\$ 5,636,025	(979,642)	-15%
<u>Net Profit/(Loss)</u>	\$ 226,288	0	0	0	#DIV/0!
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	10	10	10	0	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of September 30, 2007. It does not include expenditures against any prior year encumbrances.					

Telecommunications – 8930/8931

FUNCTION

The Telecommunications Unit is an Internal Service Fund (ISF), operating from two budget organizations, that finances the operation, maintenance, and upgrade of the County's extensive telephone system. Organizationally, the unit is managed as a division of the Information Technology Services Department (ITSD). The County's telephone system consists of leased lines from commercial telephone companies, NORTEL switches, in-building cabling and wiring closets, and desk-set telephone equipment. The employees in this ISF are working in conjunction with other ITSD staff to implement the integration of voice and data communications, manage building and closet wiring, and coordinate technical support.

OVERVIEW

The FY 2008-2009 Recommended Budget is \$5,636,025 which includes \$306,445 in fixed asset purchases for phone system additions and upgrades that are 100% offset by depreciation carryover. This budget also recommends the continuation of the current position count of ten employees. A (\$0) salary savings has been used in calculating Regular Salaries (account 6100) in the Recommended Budget due to a small work group.

DEPARTMENT COMMENTS

The Telecommunications Unit is an Internal Service Fund (ISF), operating from two budget organizations, that finances the operation, maintenance, and upgrade of the County's extensive telephone system. Organizationally, the unit is managed as a division of the Information Technology Services Department (ITSD). The County's telephone system consists of leased lines from commercial telephone companies, NORTEL switches, in-building cabling and wiring closets, and desk-set telephone equipment. The employees in this ISF are working in conjunction with other ITSD staff to implement the integration of voice and data communications, manage building and closet wiring, and coordinate technical support.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Traditional telephone System	\$4,665,611	\$4,665,611	\$0	9.0
Cellular communications	\$983,349	\$983,349	\$0	1.0
Total:	\$5,648,960	\$5,648,960	\$0	10.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Traditional Telephone System	\$4,655,095	\$4,655,095	\$0	9.0
Cellular Communications	\$980,930	\$980,930	\$0	1.0
Total:	\$5,636,025	\$5,636,025	\$0	10.0

PROGRAM BUDGETS

Traditional Telephone System

Program Description

- Function(s) – Budget unit acts as the technical facilitator between departments, other County service departments, and vendors to supply traditional, wired telephone equipment and services to include project development, installation, operational, logistical, maintenance, financial and other related management services.
- Outcome(s) -- Continuation of existing services with emphasis on cost reductions and increasing customer service levels through service contract development, automation, deployment of new technology, standardization and consolidation. Implementation of upgrades to existing County system and expansion into other locations.
- Mandates & Level of Mandated Activities -- This is not a mandated program, but it may support mandates managed by customer departments.
- Appropriation Detail -- The overall appropriations for this program represent a decrease of \$526,286. This is due mainly to the discontinuation of support for the San Joaquin Valley Library System, which now operates independently, and the decrease in depreciation resulting from the extension of the useful life of the telephone system by two years. The decrease in appropriations would have been much greater except for a significant increase (\$503,142) in the Countywide Cost Allocation.
- Revenue Detail -- Costs are recovered by either direct cost pass throughs or the application of a service rate.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$754,602	\$744,086
Service & Supplies	\$2,807,083	\$2,807,083
Other Charges	\$823,481	\$823,481
Fixed Assets	\$280,445	\$280,445
Total Appropriations	\$4,665,611	\$4,655,095

Fixed Assets (\$280,445):

No. of Items	Program No	Item Description	Cost	Purpose
0	90589	Moves/Adds/Changes - 08/09	\$280,445	Customer requests for system changes
Total Cost:			\$280,445	

Telecommunications – 8930/8931

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Revenue from the Use of Money	\$178,576	\$178,576
Charges for Service	\$4,308,383	\$4,017,498
Depreciation Carryover	\$178,652	\$459,021
Total Revenue	\$4,665,611	\$4,655,095
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 9.0 full time equivalent(s) (FTE), which reflect a decrease of 0.0 FTE(s) from FY 2007-08.

Cellular Communications

Program Description

- Function(s) – Facilitates the provisioning of cellular voice and data equipment and services to departments. Tracks and analyses pricing structures and provides information to departments necessary in the determination of the most cost effective combination of service provider, coverage, features, security, equipment and service options to meet department criteria. Provides technical expertise needed for equipment and accessory ordering, activation, and organization of billing components. In the upcoming year, this unit will facilitate the migration from County owned cell phones to a stipends system. Where feasible and efficient employees will receive stipends for the use of their personal cell phones in place of County owned cell phones.
- Outcome(s) -- Expand automation of equipment and services to provide additional management and technical processes necessary to increase the emphasis on department equipment and service accountability and control.
- Mandates & Level of Mandated Activities -- This is not a mandated program but it may support mandates being managed by customer departments.
- Appropriation Detail -- The overall appropriations for this program represent a decrease of \$107,793. This is due mainly to negotiating better service programs from the commercial service providers and a refinement in the criteria defining to whom cellular devices are issued.
- Revenue Detail -- Costs are recovered by either pass throughs of direct costs or the application of a service rate.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$92,256	\$89,837
Service & Supplies	\$804,893	\$804,893
Other Charges	\$60,200	\$60,200

Telecommunications – 8930/8931

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Fixed Assets	\$26,000	\$26,000
Total Appropriations	\$983,349	\$980,930

Fixed Assets (\$26,000):

No. of Items	Program No	Item Description	Cost	Purpose
0	90589	Moves/Adds/Changes - 08-09	\$26,000	Customer requests for system changes
Total Cost:			\$26,000	

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Revenue from the Use of Money	\$37,638	\$37,638
Charges for Service	\$919,711	\$900,729
Depreciation Carryover	\$26,000	\$42,563
Total Revenue	\$983,349	\$980,930
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 10.0 full time equivalent(s) (FTE), which reflect a decrease of 0.0 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 5,636,025, a 15.0 % (\$ 979,642) decrease from fiscal year 2007-08, which is primarily due to decreases in expenses related to the planned separation (removal) of the San Joaquin Valley Library System, and also from decreased depreciation due to increasing the useful life of the telephone system by an additional two years. Specific changes by revenue accounts are noted below.
 - Revenue from Use of Money (\$ 216,214) -- These estimated interest earnings are being used to reduce the Communication rate.
 - Charges for Services (\$4,918,151) – Reflects the recovery of costs for services provided to the customer departments.
 - Depreciation Carryover (\$306,445) – Represents funding to finance the replacement of fully depreciated telephone equipment.
 - Intrafund Revenue (\$195,215) -- Represents excess depreciation that was inadvertently collected and now used to reduce Communication rates.

Telecommunications – 8930/8931

PENDING FACTORS

The upgrade of the County phone system from conventional Nortel hardware to VoIP based telephony and a fully integrated network with data services will begin in the upcoming year. Significant savings are anticipated over the long term from this upgrade.

Telecommunications – 8930/8931

TELECOMMUNICATIONS - 8930-8931

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
3080	Office Assistant III	1054	1	1	\$ 35,555
3110	Office Assistant II	946	2	2	59,579
3138	Telecommunications Services Asst II	1350	3	3	130,065
3702	Information Technology Support Technician III	1183	1	1	37,118
3707	Information Technology Analyst IV	2305	1	1	75,879
3708	Senior Information Technology Analyst	2625	1	1	86,458
3706	Information Technology Analyst III	1934	1	1	<u>57,767</u>
Subtotal			10	10	\$ 482,421
TOTAL REGULAR SALARIES					\$ 482,421

No salary savings due to small group.

Personnel – 1010

Personnel Services BUDGET 1010 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	2,412,748	2,386,294	\$2,574,391	188,097	8%
Services and Supplies	676,450	676,042	696,516	20,474	3%
Total Appropriations	\$ 3,089,198	\$ 3,062,336	\$ 3,270,907	\$ 208,571	7%
<u>Revenues</u>					
Charges For Services	473,212	361,537	414,326	52,789	15%
Miscellaneous Revenues	135	-	-	-	0%
Intrafund Revenue	1,026,875	1,076,568	984,183	(92,385)	-9%
Total Revenues	\$ 1,500,223	\$ 1,438,105	\$ 1,398,509	(39,596)	-3%
<u>Net County Cost</u>	\$ 1,588,975	\$ 1,624,231	\$ 1,872,398	\$ 248,167	15%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	33	30	30	-	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

FUNCTION

The Personnel Services Department provides Countywide centralized management and administrative oversight for activities associated with personnel, labor relations, employee benefits, loss prevention training, and risk management services. Pursuant to Fresno County Ordinance Code Chapter 2.12 and Administrative Policy Number 54, these countywide personnel services are provided from a centralized perspective, to ensure uniformity and consistency of personnel services and to maximize economy of scale. Individual departments, however, are responsible for personnel actions related to employee selection, development, retention, and separation, in consultation and/or collaboration with the Personnel Services Department.

Organizationally, the Department is divided into four divisions with one administrative unit (responsible for department administrative and business functions, budgeting, finance, strategic planning, research and development and legislative analysis). The Employment Services Division is responsible for recruitment and examination activities, workforce reduction processes, administration of the classification and compensation program and retention analysis; as well as providing funding and support to the Civil Service Commission. The Labor Relations Division is responsible for labor contract negotiations, contract administration, employee grievance resolution, employment discrimination complaints, bargaining unit determination, and unfair labor practice charges. The Risk Management and Employee Benefits Divisions are accounted for in the Risk Management budget (8925).

OVERVIEW

The 2008-09 Recommended Budget of \$3,270,907 reflects a 15% (\$248,167) increase in net County cost over the 2007-08 Adopted Budget. Staffing is recommended at 30 positions, which reflects the same staffing level as FY 2007-08. A 4% (\$69,060) salary savings has been used in calculating Regular Salaries (account 6100) in the Recommended budget. In addition, \$35,944 in related benefit savings is included.

DEPARTMENT COMMENTS

In 2002, your Board approved a reorganization of the Personnel Services Department with the anticipation of fortifying/expanding existing programs/services and staff. Since 2004, the County's overall fiscal condition has prevented both fortification and expansion of programs as positions have been both added and deleted for a net loss in staffing. Since the 2004-05 Adopted Budget, Personnel Services (1010) will have experienced a reduction of five positions, or 15% of total staffing plus a significant increase in the amount budgeted for salary savings. As a result of diminishing resources, it has become necessary to eliminate most non-mandated functions and reduce service levels related to providing mandated services.

Over the last few fiscal years, we have continued to see the demand for both direct and indirect services grow, while staffing has remained stagnant or decreased in some program areas. Furthermore, a general lack of depth and experience among County supervisors and managers involving personnel and labor relations matters has increased the reliance on the Personnel Services Department to minimize liability for the County and maintain effective employee/employer relations.

The Department's countywide revenue allocation provided by the County Administrative Office will maintain staffing at its current level. This will allow the Department to provide mandated services to County departments at the current reduced service levels. Many of the non-mandated services, such as non-mandated training, the Countywide

Personnel – 1010

Employee Recognition Program and Career Development Training were eliminated in the 2007-08 Adopted Budget. It should be noted that the 2007-08 budget also included the complete elimination of the Principal Personnel Analyst classification from the Department. This resulted in the shift of day-to-day supervision of staff and/or programs to the Personnel Service Managers which has negatively impacted overall policy oversight.

Even with the impact of the County's financial downturn over the past few years, the Personnel Services Department continues to evolve and provide oversight for many mandated programs. During the prior fiscal year, we continued to provide critical support and consultation services to those departments facing operational and organizational issues. However, given previous reductions in staffing and increase in workload, the department has been forced to become more reactive in certain situations while still being able to respond to County departments' needs. In addition, a critical area that will continue to be impacted by the reduction of positions is compliance with the Local Agency Personnel Standards (LAPS) audit which is scheduled to occur in September 2008. The previous State audit noted deficiencies which needed to be addressed to ensure that funding is not jeopardized and to avoid State intervention. The reduction in staffing makes it difficult, if not impossible, to address all deficiencies identified.

Finally, as a result of intensive placement efforts, separation of employees from County service have been avoided through previous FY workforce reductions; however, we are anticipating significant difficulty in 2008-09 with the transition and placement of employees impacted by budget reductions due to our own department staffing cuts over the last few fiscal years and the magnitude of county-wide layoffs. The elimination of positions within the Personnel Services Department becomes even more critical as the Department shifts from an active recruitment process to the managing of the workforce reduction activities and associated management of layoff lists.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Employment Services	\$2,012,204	\$886,640	\$1,125,564	18.3
Labor Relations	\$687,359	\$144,573	\$542,786	6.0
Peoplesoft HR Process/ Support	\$216,478	\$92,564	\$123,914	2.2
Bus/Adm For Risk Management	\$293,176	\$293,176	\$0	2.5
Total:	\$3,209,217	\$1,416,953	\$1,792,264	29.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Employment Services	\$2,075,469	\$866,959	\$1,208,510	19.3
Labor Relations	\$684,945	\$144,573	\$540,372	6.0

Personnel – 1010

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Peoplesoft HR Process/Support	\$216,080	\$92,564	\$123,516	2.2
Bus/Adm For Risk Management	\$294,413	\$294,413	\$0	2.5
Total:	\$3,270,907	\$1,398,509	\$1,872,398	30.0

PROGRAM BUDGETS

Employment Services

Program Description

- Function(s) –
- Recruitment and Exam Function: The recruitment and exam program conducts recruitments for all Fresno County departments pursuant to the Civil Service Merit System and Local Agency Personnel Standards (LAPS), consistent with Equal Employment Opportunity (EEO) guidelines. Each recruitment consists of an examination process which is developed to measure candidates' relative abilities to perform the essential functions of the position for which they are applying. Tests may consist of written, oral, performance, physical, education and/or experience evaluations, or a combination of these or any other processes to identify the best qualified candidates "on the basis of merit and ability rather than political affiliations". The testing process establishes a ranked list in accordance with the applicants' final scores. This is followed by certification of the appropriate number of names to the department for employment consideration. Pre-employment medical/psychological examinations may be conducted for some classifications.
- Administration of Layoff Function: Layoffs result because of changes of duty or organization, lack of work/funds, or return of another employee from leave of absence necessitate the elimination of positions. Responsibilities associated with this function include: determining seniority pursuant to County Personnel Rule 12; serving layoff notices; advising of bumping/appeal rights; and seeking layoff alternatives and discussing options with affected employee(s) for alternative County positions to avoid separation from County service whenever possible.
- Classification and Compensation Function: The Classification and Compensation Function is responsible for the maintenance and revision of the County's Classification Plan pursuant to legally mandated job requirements, the Civil Service Merit System and LAPS and consistent with EEO guidelines. In consultation with Department heads, the function is responsible for auditing positions, conducting job classification studies, developing job specifications for classified and unclassified positions, and making recommendations on the appropriate compensation in relationship to the relevant labor market and direction from the Board of Supervisors. Additional responsibilities include maintenance and administration of the Salary Resolution and Personnel Rules.
- Equal Employment Opportunity Function: This function is responsible for administering the Board of Supervisor's policies related to equal employment as

Personnel – 1010

required by various statutes and regulatory guidelines including LAPS. This function includes maintaining an Equal Employment Opportunity (EEO) Plan that develops and monitors labor market and County demographic data and establishes policies, procedures and goals to ensure that the County is discrimination-free. The discrimination complaint process is administered under the Labor Relations Program.

- The Civil Service Commission is established by the Fresno County Charter to oversee the Civil Service Merit System of selection and retention of County employees in the classified service. The Commission consists of five (5) members appointed by the Board of Supervisors to serve four-year terms of office. Meetings are held as often as necessary but at least once a month. The Personnel Department is responsible for preparing and maintaining the CSC budget, monitoring contracts and serving as liaison with the CSC secretary and attorney, and processing payments to CSC members and vendors.
- Outcome(s) –
- The outcome of the Employment Services Program is to administer and enforce the Civil Service Merit System by providing a system for the selection and retention of employees "on the basis of merit and ability rather than political affiliation" consistent with EEO guidelines and statutory requirements. This is accomplished by administering competitive examinations and selection processes based on a fair and equitable classification and compensation classification plan. The goal is to be responsive and proactive in working with departments to fill vacancies in an expeditious manner in order to maintain the expected level of service by attracting the most qualified individuals. The expected outcome of the administration of the Layoff function is to provide for orderly and equitable reduction in workforce when layoff is necessary and provide alternative County positions where possible to avoid separation.
- Mandates & Level of Mandated Activities – All program functions are mandated by various statutory and regulatory constructs, County initiated mandates and contractual obligations or are critical to supporting the mandated activities.
- Appropriation Detail – Total appropriations under this Program are budgeted at \$2,075,469. The appropriations maintain the current staffing level. Additionally, appropriations reflect a reduction of \$43,725 in projected recruitment advertising costs due to the focus of lay-off activity and placements.
- Revenue Detail – Revenues are estimated at \$866,959 and reflect a decrease based on actual receipts and a projected reduction in the reimbursable recruitment advertising costs.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,408,971	\$1,506,742
Service & Supplies	\$603,233	\$568,727
Total Appropriations	\$2,012,204	\$2,075,469

Personnel – 1010

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$33,086	\$26,342
Intrafund	\$853,554	\$840,617
Total Revenue	\$886,640	\$866,959
NCC	\$1,125,564	\$1,208,510

Total Recommended Positions

Total Positions for the above program include 19.3 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- The current year Adopted Budget included service level reductions. The 2008-09 Recommended Budget reduces Services and Supplies to a very minimal level with no ability to cover unanticipated costs.

Labor Relations

Program Description

- Function(s) –
- The function of the Labor Relations Division is to establish formal policies and procedures which will provide for the orderly and systematic consideration of employee relations matters regarding hours, wages, and other terms and conditions of employment between the County and its employees and their recognized employee organizations. Primary functions include the following: Negotiating contracts with Unions/Associations that represent County employees; Handling all meet and confer issues as it relates to hours, wages, and other terms and conditions of employment; Administration/Interpretation of Memorandum of Understanding (MOU) contract language and the myriad of statutory and regulatory constructs including County initiated mandates; Processing/Resolving employee grievances; Supporting department-level methods in resolving employee conflict; Being a liaison to Unions/Associations on employee relations issues; Facilitating labor/management committees and other collaborative processes; Administering employee representation, unit determination issues and unfair labor practice charges; Administering the Discrimination Complaint process.
- Outcome(s) – It is the goal of Labor Relations to provide a positive employer/employee work environment which is characterized by professionalism, open and trustworthy communication and quality customer service while being responsible fiscal stewards.
- Mandates & Level of Mandated Activities – All program functions are either mandated by various statutory and regulatory constructs, County initiated mandates and contractual obligations with labor or are critical to supporting the mandated activities.
- Appropriation Detail -- Total appropriations under this Program are budgeted at \$684,945. The appropriations reflect an increase in Services and Supplies to reflect

Personnel – 1010

an increase in mediation/arbitration services due to increases in the number of employee discrimination complaints filed.

- Revenue Detail – Revenues are estimated at \$144,573 for the recovery of labor charges to departments with third party revenues and the recovery of professional services related to grievance hearings.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$602,203	\$602,355
Service & Supplies	\$85,156	\$82,590
Total Appropriations	\$687,359	\$684,945

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$1,007	\$1,007
Intrafund	\$143,566	\$143,566
Total Revenue	\$144,573	\$144,573
NCC	\$542,786	\$540,372

Total Recommended Positions

Total Positions for the above program include 6.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- The current year Adopted Budget included service level reductions. The 2008-09 Recommended Budget will maintain these reduced services at the current level.

PeopleSoft Human Resource System Processing and Support

Program Description

- Function(s) – This function is focused on executing all approved personnel transactions and benefits eligibility changes in the PeopleSoft Human Resources System in compliance with the Personnel Rules, Salary Resolution and applicable federal/state laws. This includes the administration of benefit eligibility programs, coordinating PeopleSoft upgrades, testing and implementing all benefit eligibility, personnel or payroll changes, monitoring of group salary adjustments (mass salary) and training staff on PeopleSoft functions. This function also seeks to leverage new functionality within PeopleSoft to maximize efficiency by working collaboratively with the PeopleSoft Project Team and Oversight Committee, and County Departments. The PeopleSoft function related to Personnel Department responsibilities is also funded and accounted for in the Risk Management budget 8925.
- Outcome(s) – The outcome of the Peoplesoft Human Resource System Processing and Support function is to ensure accurate, timely personnel/payroll transactions,

Personnel – 1010

electronic personnel records maintenance and benefits eligibility that comply with applicable County policies, MOU's and federal/state law. The function also focuses on executing these tasks in the most cost effective and efficient manner.

- **Mandates & Level of Mandated Activities** – All program functions are either mandated by various statutory and regulatory constructs, County initiated mandates and contractual obligations or are critical to supporting the mandated activities.
- **Appropriation Detail** – The Recommended Budget of \$216,080 finances these functions at the same level of the Current Adopted Budget.
- **Revenue Detail** – Revenues of \$92,564 represent charges to the Information Technology Services Department - PeopleSoft Human Resource Budget and represent a slight increase over the 2007-08 Budget.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$196,808	\$197,299
Service & Supplies	\$19,670	\$18,781
Total Appropriations	\$216,478	\$216,080

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$92,564	\$92,564
Total Revenue	\$92,564	\$92,564
NCC	\$123,914	\$123,516

Total Recommended Positions

Total Positions for the above program include 2.2 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- The Recommended Budget maintains current service levels.

Business/Administrative Services Provided to Risk Management

Program Description

- **Function(s)** – The Administration Unit is responsible for department administrative and business functions, budgeting, finance, strategic planning, legislative analysis, policies and procedures, information systems, agenda item coordination, research and development, special projects and oversight and training support to the Loss Prevention Training Program. Costs related to services provided to the Risk Management Budget are shown under this program and are charged to the Risk Management budget 8925. Costs related to services provided for programs within the Personnel budget 1010 are included in each program within this narrative (Employment Services, Labor Relations and PeopleSoft HR Process/Administration) are reflected within their respective programs.

Personnel – 1010

- Outcome(s) – The goal of the Administration function is to provide policy direction and oversight while ensuring effective and efficient internal administration of the department required to provide consistent and coordinated efforts for all services provided by the Department of Personnel Services.
- Mandates & Level of Mandated Activities – This function is not mandated, however, is essential to process business transactions, comply with budget requirements and administer the mandated programs in the Risk Management budget.
- Appropriation Detail – The Recommended Budget of \$294,413 finances these functions at the same level of the Current Adopted Budget.
- Revenue Detail – Revenues related to these services reflect an increase based on actual charges and the addition of facility/security service costs allocated to this program for reimbursement.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$265,866	\$267,995
Service & Supplies	\$27,310	\$26,418
Total Appropriations	\$293,176	\$294,413

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$293,176	\$294,413
Total Revenue	\$293,176	\$294,413
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 2.5 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 1,398,509, a 3.0 % (\$ 39,596) decrease from fiscal year 2007-08, which is primarily due to loss of full year revenues associated with the elimination of Staff Development and Training and lower anticipated revenues associated with recruitment advertising costs. Specific changes by revenue accounts are noted below.
 - Charges For Services (\$ 414,326) – This amount represents a \$52,789 increase over 2007-08 based on actual charges to Departments outside the County General Fund such as Risk Management and Information Technology Services.
 - Intrafund Revenue (\$ 984,183) – This amount represents a \$92,385 decrease due primarily to the loss of full year revenues associated with the elimination of Staff Development and Training and lower anticipated revenues associated with recruitment advertising costs.

Personnel – 1010

PERSONNEL SERVICES DEPARTMENT - 1010

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
8063	Director of Personnel Services	B	1	1	\$ 129,022
2277	Personnel Services Manager	E	3	3	258,018
2334	Personnel Services Business Manager	E	1	1	81,408
2251	Senior Personnel Analyst	F	3	3	211,067
2249	Personnel Analyst III	2060	5	5	331,773
2252	Personnel Analyst II	1784	1	1	50,576
2253	Personnel Analyst I	1607	4	4	187,662
3161	Secretary IV - Conf.	1299	1	1	38,374
2237	Personnel Technician I - Conf.	1132	2	2	73,937
2236	Personnel Technician II - Conf.	1250	1	1	35,572
2235	Personnel Technician III - Conf.	1398	3	3	135,817
3261	Account Clerk III - Conf.	1113	1	1	37,667
3081	Office Assistant III - Conf.	1054	1	1	33,864
3111	Office Assistant II - Conf.	946	2	2	54,047
2209	Administrative Services Assistant	1856	1	1	51,915
Subtotal			30	30	\$ 1,710,719
Auto Allowance					6,156
Bilingual Skill Pay					1,800
Less Salary Savings					(69,060)
TOTAL REGULAR SALARIES					\$ 1,649,615

Risk Management – 8925

RISK MANAGEMENT BUDGET 8925 INTERNAL SERVICE FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	1,916,083	2,102,296	2,146,210	43,914	2%
Services and Supplies	81,397,168	92,285,786	104,461,461	12,175,675	13%
Total Appropriations	\$ 83,313,252	\$ 94,388,082	\$ 106,607,671	12,219,589	13%
<u>Revenues</u>					
Rev From Use of Money & Prop	1,733,493	975,000	1,888,780	913,780	94%
Intergovernment Revenues - St	31,880	-	-	-	0%
Charges For Services	87,725,441	93,013,489	103,500,865	10,487,376	11%
Miscellaneous Revenues	37,740	399,593	420,957	21,364	5%
Other Financing Sources	18,372,915	-	-	-	0%
Retained Earnings	-	-	797,069	797,069	#DIV/0!
Total Revenues	\$ 107,901,469	\$ 94,388,082	\$ 106,607,671	12,219,589	13%
<u>(Deficit Recov)</u>	\$ (24,588,218)	\$ -	\$ -	\$ -	-100%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	25	27	26	(1)	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

FUNCTION

This Risk Management Internal Service Fund (ISF) finances the County's Risk Management and Employee Benefits programs. Administratively, these programs are managed through the Personnel Services Department (PSD). The ISF is the financial mechanism through which the County's self-insurance programs are funded, and commercial insurance and employee benefits are purchased. The ISF is financed by charges made to County departments for insurance coverage, contributions made by employees and retirees for their health coverage, and interest earned on self-insurance reserve funds. The Risk Management function administers the insurance programs (Workers' Compensation, General Liability, Medical Malpractice, Property/Vehicle Damage/Vehicle Replacement), directs the County's safety program, recovers damages due the County from third parties, provides risk management advice to County departments, provides loss prevention management and training, and controls mandated programs affecting employee safety. The Employee Benefits function provides and administers comprehensive benefits for eligible employees and retirees and their dependents including group health insurance, group life insurance, disability insurance, flex spending accounts, deferred compensation and other ancillary/voluntary benefit programs. Employee Benefits also coordinates the management of personnel records and the approval and processing of all personnel, compensation and benefit eligibility functions in the Peoplesoft Human Resource Management System (HRMS).

OVERVIEW

The 2008-09 Recommended Budget reflects a 13% (\$12,219,589) increase in appropriations over the 2007-08 Adopted Budget due primarily to an increase in the reserve levels in the Workers' Compensation Program and higher projected health care costs. Revenues reflect a 12% (\$11,422,520) increase over the 2007-08 Adopted Budget. This amount is \$797,069 lower than appropriations representing the net amount of retained earnings distribution in the Risk Management Fund attributed primarily to the Unemployment Insurance Program. A 2% (\$27,580) salary savings has been used in calculating Regular Salaries (account 6100) in the Recommended Budget. A \$14,570 savings in combined, related benefits has also been calculated in the Recommended Budget for Unemployment, Retirement, OASDI, and Health Insurance.

Salaries and Benefits, recommended at \$2,146,210, represent a 2% (\$43,914) increase over the current year due primarily to salary and benefit adjustments. Staffing is recommended at 26 positions, a reduction of one position from the current year.

Services and Supplies, recommended at \$104,461,461, represents a 13% (\$12,175,675) increase over the current year primarily due to the need to increase reserve levels in the Workers' Compensation Program and the anticipated higher cost of health insurance premiums, pursuant to the terms and conditions of the contractual agreement with health plan providers. The Recommended Budget once again includes the deferral of the deficit recovery in the Workers' Compensation Program for an additional year.

DEPARTMENT COMMENTS

Overall department comments are contained in the Personnel Services Budget (1010). However, in regards to this Risk Management Budget (8925) , it should be noted that we have been able to minimize rate increases associated with program costs over the last several years as well as stabilize the financial stability through proactive program management activities.

SUMMARY OF CAO RECOMMENDATIONS**FY 2008-09 Workload Budget:**

Program Name	Appropriations	Revenues	NCC	No. of Positions
Workers' Compensation	\$15,860,047	\$19,618,047	(\$3,758,000)	5.3
General Liability	\$6,153,127	\$5,656,127	\$497,000	3.3
Medical Malpractice	\$171,675	\$171,675	\$0	0.6
Property, Vehicle Damage/Replacement	\$832,219	\$594,774	\$237,445	2.1
Unemployment Insurance	\$1,018,355	\$689,381	\$328,974	0.1
Health Insurance Program	\$81,321,238	\$81,647,837	(\$326,599)	7.2
Personnel Processing Program	\$719,960	\$817,027	(\$97,067)	3.5
Ancillary/Voluntary Benefits	\$354,889	\$354,889	\$0	2.3
Loss Prevention Training	\$240,582	\$240,582	\$0	2.6
Retained Earnings	\$0	(\$3,118,247)	\$3,118,247	0.0
Total:	\$106,672,092	\$106,672,092	\$0	27.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Workers' Compensation	\$15,860,047	\$15,860,047	\$0	5.3
General Liability	\$6,153,127	\$5,656,127	\$497,000	3.3
Medical Malpractice	\$171,675	\$171,675	\$0	0.6
Property, Vehicle Damage/Replacement	\$832,219	\$594,774	\$237,445	2.1
Unemployment Insurance	\$1,018,355	\$467,644	\$550,711	0.1
Health Insurance Program	\$81,256,817	\$81,647,837	(\$391,020)	6.2
Personnel Processing Program	\$719,960	\$817,027	(\$97,067)	3.5
Ancillary/Voluntary Benefits	\$354,889	\$354,889	\$0	2.3
Loss Prevention Training	\$240,582	\$240,582	\$0	2.6
Retained Earnings	\$0	\$797,069	(\$797,069)	0.0
Total:	\$106,607,671	\$106,607,671	\$0	26.0

PROGRAM BUDGETS**Workers' Compensation Program****Program Description**

- Function(s) – The Workers' Compensation Program consists of the following functions: Assess and coordinate management of new and existing workers' compensation claims; Monitor treatment utilization with the third party administrator; Monitor third party administrator and ancillary services billing activities; Direct and coordinate investigation activities and fact gathering from departments; Perform

Risk Management – 8925

investigations to determine compensability; Assist departments in the interactive process to determine effective reasonable accommodation for industrial and non-industrial conditions as part of our Return to Work Program; Administer the Community-Based Organization Referral Program.

- These functions are complimented by various preventative safety activities carried out by staff as follows: Conduct department safety inspections; Develop and administer safety training programs; Provide research and analysis for County staff related to safety rules, regulations, requirements and standards; Respond to department request for consultation on potentially unsafe conditions and advise on abatement protocols; Assess causation and formulate responses to workplace/work-related safety incidents; Conduct ergonomic evaluations; Conduct quarterly meetings with department workers compensation and safety officers; Respond to employee complaints of unsafe conditions; Maintain the County Hazardous Material Safety Data Sheet Binder and the Manifest Consolidation database and program; Administer the County Department of Transportation (DOT) Drug and Alcohol Testing Program to include quarterly random testing and coordination with vendor and departments to ensure required testing is performed; Administer the County Department of Motor Vehicles (DMV) Pull Notice Program.
- Outcome(s) -- The various outcomes desired from program administration are as follows: Prevent injuries to County employees; Mitigate costs where injuries do occur; Facilitate proactive resolution of all claims in order to get injured employees back to the level of productivity experienced prior to the occurrence of any injury; Accept only legitimate claims through comprehensive claim investigation; Educate departments and their employees on the workers' compensation system and appropriate safe work practices; Assist in avoidance of prolonged absences and possible co-occurring Americans with Disabilities Act/Fair Employment and Housing Act liability through facilitation of interactive processes between injured employees and departments; Create stability in charges to departments while maintaining the financial viability of the program.
- Mandates & Level of Mandated Activities -- All program functions are mandated by various statutory and regulatory constructs as well as contractual obligations.
- Appropriation Detail – Total appropriations under this program are budgeted at \$15,860,047 and reflect an increase due primarily to increases in reserve levels based on an actuarial study to determine the estimated liability of outstanding claims.
- Revenue Detail – Revenues are budgeted at \$15,860,047 and represent interest earnings and charges to departments for the recovery of program expenditures. The actuary recommends that revenues be \$3,758,000 over appropriations which would reflect the recovery of 1/6 of the Workers' Compensation account deficit pursuant to Board policy approved on April 29, 2003. However, based on direction from the Executive Budget Committee, the deficit recovery is recommended to be deferred one additional year.

Risk Management – 8925

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$484,290	\$484,290
Service & Supplies	\$15,375,757	\$15,375,757
Total Appropriations	\$15,860,047	\$15,860,047

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Revenue from the Use of Money	\$900,307	\$900,307
Charges for Service	\$18,717,740	\$14,959,740
Deficit Recovery	\$-3,758,000	\$0
Total Revenue	\$15,860,047	\$15,860,047

Total Recommended Positions

Total Positions for the above program include 5.3 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

General Liability Program

Program Description

- Function(s) – The General Liability Program consists of the following functions: Receive, review, investigate and manage all tort claims for damages; Assign cases to defense attorneys; Maintain sufficient case reserves to appropriately reflect ultimate exposure; Prepare and track all legal notices necessary in compliance with Claims Filing Statute; Serve as County representative in settlement negotiations and court proceedings; Administer subrogation activities to facilitate third party recovery; Report in a timely manner all potential excess insurance claims to CSAC - EIA. These functions are complimented by various preventative Safety activities carried out by staff as delineated under the Workers' Compensation Program.
- Other ancillary functions that support exposure mitigation are as follows: Perform review of insurance and indemnification language in contracts; Assist departments in complex contract negotiations relative to insurance and indemnification issues; Coordinate access to other insurance programs for County departments and affiliated agencies to include Aviation, Pollution, Special Liability Insurance Program (SLIP), Special Property Insurance Program (SPIP) and Landfill Pollution; Administer the Special Event Insurance Program to include referring coverage requests to underwriter, collecting payment for approved events, and issuing appropriate certificate of insurance.
- Outcome(s) -- The various outcomes desired from program administration are as follows: Prevent liability for injury, property, and other damages claims from accruing to the County; Mitigate costs where claims do occur; Facilitate proactive and effective resolution of all claims; Educate departments and their employees on safe and appropriate work practices in order to prevent claim accrual; Create stability in charges to departments while maintaining the financial viability of the program.

Risk Management – 8925

- **Mandates & Level of Mandated Activities** -- All program functions are mandated by various statutory and regulatory constructs as well as contractual obligations or are critical to supporting the mandated activities.
- **Appropriation Detail** – Total appropriations under this program are budgeted at \$6,153,127 and reflect a slight decrease due to lower liability claim costs on a cash basis based on current year experience.
- **Revenue Detail** -- Revenues are budgeted at \$5,656,127 and represent interest earnings and charges to departments for the recovery of program expenditures. Revenues are projected to be \$497,000 less than appropriations which reflects a distribution of retained earnings through the rates.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$273,404	\$273,404
Service & Supplies	\$5,879,723	\$5,879,723
Total Appropriations	\$6,153,127	\$6,153,127

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Revenue from the Use of Money	\$289,000	\$289,000
Charges for Service	\$5,367,127	\$5,367,127
Retained Earnings	\$497,000	\$497,000
Total Revenue	\$6,153,127	\$6,153,127
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 3.3 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Medical Malpractice Program

Program Description

- **Function(s)** – The Medical Malpractice Program consists of the following functions: Receive, review, investigate and manage all claims submitted; Assign cases to defense attorneys; Maintain sufficient case reserves; Serve as County representative in settlement negotiations and court proceedings.
- **Outcome(s)** -- The various outcomes desired from program administration are as follows: Prevent liability for medical malpractice claims from accruing to the County; Mitigate costs where claims do occur; Facilitate proactive and effective resolution of all claims; Create stability in charges to departments while maintaining the financial viability of the program.
- **Mandates & Level of Mandated Activities** -- All program functions are mandated by various statutory and regulatory constructs as well as contractual obligations or are critical to supporting the mandated activities.

Risk Management – 8925

- Appropriation Detail – Total appropriations under this program are budgeted at \$171,675 and reflect an increase due to recent activity in the program.
- Revenue Detail -- Revenues are budgeted at \$171,675 and represent interest earnings and charges to departments for the recovery of program expenditures.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$47,139	\$47,139
Service & Supplies	\$124,536	\$124,536
Total Appropriations	\$171,675	\$171,675

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Revenue from the Use of Money	\$46,675	\$46,675
Charges for Service	\$125,000	\$125,000
Total Revenue	\$171,675	\$171,675
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 0.6 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Property/Vehicle Damage/Vehicle Replacement

Program Description

- Function(s) – The Property/Vehicle Damage/Vehicle Replacement Programs, are designed to protect County property/vehicle assets, consist of the following functions: Receive, log, review and investigate property/vehicle damage claims; Coordinate property claim processing with insurer for claims exceeding the program deductible; Facilitate appropriate journal voucher transactions. These functions are complimented by various preventative safety activities carried out by staff as delineated under Workers' Compensation Program.
- Outcome(s) -- The various outcomes desired from program administration are as follows: Prevent property/vehicle damage/loss from occurring; Mitigate costs where property/vehicle damage/loss does occur; Facilitate proactive and effective resolution of all property/vehicle damage/loss claims; Create stability in charges to departments while maintaining the financial viability of the program.
- Mandates & Level of Mandated Activities -- All program functions are mandated by a variety of County initiated mandates and contractual obligations.
- Appropriation Detail – Total appropriations under this program are budgeted at \$832,219 and reflect a slight decrease due to lower claim costs on a cash basis based on current year experience.
- Revenue Detail -- Revenues are budgeted at \$594,774 and represent interest earnings, anticipated insurance proceeds and charges to departments for the

Risk Management – 8925

recovery of program expenditures. Revenues are projected to be \$237,445 less than appropriations which reflects a distribution of retained earnings through the rates.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$155,772	\$155,772
Service & Supplies	\$676,447	\$676,447
Total Appropriations	\$832,219	\$832,219

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Revenue from the Use of Money	\$32,724	\$32,724
Charges for Service	\$434,077	\$434,077
Miscellaneous Revenues	\$127,973	\$127,973
Retained Earnings	\$237,445	\$237,445
Total Revenue	\$832,219	\$832,219
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 2.1 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Unemployment Insurance

Program Description

- Function(s) – This Program, designed to administer and track the County's unemployment Insurance costs, consists of the following functions: Coordinate flow of separation information between departments and the program's third party administrator; Review benefit charges by the State to ensure benefits are not unnecessarily paid; Ensure timely and accurate quarterly payments are made to the State.
- Outcome(s) -- The various outcomes desired from program administration are as follows: Ensure mandated income protection is available for qualified individuals upon separation; Create stability in charges to departments while maintaining the financial viability of the program.
- Mandates & Level of Mandated Activities -- All program functions are mandated by statute.
- Appropriation Detail – Total appropriations under this program are budgeted at \$1,018,355 and reflect a slight decrease due to lower actual unemployment claim costs.
- Revenue Detail -- Revenues are budgeted at \$467,644 and represent interest earnings and charges to departments for the recovery of program expenditures. Revenues are projected to be \$550,711 less than appropriations which reflects a distribution of Program retained earnings through the rates.

Risk Management – 8925

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$4,760	\$4,760
Service & Supplies	\$1,013,595	\$1,013,595
Total Appropriations	\$1,018,355	\$1,018,355

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Revenue from the Use of Money	\$41,569	\$41,569
Charges for Service	\$647,812	\$426,075
Retained Earnings	\$328,974	\$550,711
Total Revenue	\$1,018,355	\$1,018,355
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 0.1 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Health Insurance Program

Program Description

- Function(s) – The Health Insurance Program is primarily focused on providing quality, cost-effective health insurance programs to County employees, their dependents and retirees. The program has the following functions:
- Health Insurance Eligibility function: This function is focused on the administration of eligibility for the County's group health, dental, prescription, vision and mental health for active employees, their dependents and retirees. This includes the administration of eligibility and rates in the Peoplesoft Human Capital Management (HCM) system; advising employees and retirees on health insurance options and Medicare eligibility; administration of eligibility in the self funded Prescription Benefits Management (PBM) program; coordination of eligibility; premium billing for employees on COBRA or a leave of absence; and acting as an eligibility liaison with health insurance program providers and coordination of the County's Employee Assistance Program (EAP).
- Health Insurance Administration function: This function is focused on securing and monitoring quality, cost-effective health insurance program vendors for County employees, their dependents and retirees. This includes working closely with labor representatives on the Health Benefits Advisory Council on recommending options to the Board each year; negotiating with the health plans on the benefits and cost for County employees; executing and monitoring related agreements; monitoring vendor performance; reviewing utilization; and meeting with health vendors each quarter and ensuring compliance with all federal and state laws including COBRA and HIPAA.

Risk Management – 8925

- Outcome(s) -- The outcome of the health insurance program is to provide quality, cost-efficient health insurance programs to County employees, their dependents and retirees and compliance with all related Federal and State law.
- Mandates & Level of Mandated Activities -- All program functions are mandated by a variety of County initiated mandates and contractual obligations with labor as well as various statutory and regulatory constructs or are critical to supporting the mandated activities.
- Appropriation Detail – Total appropriations under this program are budgeted at \$81,256,817 and reflect an increase due primarily to anticipated increases in health insurance premiums, pursuant to the terms and conditions of the contractual agreements.
- Revenue Detail -- Revenues are budgeted at \$81,647,837 and represent interest earnings and charges to departments for the recovery of program expenditures. Revenues are projected to be \$391,020 over appropriations which reflects the recovery of a deficit in the prescription account over a five year period.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$551,564	\$487,145
Service & Supplies	\$80,769,674	\$80,769,672
Total Appropriations	\$81,321,238	\$81,256,817

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Revenue from the Use of Money	\$578,505	\$578,505
Charges for Service	\$81,069,332	\$81,069,332
Deficit Recovery	\$-326,599	\$-326,599
Total Revenue	\$81,647,837	\$81,647,837

Total Recommended Positions

Total Positions for the above program include 6.2 full time equivalent(s) (FTE), which reflect a decrease of 1.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
3126	Office Assistant I	Vacant	1.0	\$38,853
Totals			1.0	\$38,853

Risk Management – 8925

Service Impact of Funding Reductions:

- The reduction of one Office Assistant position will result in reduced quality control for health eligibility/premium processing, will delay implementation of dependent eligibility review and will slow response time for customer service.

Personnel Processing Program

Program Description

- Function(s) – The Personnel Processing Program is focused on accurate, timely personnel transactions and benefits eligibility that comply with the Personnel Rules, Salary Resolution and all applicable laws and statutes. The program has the following functions:
- Personnel Records Management function: The Personnel Records Management function is focused on the initial review and processing of all personnel transactions. This includes reviewing personnel transactions for completeness, accuracy and compliance with the Personnel Rules, Salary Resolution, applicable Memorandum of Understanding (MOU) and federal/state laws; employment verification; maintaining all personnel records and the biweekly processing of personnel transactions in Peoplesoft HCM.
- Personnel Transaction Approval function: This function focuses on higher level review and approval of all personnel transactions and the education and approval of protected leaves. This includes advising and educating employees and department personnel representatives to ensure consistent application of the Personnel Rules, Salary Resolution, MOU and applicable federal/state laws; final review and approval of all personnel transactions; coordination of the compulsory medical examination process consistent with Personnel Rule 8024; advising departments and approving protected leaves consistent with all federal/state laws; and coordination of the Advanced Disability Retirement Payment (ADRP) program pursuant to Labor Code 4850.
- Peoplesoft HCM Coordination function: This function is focused on executing all approved personnel transactions and benefits eligibility changes in Peoplesoft HCM in compliance with the Personnel Rules, Salary Resolution and applicable federal/state laws. This includes the administration of benefit eligibility programs; coordinating Peoplesoft upgrades; testing and implementing all benefit eligibility; personnel or payroll changes; monitoring of group salary adjustments (mass salary) and training staff on Peoplesoft functions. This function also seeks to leverage new functionality within Peoplesoft to maximize efficiency.
- Outcome(s) -- The outcome of the personnel processing program is to ensure accurate, timely personnel transactions and benefits eligibility that comply with applicable County policies and federal/state law.
- Mandates & Level of Mandated Activities -- All program functions are mandated by a variety of County initiated mandates and contractual obligations with labor as well as various statutory and regulatory constructs or are critical to supporting the mandated activities.
- Appropriation Detail – Total appropriations under this program are budgeted at \$719,960 and reflect an increase due primarily to a higher number of employees receiving benefits under the Advance Disability Retirement Program.

Risk Management – 8925

- Revenue Detail – Revenues are budgeted at \$817,027 and represent interest earnings, reimbursement of Advance Disability Retirement Program payments from the Retirement Association and charges to departments for the recovery of program expenditures. Revenues are projected to be \$97,067 over appropriations which reflects the recovery of a deficit over a three year period.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$281,160	\$281,160
Service & Supplies	\$438,800	\$438,800
Total Appropriations	\$719,960	\$719,960

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$524,043	\$524,043
Miscellaneous Revenues	\$292,984	\$292,984
Deficit Recovery	\$-97,067	\$-97,067
Total Revenue	\$817,027	\$817,027

Total Recommended Positions

Total Positions for the above program include 3.5 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Ancillary/Voluntary Benefits

Program Description

- Function(s) – The voluntary benefits program is focused on offering quality, cost-efficient voluntary benefits to County employees and their dependents. The program has the following functions:
- Negotiated Benefits Administration function: This function is focused on the implementation and administration of employee benefits mandated by applicable MOU's. This includes Paid Time Off (Annual Leave or Sick/Vacation), Retirement, Group Life Insurance, Short and Long Term Disability Insurance and additional compensation based on applicable license/certificate. In addition to eligibility coordination, this function handles the Annual Leave Donation program.
- Voluntary Benefits Administration function: This function is focused on administration of the County's voluntary benefit programs. Programs include Deferred Compensation (IRC 457), Flex Spending Accounts (IRC 125), Modified Voluntary Furlough Leave (MVFL), Other Voluntary Benefits, the Military Supplement Program and Personal Lines of Insurance Program (PLIP).
- Outcome(s) -- The outcome of the ancillary/voluntary benefits program includes offering quality benefits for County employees, attracting qualified candidates, and saving money for the County and employees.
- Mandates & Level of Mandated Activities -- All program functions are mandated by a variety of County initiated mandates and contractual obligations with labor as well as

Risk Management – 8925

various statutory and regulatory constructs or are critical to supporting the mandated activities.

- Appropriation Detail – Total appropriations under this program are budgeted at \$354,889 and maintain the service level of these functions.
- Revenue Detail -- Revenues are budgeted at \$354,889 and represent interest earnings and charges to departments for the recovery of program expenditures.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$198,658	\$198,658
Service & Supplies	\$156,231	\$156,231
Total Appropriations	\$354,889	\$354,889

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$354,889	\$354,889
Total Revenue	\$354,889	\$354,889
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 2.3 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Loss Prevention Training

Program Description

- Function(s) – The Loss Prevention Training Program encompasses proactive County-wide training which educates employees on ways to prevent and/or reduce accidents or injuries from occurring and to minimize liability exposure. The current mandated training includes, but is not limited to, the Basics of Supervision Series, Defensive Driving, Workplace Safety, Preventing Workplace Violence, Emergency Action Plan, Preventing Workplace Discrimination and Harassment, and New Employee Training.
- Outcome(s) -- The desired outcome of this program is to minimize the liability exposure related to Workers Compensation, General Liability, Property/Vehicle Damage/Replacement Programs and adhere to mandated training requirements.
- Mandates & Level of Mandated Activities – Most of the training is mandated by various statutory and regulatory constructs as well as contractual obligations or is critical to supporting and adhering to mandated activities.
- Appropriation Detail – Total appropriations under this program are budgeted at \$240,582 and maintain the service level of these functions.

Risk Management – 8925

- Revenue Detail -- Revenues are budgeted at \$240,582 and represent charges to departments for the recovery of program expenditures. Costs related to training are broken out and included in rates in other program areas such as Workers' Compensation, General Liability and Property rates.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$213,882	\$213,882
Service & Supplies	\$26,700	\$26,700
Total Appropriations	\$240,582	\$240,582

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$240,582	\$240,582
Total Revenue	\$240,582	\$240,582
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 2.6 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 105,810,602, a 1.2 % (\$ 11,422,520) increase over fiscal year 2007-08, which is primarily due to the recovery of higher anticipated health premiums. Specific changes by revenue accounts are noted below.
 - Revenue From Use of Money and Property (\$ 1,888,780) – Interest is projected at a 94% increase over FY 2007-08 based on interest allocations in the current year.
 - Charges for Services (\$ 103,500,865) – This amount represents a recovery from County departments for each of the Programs within this budget.
 - Miscellaneous Revenues (\$ 420,957) – This amount represents anticipated insurance recoveries from the Property Program and reimbursements related to the Advanced Disability Retirement Payment Program.

Risk Management – 8925

RISK MANAGEMENT - INTERNAL SERVICE FUND - 8925

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2277	Personnel Services Manager	E	2	2	\$ 167,220
2251	Senior Personnel Analyst	F	5	5	341,894
2249	Personnel Analyst III	2060	3	3	198,843
2252	Personnel Analyst II	1784	3	3	171,683
2253	Personnel Analyst I	1607	2	2	95,385
2235	Personnel Technician III - Conf.	1398	2	2	94,645
2236	Personnel Technician II - Conf.	1250	1	1	38,125
2237	Personnel Technician I - Conf.	1132	1	1	36,445
3161	Secretary IV - Conf.	1299	2	2	84,190
3081	Office Assistant III - Conf.	1054	2	2	70,000
3111	Office Assistant II - Conf.	946	3	3	80,593
3126	Office Assistant I - Conf.	842	1	0	0
Subtotal			27	26	\$ 1,379,023
Less Salary Savings					(27,580)
TOTAL REGULAR SALARIES					\$ 1,351,443

VACANT POSITIONS RECOMMENDED FOR DELETION (July 14, 2008)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
3126	Office Assistant I	Vacant	842	1	\$ 38,853
	Cost of Restoring Vacant Position			1	\$ 38,853

Librarian – 7515

Librarian BUDGET 7515 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 164,299	\$ 183,024	\$ 185,571	\$ 2,547	1%
Services and Supplies	83,513	81,653	68,756	(12,897)	-16%
Other Financing Uses	101,560	101,560	101,560	-	0%
Total Appropriations	\$ 349,372	\$ 366,237	\$ 355,887	\$ (10,350)	-3%
<u>Revenues</u>					
Charges For Services	\$ 20,000	\$ 37,966	\$ 54,523	\$ 16,557	44%
Total Revenues	\$ 20,000	\$ 37,966	\$ 54,523	\$ 16,557	44%
<u>Net County Cost</u>	\$ 329,372	\$ 328,271	\$ 301,364	\$ (26,907)	-8%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	1	1	1	-	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Librarian – 7515

FUNCTION

The Librarian budget includes the salary and benefits cost of the County Librarian, the \$101,560 annual County General Fund contribution to the Library required by the Measure B Ordinance, and the cost of library services provided to the County Jail Law Library and the Elkhorn Correctional Facility Library, which are partially funded by the General Fund as required by California Education Code Section 19147 and California Government Code Section 26151. The County Librarian also serves as the Secretary to the County Historical Landmarks and Records Advisory Commission.

OVERVIEW

The FY 2008-09 Recommended Budget appropriations of \$355,887 represents a 3% (\$10,350) decrease from the 2007-08 Adopted Budget and the FY 2008-09 Recommended Budget revenues of \$54,523 reflect a net 44% (\$16,557) increase from the FY 2007-08 Adopted Budget revenues. Staffing is recommended at the FY 2007-08 level of one position. No salary savings was used in calculating Regular Salaries (account 6100) in the Recommended Budget, since there is only position in this budget, which is currently filled.

DEPARTMENT COMMENTS

A Law Library Pilot Program is being developed to provide inmates, who elect to represent themselves in court, access to electronic legal reference material through the set up of four kiosks with computers. These kiosks will be set up in the existing County Jail Law Library. If this Pilot Program is successful and approved by the courts, the library service to the County Jail Law Library will be eliminated.

The budget for library service to the Elkhorn Correctional Facility Library is only for 6 months, due to the planned closure of Elkhorn by December 2008.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Library Administration	\$279,674	\$0	\$279,674	1.0
County Jail Law Library Services	\$54,150	\$53,934	\$216	0.0
Elkhorn Correctional Facility Library Services	\$30,779	\$20,035	\$10,744	0.0
Total:	\$364,603	\$73,969	\$290,634	1.0

Librarian – 7515

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Library Administration	\$287,595	\$0	\$287,595	1.0
County Jail Law Library Services	\$53,739	\$53,523	\$216	0.0
Elkhorn Correctional Facility Library Services	\$14,553	\$1,000	\$13,553	0.0
Total:	\$355,887	\$54,523	\$301,364	1.0

PROGRAM BUDGETS

Library Administration

Program Description

- Function(s) – Provide for the salary and benefits of the County Librarian and the annual \$101,560 County General Fund contribution to the Library as mandated by the Measure B Sales Tax Ordinance.
- Outcome(s) – Administration and leadership for the County Library System and the annual County General Fund contribution to the Library.
- Mandates & Level of Mandated Activities – Section 19147 of State Education code mandates payment of the county librarian's salary from General Fund.
- Appropriation Detail – The program budget has increased primarily due to the increase in the retirement contribution rate.
- Revenue Detail – There are no revenues associated with this program. It is funded entirely by net County cost.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$177,645	\$185,571
Service & Supplies	\$469	\$464
Other Financing Uses	\$101,560	\$101,560
Total Appropriations	\$279,674	\$287,595

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Total Revenue	\$0	\$0
NCC	\$279,674	\$287,595

Librarian – 7515

Total Recommended Positions

Total Positions for the above program include 1.0 full time equivalent(s) (FTE), which reflect an increase of 0 FTE(s) from FY 2007-08.

County Jail Law Library Services

Program Description

- Function(s) – To provide library service to the County Jail Law Library
- Outcome(s) – To meet the minimum requirement to provide inmates, who elect to represent themselves in court, with access to legal reference material.
- Mandates & Level of Mandated Activities – To provide inmates, who elect to represent themselves in court, with access to legal reference material.
- Appropriation Detail – The Recommended Budget has increased primarily due to the increase in the cost of library personnel performing service to the County Jail Law Library.
- Revenue Detail – The estimated revenues for the FY 2008-09 Recommended Budget have increased from FY 2007-08. This is primarily due to the Sheriff electing to fund the full cost of Library personnel providing 32.5 hours of weekly service to the County Jail Law Library.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$54,150	\$53,739
Total Appropriations	\$54,150	\$53,739

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$53,934	\$53,523
Total Revenue	\$53,934	\$53,523
NCC	\$216	\$216

Total Recommended Positions

Total Positions for the above program include 0.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Elkhorn Correctional Facility Library Services

Program Description

- Function(s) – To provide library service to the Elkhorn Correctional Facility Library
- Outcome(s) – To promote life-long reading and learning.

Librarian – 7515

- Mandates & Level of Mandated Activities – Library service to Elkhorn is not mandated.
- Appropriation Detail – The Recommended Budget has decreased primarily due to the planned closing of the Elkhorn Correctional Facility Library by December 2008. Also provided is \$1,000 for the purchase of library materials funded by the Probation Juvenile Inmate Trust Fund.
- Revenue Detail -- The estimated revenues for the FY 2008-09 Recommended Budget have decreased from FY 2007-08. This is primarily due to the planned closing of the Elkhorn Correctional Facility by December 2008.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$30,779	\$14,553
Total Appropriations	\$30,779	\$14,553

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$20,035	\$1,000
Total Revenue	\$20,035	\$1,000
NCC	\$10,744	\$13,553

Total Recommended Positions

Total Positions for the above program include 0.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 54,523, a 44.0 % (\$ 16,557) increase over fiscal year 2007-08, which is primarily due to the net result Sheriff fully funding the \$53,523 cost of library service to the County Jail Law Library and the elimination of Probation's share of funding for library service to Elkhorn Correctional Facility Library due to the planned closing of the Elkhorn Correctional Facility by December 2008. Specific changes by revenue accounts are noted below.
 - Charges for Services (\$ 54,523) – \$53,523 funded by the Sheriff for library service to the County Jail Law Library and \$1,000 funded by the Probation Juvenile Inmate Trust Fund to purchase library materials.

PENDING FACTORS

If the Law Library Pilot Program is successful and is approved by the courts, the library service to the County Jail law library will be eliminated.

Librarian – 7515

LIBRARIAN - 7515

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
8040	County Librarian	D	<u>1</u>	<u>1</u>	<u>\$ 118,757</u>
Subtotal			1	1	<u>\$ 118,757</u>
	Auto Allowance				<u>6,156</u>
TOTAL REGULAR SALARIES					<u>\$ 124,913</u>

Fresno County Free Library – 7510

Fresno County Free Library BUDGET 7510 LIBRARY FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY (See Note)</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 6,318,706	\$ 7,254,786	\$ -	\$ (7,254,786)	-100%
Services and Supplies	2,484,909	2,975,652	-	(2,975,652)	-100%
Residual Equity Transfers(Out)	-	-	4,500,000	4,500,000	100%
General Fixed Assets	-	2,500,000	-	(2,500,000)	-100%
Appropri For Contingencies	-	125,716	-	(125,716)	-100%
Total Appropriations	\$ 8,803,615	\$ 12,856,154	\$ 4,500,000	\$ (8,356,154)	-65%
<u>Revenues</u>					
Taxes	\$ 8,464,605	\$ 8,488,957	\$ -	\$ (8,488,957)	-100%
Rev From Use of Money & Prop	105,596	7,000	-	(7,000)	-100%
Intergovernment Revenues - St	626,196	620,943	-	(620,943)	-100%
Intergovernment Rev-Federal	1,284	1,000	-	(1,000)	-100%
Charges For Services	614,998	629,560	-	(629,560)	-100%
Miscellaneous Revenues	113,861	63,000	-	(63,000)	-100%
Other Financing Sources	101,560	101,560	-	(101,560)	-100%
Fund Balance	-	2,944,134	4,500,000	1,555,866	53%
Total Revenues	\$ 10,028,100	\$ 12,856,154	\$ 4,500,000	\$ (8,356,154)	-65%
<u>Difference</u>	\$ (1,224,485)	\$ -	\$ -	\$ -	0%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	123	121	-	(121)	
<p>Note: Currently the Library's operating budget is split between two Budgets, Budget 7510 (Fresno County Free Library) and Budget 7511(Measure B). In order to simplify the accounting for the Library's operations, beginning FY 08-09 Budget 7510 will be combined into Budget 7511. The decrease of 121 positions represent those positions that will be combined with the current 206 positions in Budget 7511.</p>					
<p>**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>					

Fresno County Free Library – 7510

FUNCTION

The Fresno County Free Library is a special district, under the governance of the Board of Supervisors, which provides informational, cultural, and recreational services to the general public through 38 library outlets. The County Library Administration also serves as the fiscal agent for the San Joaquin Valley Library System (SJVLS), of which it is a member. The Coalinga-Huron Library District is a separate library district and is, therefore, not covered in this budget. Funding is primarily provided from two sources, special district property taxes and Measure B Sales Tax Ordinance sales tax revenue. The Library Sales Tax Ordinance was passed by the voters in November 1998 and renewed in 2004.

OVERVIEW

Beginning FY 2008-09 Budget 7510 (Fresno County Free Library) will be combined into Budget 7511 (Library Measure B) to consolidate the Library's operations budgets. The FY 2008-09 Recommended Budget appropriations of \$4,500,000 reflect a net 65% (\$8,356,154) decrease from the FY 2007-08 Adopted Budget, and the FY 2008-09 Recommended Budget revenues of \$4,500,000 reflect at 65% (\$8,356,154) decrease from the FY 2007-08 Adopted Budget revenues. Staffing is recommended at -0-positions, which reflects a decrease of 121 positions from FY 2007-08. This decrease is due to the transfer of 121 existing positions from Budget 7510 to Budget 7511 in order to consolidate Budget 7510 into Budget 7511.

DEPARTMENT COMMENTS

Currently, the Library operations budget is split between two budgets, Budget 7510 (Fresno County Free Library Operations) and Budget 7511 (Measure B Operations). In order to simplify the accounting for the Library operations budget, beginning FY 2008-09 Budget 7510 will be combined into Budget 7511. The current 121 positions held in Budget 7510 will be transferred to Budget 7511. Along with the closure of Budget 7510 will be closure of its related Fund 0105 (County Free Library). A residual equity transfer of \$4,500,000 is budgeted for FY 2008-09 to close out the projected residual fund balance in Fund 0105 and transfer this balance into Budget 7511 under Fund 0107 (Library Measure B).

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Library Operations	\$2,000,000	\$2,000,000	\$0	0.0
Total:	\$2,000,000	\$2,000,000	\$0	0.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Library Operations	\$4,500,000	\$4,500,000	\$0	0.0
Total:	\$4,500,000	\$4,500,000	\$0	0.0

Fresno County Free Library – 7510

PROGRAM BUDGETS

Library Operations

Program Description

- Function(s) – Provides free informational, cultural, and recreational services to the general public to educate, inform, enlighten and entertain people of all ages.
- Outcome(s) – To enhance the quality of life, promote life-long learning, reduce illiteracy, improve computer literacy, improve school test scores, increase the number of students graduating from high school, create a better educated workforce, enable access of residents to government benefits and services offered online, provide activities which engage youth and help provide an alternative to destructive behaviors.
- Mandates & Level of Mandated Activities – Library services are not mandated by law. However, the Library receives library special district property tax revenue which is to be used exclusively for public library operations, programs, acquisition, and construction.
- Appropriation Detail – The major portion of the budget has decreased due to the consolidation of Budget 7510 into Budget 7511. The remaining budgeted item is a \$4,500,000 residual equity transfer to close out the residual equity in Fund 0105 so that it can be transferred into Budget 7511, Fund 0107.
- Revenue Detail – The estimated revenues for the FY 2008-09 Recommended Budget have decreased significantly from FY 2007-08. This is due to the consolidation of Budget 7510 into Budget 7511. The projected residual equity of \$4,500,000 will be transferred into Budget 7511, Fund 0107 in FY 2008-09.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Residual Equity Transfers Out	\$2,000,000	\$4,500,000
Total Appropriations	\$2,000,000	\$4,500,000

Residual Equity Transfers Out (\$4,500,000):

No. of Items	Item Description	Cost	Purpose
1	Residual Equity Transfers Out	\$4,500,000	To close out the projected residual equity for Budget 7510, Fund 0105 to be transferred to Budget 7511, Fund 0107.
Total Cost:		\$4,500,000	

Fresno County Free Library – 7510

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Fund Balance	\$2,000,000	\$4,500,000
Total Revenue	\$2,000,000	\$4,500,000

Total Recommended Positions

Total Positions for the above program include 0.0 full time equivalent(s) (FTE), which reflect a decrease of 121.0 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 4,500,000, a 65.0 % (\$ 8,356,154) decrease from fiscal year 2007-08, which is primarily due to the consolidation of Budget 7510 into Budget 7511 (Measure B). Specific changes by revenue accounts are noted below.
 - Fund Balance (\$ 4,500,000) - Represents a 53% (\$1,555,866) increase due to the projected FY 2007-08 net revenues over expenditures.

Fresno County Free Library – 7510

FRESNO COUNTY FREE LIBRARY- 7510

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
0251	Associate County Librarian	E	1	0	\$ 0
1152	Graphic Arts Technician II	1254	1	0	0
2110	Librarian I	1577	2	0	0
2121	Library Assistant II	1034	21	0	0
2121	Library Assistant II (PT)	1034	11	0	0
2145	Library Aide	689	4	0	0
2145	Library Aide (PT)	689	13	0	0
2150	Principal Librarian	G	4	0	0
2155	Librarian III	1978	4	0	0
2156	Librarian III - Supervisory	2056	11	0	0
2160	Librarian II	1738	1	0	0
2166	Senior Library Assistant	1117	16	0	0
2166	Senior Library Assistant (PT)	1117	1	0	0
2167	Library Assistant - Supervisory	1236	3	0	0
2168	Information Referral Services Coordinator	1765	1	0	0
2286	Library Business Manager	E	1	0	0
3037	Driver	903	2	0	0
3037	Driver (PT)	903	1	0	0
3071	Administrative Services Aide	1322	1	0	0
3110	Office Assistant II	946	1	0	0
3166	Administrative Secretary - Conf.	1477	1	0	0
3206	Account Clerk II - Conf.	990	1	0	0
3236	Supervising Account Clerk I - Conf.	1279	1	0	0
3260	Account Clerk III	1113	1	0	0
3536	Offset Equipment Operator I	844	1	0	0
3620	Program Technician I	1252	1	0	0
3623	Program Technician II -Conf.	1401	1	0	0
5050	Maintenance Janitor	888	8	0	0
5050	Maintenance Janitor (PT)	888	1	0	0
5055	Janitor	862	1	0	0
5061	Supervising Janitor	1028	1	0	0
5222	Library Maintenance Supervisor	1768	1	0	0
5315	Maintenance Carpenter	1559	1	0	0
5325	Maintenance Painter	1451	1	0	0
TOTAL REGULAR SALARIES			121	0	\$ 0

Note: For FY 2008-09 positions in Budget 7510 will be transferred to Budget 7511

Fresno County Library – Grants – 7512

Fresno County Library-Grants BUDGET 7512 LIBRARY FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 115,169	\$ 482,204	\$ -	\$ (482,204)	-100%
Total Appropriations	\$ 115,169	\$ 482,204	\$ -	\$ (482,204)	-100%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 26,211	\$ -	\$ -	\$ -	0%
Intergovernment Rev-Federal	45,246	14,077	-	(14,077)	-100%
Miscellaneous Revenues	73,325	468,127	-	(468,127)	-100%
Total Revenues	\$ 144,782	\$ 482,204	\$ -	\$ (482,204)	-100%
<u>Difference</u>	\$ (29,613)	\$ -	\$ -	\$ -	0%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	-	-	-	-	
<p>Note: Library grants Budget 7512 currently resides under Fund 0105 (Fresno County Free Library). Beginning FY 2008-09 Fund 0105 will be eliminated due to the consolidation of Library operations Budget 7510 (Fresno County Free Library) into Library operations Budget 7511 (Measure B), which is under Fund 0107 (Measure B). As a result of the elimination of Fund 0105, Budget 7512 will also be eliminated. New Library grants Budget 7517 has been established in Fund 0107 (Measure B) as a continuation of Library grants Budget 7512.</p>					
<p>**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>					

Fresno County Library – Grants – 7512

FUNCTION

The Library Grants budget provides for State and Federal grant programs and the acquisition of library materials, supplies, and furniture and equipment funded by private donations received by the Library.

OVERVIEW

The FY 2008-09 Recommended Budget appropriations of \$ -0- represents an 100% (\$482,204) decrease from the 2007-08 Adopted Budget, and the FY 2008-09 Recommended Budget revenues of \$-0- reflect a net 100% (\$482,204) decrease from the FY 2007-08 Adopted Budget revenues. No staffing is recommended for FY 2008-09.

DEPARTMENT COMMENTS

Budget 7512 (under Fund 0105 - Fresno County Free Library) will be closed out at the end of FY 2007-08, due to the consolidation of Library Operations Budget 7510 (under Fund 0105) into the Library Operations Budget 7511 (under Measure B Fund 0107). This consolidation will eliminate Fund 0105. Library Grants Budget 7517 was created under Fund 0107 (Measure B) as a continuation of Library Grants Budget 7512.

San Joaquin Valley Library System – 7520

SAN JOAQUIN VALLEY LIBRARY SYSTEM BUDGET 7520 SAN JOAQUIN VALLEY LIBRARY FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY (See Note)</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 548,636	\$ 901,847	\$ -	\$ (901,847)	-100%
Services and Supplies	2,161,045	2,851,075	-	(2,851,075)	-100%
Residual Equity Transfers(Out)	-	-	-	-	100%
General Fixed Assets	47,785	250,000	-	(250,000)	-100%
Appropri For Contingencies	-	31,000	-	(31,000)	-100%
Total Appropriations	\$ 2,757,466	\$ 4,033,922	\$ -	\$ (4,033,922)	-100%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 217,848	\$ 9,970	\$ -	\$ (9,970)	-100%
Intergovernment Revenues - St	1,284,796	737,845	-	(737,845)	-100%
Intergovernment Revenue-Other	854,012	1,116,657	-	(1,116,657)	-100%
Charges For Services	1,127,038	1,454,398	-	(1,454,398)	-100%
Intrafund Revenue	10,296	-	-	-	-100%
Fund Balance	-	715,052	-	(715,052)	-100%
Total Revenues	\$ 3,493,990	\$ 4,033,922	\$ -	\$ (4,033,922)	-100%
<u>Difference</u>	\$ (736,524)	\$ -	\$ -	\$ -	0%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	10	10	-	(10)	
Note: Beginning FY 08-09 the San Joaquin Valley Library System will become independent from the County. Staff will remain County employees and will be transferred to Budget 7511 (Measure B). Cost of staff services will be charged to the San Joaquin Valley Library System.					
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

San Joaquin Valley Library System – 7520

FUNCTION

This budget provides County staffing and support services for the San Joaquin Valley Library System (SJVLS). SJVLS is a joint powers agreement among ten member libraries in the Kern, Kings, Tulare, Fresno, Madera, Mariposa, Merced County areas. It performs a variety of library services for its members using a combination of local, State, and Federal funds which promote resource sharing and cost-savings programs.

OVERVIEW

Beginning FY 2008-09 Budget 7520 (SJVLS) will be eliminated. The ten SJVLS staff positions will remain County employees and will be transferred into Budget 7511 (Measure B). The FY 2008-09 Recommended Budget appropriations of \$-0- reflect a net 100% (\$4,033,922) decrease from the FY 2007-08 Adopted Budget, and the FY 2008-09 Recommended Budget revenues of \$-0- reflect a 100% (\$4,033,922) decrease from the FY 2007-08 Adopted Budget revenues. Staffing is recommended to be reduced to zero from the current level of 10 positions due to the transfer of these positions to Budget 7511 (Measure B).

DEPARTMENT COMMENTS

Since its inception in FY 1964-65, SJVLS has been treated as a special revenue fund under the County of Fresno, with the County acting as the fiscal agent for SJVLS. An audit of the Library performed earlier in the year determined that SJVLS was a joint powers agreement that should be independent of the County. Effective July 1, 2008 SJVLS will become a separate entity from the County. The SJVLS personnel staff will remain County employees with the County contracting their services to SJVLS. The SJVLS staff will be transferred to Budget 7511 (Measure B). Budget 7520 (SJVLS) will be eliminated beginning FY 2008-09. The County will also continue to act as the fiscal agent for SJVLS.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
San Joaquin Valley Library System	\$1,747,761	\$1,747,761	\$0	10.0
Total:	\$1,747,761	\$1,747,761	\$0	10.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
San Joaquin Valley Library System	\$0	\$0	\$0	0.0
Total:	\$0	\$0	\$0	0.0

San Joaquin Valley Library System – 7520

PROGRAM BUDGETS

San Joaquin Valley Library System

Program Description

- Function(s) – To provide personnel and support services, on a contract basis, to the San Joaquin Valley Library System (SJVLS).
- Outcome(s) – Personnel and support services for SJVLS.
- Mandates & Level of Mandated Activities – SJVLS service is not mandated.
- Appropriation Detail – The budget has decreased to zero due to the SJVLS separating from the County and elimination of Budget 7520 beginning FY 2008-09.
- Revenue Detail – The estimated revenues for the FY 2008-09 have decreased to zero from FY 2007-08. This is due to the SJVLS separating from the County and the elimination of Budget 7520.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$937,991	\$0
Residual Equity Transfers Out	\$809,770	\$0
Total Appropriations	\$1,747,761	\$0

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$933,008	\$0
Total Revenue	\$933,008	\$0

Total Recommended Positions

Total Positions for the above program include 0.0 full time equivalent(s) (FTE), which reflect a decrease of 10.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
2151	Library Program Manager	Filled	1.0	\$111,925
2155	Librarian III	Filled	1.0	\$100,997
2160	Librarian II	Filled	2.0	\$165,782
2166	Senior Libray Assistant	Filled	1.0	\$59,333
2185	San Joaquin Valley Library Administrator	Filled	1.0	\$112,833
2291	Staff Analyst I	Filled	1.0	\$71,740
3711	Network Engineer III	Filled	2.0	\$187,127
3713	Senior Network Systems Engineer	Vacant	1.0	\$113,443
Totals			10.0	\$923,180

SUMMARY OF REVENUES

- Revenues are recommended at \$ 0, a 100.0 % (\$ 4,033,922) decrease from fiscal year 2007-08, which is primarily due to the separation of the SJVLS from the County and the closing of Budget 7520. Specific changes by revenue accounts are noted below.
 - Revenues From Use of Money & Property (\$ 0) – Revenues have decreased 100% (\$9,970) due to the separation of the SJVLS from the County.
 - Intergovernmental Revenues - State (\$ 0) – Revenues have decreased 100% (\$737,845) due to the separation of the SJVLS from the County.
 - Intergovernmental Revenues - Other (\$ 0) – Revenues have decreased 100% (\$1,116,657) due to the separation of the SJVLS from the County.
 - Charges For Services (\$ 0) – Revenues have decreased 100% (\$1,454,398) due to the separation of the SJVLS from the County.
 - Fund Balance (\$ 0) – Fund Balance has decreased 100% (\$715,052) due primarily to the transfer of funds to the new independent SJVLS agency fund.

San Joaquin Valley Library System – 7520

SAN JOAQUIN VALLEY LIBRARY SYSTEM - 7520

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2151	Library Program Manager	G	1	0	\$ 0
2155	Librarian III	1874	1	0	0
2160	Librarian II	1646	2	0	0
2166	Senior Library Assistant	1058	1	0	0
2185	SJVLS Administrator	E	1	0	0
2291	Staff Analyst I	1553	1	0	0
3711	Network Systems Engineer III	1853	2	0	0
3713	Senior Network Systems Engineer	2536	1	0	0
TOTAL REGULAR SALARIES			10	0	\$ 0

Library – Measure B – 7511

Library-Measure B BUDGET 7511 Library Tax Ordinance Fund					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY (See Note)</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 14,117,763	\$ 17,465,044	\$ 18,547,468	\$ 1,082,424	6%
Services and Supplies	5,995,813	9,247,493	7,489,738	(1,757,755)	-19%
Other Charges	-	-	611,133	611,133	100%
Residual Equity Transfers(Out)	17,419	36,000	52,000	16,000	44%
General Fixed Assets	142,891	3,007,558	184,146	(2,823,412)	-94%
Appropri For Contingencies	-	179,716	50,000	(129,716)	-72%
Total Appropriations	\$ 20,273,886	\$ 29,935,811	\$ 26,934,485	\$ (3,001,326)	-10%
<u>Revenues</u>					
Taxes	\$ 18,357,258	\$ 22,248,725	\$ 22,269,702	\$ 20,977	0%
Rev From Use of Money & Prop	859,986	57,000	50,000	(7,000)	-12%
Intergovernment Revenues - St	700,534	687,848	492,009	(195,839)	-28%
Intergovernment Rev-Federal	1,284	1,000	1,000	-	0%
Charges For Services	694,845	687,630	1,613,328	925,698	135%
Miscellaneous Revenues	121,628	63,000	63,000	-	0%
Other Financing Sources	101,560	101,560	101,560	-	0%
Residual Equity Transfers (In)	-	-	4,500,000	4,500,000	100%
Fund Balance	-	6,089,048	-	(6,089,048)	-100%
Total Revenues	\$ 20,837,095	\$ 29,935,811	\$ 29,090,599	\$ (845,212)	-3%
<u>Difference</u>	\$ (563,209)	\$ -	\$ (2,156,114)	\$ (2,156,114)	0%
Designated for Future Contingencies			2,156,114	2,156,114	100%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	197	206	337	131	
<p>Note: Currently the Library's operating budget is split between two Budgets, Budget 7510 (Fresno County Free Library) and Budget 7511(Measure B). In order to simplify the accounting for the Library's operations, beginning FY 08-09 Budget 7510 will be combined into Budget 7511. The amounts presented in the "Actual", "Adopted", and "Recommended" columns represent the combined Budget 7510 and Budget 7511. The increase of 131 positions are the 121 Budget 7510 positions and 10 Budget 7520 (San Joaquin Valley Library System) that will be combined with the 206 positions of Budget 7511.</p>					
<p>**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>					

Library – Measure B – 7511

FUNCTION

The Fresno County Free Library is a special district, under the governance of the Board of Supervisors, which provides informational, cultural, and recreational services to the general public through 38 library outlets. The County Library Administration also serves as the fiscal agent for the San Joaquin Valley Library System (SJVLS), of which it is a member. The Coalinga-Huron Library District is a separate library district and is, therefore, not covered in this budget. Funding is primarily provided from two sources, special district property taxes and Measure B Sales Tax Ordinance sales tax revenue. The Library Sales Tax Ordinance was passed by the voters in November 1998 and renewed in 2004.

OVERVIEW

Currently, the budget for library operations is split between Budget 7510 (Fresno County Free Library) and Budget 7511 (Library - Measure B). Beginning FY 2008-09 Budget 7510 (Fresno County Free Library) will be combined into Budget 7511 (Library Measure B) to consolidate the Library's operations budgets. Also, beginning FY 2008-09 Budget 7520 (San Joaquin Valley Library System) will be eliminated with its 10 staff positions combined into Budget 7511. The FY 2008-09 Recommended Budget appropriations of \$26,934,485 reflects a net 10% (\$3,001,326) decrease from the FY 2007-08 Adopted Budget of Budget 7510 and Budget 7511 and the FY 2008-09 Recommended Budget revenues of \$29,090,599 reflect a net 3% (\$845,212) decrease from the FY 2007-08 Adopted Budget revenues. Staffing is recommended at 337 positions, which reflects an increase of 131 positions from FY 2007-08. This increase is due to the transfer of 121 existing positions from Budget 7510 and 10 existing positions from Budget 7520. A 5% (\$587,956) salary savings has been used in calculating Regular Salaries (account 6100) in the Recommended Budget. A \$338,669 savings in combined, related benefits has also been calculated in the Recommended Budget for Unemployment, Retirement, OASDI, and Health Insurance.

DEPARTMENT COMMENTS

Due to the FY 2008-09 consolidation of Budget 7510 into Budget 7511, to make a valid comparison between the FY 2008-09 Recommended Budget and the FY 2007-08 Adopted Budget, the FY 2008-09 Recommended Budget for Budget 7511 is compared to the combined FY 2007-08 Adopted Budgets of Budget 7510 and Budget 7511.

Due to the slowing economy, the rate of growth for property tax and sales tax revenues has decreased. This will present a challenge to the Library where it is projected that the rate of increase in costs may eventually exceed the rate of increase in matching revenues. To meet this challenge and fulfill the promises of Measure B, the Library has elected to set aside funds in designated fund balance to address projected cash flow deficiencies that may arise in the near future. The decrease in the growth of revenues may also delay funding of future Library capital projects.

Library – Measure B – 7511

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Library Operations	\$27,970,291	\$27,970,291	\$0	327.0
Total:	\$27,970,291	\$27,970,291	\$0	327.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	Contingency	No. of Positions
Library Operations	\$26,934,485	\$29,090,599	(\$2,156,114)	337.0
Total:	\$26,934,485	\$29,090,599	(\$2,156,114)	337.0

PROGRAM BUDGETS

Library Operations

Program Description

- Function(s) – Provides free informational, cultural, and recreational services to the general public to educate, inform, enlighten and entertain people of all ages.
- Outcome(s) – To enhance the quality of life, promote life-long learning, reduce illiteracy, improve computer literacy, improve school test scores, increase the number of students graduating from high school, create a better educated workforce, enable access of residents to government benefits and services offered online, provide activities which engage youth and help provide an alternative to destructive behaviors.
- Mandates & Level of Mandated Activities – Library services are not mandated by law. However, in November 2004 Fresno County voters renewed the 1/8 of 1% special library sales tax for 7 years from April 1, 2006 to March 31, 2013. Proceeds from this tax are to be used exclusively for public library construction, acquisition, programs, and operations.
- Appropriation Detail – The Recommended Budget has decreased primarily due to the net result of a \$1,082,424 increase in salaries and benefits, \$1,070,687 decrease in the library materials budget, a \$2,500,000 decrease in the building and improvements budget, a \$323,412 decrease in equipment, and a \$129,716 decrease in the budget for contingencies. The \$1,082,424 increase in the salaries and benefits is due primarily from the transfer of 10 positions from Budget 7520 (San Joaquin Valley Library System) to Budget 7511. The \$1,070,687 decrease in library materials is due primarily to a projected reduction in the State Public Library Fund allocation of \$197,038, and a FY 2007-08 one-time increase for a \$755,682 carryover of prior fiscal year's residual library materials appropriations to comply with the Measure B long term plan. The \$2,500,000 decrease in building and improvements is due to a FY 2007-08 one-time budget for capital projects. The \$323,412 decrease in equipment is due to a FY 2007-08 one-time budget for equipment for various branch

Library – Measure B – 7511

libraries. The \$129,716 decrease in contingencies is due to reduction in the estimate for contingencies.

- **Revenue Detail** – The FY 2008-09 Recommended revenues have decreased \$845,212 from the FY 2007-08 Adopted revenues. This decrease is primarily due to the net result of a \$641,999 increase in projected property tax revenues, a \$620,560 decrease in projected Measure B sales tax revenues, a projected \$197,018 decrease in State Public Library Fund (PLF) support, a \$925,698 increase in charges for services, a \$4,500,000 increase in residual equity transfers-in, and a \$6,089,048 decrease in available fund balance carryover. The reduction in the PLF allocation is a result of projected cuts in State funding. The increase in charges for services is due primarily from the transfer of the 10 staff positions that serve the San Joaquin Valley Library System from Budget 7520 to Budget 7511. The \$4,500,000 increase in residual equity transfers-in is from the closing of Fund 0105, which is the fund for Budget 7510 and 7512. The \$6,089,048 decrease in available fund balance is primarily due to the designation of fund balance for future capital projects.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$17,886,695	\$18,547,468
Service & Supplies	\$7,280,850	\$7,489,738
Other Charges	\$597,434	\$611,133
Residual Equity Transfers Out	\$46,000	\$52,000
Fixed Assets	\$159,312	\$184,146
Appropriation for Contingencies	\$2,000,000	\$50,000
Total Appropriations	\$27,970,291	\$26,934,485

Residual Equity Transfers Out (\$52,000):

No. of Items	Item Description	Cost	Purpose
2	large vans	\$52,000	For library maintenance staff to service branch libraries throughout the Fresno County Library system. One van is a replacement for an aging van while the other is a new addition to make routes more efficient.
Total Cost:		\$52,000	

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Taxes	\$24,566,513	\$22,269,702
Revenue from the Use of Money	\$50,000	\$50,000
Intergovernment Revenues – State	\$492,009	\$492,009
Intergovernment Revenues – Federal	\$1,000	\$1,000

Library – Measure B – 7511

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$696,209	\$1,613,328
Miscellaneous Revenues	\$63,000	\$63,000
Other Financing Sources	\$101,560	\$101,560
Residual Equity Transfer (In)	\$2,000,000	\$4,500,000
Total Revenue	\$27,970,291	\$29,090,599

Total Recommended Positions

Total Positions for the above program include 288.3 full time equivalent(s) (FTE), which reflect an increase of 120.8 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 29,090,599, a 3.0 % (\$ 845,212) decrease from fiscal year 2007-08, which is primarily due to the net result of an increase the residual equity transfers-in, increase in charges for services, and a decrease in available fund balance. Specific changes by revenue accounts are noted below.
 - Tax Revenues (\$22,269,702) - Revenues have increased \$20,977 primarily due to the net result of a \$641,999 increase in projected property tax revenues, a \$620,560 decrease in Measure B sales tax revenues.
 - Use of Money and Property (\$50,000) - Revenues have decreased by 12% (\$7,000) due to the projected decrease in cash balance due to the construction of libraries in Fowler, Orange Cove, Tranquillity.
 - State Aid (\$492,009) - Revenues have decreased by 28% (\$195,839) primarily due to a \$197,018 reduction in State Public Library Fund support.
 - Federal Aid (\$1,000) - Federal aid from In-Lieu Housing property tax revenues are recommended at the FY 2007-08 level.
 - Charges for Service (\$1,613,328) - Revenues have increased by 135% (\$925,698) primarily due to the \$933,008 charge for staff services provided to the San Joaquin Valley Library System. Beginning FY 2008-09 ten positions from Budget 7520 (SJVLS) will be transferred to Budget 7511 due to the closing of Budget 7520. The \$933,008 increase represents the charge to SJVLS for the salary and benefits cost of services provided by these positions. Charges for Service also includes revenues from fines, lost books, and printing form public use computers in the amount of \$415,000.
 - Miscellaneous Revenues (\$63,000) - Revenues are recommended at the FY 2007-08 level. Revenues are derived from the sale of used books, other library materials, and copy fees.
 - Other Financing Sources (\$101,560) - This is the County's annual General Fund contribution to the County Library mandated by the Measure B Sales Tax Ordinance.
 - Residual Equity Transfers-In (\$4,500,000) - Revenues have increased by 100% (\$4,500,000). Revenues are derived from the transfer of funds from closing Fund

Library – Measure B – 7511

0105 (Fresno County Library Fund), which held funds for Budget 7510 (Fresno County Free Library Operations) and Budget 7512 (Grants).

- Fund Balance (\$ -0-) - Represents a 100% (\$6,089,048) decrease due primarily to the designation of fund balance for future capital projects.

PENDING FACTORS

The recommended budget does not assume the potential decrease in State funding for the Adult Literacy, Families for Literacy, and the Library, Literacy and Book Services consolidated literacy programs included in the 2008-09 Proposed State Budget. Fresno County could lose an estimated \$65,503 with this action. Should adjustments to this budget be necessary upon adoption of the State Budget, recommendations will be presented to the Board at a later date.

Library – Measure B – 7511

LIBRARY - MEASURE B - 7511

REGULAR SALARIES

BUDGETED POSITIONS

JCN	TITLE	BAND/ RANGE	POSITIONS		RECOMMENDED SALARIES
			CURRENT	RECOMMENDED	
251	Associate County Librarian	E	0	1	\$ 81,567
1152	Graphic Arts Technician II	1254	0	1	38,196
2110	Librarian I	1577	7	9	380,990
2112	Librarian Trainee	1393	4	4	140,413
2120	Library Assistant I	932	1	1	31,230
2121	Library Assistant II	1034	30	51	1,670,022
2121	Library Assistant II (PT)	1034	40	51	1,007,239
2145	Library Aide	689	0	4	93,265
2145	Library Aide (PT)	689	36	49	520,478
2150	Principal Librarian	G	0	4	278,815
2151	Library Program Manager	G	0	1	74,405
2155	Librarian III	1978	5	10	617,221
2156	Librarian III - Supervisory	2056	6	17	1,144,534
2160	Librarian II	1738	27	30	1,637,641
2160	Librarian II (PT)	1738	3	3	83,066
2166	Senior Library Assistant	1117	18	35	1,283,140
2166	Senior Library Assistant (PT)	1117	1	2	56,692
2167	Library Assistant Supervisory	1236	0	3	125,574
2168	Information Referral Services Coordinator	1765	0	1	59,640
2175	Literacy Coordinator	1945	1	1	65,731
2180	Library Facilities Coordinator	2267	1	1	76,740
2185	San Joaquin Valley Library System Administrator	E	0	1	76,024
2286	Library Business Manager	E	0	1	77,668
2290	Volunteer Services Coordinator	1544	1	1	52,256
2291	Staff Analyst I	2291	0	1	46,314
2292	Staff Analyst II	1784	1	1	60,168
2293	Staff Analyst III	2060	3	3	191,060
3037	Driver	903	3	5	152,790
3037	Driver (PT)	903	0	1	24,446
3071	Administrative Services Aide	1322	0	1	44,749
3080	Office Assistant III	1054	1	1	35,677
3110	Office Assistant II	946	1	2	64,087
3110	Office Assistant II (PT)	946	1	1	13,170
3111	Office Assistant II - Conf	946	1	1	27,999
3166	Administrative Secretary - Conf.	1477	0	1	48,994
3206	Account Clerk II - Conf.	990	0	1	33,529
3236	Supervising Account Clerk I - Conf.	1279	0	1	43,317
3260	Account Clerk III	1113	0	1	37,402
3261	Account Clerk III - Conf.	1113	1	1	37,667
3536	Offset Equipment Operator I	844	0	1	25,950
3620	Program Tech I	1252	1	2	82,552
3623	Program Technician II -Conf.	1401	0	1	42,417
3700	Info Tech Supp Tech I	878	2	2	56,922
3704	Info Tech Analyst I	1491	1	1	47,669
3709	Network Systems Engineer I	1491	1	1	43,990
3711	Network Systems Engineer III	1918	0	2	123,563
3713	Senior Network Systems Engineer	2625	0	1	75,679
5050	Maintenance Janitor	888	6	14	393,089
5050	Maintenance Janitor (PT)	888	0	1	12,022
5055	Janitor	862	0	1	29,179
5061	Supervising Janitor	1028	0	1	34,829
5220	Parks Groundskeeper II	966	1	1	33,874
5221	Parks Groundskeeper III	1100	1	1	31,699
5222	Library Maintenance Supervisor	1768	0	1	59,816
5315	Maintenance Carpenter	1559	0	1	54,529
5325	Maintenance Painter	1451	0	1	50,131
Subtotal			206	337	\$ 11,731,826
	Bilingual Skills Pay				27,300
	Less Salary Savings				(587,956)
TOTAL REGULAR SALARIES					\$ 11,171,170

Note: For FY 2008-09 positions in Budget 7510 will be transferred to Budget 7511

Library – Measure B – Capital Improvements – 7530

LIBRARY - MEASURE B - CAPITAL IMPROVEMENTS BUDGET 7530 LIBRARY TAX ORDINANCE FUND				
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease
<u>FISCAL SUMMARY</u>				
<u>Appropriations</u>				
Services and Supplies	\$ 1,116	\$ 1,988	\$ -	\$ (1,988) -100%
General Fixed Assets	20,093	17,221,846	4,198,098	(13,023,748) -76%
Total Appropriations	\$ 21,209	\$ 17,223,834	\$ 4,198,098	\$ (13,025,736) -76%
<u>Revenues</u>				
Taxes	\$ 4,524,116	\$ 1,647,850	\$ 500,000	\$ (1,147,850) -70%
Rev From Use of Money & Prop	-	150,000	-	(150,000) -100%
Intergovernment Revenues - St	1,296,145	5,227,297	3,698,098	(1,529,199) -29%
Fund Balance	-	10,198,687	-	(10,198,687) -100%
Total Revenues	\$ 5,820,261	\$ 17,223,834	\$ 4,198,098	\$ (13,025,736) -76%
<u>Difference</u>	\$ (5,799,052)	\$ -	\$ -	\$ - 0%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease
Position Summary	-	-	-	-
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.				

Library – Measure B – Capital Improvements – 7530

FUNCTION

This budget accounts for the construction of new Library capital facilities, and improvements and expansion of existing capital facilities required as part of the Measure B Library Tax Ordinance service plan. Other Measure B Sales Tax revenues are included in the Library - Measure B budget (7511) for associated operational service needs.

OVERVIEW

The 2008-09 Recommended Budget appropriations of \$4,198,098 reflect a net 76% (\$13,025,736) decrease from the FY 2007-08 Adopted Budget, and the FY 2008-09 Recommended Budget revenues of \$4,198,098 reflect a net 76% (\$13,025,736) decrease from the FY 2007-08 Adopted Budget revenues. Sales tax revenue funding is derived from the Measure B Library Sales Tax Ordinance passed by the voters in November 1998 and renewed in 2004. There is no net County cost associated with this budget. Recommended funding reflects a capital expenditure plan, which will finance the highest priority library facility needs. No staffing is recommended for FY 2008-09.

DEPARTMENT COMMENTS

Funding for new and expanded facilities will continue to be a priority for 2007-08 to ensure enhancement of public services. From 1998-99 to 2001-02, new facilities were acquired/leased for the Piedra, Kingsburg, Kerman, and Sunnyside Branch Libraries using Measure B funds. Efforts in 2002-03 were focused on completion of the restoration and expansion of the Laton Branch Library; beginning of construction of the Woodward Park Regional Library; completion of the Caruthers Library replacement; completion of the Building Program for the Central Library; and adoption of the Library's master facility plan. In 2003-04, activities included the completion of the Laton Library restoration and expansion, and the Woodward Park Regional Library; the final payment on the three-year note for the Millerton Library land acquisition; a State Bond Act grant award of \$3,546,687 to be applied toward the projected total construction cost of \$5,524,460 for the Mendota Library facility expansion project; selection of an architect for the design of the new Central Library project; and the submission of State Bond Act grant applications for Fowler, Orange Cove, and Tranquillity. In 2005-06, two State Bond Act grants for Orange Cove and Tranquillity were accepted by the Board of Supervisors. The State will pay \$1,220,172 for Tranquillity and \$2,807,698 for Orange Cove; the local matches are \$1,130,491 for Tranquillity and \$2,637,219 for Orange Cove. Work on the Mendota and Central Libraries continued. Construction began on the Mendota Library in Fall of 2006. The Mendota Library opened in September 2007. Design of the New Central Library was completed in FY 2007-08. Ground breaking for the Tranquillity and Orange Cove libraries is anticipated in Summer or Fall 2008. The Fowler Library is under construction with opening projected for July 2008. The conceptual layout for the new West Fresno Branch was completed. The backlog of library facility needs continues to be a concern. Libraries do not have sufficient space for all of the patrons who are using these facilities. As a result, there are lines, unacceptable noise levels, insufficient computers, and inadequate collections and reading space. These issues would be mitigated by larger facilities with specialized service area for children and teens, Quiet Rooms and Computer Labs. Library staff spends unproductive time negotiating computer use and dealing with behavioral complaints. In 2003 the Board of Supervisors adopted the master facility plan for 2020; since that time 5 projects have been completed and 4 projects fully funded; planning work is underway on another 4 projects. However, there is still the need for 10 new

Library – Measure B – Capital Improvements – 7530

libraries, replacement or renovation of 23 libraries, and a New Central Library. Acquisition of property for the new Central Library is underway. In addition to the limited funds available for capital development from Measure B, other revenue sources need to be adopted to meet the needs of residents. There are a variety of options including a separate tax for library construction, private developer impact fees, private contributions, etc. The Board of Supervisors directed the library to explore a local sales tax and/or bond for November 2008. A private fundraising campaign for Fowler raised about \$1.2 million dollars, and the model will be used for future projects. State Senate Bill 1516 has been introduced by Joe Simitian and would fund \$4 billion statewide for construction of new libraries; if passed by the State Legislature and signed by the Governor, it would be on the June 1010 ballot. The bill would require a one third local match. If all these revenue sources are approved, Fresno would be able to fund a substantial number of projects.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Capital Projects	\$3,698,098	\$3,698,098	\$0	0.0
Total:	\$3,698,098	\$3,698,098	\$0	0.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Capital Projects	\$4,198,098	\$4,198,098	\$0	0.0
Total:	\$4,198,098	\$4,198,098	\$0	0.0

PROGRAM BUDGETS

Capital Projects

Program Description

- Function(s) – Accounts for the construction of new Library capital facilities, and improvements and expansion of existing capital facilities required as part of the Measure B Library Tax Ordinance service plan. Other Measure B Sales Tax revenues are included in the Library - Measure B budget (7511) for associated operational service needs.
- Outcome(s) -- The construction of new Library capital facilities, and improvements and expansion of existing capital facilities to benefit the general public.
- Mandates & Level of Mandated Activities – This program is not mandated by law. However, in November 2004 Fresno County voters renewed the 1/8 of 1% special library sales tax for 7 years from April 1, 2006 to March 31, 2013. Proceeds from this tax are to be used exclusively for public library construction, acquisition, programs, and operations.

Library – Measure B – Capital Improvements – 7530

- **Appropriation Detail** – Appropriations have decreased primarily due to a reduction in the rate of growth of the Measure B sales tax revenues. The FY 08-09 Recommended Budget amount of \$4,198,098 represents a portion of the construction cost of the new Orange Cove Library (\$2,580,602) and the new Tranquillity Library (\$1,117,496) funded by the State Library Bond Act; and the cost of furniture and equipment for the new West Fresno Library.
- **Revenue Detail** – The estimated revenues for the FY 2008-09 Recommended Budget have decreased from the FY 2007-08 Adopted Budget revenues primarily due to a reduction in the rate of growth of the Measure B sales tax revenues. The FY 08-09 Recommended Budget revenues of \$4,198,098 represent the State Library Bond Act funding for the construction of the new Orange Cove Branch Library (\$2,580,602) and the new Tranquillity Branch Library (\$1,117,496); and Measure B sales tax revenue (\$500,000).

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Fixed Assets	\$3,698,098	\$4,198,098
Total Appropriations	\$3,698,098	\$4,198,098

Fixed Assets (\$3,698,098):

No. of Items	Program No	Item Description	Cost	Purpose
1	89524	Orange Cove Library	\$2,580,602	Library for the use of the general public
1	89525	Tranquillity Library	\$1,117,496	Library for the use of the general public
1	90603	West Fresno Equipment	\$500,000	Furniture and equipment for the new West Fresno Library
Total Cost:			\$4,198,098	

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Taxes	\$0	\$500,000
Intergovernment Revenues – State	\$3,698,098	\$3,698,098
Total Revenue	\$3,698,098	\$4,198,098

Library – Measure B – Capital Improvements – 7530

SUMMARY OF REVENUES

- Revenues are recommended at \$ 4,198,098, a 76.0 % (\$ 13,025,736) decrease from fiscal year 2007-08, which is primarily due to a fund balance carryover of \$10,198,687 applied in FY 2007-08. Specific changes by revenue accounts are noted below.
 - State Aid (\$ 3,698,098) – Revenues have decreased by 29% (\$1,529,199) from FY 2007-08 primarily due to the depletion of State Bond Act grant award for the construction of new libraries in Mendota, Orange Cove, and Tranquilliy.
 - Taxes (\$ 500,000) – Recommended at 70% (\$1,147,850) decrease from FY 2007-08 due to Measure B sales tax revenues allocated for the purchase of furniture and equipment for the new West Fresno Library.

Library – Grants Tax Ordinance Funds – 7517

Fresno County Library-Grants BUDGET 7517 Library Tax Ordinance Fund					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY (See Note)</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 115,169	\$ 482,204	\$ 448,141	\$ (34,063)	-7%
Total Appropriations	\$ 115,169	\$ 482,204	\$ 448,141	\$ (34,063)	-7%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 26,211	\$ -	\$ -	\$ -	-100%
Intergovernment Rev-Federal	45,246	14,077	4,729	(9,348)	-66%
Miscellaneous Revenues	73,325	468,127	443,412	(24,715)	-5%
Total Revenues	\$ 144,782	\$ 482,204	\$ 448,141	\$ (34,063)	-7%
<u>Difference</u>	\$ (29,613)	\$ -	\$ -	\$ -	0%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	-	-	-	-	
<p>Note: Library grants Budget 7517 was created under Fund 0107 (Measure B) as a continuation of Library grants Budget 7512 (under Fund 0105). Budget 7512 will be eliminated due to the closing of Fund 0105, which will occur at the end of FY 2007-08. The amounts in the "Actual" and "Adopted" columns represent the amounts from Library grants Budget 7512.</p> <p>**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>					

Library – Grants Tax Ordinance Funds – 7517

FUNCTION

The Library Grants budget provides for State and Federal grant programs and the acquisition of library materials, supplies, and furniture and equipment funded by private monetary gifts received by the Fresno County Free Library.

OVERVIEW

The FY 2008-09 Recommended Budget appropriations of \$448,141 reflect a net 7% (\$34,063) decrease from the 2007-08 Adopted Budget, and the FY 2008-09 Recommended Budget revenues of \$448,141 reflect a net 7% (\$34,063) decrease from the FY 2007-08 Adopted revenues. There are two grants and the Library Book Trust associated with this budget. The Library Book Trust budget is for the acquisition of books, supplies, programming, furniture, and equipment funded by monetary gifts to the Library. No staffing is recommended for FY 2008-09.

DEPARTMENT COMMENTS

Due to the closing of Fund 0105 (Fresno County Free Library) at the end of FY 2007-08, Library grants Budget 7512 (under Fund 0105) will be eliminated. Library grants Budget 7517 was created under Fund 0107 (Measure B) as a continuation of Library grants Budget 7512.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
ULC (Urban Libraries Council) Scholars II Grant-scholarships for employees	\$4,729	\$4,729	\$0	0.0
Gates Grant-for upgrades to Library computers	\$178,372	\$178,372	\$0	0.0
Book Trust-for financial gifts to Library	\$265,040	\$265,040	\$0	0.0
Total:	\$448,141	\$448,141	\$0	0.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
ULC (Urban Libraries Council) Scholars II Grant-scholarships for employees	\$4,729	\$4,729	\$0	0.0
Gates Grant-for upgrades to Library computers	\$178,372	\$178,372	\$0	0.0
Book Trust-for financial gifts to Library	\$265,040	\$265,040	\$0	0.0
Total:	\$448,141	\$448,141	\$0	0.0

Library – Grants Tax Ordinance Funds – 7517

PROGRAM BUDGETS

ULC (Urban Libraries Council) Scholars II Grant - scholarships for employees

Program Description

- Function(s) – To provide scholarships for qualifying Library staff seeking a Masters in Library Science degree funded by a grant from the Federal Institute of Museum & Library Services to support the education of future librarians. This is a continuation of a \$25,000 grant, which began on August 1, 2005 and expires September 1, 2008.
- Outcome(s) – To support internal promotion and to retain local talent.
- Mandates & Level of Mandated Activities – This grant is not mandated by law. However, expenditures must comply with the grant budget and agreement.
- Appropriation Detail – The budget provides for reimbursement for the cost of tuition, books, transportation, and fees for qualifying Library staff seeking a Masters in Library Science degree.
- Revenue Detail – The estimated Revenues for the FY 2008-09 Recommended Budget represent the projected remaining grant program proceeds that will be carried over to FY 2008-09.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$4,729	\$4,729
Total Appropriations	\$4,729	\$4,729

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – Federal	\$4,729	\$4,729
Total Revenue	\$4,729	\$4,729

Total Recommended Positions

Total Positions for the above program include 0.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Gates Grant - for upgrades to Library computers

Program Description

- Function(s) – To provide sustainable public access computer hardware and software upgrades. This is a continuation of a \$216,000 grant from the Global Libraries Program of the Bill & Melinda Gates Foundation, which began on March 31, 2006 and expires on December 31, 2008.
- Outcome(s) – Public will have access to up-to-date computers for productivity programs, research, entertainment, and communication.

Library – Grants Tax Ordinance Funds – 7517

- Mandates & Level of Mandated Activities – This grant is not mandated by law. However, expenditures must comply with the grant budget and agreement.
- Appropriation Detail – The budget will primarily provide \$178,372 for the upgrade of existing computers and software.
- Revenue Detail – The estimated revenues for the FY 2008-09 Recommended Budget of \$178,372 represent the projected grant award from the Global Libraries Program of the Bill & Melinda Gates Foundation for the upgrade of computers and software.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$178,372	\$178,372
Total Appropriations	\$178,372	\$178,372

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Miscellaneous Revenues	\$178,372	\$178,372
Total Revenue	\$178,372	\$178,372

Book Trust - for financial gifts to Library

Program Description

- Function(s) – To provide for the programs, library materials, supplies, furniture and equipment purchase funded by private monetary gifts to the Library.
- Outcome(s) – The expansion of library programs and library materials collection and the acquisition of new and replacement furniture and equipment.
- Mandates & Level of Mandated Activities – This program is not mandated by law. However the expenditures must comply with the wishes of the donor.
- Appropriation Detail – The budget provides for programs, library materials, supplies, and the acquisition of new and replacement furniture and equipment
- Revenue Detail – The estimated revenues for the FY 2008-09 Recommended Budget represents funding from private monetary gifts to the Library.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$265,040	\$265,040
Total Appropriations	\$265,040	\$265,040

Library – Grants Tax Ordinance Funds – 7517

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Miscellaneous Revenues	\$265,040	\$265,040
Total Revenue	\$265,040	\$265,040

SUMMARY OF REVENUES

- Revenues are recommended at \$ 448,141, a 7.0 % (\$ 34,063) decrease from fiscal year 2007-08, which is primarily due to a reduction in the estimated budget for furniture and equipment funded by monetary gifts to the Library. Specific changes by revenue accounts are noted below.
- Federal Aid (\$4,729) - Revenues have decreased by 66% (\$ 9,348) due primarily to the depletion of grant proceeds from the 3 year Urban Libraries Council Scholars II grant program funded by the Federal Institute of Museum & Library Services to support the education of future librarians.
- Miscellaneous Revenues (\$443,412) - Revenues have decreased by 5% (\$ 24,715) – due primarily from reduction in the estimated budget for furniture and equipment funded by monetary gifts to the Library. Reflects the continuing \$178,372 grant from the Bill & Melinda Gates Foundation and \$265,040 for programming, library materials, and new and replacement library equipment and furnishings funded by monetary gifts held in the Library Trust Fund.

Agriculture – 4010

Agriculture BUDGET 4010 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	7,795,474	8,575,896	8,190,323	(385,573)	-4%
Services and Supplies	1,886,575	2,227,975	2,365,890	137,915	6%
Total Appropriations	\$ 9,682,049	\$ 10,803,871	\$ 10,556,213	(247,658)	-2%
<u>Revenues</u>					
Licenses, Permits & Franchises	489,856	611,584	591,891	(19,693)	-3%
Fines, Forfeitures & Penalties	39,239	50,603	23,617	(26,986)	-53%
Intergovernment Revenues - St	5,090,842	5,200,460	4,890,593	(309,867)	-6%
Intergovernment Rev-Federal	26,053	15,000	8,000	(7,000)	-47%
Charges For Services	1,640,595	1,909,645	1,785,641	(124,004)	-6%
Miscellaneous Revenues	176,023	155,200	160,535	5,335	3%
Intrafund Revenue	129,833	-	-	-	
Total Revenues	\$ 7,592,440	\$ 7,942,492	\$ 7,460,277	(482,215)	-6%
<u>Net County Cost</u>	\$ 2,089,609	\$ 2,861,379	\$ 3,095,936	\$ 234,557	8%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	86	86	80	(6)	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

FUNCTION

The Department of Agriculture is committed to promoting Fresno County agriculture, fostering public confidence by assuring a fair and equitable marketplace, protecting environmental quality through the sound application of pesticide and worker safety regulations, preserving agricultural land use for future generations, and minimizing the pest risk pathways of exotic and harmful pests. The Department is organized into seven districts which are located in Firebaugh, Fresno, Huron, Kerman, Reedley, Sanger and Selma. All administrative functions and related activities occur in the Fresno district area. Program responsibilities and activities occur in all of the districts and staff provide services to the general public and the agricultural industry.

The Recommended Budget for the Department is divided into nine programs including:

1. Pest Detection – Monitoring urbanized and crop areas for quarantine and pests of unknown significance with traps and surveys,
2. Pest Eradication - Treating and eliminating unwanted quarantine pests of significance as they occur in the urban and agricultural setting,
3. Pest Management-Control – Limiting the spread or controlling pests of significance including weeds, vertebrate pests and insects,
4. Pest Exclusion-Plant Quarantine – Inspecting incoming and outgoing pathways of pest introduction including export certification and high risk pest exclusion facilities,
5. Pesticide Use Enforcement and Apiary – Enforcing regulations covering agricultural and structural use of pesticides and apiaries,
6. Nursery and Seed Inspection – Inspecting nursery stock to be used for farm planting and retail nursery stock and enforcing seed law regulations,
7. Fruit and Vegetable Quality Control and Eggs – Inspecting fruit, vegetables and eggs for compliance with state and federal standards,
8. County Weed and Rodent Control – Providing service to other county departments for weed and rodent control, and
9. Weights and Measures – Ensuring the public gets what they paid for through the enforcement of national and state standards for weighing, measuring, and transaction devices.

OVERVIEW

The FY 2008-09 Recommended Budget of \$10,556,213 reflects a 2% (\$247,658) decrease from the FY 2007-08 Adopted Budget, and the FY 2008-09 Recommended Budget revenues of \$7,460,277 reflect a net 6% (\$482,215) decrease from the FY 2007-08 Adopted Budget. A 5% (\$230,776) salary savings has been used in calculating Regular Salaries (Account 6100) in the Recommended Budget. A \$117,612 savings has also been calculated in the Recommended Budget for Unemployment, Retirement, OASDI, and Health Insurance. Staffing is recommended at 80 positions with a reduction of six (6) professional staff from FY 2007-08.

DEPARTMENT COMMENTS

Fiscal constraints have forced the department to reduce staffing to levels which make program activities operate at minimal levels. By reducing staffing, the potential for increased monetary losses to the citizens of Fresno County is increased. In addition there is a greater potential for human health and environmental damage through the lack of essential regulatory oversight. With state budget uncertainty, contracts for services at this time appear to be decreasing. As state funding sources continue to decline, these contracts will not support needed service levels. The staff reduction of six positions will result in greater workloads, longer response times, and an increase in the use of overtime and extra help positions.

The Department is facing an ever shrinking pool of qualified candidates for the Agricultural/Standards Specialist series of positions. In order to progress through the Agricultural/Standards Specialist series, a specialist must pass eight state examinations on focused subject areas to become fully licensed. The Department continues to face difficulties recruiting and retaining new employees. In FY 2007-08 the Department lost 11 permanent staff to retirements, resignations and terminal illnesses which equates to a 13% turnover rate.

Costs which are passed to departments from ISF departments negatively impact our ability to maintain our current level of service because we cannot increase revenues quickly enough to maintain our service level.

Gas tax support funding will decrease from a reimbursement rate of 37% to 36%. The allocation of this funding will be based on FY 2007-08 net county costs. Gas tax reimbursement is based on the County's net county cost contribution to the Department. If the County continues to decrease the Department's net county cost, the portion of gas tax money received will continue to decline each year which forces the Department to reduce services.

The Department completed a critical evaluation of vehicle usage, travel and publication costs. Vehicles were eliminated for management and divisions where utilization was not being maximized. Travel has been cut to only essential meetings for management and minimal training for staff. The printing of the annual crop report has been reduced from 1,000 to 100 copies. These cost cutting measures will not affect the Department's ability to generate much needed revenue, but further cuts to services and supplies will have a significant impact.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Pest Detection	\$883,950	\$413,890	\$470,060	3.7
Pest Eradication	\$86,215	\$124,019	(\$37,804)	0.9
Pest Management-Control	\$2,517,906	\$1,934,406	\$583,500	11.0
Pest Exclusion-Plant Quarantine	\$1,592,283	\$1,251,241	\$341,042	16.9
Pesticide Use Enforcement & Apiary	\$2,374,748	\$1,630,617	\$744,131	28.3

Agriculture – 4010

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Nursery & Seed Inspection	\$28,422	\$26,959	\$1,463	0.4
Fruit & Vegetable Quality Control & Eggs	\$2,310,902	\$1,317,867	\$993,035	10.2
Co. Weed & Rodent Control	\$219,423	\$130,042	\$89,381	0.7
Weights & Measures	\$777,531	\$622,821	\$154,710	9.9
Total:	\$10,791,380	\$7,451,862	\$3,339,518	82.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Pest Detection	\$593,105	\$413,890	\$179,215	3.7
Pest Eradication	\$112,885	\$124,019	(\$11,134)	0.9
Pest Management-Control	\$1,931,391	\$1,928,721	\$2,670	11.0
Pest Exclusion-Plant Quarantine	\$1,875,322	\$1,251,241	\$624,081	15.9
Pesticide Use Enforcement & Apiary	\$3,016,155	\$1,630,617	\$1,385,538	28.3
Nursery & Seed Inspection	\$37,838	\$26,959	\$10,879	0.4
Fruit & Vegetable Quality Control & Eggs	\$1,683,172	\$1,317,867	\$365,305	9.2
County Weed and Rodent Control	\$229,050	\$144,142	\$84,908	0.7
Weights & Measures	\$1,077,295	\$622,821	\$454,474	9.9
Total:	\$10,556,213	\$7,460,277	\$3,095,936	80.0

PROGRAM BUDGETS

Pest Detection

Program Description

- Function(s) – The California pest prevention system is designed to protect the agricultural and natural resources of the County from non-indigenous (exotic) insect and plant disease pests. Pest Detection provides the second line of defense should a pest elude the exclusion network. Pest prevention focuses on the early detection and/or delimitation of an incipient infestation to insure eradication. Insect detection is accomplished by a network of traps and field surveys. Plant disease detection is accomplished through field surveys and public information programs.
- Outcome(s) – By maintaining extra help staffing levels to contract maximums to service over 3,700 insect detection traps and conduct urban and agricultural land inspections for exotic pests, the Department will be able to detect a low level infestation, respond quickly to a potential quarantine situation and prevent significant economic impact to the region.

Agriculture – 4010

- Mandates & Level of Mandated Activities – Food and Agriculture Code Pest Detection, Section 5101
- Appropriation Detail – Increases in appropriation levels are due to rising administrative costs of the Department with the pass through costs from the General Services Department as well as increases in vehicle, mileage and liability charges.
- Revenue Detail – The State contracts that the Pest Detection revenue comes from will remain the same as FY 2007-08 and will not compensate the County for any inflationary or cost-of-living increases. In addition, State contracts are capped at 25% of personnel charges for administrative overhead costs. The anticipated reduction of gas tax support funding will decrease revenues in this program also.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$730,318	\$485,401
Service & Supplies	\$153,632	\$107,704
Total Appropriations	\$883,950	\$593,105

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$413,890	\$413,890
Total Revenue	\$413,890	\$413,890
NCC	\$470,060	\$179,215

Total Recommended Positions

Total Positions for the above program include 3.7 full time equivalent(s) (FTE), which reflect a decrease of 0.0 FTE(s) from FY 2007-08.

Pest Eradication

Program Description

- Function(s) – Pest eradication may be defined as “the attempt to exterminate a pest from a defined area.” The Department develops operational plans for the eradication of pest species, when applicable, and to eradicate new and economically important organisms; exercises leadership in prompt evaluation of a newly detected pest; and investigates any newly introduced organism or disease. Current eradication target pests include pink bollworm in cotton, skeletonweed, spotted knapweed and Japanese dodder.
- Outcome(s) – Staff will continue to find and treat or eliminate outlier infestations of weed pests and and reduce existing infested acreage by 95%. Enforcement of the host free period for all cotton acreage by December 31, 2008, will be done. Reinspection of 26 Japanese dodder properties for regrowth and eradication of any new finds will be completed.

Agriculture – 4010

- Mandates & Level of Mandated Activities – Food and Agriculture Code Pest Eradication, Sections 2274 and 2276.
- Appropriation Detail -- The decrease in appropriations results from the projected 10% reduction of cotton acreage which will result in less staff time and mileage to enforce the host free period. Also, the Japanese dodder program infested properties have dropped from 19 to 7 in FY 2007-08 with further reductions in FY 2008-09 expected, further reducing staff time allocated to this project. The remaining projects' appropriations will remain the same.
- Revenue Detail -- There will be reductions in contracted amounts for cotton plowdown/pink bollworm host free period monitoring (10% decrease, \$500) and Japanese dodder eradication (13.5% decrease, \$14,000). The stated excess revenue is not a true net county reduction, but reflects the distribution of unrefunded gas tax revenue across all department programs. The revenue is being used to offset net county cost in other department areas.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$59,044	\$82,407
Service & Supplies	\$27,171	\$30,478
Total Appropriations	\$86,215	\$112,885

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$124,019	\$124,019
Total Revenue	\$124,019	\$124,019
NCC	(\$37,804)	(\$11,134)

Total Recommended Positions

Total Positions for the above program include 0.9 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Pest Management - Control

Program Description

- Function(s) – Controlling vertebrate, invertebrate and weed pests is achieved through various methods by the Department. Biocontrol agents are released into the environment to help control pests like glassy-winged sharpshooter and puncture vine. Chemical treatments are used to control invertebrate and weed pests on land and water. The Department offers rodent baits for sale at cost to the public. Wildlife damage management limits damage to livestock by predators and monitors vertebrate populations for zoonotic diseases (transfers to humans, such as bubonic plague).

Agriculture – 4010

- Outcome(s) -- With the increase of glassy-winged sharpshooter positive properties in FY 2007-08 to over 1,000, the treatment program will expand. These treatments will help to control the spread of this pest in FY 2008-09. The water hyacinth control project will continue its efforts to reduce the amount of biomass of this plant found in waterways in Fresno County. Rodenticide bait sales are formulated and sold only to meet customer demand. Wildlife damage management program will continue to respond quickly to minimize vertebrate damage to agricultural and public lands. With vertebrate damage losses in CY 2007 of \$600,000 on 1.6 million acres, the Department will work to reduce this loss figure.
- Mandates & Level of Mandated Activities – Food and Agriculture Code Pest Management, Section 2274
- Appropriation Detail -- The increase in appropriations is due to the increase in cost of herbicides, squirrel oat groats and staff salary and benefits increases. The majority of staff utilized in the program is seasonal extra help staff for the glassy-winged sharpshooter and water hyacinth control programs and these positions did not have a salary increase.
- Revenue Detail -- Federal grazing fees are unpredictable as they are dependent upon how much federal land is leased by ranchers to graze their stock. Depending upon the availability of land and biomass available for grazing, federal lands may not be used, and hence, the unpredictability of this revenue. In addition, state contracts for glassy-winged sharpshooter and water hyacinth projects are capped at 25% of personnel charges for administrative overhead costs. The anticipated reduction of gas tax support funding will decrease revenues in this program also.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,829,893	\$1,345,137
Service & Supplies	\$688,013	\$586,254
Total Appropriations	\$2,517,906	\$1,931,391

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$1,760,721	\$1,760,721
Intergovernment Revenues – Federal	\$13,685	\$8,000
Charges for Service	\$160,000	\$160,000
Total Revenue	\$1,934,406	\$1,928,721
NCC	\$583,500	\$2,670

Total Recommended Positions

Total Positions for the above program include 11.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Agriculture – 4010

Pest Exclusion - Plant Quarantine

Program Description

- Function(s) – Pest exclusion focuses on preventing the entry and establishment of exotic pests and limiting the intrastate movement of newly discovered pests. Shipments entering the state via domestic aircraft, train, express package carriers, and truck shipments are inspected by staff at terminal points. Elements of the program at the county level include: terminal point inspection, facility and property inspection, sealed shipment inspection, federal collaboration inspection, post entry quarantine, quarantine compliance certification, phytosanitary export certification, enforcement action, and quarantine response.
- Outcome(s) -- Cutting off the exotic pest pathways will continue at terminals and other incoming shipment locations in FY 2008-09. Early interception is the key to preventing quarantine establishment for smuggled quarantine pests. The Department's agricultural detector dog teams will become federally certified. Phytosanitary export certification is expected to decrease slightly as the requirements for light brown apple moth certification were removed in FY 2007-08. 100% completion of export seed field walks is targeted for FY 2008-09.
- Mandates & Level of Mandated Activities – Food and Agriculture Code Pest Exclusion-Plant Quarantine, Section 5024.
- Appropriation Detail -- Increases in appropriation levels are due to rising administrative costs of the Department with the pass through costs from the General Services Department as well as increases in vehicle, mileage and liability charges.
- Revenue Detail -- The majority of phytosanitary export program is request-for-service oriented and recovers its costs. For other exclusion activities under contract, the overhead is capped at 25% by the state. The anticipated reduction of gas tax support funding will decrease revenues in this program also.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,303,484	\$1,550,021
Service & Supplies	\$288,799	\$325,301
Total Appropriations	\$1,592,283	\$1,875,322

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$318,041	\$318,041
Charges for Service	\$933,200	\$933,200
Total Revenue	\$1,251,241	\$1,251,241
NCC	\$341,042	\$624,081

Agriculture – 4010

Total Recommended Positions

Total Positions for the above program include 15.9 full time equivalent(s) (FTE), which reflect a decrease of 1.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
1702	Agricultural/Standards Specialist I	Vacant	1.0	\$68,891
Totals			1.0	\$68,891

Service Impact of Funding Reductions:

- Reduce the number of parcel inspections at risk pathways for exotic pest introduction
- Further reduce export certificate reviews below the Federal standard from 25% to 10%
- Increase usage of extra help to compensate for loss of permanent staff during export inspections for a limited number of countries that will allow the usage of seasonal staff. Some export inspection programs mandate the usage of Federally licensed permanent staff.
- Put inspections at parcel facilities on a rotating schedule which increases the risk of exotic pest introduction.

Pesticide Use Enforcement and Apiary

Program Description

- Function(s) – The County Agricultural Commissioner serves as the primary enforcement agent for State pesticide laws and regulations designed to protect pesticide handlers, farm-workers, the general public and the environment through a pesticide use enforcement program. The program, designed to meet the county's particular needs, is administered by the Agricultural Commissioner at the local level whereby restricted materials permit applications are evaluated (CEQA equivalency requirement) and conditioned to help ensure safe and effective pesticide applications. Pesticide use is regulated (both in agricultural and non-agricultural settings), through a vigorous inspection program to prevent misapplication or drift, and possible contamination of people or the environment. Investigation of pesticide-related illnesses and injuries, and complaints involving pesticide use causing crop injury or other environmental damage are investigated by staff. If violations of pesticide laws or regulations are found, the Commissioner takes the appropriate enforcement or compliance action. Compliance through education has been a valuable tool in the efforts to prevent misapplications from occurring. The county provides workshops and continuing education opportunities in the area of pesticide laws and regulations to better serve industry by providing information to assist with compliance. The Department conducts apiary inspections and bee disease abatement procedures and enforces regulations pertaining to beekeepers and honeybees. Colony strength is evaluated through certification inspection procedures. Africanized honeybee complaints are investigated.

Agriculture – 4010

- Outcome(s) -- To conduct the absolute minimum number of inspections (currently performing approximately 1,500 various pesticide application inspections) and continuing education classes necessary to, at the least, maintain current compliance levels. Investigations conducted due to possible pesticide related illnesses, reports of crop damage and complaints of possible environmental and/or human exposure must be maintained at the current level. The Department has an obligation to continue to evaluate restricted material permit applications (approximately 4,000) and the required 5% of all notices of intent (approximately 14,500 intents submitted indicating the intent to apply a restricted material) thoroughly to determine CEQA compliance. More complete tracking and evaluation of true costs to the Department for data queries performed per public records requests for data will occur. Distribution and accounting of time spent by the Department's Systems and Procedures Analysts (2) will be evaluated and corrections made, if warranted. A thorough review of the apiary colony strength inspection service fees will be completed for FY 2008-09 based on current service levels for this project. Staff will continue to offer apiary colony strength inspections at cost.
- Mandates & Level of Mandated Activities – Food and Agriculture Code Pesticide Use Enforcement and Apiary, Section 11501.5, 29300, and 29441
- Appropriation Detail -- Increases in appropriation levels are due to rising administrative costs of the Department with the pass through costs from the General Services Department as well as increases in vehicle, mileage and liability charges.
- Revenue Detail -- The mill assessment monies, which the pesticide use enforcement funding comes from, has been reduced by \$35,708 from FY 2007-08 funding. The Department will not be compensated for any additional time, vehicle usage or mileage utilized by employees involved in the activities of this program not covered by FY 2008-09 funding. A thorough review of the apiary colony strength inspection service fees will be completed for FY 2008-09 based on current service levels for this project.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$2,007,338	\$2,526,482
Service & Supplies	\$367,410	\$489,673
Total Appropriations	\$2,374,748	\$3,016,155

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Licenses, Permits, & Franchises	\$26,230	\$26,230
Fines, Forfeitures, & Penalties	\$8,000	\$8,000
Intergovernment Revenues – State	\$1,587,687	\$1,587,687
Charges for Service	\$8,700	\$8,700
Total Revenue	\$1,630,617	\$1,630,617
NCC	\$744,131	\$1,385,538

Agriculture – 4010

Total Recommended Positions

Total Positions for the above program include 28.3 full time equivalent(s) (FTE), which reflect a decrease of 4.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
1702	Agricultural/Standards Specialist I	Vacant	1.0	\$68,891
1700	Agricultural/Standards Specialist III	Vacant	3.0	\$322,224
Totals			4.0	\$391,115

Service Impact of Funding Reductions:

- Eliminate the current number (approximately 40 two-hour classes) of continuing education classes offered to industry.
- Terminate the Department's compliance assistance audit program performed to assist industry compliance.
- Decrease the amount of "guest speaker" engagements requested by industry (approximately 20 performed by department staff per year) pertaining to pesticide use/worker health and safety laws and regulations.
- Decrease the hours spent on surveillance work throughout the County lessening the "high profile" presence the Department has used as a compliance strategy, increasing the potential for pesticide misapplications to occur that could affect human health, the environment and surrounding sensitive crop production sites.

Nursery and Seed Inspection

Program Description

- Function(s) – The Department nursery inspection program requires staff to inspect nurseries to assure compliance with nursery stock, pest cleanliness, labeling, quality, and varietal trueness standards. Staff inspect producing nurseries of farm commercial planting stock, certify that the plant material has been inspected and found free of injurious plant pests and disease symptoms, and enforce the California Seed Law regulations to insure that seed purchased by the consumer or buyer is properly identified and is of the quality represented on the tag or label. Agricultural seed is inspected for compliance with label claims and requirements. For commodities being grown for on-farm planting, staff will inspect and document nematode soil treatments prior to the sale of the commodity.
- Outcome(s) -- Completion of inspections for all nurseries growing farm planting stock and nursery stock increase acreage will be a goal for FY 2008-09. Seed law and labeling enforcement will continue at FY 2007-08 levels.
- Mandates & Level of Mandated Activities – Food and Agriculture Code Nursery and Seed Inspection, Sections 6903 and 7205

Agriculture – 4010

- Appropriation Detail -- Increases in appropriation levels are due to rising administrative costs of the Department with the pass through costs from the General Services Department as well as increases in vehicle, mileage and liability charges.
- Revenue Detail -- All state and service contracts in this program are close to keeping up with the rising costs of performing the inspections, although no COLA or inflationary increases are factored in. The anticipated reduction in gas tax revenues is a factor in the reduction in revenues for this program.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$24,060	\$32,399
Service & Supplies	\$4,362	\$5,439
Total Appropriations	\$28,422	\$37,838

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$21,659	\$21,659
Charges for Service	\$5,300	\$5,300
Total Revenue	\$26,959	\$26,959
NCC	\$1,463	\$10,879

Total Recommended Positions

Total Positions for the above program include 0.4 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Fruit and Vegetable Quality Control and Egg Inspection

Program Description

- Function(s) – Fruit and vegetable standardization protects consumers against the purchase of substandard fruits, vegetables, and honey, and protects the fruit, vegetable and honey industry against unfair competitive practices of shippers of substandard products. It also assures consumers at certified farmers markets that the products they purchase are produced by the certified producers from whom they purchase the products. As the acreage increases for organically grown commodities, so does the inspection and permits issuance by our staff. Assurances to the public are also needed by consumers for organically grown products. Egg inspection provides a uniform, cost-effective inspection service that assures eggs of a known quality are sold in Fresno County. The gathering of agricultural production statistics dealing with the condition, acreage, production, and value is gathered by the Department and is used to produce the Annual Crop and Livestock Report. Statistics are also gathered and assessment reports are written on damage causing an economic impact to crops due to natural causes.

Agriculture – 4010

- Outcome(s) -- By maintaining the extra help staffing at current levels, the inspection of the egg, cantaloupe, citrus, grape, honeydew, and watermelon contracts will be enforced appropriately to performance standards. Permanent staff will manage and conduct contract work, register and inspect the increasing number of Certified Farmers Markets, Certified Organic Farmers, and Certified Producers. The Department will work toward completing the 2008 Annual Crop and Livestock Report by April 15, 2009.
- Mandates & Level of Mandated Activities – Food and Agriculture Code Fruit and Vegetable Quality Control and Eggs, Sections 2272, 2279, 42651 and 27561.
- Appropriation Detail -- Increases in appropriation levels are due to rising administrative costs of the Department with the pass through costs from the General Services Department as well as increases in vehicle, mileage and liability charges.
- Revenue Detail -- Most State and industry contracts for Fruit and Vegetable Quality Control services will remain the same as FY 2007-2008. The Cantaloupe Maturity Program revenues will increase due to a higher assessment fee to cover anticipated program costs. By maintaining extra help employees to perform the majority of seasonal contract inspections, this department keeps the overall costs down.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,734,499	\$1,224,503
Service & Supplies	\$576,403	\$458,669
Total Appropriations	\$2,310,902	\$1,683,172

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$636,264	\$636,264
Charges for Service	\$681,068	\$681,068
Miscellaneous Revenues	\$535	\$535
Total Revenue	\$1,317,867	\$1,317,867
NCC	\$993,035	\$365,305

Total Recommended Positions

Total Positions for the above program include 9.2 full time equivalent(s) (FTE), which reflect a decrease of 1.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
1702	Agricultural/Standards Specialist I	Vacant	1.0	\$68,891
Totals			1.0	\$68,891

Agriculture – 4010

Service Impact of Funding Reductions:

- Less presence in wholesale produce establishments checking labeling and standardization requirements
- Longer waiting periods for certified farmer market approvals
- Delay in publication of crop statistical reports including the Annual Crop Report
- Reduce standardization compliance inspections of fruits, vegetables and eggs to minimal levels

County Weed and Rodent Control

Program Description

- Function(s) – The Department controls weeds and brush growth along county roads, intersections, bridges, and culverts primarily to eliminate fire and traffic hazards. Staff locate stands of noxious weeds, eliminating those on county property and on private properties under contractual agreements with land owners. Vertebrate pest control and monitoring is completed in county parks on an as-needed basis.
- Outcome(s) -- For the projects involving rodent control, the Department targets a 90% reduction in treated populations. An important goal of this program is to maintain minimal plant material on roadsides to reduce the risk of fire and to maintain visibility at crossroads to reduce traffic accidents in rural areas. Maintenance treatments on 700 linear miles of road will continue.
- Mandates & Level of Mandated Activities – Food and Agriculture Code County Weed and Rodent Control, Sections 2274, 5101, 6022.
- Appropriation Detail -- The increase in appropriations is driven by increased costs for herbicides and vertebrate bait ingredients. Vehicle costs for the specialized vehicles used for this program have increased also.
- Revenue Detail -- Perhaps it is due to the effectiveness of the treatments performed by the Department that the revenues in all the projects in the program are decreasing; the more effective the treatment, the less work the following season.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$56,186	\$64,926
Service & Supplies	\$163,237	\$164,124
Total Appropriations	\$219,423	\$229,050

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$42	\$42
Charges for Service	\$130,000	\$144,100
Total Revenue	\$130,042	\$144,142
NCC	\$89,381	\$84,908

Agriculture – 4010

Total Recommended Positions

Total Positions for the above program include 0.7 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Weights and Measures

Program Description

- Function(s) – Each year the Department tests weighing and measuring devices against certified standards of measurement. Scales including those used for vehicle weights, livestock, batching and recycling facilities, and continuous gin weighing of cotton seed are tested. Measuring devices such as retail gasoline pumps, meters for electricity, natural gas and water are also tested. The Department regularly inspects prepackaged commodities to assure that, at the time of sale, actual product contents equal the stated contents on package labels. Packages are also examined to assure compliance with fair packaging and labeling requirements. Packages that are found short weight, short measure, or improperly labeled are ordered off sale and must be reinspected before being released and made available again to the customer. Petroleum products are routinely sampled and tested for compliance with minimum standards and to verify dispenser descriptions and advertisement claims. This program regulates the quality of various petroleum based products. Weighmaster laws are enforced to ensure the credibility of the weighmaster certificate and is accomplished by audits of weighmaster records, undercover sales to scrap dealers and recyclers, and using undercover vehicles to determine if the weighmasters are performing illegal acts in the weighing and recording of weights, or issuing of certificates.
- Outcome(s) -- By maintaining permanent staffing at full service levels, the inspections of 14,352 devices are expected to be completed. These locations are currently paying a Device Registration Fee for an annual inspection. Workload is expected to increase with population as new retail establishments install retail computing scales and motor fuel dispensers. Inspections of prepackaged wholesale and retail commodities are expected to be reduced by 5%. Further program hours may be saved with some limited flex hours during the summer months. These adjustments are expected to offset the population driven increase in mandated device inspections.
- Mandates & Level of Mandated Activities – California Business and Professions Code, Sections starting at 12200
- Appropriation Detail -- Increases in appropriation levels are due to rising administrative costs of the Department with the pass through costs from the General Services Department as well as increases in vehicle, mileage and liability charges.
- Revenue Detail -- Device Registration, from which 65% of Weights and Measures revenue comes, will remain the same as FY 2007-08 and will not compensate the County for any inflationary or cost-of-living increases. Device Registration fees are set by state law. Two State contracts, Petroleum and Weighmaster Audits, will remain the same as FY 2007-08. One service contract with Kings County, Liquid Petroleum Gas Meters, will remain the same as FY 2007-08.

Agriculture – 4010

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$617,313	\$879,047
Service & Supplies	\$160,218	\$198,248
Total Appropriations	\$777,531	\$1,077,295

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Licenses, Permits, & Franchises	\$565,661	\$565,661
Fines, Forfeitures, & Penalties	\$15,617	\$15,617
Intergovernment Revenues – State	\$28,270	\$28,270
Charges for Service	\$13,273	\$13,273
Total Revenue	\$622,821	\$622,821
NCC	\$154,710	\$454,474

Total Recommended Positions

Total Positions for the above program include 9.9 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 7,460,277, a 6.0 % (\$ 482,215) decrease from fiscal year 2007-08, which is primarily due to reduction in state revenues, gas tax reimbursement and monies based on falling fruit and vegetable acreage for standardization activities. Specific changes by revenue accounts are noted below.
 - Licenses, Permits & Franchises (\$ 591,891) -- Recommended at a 3% (\$19,693) decrease from FY 2007-08 due to a drop in Weights and Measures device registration anticipated revenues.
 - Fines, Forfeitures & Penalties (\$ 23,617) -- Recommended at a 53% (\$26,986) decrease from FY 2007-08 due to an anticipated decrease in administrative civil penalty fines for Pesticide Use Enforcement and Weights and Measures violations.
 - Intergovernmental Revenues - State (\$ 4,890,593) -- Recommended at a 6% (\$309,867) decrease from FY 2007-08 due to reductions in Gas Tax Reimbursement and Pesticide Mill Money Assessment allocated to the Department.
 - Intergovernmental Revenues - Federal (\$ 8,000) -- Recommended at a 47% (\$7,000) decrease from FY 2007-08 due to an anticipated decrease in Federal grazing fees based on the reduced usage of Federal lands for grazing livestock.
 - Charges for Services (\$ 1,785,641) -- Recommended at a 6% (\$124,004) decrease from FY 2007-08 due to reduction in lettuce acreage which results in a reduction in inspection services upon which the Department generates revenue.

Agriculture – 4010

- Miscellaneous Revenues (\$ 160,535) -- Recommended at a 3% (\$5,335) increase from FY 2007-08 due to possible increased rodenticide bait sales.

PENDING FACTORS

Fee schedule adjustments will be brought to the Board after the December 15, 2008, salary increase of 3%. A small increase in Device Registration is possible as new locations are added. The Pesticide Use Enforcement program is seeking grant money to fund an extra help position for the GIS program for FY 2008-09. The gas tax reimbursement decrease or increase is always an uncertainty; information from the State currently predicts a decrease, but there is no true way of knowing the actual outcome because the true net county costs for all counties cannot be determined at this time.

Agriculture – 4010

AGRICULTURE - 4010

REGULAR SALARIES 2008-2009

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
8005	Agricultural Commissioner/Sealer	C	1	1	\$ 124,168
0212	Assistant Agricultural Commissioner/Sealer	E	1	1	88,570
1769	Deputy Agricultural Commissioner/Sealer	F	3	3	231,997
1699	Supervising Agricultural Standards/Specialist	2139	15	15	1,031,090
1770	Entomologist	2139	1	1	68,968
1698	Agricultural/Standards Investigator	2139	1	1	66,459
2212	Systems and Procedures Analyst III	2177	2	2	140,376
1700	Agricultural/Standards Specialist III	1859	34	31	1,812,903
1701	Agricultural/Standards Specialist II	1654	5	5	239,946
1702	Agricultural/Standards Specialist I	1497	11	8	359,904
2209	Administrative Services Assistant	1856	1	1	56,159
3166	Administrative Secretary - Conf.	1447	1	1	40,008
3161	Secretary IV - Conf.	1299	2	2	79,970
3260	Account Clerk III	1113	3	3	113,001
3080	Office Assistant III	1054	2	2	71,356
3110	Office Assistant II	946	1	1	30,343
3520	Data Entry Operator II	932	2	2	60,309
Subtotal			86	80	\$ 4,615,527
Auto Allowance					6,156
Steno Allowance					1,040
Bilingual Skill Pay					4,900
Less Salary Savings					(230,776)
TOTAL REGULAR SALARIES					\$ 4,396,847

VACANT POSITIONS RECOMMENDED FOR DELETION

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1702	Agricultural/Standards Specialist I	Vacant	1497	-3	206,673
1700	Agricultural/Standards Specialsit III	Vacant	1859	-3	322,224

Cooperative Extension – 7610

Cooperative Extension BUDGET 7610 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	318,014	302,158	308,581	6,423	2%
Services and Supplies	204,789	197,072	259,878	62,806	32%
Total Appropriations	\$ 522,803	\$ 499,230	\$ 568,459	69,229	14%
<u>Revenues</u>					
Charges For Services	37,023	32,000	34,000	2,000	6%
Miscellaneous Revenues	4,390	-	-	-	-100%
Intrafund Revenue	-	-	-	-	-100%
Total Revenues	\$ 41,413	\$ 32,000	\$ 34,000	2,000	6%
<u>Net County Cost</u>	\$ 481,390	\$ 467,230	\$ 534,459	\$ 67,229	14%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary		6	5.0	(1.0)	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Cooperative Extension – 7610

FUNCTION

Cooperative Extension was established in 1918 to provide education and research programs in agriculture; nutrition, family, and consumer sciences; 4-H youth development; and community development through a partnership between the University of California (UC) and the County of Fresno. Pursuant to an agreement with UC, Fresno County finances support staff, operating supplies, transportation, and facilities. The University is responsible for funding salaries and benefits for the academic staff made up of a Director, 10 Farm Advisors, a Nutrition and Family/Consumer Sciences Advisor, and a 4-H Youth Development Advisor. In addition, there are 23 UC career program staff supported by University or grant funds.

Cooperative Extension is recognized as one program. UC Administration requires all facets of the program be supported in the county pursuant to the MOU, thus the submitted budget is not broken down into individual program areas.

OVERVIEW

The FY 2008-09 Recommended Budget appropriations of \$534,459 reflects a net 14% (\$67,229) increase from the FY 2007-08 Adopted Budget, and the FY 2008-09 Recommended Budget revenues of \$34,000 reflect a net 6% (\$2,000) increase from the FY 2007-08 Adopted Budget. Staffing is recommended at 5 positions, which reflects a decrease of one position (.5 FTE) from FY 2007-08.

DEPARTMENT COMMENTS

The FY 2008-09 Recommended Budget requires that we eliminate one part-time position (.5 FTE). This is our Volunteer Services Coordinator position which is currently vacant.

Increases in the Salaries and Benefits object result from increased costs for benefits. Increases in the Services and Supply budget result from increased ISF rates, and the incorporation of facility services and security rates into departmental budgets. A 5% cut in services and supplies (\$13,678) was taken per CAO instructions.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Cooperative Extension	\$612,093	\$34,000	\$578,093	5.0
Total:	\$612,093	\$34,000	\$578,093	5.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Cooperative Extension	\$568,459	\$34,000	\$534,459	5.0
Total:	\$568,459	\$34,000	\$534,459	5.0

Cooperative Extension – 7610

PROGRAM BUDGETS

Cooperative Extension

Program Description

- Function(s) – Fresno County Cooperative Extension provides education and research programs in agriculture; nutrition, family, and consumer sciences; 4-H youth development; and community development in a partnership between the University of California (UC) and the County of Fresno. Fresno County finances support staff, operating supplies, transportation, and facilities. The University is responsible for funding the salaries and benefits for academic staff made up of a Director, 10 Farm Advisors, a Nutrition and Family/Consumer Sciences Advisor, and a 4-H Youth Development Advisor. In addition, there are 23 UC career program staff supported by University or grant funds.
- Outcome(s) -- The University of California Cooperative Extension in Fresno County positively impacts residents through the development and delivery of science-based information in agriculture, human, and natural resources. As recognized experts in agriculture, nutrition, and youth development, the University of California Cooperative Extension in Fresno County strengthens and improves lives by providing useful and credible science-based information. Our goals are to develop relevant research-based information and implement effective educational tools and strategies to deliver quality programs. We are working to improve the quality of all University of California Cooperative Extension efforts through evaluation; as well as facilitate, collaborate with, and support local, state, national, and international organizations to address issues affecting county residents.
- Mandates & Level of Mandated Activities – N/A
- Appropriation Detail – Appropriations in the salaries and benefits object result from increased benefit costs. The service and supply budget reflects an increase primarily due to increases in ISF rates and the incorporation of facility services and security rates into departmental budgets. A 5% cut (\$13,678) has been taken in the service and supply line items.
- Revenue Detail – The estimated revenues for the FY 2008-09 Recommended Budget have increased by 6% due to anticipated increases in revenue generated for printing services provided to grant-funded and other miscellaneous UC programs.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$334,419	\$308,581
Service & Supplies	\$277,674	\$259,878
Total Appropriations	\$612,093	\$568,459

Cooperative Extension – 7610

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$34,000	\$34,000
Total Revenue	\$34,000	\$34,000
NCC	\$578,093	\$534,459

Total Recommended Positions

Total Positions for the above program include 5.0 full time equivalent(s) (FTE), which reflect a decrease of 1.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
2290	Voluntee Services Coordinator	Vacant	0.5	\$36,016
Totals			0.5	\$36,016

Service Impact of Funding Reductions:

- The recommended budget requires elimination of our Volunteer Services Coordinator who manages our Master Gardener Volunteers. Programs offered by this volunteer program would have to be drastically cut or totally eliminated. We utilize the expertise of our Master Gardeners to teach classes and provide educational information on topics including gardening, pest management, weed control and tree care to Fresno County consumers. In addition we maintain a demonstration garden (Garden of the Sun) and conduct classes on-site on a variety of subjects, which include pruning, composting, children's gardens, insect and disease management. This individual coordinates all efforts as they relate to the Garden and classes. He/she maintains and coordinates the schedules of those who work to maintain the garden, arranges for speakers and coordinates their schedules, and oversees all management and financial components as they relate to teaching the classes we offer to the public, students, and/or other educators. Layoff of this position could jeopardize our being able to keep the demonstration garden up and running, and our ability to provide these classes. This group represents this County office at events such as the Fresno Fair, the Fresno Home and Garden Show, the County schools' Ag and Nutrition Day, and give presentations at the County library. Volunteers staff a "hotline" in our office responding to calls, emails and clientele visits throughout the year. This layoff reduces Cooperative Extension's ability to serve thousands of consumers in Fresno County each year. This individual is responsible for coordinating all efforts relating to training new Master Gardeners and providing continuing education to current volunteers. As new classes are offered to train Master Gardeners, this individual provides all leadership... planning the course schedule, arranging for meeting rooms and speakers, and composing/gathering all course material. They make sure our Master Gardeners adhere to their commitment of volunteer hours (coordinating their work schedules), and oversees the recertification process each year. Without the Master Gardener Coordinator, the quality of this program is compromised.

Cooperative Extension – 7610

- A 5% cut in services and supplies (\$13,678) has been taken per CAO instructions. To meet this cut we will relinquish use of two county-provided storage units for which we are charged a monthly fee (\$1,040), take a cut in our office supply budget (\$5,638), and take the remaining (\$7,000) from our travel budget. While the cut in our office supply budget will reduce funds available for supplies/printing needed to provide information to clientele, the most severe impact will be the reduction of travel funds. This cut will reduce the farm advisors' ability to conduct research and education programs and adequately provide service to clientele. With the addition of a full-time UC academic in FY 2008-09, our travel and supply budget is even more inadequate for our staff to conduct research and education programs that serve the needs of Fresno County. The Fresno County UCCE office has the continuing support of the University of California in providing funding to hire new academic positions to serve the Fresno County population. However, without proper County support for these positions, it will be difficult, and at times impossible, to conduct programs and meet clientele needs without an adequate travel and supply budget. We do not allow any home garaging of vehicles in an effort to preserve our department funds.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 34,000, a 6.0 % (\$ 2,000) increase over fiscal year 2007-08, which is primarily due to anticipated increase in revenue generated from providing printing services to grant-funded UC programs. Specific changes by revenue accounts are noted below.
 - Charges for Services (\$ 34,000) – Revenues project a slight increase from the 2007-08 level as a result of anticipated increases in printing services provided to grant-funded UC programs.

PENDING FACTORS

The grant-funded programs in this office have variable funding timelines. There is no guarantee going into this budget that all grant programs currently funded will renew through June 2009. There would be some adverse affect to our budget as these programs assist us in generating revenue.

Cooperative Extension – 7610

COOPERATIVE EXTENSION - 7610

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2209	Cooperative Extension Administrative Coordinator	2579	1	1	\$ 66,496
2290	Volunteer Services Coordinator (PT)	966	1	0	0
3110	Office Assistant II (PT)	487	1	1	12,933
3142	Secretary II	1257	1	1	31,920
3140	Secretary III	1548	<u>2</u>	<u>2</u>	<u>79,052</u>
Subtotal			6	5	\$ 190,401
TOTAL REGULAR SALARIES					\$ 190,401

POSITIONS RECOMMENDED FOR DELETION

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
2290	Volunteer Services Coordinator (PT)	Vacant	966	<u>1</u>	<u>36,016</u>
	Cost of Restoring Positions			1	\$ 36,016

Public Works & Planning – 4360

Public Works and Planning BUDGET 4360 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	12,594,181	15,325,785	8,304,344	(7,021,441)	-46%
Services and Supplies	5,137,416	7,998,128	3,771,833	(4,226,295)	-53%
Other Charges	10,000	55,000	33,000	(22,000)	-40%
Other Financing Uses	4,802,386	4,607,623	5,438,584	830,961	18%
Residual Equity Transfers(Out)	41,844	-	-	-	0%
General Fixed Assets	29,770	85,000	-	(85,000)	0%
Total Appropriations	\$ 22,615,596	\$ 28,071,536	\$ 17,547,761	(10,523,775)	-37%
<u>Revenues</u>					
Licenses, Permits & Franchises	4,466,886	5,501,020	3,880,003	(1,621,017)	-29%
Fines, Forfeitures & Penalties	35,236	31,500	31,500	-	0%
Intergovernment Revenue-Other	1,057,411	3,780,367	-	(3,780,367)	0%
Charges For Services	7,255,606	8,743,612	3,968,501	(4,775,111)	-55%
Miscellaneous Revenues	230,534	303,150	85,763	(217,387)	-72%
Other Financing Sources	746,770	-	-	-	0%
Intrafund Revenue	1,817,442	2,061,772	508,105	(1,553,667)	-75%
Total Revenues	\$ 15,609,885	\$ 20,421,421	\$ 8,473,872	(11,947,549)	-59%
<u>Net County Cost</u>	\$ 7,005,711	\$ 7,650,115	\$ 9,073,889	\$ 1,423,774	19%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	169	170	86	(84)	
<p>**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>					

Public Works & Planning – 4360

FUNCTION

The Department of Public Works and Planning is responsible for providing services to the public in the areas of public works, planning, and land development services. The public works, planning, and land development services component involves administration of the County's General Plan and enforcement of building and land use standards including inspections and the issuance of building and land use permits, environmental analysis, plan reviews, code enforcement, and County Surveyor activities. In addition, the department participates in the analysis of growth management issues, including proposed sphere of influence changes. Implementation and construction management of the County's Capital Projects program is administered in the Department. Other services in support of maintaining and operating the County public road system, housing, community development, economic development in the form of the Fresno County Office of Tourism, transportation, and parks and grounds are also provided by this department, but primarily funded in other budget units.

OVERVIEW

The 2008-09 Recommended Budget of \$17,547,761 reflects a 37% (\$10,523,775) decrease from the 2007-08 Adopted budget. This decrease is primarily due to the financial reorganization in which non-general fund functions were separated to better account for those functions that are funded outside of the general fund. The Special District Administration Division is funded 100% by the Districts and was placed in a separate fund. The Disposal Site Administration, which is funded through user fees, was also removed from this general fund budget. The Financial Services Division and the Computer Data Systems Division remain general fund budgets, but were placed in a separate budget unit as support functions to better apply costs to the Department's programs.

Staffing is recommended at 86 positions, which reflects a decrease of 84 positions from FY 2007-08. Nineteen positions are recommended for elimination in the Development Services Division due to a 30% reduction in estimated fee revenue from FY 2007-08. One position is recommended for elimination in the Capital Projects area. Twenty-four positions have been moved to Org 43651000 that was formed from the former Financial and Administrative Services Division of Org 4360 where an additional 5 positions are recommended for elimination. Seven positions have been moved to Org 43652000 that was formed from the former Computer Data Systems Division. Thirteen positions have been moved to Org 9140, Special Districts Administration. Twenty positions have been moved to Org 9015, Disposal Site Administration.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Code Enforcement	\$719,585	\$0	\$719,585	6.0
Advance Planning	\$1,894,492	\$370,039	\$1,524,453	12.0
Land Use and Permitting	\$6,643,113	\$6,142,681	\$500,432	53.0
Water Resources	\$549,421	\$49,717	\$499,704	4.0
Small Claims Advisor	\$31,500	\$31,500	\$0	0.0

Public Works & Planning – 4360

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Tourism/Film Commission	\$210,538	\$200,000	\$10,538	0.0
Capital Projects	\$1,770,662	\$1,679,935	\$90,727	11.0
Miscellaneous Passthroughs	\$5,728,450	\$0	\$5,728,450	0.0
Total:	\$17,547,761	\$8,473,872	\$9,073,889	86.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Code Enforcement	\$719,585	\$0	\$719,585	6.0
Advance Planning	\$1,894,492	\$370,039	\$1,524,453	12.0
Land Use and Permitting	\$6,643,113	\$6,142,681	\$500,432	53.0
Water Resources	\$549,421	\$49,717	\$499,704	4.0
Small Claims Advisor	\$31,500	\$31,500	\$0	0.0
Tourism/Film Commission	\$210,538	\$200,000	\$10,538	0.0
Capital Projects	\$1,770,662	\$1,679,935	\$90,727	11.0
Miscellaneous Passthroughs	\$5,728,450	\$0	\$5,728,450	0.0
Total:	\$17,547,761	\$8,473,872	\$9,073,889	86.0

PROGRAM BUDGETS

Code Enforcement

Program Description

- Function(s) – The Code Enforcement Unit addresses Zoning Ordinance and building violation complaints County wide. The Unit also responds to violations cited in the field by County Inspectors. The Unit coordinates with County Counsel on legal matters related to violations cases, on occasion resulting in court testimony. Currently there are about 2,500 ongoing code enforcement actions.
- Outcome(s) -- Successful implementation of this program promotes public safety and enhances the quality of life for the residents of Fresno County.
- Mandates & Level of Mandated Activities -- Some of the violations received represent a life/safety risk and require issue by rectified pursuant to State building standards. This is an on-going task.
- Appropriation Detail -- Some of the violations received that represent a life/safety risk require issue by rectified pursuant to State building standards. This is an on-going task.
- Revenue Detail -- There are no revenues related to this program. Currently only County discretionary revenues are available to fund this function.

Public Works & Planning – 4360

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$558,994	\$558,994
Service & Supplies	\$160,591	\$160,591
Total Appropriations	\$719,585	\$719,585

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Total Revenue	\$0	\$0
NCC	\$719,585	\$719,585

Total Recommended Positions

Total Positions for the above program include 6.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- Reduction of funding relating to demolition services and the elimination of one vehicle will likely delay closure of currently pending code violations.

Advance Planning

Program Description

- Function(s) – Advanced Planning is carried out by the Policy Planning Unit of the Development Services Division. The primary responsibility of this Unit is to process General Plan Amendment Applications submitted by customers as well as the County, including community plan update proposals. The Unit is also the primary Unit involved in processing the current General Plan Review (and Zoning Ordinance Update) effort. The Unit also reviews land use proposals for consistency with the General Plan. The Unit is responsible for performing other functions including: the Housing Element Update (mandated by the State), staff support to Land Conservation Committee, review and coordination of Annexation and Sphere of Influence (SOI) proposals from cities and LAFCo, Maintenance of the No-Shoot Ordinance, and is involved in Economic Development activities in support for CAO Economic Development Coordinator.
- Outcome(s) -- Successful implementation of this program provides advanced planning services to the customers and residents of Fresno County including updating the various community, specific and regional plan documents.
- Mandates & Level of Mandated Activities -- The Policy Planning Unit is currently updating the Fresno County Housing Element, which is mandated by the State to be completed by 2008. Completion of the General Plan review will require compliance with State requirements.
- Appropriation Detail -- Appropriations are for 12 full time employees as well as the services and supplies necessary for them to carry out their duties.

Public Works & Planning – 4360

- Revenue Detail -- Revenues are generated through user fees.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,117,988	\$1,117,988
Service & Supplies	\$776,504	\$776,504
Total Appropriations	\$1,894,492	\$1,894,492

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$370,039	\$370,039
Total Revenue	\$370,039	\$370,039
NCC	\$1,524,453	\$1,524,453

Total Recommended Positions

Total Positions for the above program include 12.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- Reduction of funding for County Service Area Formations eliminates the ability to form service areas for the 2008-09 fiscal year.

Land Use and Permitting

Program Description

- Function(s) – Processing of most Land Use/Environmental Applications and major subdivision maps is handled by the Current Planning Unit of the Development Services Division. This function involves receipt, routing, review and coordination of project applications as well as preparation of correspondence, environmental documents, staff reports and Board of Supervisors agenda items. Also includes presentation of the project proposal to the Planning Commission and Board of Supervisors hearings (as applicable). Post hearing activities include preparation of hearing resolutions, recordation of Notice of Determination as appropriate, preparation of plans and file for permit issuance. There are multiple types of permitting completed by this program from simple issuance of permits for plumbing or electrical work to building permits for large industrial developments. Issuance of structural permits involves the Zoning and Plan Check process to verify the Zoning Ordinance and Building Codes are being met, which may include the requirement to complete a Site Plan Review Application. Upon issuance of permits, building inspections must occur and be finalized prior to occupancy. Also included in the permitting process function is the work completed by the Development Engineering Section of the Division. Work includes processing, review and approval of various minor subdivision and mapping applications, map checking of both minor and major subdivision maps as well as plan checking of improvement plans and related inspections and grading permits/voucher review and issuance and related

Public Works & Planning – 4360

inspections. Related to all of the discretionary land use actions/permitting is some level of environmental review which is either completed by staff from the Environmental Analysis Unit or the Current Planning Unit. If these reviews require documents to be prepared, the requirements of the California Environmental Quality Act (CEQA) must be adhered to.

- Outcome(s) -- Successful implementation of this program provides current land use planning and subdivision services and, building and mapping/improvement plan check services and permitting to the customers and residents of Fresno County. Most of the tasks associated with this program require adherence to laws and standards established by the State.
- Mandates & Level of Mandated Activities -- The County is mandated to administer the required Building Codes, Fire Codes and applicable codes that pertain to subdivisions of land, zoning, grading and installation/construction of infrastructure improvements. Environmental Documents require strict compliance with State CEQA regulations. These are on-going activities.
- Appropriation Detail -- Appropriations are recommended at \$6,643,113 to support 53 full time employees as well as services and supplies necessary for the processes.
- Revenue Detail -- Revenues are generated through user fees. User fees are intended to support this program 100%. However, newly added ISF charges and increased costs in salaries and benefits have not been calculated into the current user fees. The Department will work to update user fees during the fiscal year to reflect the added costs.
- In addition, permitting/inspection processes can span a period of 2 or more years. The associated revenues are received with the applications and Development Services staff work on projects during fiscal years after the fiscal year in which revenue was received. This situation will cause a surplus of revenue in fiscal years with increased development activity and a shortfall of revenue during periods of declining activity.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$4,904,426	\$4,904,426
Service & Supplies	\$1,738,687	\$1,738,687
Total Appropriations	\$6,643,113	\$6,643,113

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Licenses, Permits, & Franchises	\$3,880,003	\$3,880,003
Charges for Service	\$2,168,810	\$2,168,810
Miscellaneous Revenues	\$85,763	\$85,763
Intrafund	\$8,105	\$8,105
Total Revenue	\$6,142,681	\$6,142,681
NCC	\$500,432	\$500,432

Public Works & Planning – 4360

Total Recommended Positions

Total Positions for the above program include 53.0 full time equivalent(s) (FTE), which reflect a decrease of 19.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
1175	Planner I	Vacant	10.0	\$732,873
1724	Building Plans Checker I	Vacant	2.0	\$153,749
3125	Office Assistant I	Vacant	2.0	\$80,562
3621	Program Tech I	Vacant	1.0	\$54,296
1137	Engineer III	Vacant	1.0	\$124,397
1133	Senior Engineering Tech	Vacant	1.0	\$92,745
1178	Senior Planner	Vacant	1.0	\$110,532
1715	Building Inspector I	Vacant	1.0	\$80,202
Totals			19.0	\$1,429,356

Service Impact of Funding Reductions:

- The elimination of 19 allocated positions represents approximately a 20 percent reduction in the Development Services workforce. At current permit activity levels, Development Services can continue to provide a level of service equal to that provided in the 2007-2008 fiscal year. However, Development Services will not be able to respond to any significant increase in permit activities given the elimination of positions.
- The Department will return to the Board to add positions if a significant increase in permit activity levels occurs. If an increase in activity occurs it is anticipated that extended processing timelines for building plans review and land and mapping application processing will be incurred due to the amount of time it takes to add positions, recruit, and train employees.

Water Resources

Program Description

- Function(s) – The Water/Geology and Natural Resources Unit of the Development Services Division is responsible for making determinations regarding the adequacy/reliability of water resources in the County when proposed to be used in conjunction with development proposals. To do this, the Unit reviews specific development proposals in conjunction with various types of water information/studies. Staff also performs as liaison to the County Water Advisory Committee and multiple other water boards and committees. This Unit also performs compliance inspection as required under the Surface Mining and Reclamation Act (SMARA), which involves at minimum an annual inspection and reporting of all gravel extraction facilities in Fresno County.
- Outcome(s) -- Successful implementation of this program provides for the review of water data to help ensure adequate supply to accommodate proposed development proposals while minimizing impacts to the water source of surrounding existing

Public Works & Planning – 4360

development. Activities/inspections required under SMARA must be completed in accordance with State standards.

- Mandates & Level of Mandated Activities -- Annual SMARA Inspections are mandated by the State.
- Appropriation Detail -- Appropriations are for support of 4 full time employees as well as services and supplies necessary to carry out their duties.
- Revenue Detail – Water Resources is partially funded through user fees and the balance is Net County Cost.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$372,664	\$372,664
Service & Supplies	\$176,757	\$176,757
Total Appropriations	\$549,421	\$549,421

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$49,717	\$49,717
Total Revenue	\$49,717	\$49,717
NCC	\$499,704	\$499,704

Total Recommended Positions

Total Positions for the above program include 4.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Small Claims Advisor

Program Description

- Function(s) – Provides free advisory services to litigants and potential litigants of the Small Claims Court.
- Outcome(s) -- Provide at no charge, individual assistance and advice (English and Spanish) to Small Claims Court litigants and potential litigants in conjunction and cooperation with the Small Claims Division of the Fresno Superior Court, including telephone and walk-up service for 32 hours per week, Monday through Thursday, from 8 am to 12 noon, and 1 pm to 5 pm.
- Mandates & Level of Mandated Activities -- A designated portion of Small Claims Court fees are to fund this State-mandated program.
- Appropriation Detail -- Appropriations (\$31,500) are budgeted at exactly the same level as the FY 2007-08, including \$29,062 for the vendor contract and \$2,438 for County contract administration and office expenses, telephones and postage.
- Revenue Detail -- Revenues (\$31,500) are budgeted at exactly the same level as the FY 2007-08, which is based on actual revenues received.

Public Works & Planning – 4360

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$31,500	\$31,500
Total Appropriations	\$31,500	\$31,500

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Fines, Forfeitures, & Penalties	\$31,500	\$31,500
Total Revenue	\$31,500	\$31,500
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 0.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- There is no net County cost for the Small Claims Court Advisor Program. The Small Claims Court Advisor Program is being carried out in accordance with State law. The Small Claims filing fees that are designated to fund this program cannot be used for other purposes.

Tourism/Film Commission

Program Description

- Function(s) – The Fresno County Office of Tourism (the regional destination marketing organization for Fresno County) develops and implements marketing strategies to promote Fresno County attractions to increase tourism's economic impact Countywide; The Fresno County Film Commission (the designated regional FLICS office) works with film industry professionals to promote and secure locations for filming Countywide, to increase the economic impact of filmmaking throughout the County.
- Outcome(s) -- To increase visitor spending in Fresno County and to increase the economic impact of filmmaking throughout the County, as part of the County's overall economic development efforts; past three years visitor spending is up a record \$72.6 million, and film economic impact up to \$1.7 million annually.
- Mandates & Level of Mandated Activities -- The County's State-approved Enterprise Zone application commits the County to spending \$200,000 on these activities over the life of the EZ Program.
- Appropriation Detail -- Appropriations are recommended at \$210,538, a \$10,378 increase from 2007-08 due to increased County costs resulting from negotiated MOU's and retirement rates.

Public Works & Planning – 4360

- Revenue Detail -- Revenue is recommended at the 2007-08 level of \$200,000, budgeted in the County Administrative Office's Advertising County Resources Org 1930.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$210,538	\$210,538
Total Appropriations	\$210,538	\$210,538

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intrafund	\$200,000	\$200,000
Total Revenue	\$200,000	\$200,000
NCC	\$10,538	\$10,538

Total Recommended Positions

Total Positions for the above program include 0.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Capital Projects

Program Description

- Function(s) – Project Management for development of the County's facilities including Design Review, Preparation of Project Plans and Specifications, Issue/Analyze RFPs, Consultant Contract Procurement and Administration, and Cost Control and Estimate Preparation.
- Outcome(s) -- Capital Projects Division ensures that the County's facilities are constructed in compliance with laws, codes and County Standards.
- Mandates & Level of Mandated Activities – For those projects where the funding source is mandated for a specific use, such as Measure B funds for Libraries, those funds can only be used for the intended purpose.
- Appropriation Detail -- Appropriations for FY 2008-2009 have decreased primarily due to a reduction of extra help and overtime.
- Revenue Detail -- The estimated revenues for FY 2008-2009 have increased due to forecasted increases in services to other organizations.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,350,272	\$1,350,272
Service & Supplies	\$420,390	\$420,390
Total Appropriations	\$1,770,662	\$1,770,662

Public Works & Planning – 4360

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$1,379,935	\$1,379,935
Intrafund	\$300,000	\$300,000
Total Revenue	\$1,679,935	\$1,679,935
NCC	\$90,727	\$90,727

Total Recommended Positions

Total Positions for the above program include 11.0 full time equivalent(s) (FTE), which reflect a decrease of 1.0 FTE(s) from FY 2007-08.

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
1168	Architect	Vacant	1.0	\$133,048
Totals			1.0	\$133,048

Service Impact of Funding Reductions:

- The loss of the Architect position will be offset by increased utilization of standby consultants as needed and it is anticipated that there will be some delays in project delivery and some delays in as yet unidentified special studies.
- The recommended budget for the Capital Projects Unit includes less net county support for work performed on unfunded projects than in previous years. The Unit will not be able to work on as many unfunded projects until additional funding can be provided.

Miscellaneous Passthroughs

Program Description

- Function(s) – To provide a mechanism to appropriate countywide revenue for general fund commitments that are not related to specific programs.
- Outcome(s) – This enables the Department to pay contractual obligations and facilitate the required Maintenance Of Effort from the General Fund to the Road Fund.
- Mandates & Level of Mandated Activities – The Maintenance Of Effort (MOE) is required for the Road Fund in order to receive Prop 42 funds. The total MOE is \$5,569,391. The total is reduced by the allocation of countywide overhead. The net transfer to the Road Fund for FY 2008-09 is \$5,438,584.
- Appropriation Detail – Appropriations consist of the MOE described above, a contract between the County and the FID Stream Group (\$33,000), an agreement with the City of Fresno for graffiti abatement on County islands (\$40,000), special

Public Works & Planning – 4360

district formations (\$5,000), support for the Indian Gaming Committee (\$11,902), monitoring of closed landfills (\$189,964), and cattlegard maintenance (\$10,000).

- Revenue Detail – There are no revenues related to this program.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$256,866	\$256,866
Other Charges	\$33,000	\$33,000
Other Financing Uses	\$5,438,584	\$5,438,584
Total Appropriations	\$5,728,450	\$5,728,450

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Total Revenue	\$0	\$0
NCC	\$5,728,450	\$5,728,450

Total Recommended Positions

Total Positions for the above program include 0.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- An allocation of \$40,000 for graffiti abatement in the County Island areas of the metropolitan area is a reduction of \$5,000 from the current fiscal year and will have the result of reducing the available number of calls for service (reduction of approximately 110 calls) in Fiscal Year 2008-2009 through the contract with the City of Fresno for this service.
- An allocation of \$5,000 for special district formation infrastructure review is a reduction of \$12,000 from the current fiscal year allocation and will restrict the Department's ability to respond to developers and property owners that may wish to form special districts within the County during Fiscal Year 2008-2009.
- An allocation of \$10,000 for the maintenance of cattle guards on County roads is a reduction of \$5,000 from the current fiscal year allocation and may have the result of increasing the County's liability should sufficient funding not be made available for potential repairs to existing cattle guards within the County's road rights-of-way. In accordance with the California Streets and Highways Code, the Road Fund cannot be used to fund cattle guard repair.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 8,473,872, a 59.0 % (\$ 11,947,549) decrease from fiscal year 2007-08, which is primarily due to the financial reorganization as explained in the Overview section and the economic downturn in development and reduced inter/intrafund charges with staffing reductions. Specific changes by revenue accounts are noted below.
 - Licenses, Permits and Franchises (\$ 3,880,003) – Recommended at a decrease of 29% (\$1,621,017) due to a lower level of activity in development.
 - Fines, Forfeitures and Penalties (\$ 31,500) – Recommended at the same level as FY 2007-08.
 - Intergovernmental Revenue - Other (\$ 0) – This was moved to Org 9015 (Resources) as part of the financial reorganization.
 - Charges for Services (\$ 3,968,501) – Recommended at a decrease of 55% (\$4,775,111) due to the financial reorganization and reduced staffing levels.
 - Miscellaneous Revenues (\$ 85,763) – Recommended at a decrease of 72% (\$217,387) based on FY 2007-08 actuals.
 - Intrafund Revenue (\$ 508,105) – Recommended at a decrease of 75% (\$1,553,667) due to the financial reorganization and reduced staffing levels.

Public Works & Planning – 4360

PUBLIC WORKS AND PLANNING - 4360

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
0223	Development Services Manager	D	1	1	114,048
1105	Engineer II	2238	1	1	62,861
1131	Geologist III	2458	1	1	73,439
1128	Geologist I	1865	1	1	57,199
1132	Engineering Technician I	1493	1	1	43,611
1133	Senior Engineering Technician	1916	5	4	255,005
1134	Senior Engineer	2948	3	3	255,012
1135	Engineer I	1865	1	1	51,876
1137	Engineer III	2458	1	0	0
1144	Capital Projects Division Manager	D	1	1	113,423
1154	Supervising Land Surveyor	E	1	1	108,414
1167	Senior Architect	3050	1	1	98,221
1168	Architect	2773	4	3	267,927
1175	Planner I	1687	16	6	300,877
1176	Planner II	1873	7	7	410,335
1177	Planner III	2163	7	7	483,595
1179	Principal Planner	2908	1	1	93,696
1178	Senior Planner	2644	7	6	494,614
1716	Building Inspector I	1728	2	1	54,176
1716	Building Inspector II	1973	8	8	517,718
1720	Building Plans Engineer	2642	1	1	85,114
1721	Supervising Building Inspector	2319	2	2	149,294
1722	Building Plans Checker III	2448	2	2	165,523
1724	Building Plans Checker I	1852	5	3	161,340
1745	Chief Building Inspector	2963	1	1	95,424
2255	Staff Analyst I - A	1607	1	1	44,723
2257	Staff Analyst III - A	2060	3	3	200,767
2294	Senior Staff Analyst	F	1	1	72,431
2319	Deputy Director of Planning	D	1	1	125,454
3125	Office Assistant I	842	2	0	0
3110	Office Assistant II	946	4	4	121,981
3080	Office Assistant III	1054	5	5	158,176
3140	Secretary III	1177	1	1	39,627
3142	Secretary II	1054	1	1	35,447
3160	Secretary IV	1299	1	1	43,716
3205	Account Clerk II	990	1	1	33,319
3620	Program Technician I	1252	3	2	79,388
3621	Program Technician II	1401	1	1	47,383
Subtotal			106	86	\$ 5,515,154
License Bonus					11,282
Bilingual Pay					3,900
Performance Pay					3,600
Less Salary Savings					(81,101)
Supervising Land Surveyor					(108,414)
TOTAL REGULAR SALARIES					\$ 5,344,421

Public Works & Planning – 4360

PUBLIC WORKS AND PLANNING - 4360

VACANT POSITIONS RECOMMENDED FOR DELETION (JULY 14, 2008)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & BENEFITS</u>
1168	Architect	Vacant	1168	-1	\$133,048
1133	Senior Engineering Technician	Vacant	1916	-1	\$92,745
1137	Engineer III	Vacant	2458	-1	\$124,397
1175	Planner I	Vacant	1687	-10	\$732,873
1178	Senior Planner	Vacant	2644	-1	\$110,532
1715	Building Inspector I	Vacant	1728	-1	\$80,202
1724	Building Plans Checker I	Vacant	1852	-2	\$153,749
3621	Program Tech I	Vacant	1401	-1	\$54,296
3125	Office Assistant I	Vacant	842	-2	<u>\$80,562</u>
	Cost of Restoring Vacant Positions			-20	\$1,562,404

Public Works & Planning – Support Services – 4365

PW&P - Support Services BUDGET 4365 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	-	-	2,280,880	2,280,880	0%
Services and Supplies	-	-	576,143	576,143	0%
Total Appropriations	\$ -	\$ -	\$ 2,857,023	2,857,023	0%
<u>Revenues</u>					
Charges For Services	-	-	1,588,743	1,588,743	0%
Miscellaneous Revenues	-	-	200	200	0%
Intrafund Revenue	-	-	1,268,080	1,268,080	0%
Total Revenues	\$ -	\$ -	\$ 2,857,023	2,857,023	0%
<u>Net County Cost</u>	\$ -	\$ -	\$ -	\$ -	0%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	-	-	26	26	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Public Works & Planning – Support Services – 4365

FUNCTION

The Support Services section provides financial, data system, and administrative services for the Department of Public Works and Planning and the County Administrative Office. The financial services area is responsible for the preparation of the Department's budgets, accounts receivable for water/sewer districts and disposal sites, mail and reproduction services for the department, accounting for capital projects, preparation of financial reports for grant claims and the Road Fund report, and personnel services for the department. The data system area is responsible for the data processing functions which includes the coordination of ordering of hardware and software, oversight of upgrades and conversions of the various software utilized in the department, and maintaining the Geographical Information System.

OVERVIEW

Org 4365 was newly created to be effective as of June 30, 2008. The Fiscal Year 2008-09 Recommended Budget is the first budget prepared for this new org. The 2008-09 Recommended Budget for Org 4365 is recommended at \$2,857,023.

This new org is made up of Financial Services (formerly Org 43600700) and Computer Data Systems (formerly Org 43600600).

Staffing is recommended at 26 positions, which reflects a decrease of 5 positions from FY 2007-08 in the former orgs.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Financial Services	\$1,993,577	\$1,993,577	\$0	19.0
Computer Data Systems	\$863,446	\$863,446	\$0	7.0
Total:	\$2,857,023	\$2,857,023	\$0	26.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Financial Services	\$1,993,577	\$1,993,577	\$0	19.0
Computer Data Systems	\$863,446	\$863,446	\$0	7.0
Total:	\$2,857,023	\$2,857,023	\$0	26.0

PROGRAM BUDGETS

Financial Services

Program Description

- Function(s) – Financial and Administrative Services is responsible for the preparation of the Department's budgets, accounts receivable for water/sewer

Public Works & Planning – Support Services – 4365

districts and disposal sites, accounts payable for the department, mail and reproduction services for the department, accounting for capital projects, accounting and claim preparation for grants, cost accounting and financial reporting for the Road Fund, and personnel services for the department.

- Outcome(s) -- The Financial and Administrative Services activities ensure that the department is in compliance with Federal and State requirements in regards to recordkeeping, reporting, and billing. The unit also maximizes revenue for the Enterprise Funds, the Road Fund, and the General Fund by timely billing and following through on collections. Accounting services provided for capital projects helps track funding and expenditures to monitor progress and ensure compliance with funding requirements. Mail and copy services as well as other services provided support the many functions of the Department of Public Works and Planning.
- Mandates & Level of Mandated Activities -- The Annual Road Report is a requirement of Streets & Highways Code Section 2151. In addition, the Financial and Administrative Services Division provides financial services support to all programs within the Department of Public Works and Planning in accordance with Generally Accepted Accounting Principals and the State of California Accounting Standards and Procedures for Counties.
- Appropriation Detail -- Appropriations are recommended at \$1,993,577. One principal engineer, 1 secretary, and 3 staff analysts have been eliminated in the workload budget.
- Revenue Detail -- The revenues for the 2008-09 Recommended Budget are recommended at \$1,993,577. The costs to operate this support function are charged out to the programs that are supported.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,525,786	\$1,525,786
Service & Supplies	\$467,791	\$467,791
Total Appropriations	\$1,993,577	\$1,993,577

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$1,185,331	\$1,185,331
Miscellaneous Revenues	\$200	\$200
Intrafund	\$808,046	\$808,046
Total Revenue	\$1,993,577	\$1,993,577
NCC	\$0	\$0

Total Recommended Positions:

Total Positions for the above program include 19.000 full time equivalent(s) (FTE), which reflect a decrease of 5.000 FTE(s) from FY 2007-08.

Public Works & Planning – Support Services – 4365

Positions Recommended for Deletion at Program Level:

JCN	Title	Status	Positions	Cost To Restore
1141	Principal Engineer	Vacant	1.000	\$134,548
2257	Staff Analyst III-A	Vacant	2.000	\$190,786
3161	Secretary IV - Conf	Vacant	1.000	\$71,635
2292	Staff Analyst II	Vacant	1.000	\$76,289
Totals			5.000	\$473,258

Service Impact of Funding Reductions:

- The loss of the Staff Analyst position in the Financial Services Division will inhibit our ability to process personnel documents. There is currently an extra-help employee performing the duties of the position. The Department will be able to maintain the extra-help employee for a short time during FY 2008-09. The duties of the position include: Processing timesheets for 475 employees; Processing medicals for Class A license and completing forms for Risk Management; Maintaining Forms 700 – Gifts and Gratuities; Completing various forms for Workers Comp; Tracking the annual OSHA Log; Printing and distributing payroll reports; Preparing payroll adjustments; Scanning and indexing timesheets and sick slips; Updating and distributing Personnel Rules, Salary Resolution, and other publications; Tracking and preparing ID Badge Forms; Tracking Pending Actions; Updating personnel information in the Department's Cost Accounting Management System (CAMS); Filing.

Computer Data Systems

Program Description

- Function(s) – The Computer Data System Division is responsible for the administration of the data processing functions of the department. This includes the coordination of the ordering of hardware and software, overseeing upgrades and conversions of the various software systems utilized, and ensuring that the policies and procedures related to data processing for the County are being adhered to within the department.
- Outcome(s) -- Staff will continue work on the maintenance and upgrade of the Geographical Information System and assist the public and staff within the department and County. Staff will also be assigned to work on the conversion from the current Land Use permitting system to the new Amanda system. This project includes the installation of code violations and grading permits and the installation of the scan module to convert microfiche to electronic format.
- Mandates & Level of Mandated Activities -- None
- Appropriation Detail -- Appropriations are recommended at \$ 863,446.
- Revenue Detail -- The revenues for the 2008-09 Recommended Budget are recommended at \$863,446. The costs to operate this support function are charged out to the programs that are supported.

Public Works & Planning – Support Services – 4365

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$755,094	\$755,094
Service & Supplies	\$108,352	\$108,352
Total Appropriations	\$863,446	\$863,446

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$403,412	\$403,412
Intrafund	\$460,034	\$460,034
Total Revenue	\$863,446	\$863,446
NCC	\$0	\$0

Total Recommended Positions:

Total Positions for the above program include 7.000 full time equivalent(s) (FTE), which reflect an increase of 0.000 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 2,857,023, a 100.0 % (\$ 2,857,023) increase over fiscal year 2007-08, which is primarily due to the departmental reorganization creating this new Org. Specific changes by revenue accounts are noted below.
 - Charges for Services (\$ 1,588,743) – Charges for services provided to other funds
 - Miscellaneous Revenues (\$200) – Various miscellaneous charges, such as copy charges
 - Intrafund Revenue (\$1,268,080) – Charges for services provided to other general fund orgs

Public Works & Planning – Support Services – 4365

PUBLIC WORKS AND PLANNING - 4365

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
1141	Principal Engineer	3243	1	0	0
2212	Systems & Procedures Analyst III	2177	1	1	70,087
2225	Systems & Procedures Manager	E	1	1	92,981
2256	Staff Analyst II - A	1784	1	1	54,847
2257	Staff Analyst III - A	2060	4	2	123,640
2292	Staff Analyst II	1784	1	0	0
2293	Staff Analyst III	2060	1	1	66,365
2294	Senior Staff Analyst	F	2	2	146,304
3080	Office Assistant III	1054	2	2	71,239
3161	Secretary IV - Conf.	1305	2	1	44,139
3166	Administrative Secretary - Conf.	1446	1	1	48,923
3210	Accountant I	1546	1	1	43,606
3224	Chief Accountant	E	1	1	84,979
3265	Principal Accountant	F	1	1	73,873
3260	Account Clerk III	1113	6	6	217,707
3621	Program Technician II	1401	2	2	94,766
3262	Supervising Accountant	2234	2	2	141,494
3708	Senior Information Technology Analyst	2717	1	1	86,508
Subtotal			31	26	\$ 1,461,458
	License Bonus				7,727
	Steno Allowance				600
	Less Salary Savings				(21,922)
TOTAL REGULAR SALARIES					\$ 1,447,863

VACANT POSITIONS RECOMMENDED FOR DELETION (JULY 14, 2008)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & BENEFITS</u>
2257	Staff Analyst III-A	Vacant	2060	-2	\$190,786
2292	Staff Analyst II	Vacant	1784	-1	\$76,289
1141	Principal Engineer	Vacant	3243	-1	\$134,548
3161	Secretary IV-Conf.	Vacant	1305	-1	\$71,635
	Cost of Restoring Vacant Positions			-5	\$473,258

Public Works & Planning – Road Fund – 4510

Public Works & Planning-Roads BUDGET 4510 SPECIAL REVENUE FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	16,550,070	18,818,710	19,465,574	646,864	3%
Services and Supplies	23,807,538	45,812,177	70,911,733	25,099,556	55%
Other Charges	2,393,439	2,671,000	1,015,000	(1,656,000)	-62%
General Fixed Assets	221,797	80,000	158,000	78,000	98%
Total Appropriations	\$ 42,972,844	\$ 67,381,887	\$ 91,550,307	24,168,420	36%
<u>Revenues</u>					
Taxes	10,330,215	10,218,000	11,410,124	1,192,124	12%
Licenses, Permits & Franchises	237,550	200,000	200,000	-	0%
Rev From Use of Money & Prop	786,040	327,600	402,000	74,400	23%
Intergovernment Revenues - St	20,958,992	21,956,000	24,318,000	2,362,000	11%
Intergovernment Rev-Federal	3,188,662	6,200,091	7,201,380	1,001,289	16%
Charges For Services	4,134,028	18,978,526	28,160,827	9,182,301	48%
Miscellaneous Revenues	119,973	22,075	21,100	(975)	-4%
Other Financing Sources	5,871,021	4,607,623	5,738,584	1,130,961	25%
Fund Balance	(2,653,636)	4,871,972	14,098,292	9,226,320	189%
Total Revenues	\$ 42,972,844	\$ 67,381,887	\$ 91,550,307	24,168,420	36%
<u>Net County Cost</u>	\$ -	\$ -	\$ -	\$ -	0%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	226	226	226	-	
<p>**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>					

Public Works & Planning – Road Fund – 4510

FUNCTION

The County of Fresno maintains the largest County road system in California. The Department of Public Works and Planning is responsible for the implementation of specified road and bridge improvement projects and the maintenance and operation of 3,539 miles of County roads and 537 bridges as authorized by the California Streets and Highways Code and various other local, state, and federal guidelines and regulations. The department also provides engineering and construction services for Special Districts, County Landfills, Capital Projects, County Service Areas, and other County departments.

OVERVIEW

The 2008-09 Recommended Budget appropriations and revenues of \$91,550,307 reflect a 36% (\$24,168,420) increase from the Fiscal Year 2007-08 Adopted Budget. Staffing is recommended at 226 positions, the same as the current year. A 5% (\$623,294) salary savings has been used in calculating Regular Salaries (Account 6100) in the Recommended Budget. A \$343,589 savings in combined, related benefits has also been calculated in the Workload Budget for Unemployment, Retirement, OASDI, and Health Insurance.

The 2008-09 Recommended Budget includes \$29.72 million for Road Maintenance and Operations activities, which represents a 22% (\$5.33 million) increase from the Fiscal Year 2007-08 adopted funding levels. The increase for the Road Maintenance and Operations program reflects the anticipated return by the State of Proposition 42 funding to counties (\$9.60 million for Fresno County in FY 2008-09). Increased costs for employee benefits, operational costs for road maintenance heavy equipment, and construction materials continue to impact funding levels for road maintenance and operations.

The majority of the remaining funding in the 2008-09 Recommended Budget reflects one-time funding for the final phase of the Friant Road (Lost Lake Park to Millerton Road) project (\$3.58 million) from various sources, including federal, Measure "C", and local Road Funds, the Measure "C" Academy Avenue project from Barstow Avenue to State Route 168 (\$3.63 million construction, \$1.00 million environmental mitigation), several phases of the Measure "C" Academy Avenue project from Manning Avenue to State Route 180 (\$7.28 million), and three federal bridge replacement projects at the Outside Main Canal on Bass Avenue (\$1.63 million), Kings River on Goodfellow Avenue (\$4.5 million), and Byrd Slough on Goodfellow Avenue (\$0.94 million). An appropriation of \$14.10 million is recommended for carryover maintenance activities and for new and carryover road and bridge contract construction. The recommended Fund Balance for FY 2008-09 reflects a significant increase over the prior year; however, this is mainly due to the following two factors:

The County did not receive its Fiscal Year 2007-08 Proposition 1B local transportation funding (\$12.25 million) until the last quarter of the Fiscal Year resulting in the majority of these funds being carried over to the 2008-09 Fiscal Year.

Department staff has improved internal claim processing and coordination with Caltrans-Local Assistance and the Council of Governments to access additional federal funding reimbursement for Fiscal Year 2007-08. These improved efficiencies resulted in an additional \$4.8 million to the Road Fund in Fiscal Year 2007-08.

DEPARTMENT COMMENTS

Significant Program Changes

The increase in appropriations and revenues is reflective of the inclusion of Proposition 42 funds for Fiscal Year 2008-09 and Proposition 1B Local Transportation funds for Fiscal Year 2007-08. In addition, a large percentage of the proposed budget reflects an allocation of funds for several large construction projects including the final phase of Friant Road, several phases of the Measure 'C' funded Academy Avenue project, and several large bridge replacement projects that should be awarded for construction in the coming fiscal year. The allocation of funding considers the rising prices of oil products, such as asphalt concrete and liquid asphalts, and aggregate materials used in road maintenance and new construction.

The inclusion of Proposition 42 and 1B funds will allow the department to step up implementation of a program to address maintenance treatments on local, neighborhood streets in the unincorporated communities and Fresno/Clovis Metropolitan area to a higher degree than in the past.

Staffing is recommended at 226 positions, the same number of positions as the 2007-08 level.

The department continues its team-based approach in seeking to identify avenues for improving service to our clients and other County departments. This includes working with other jurisdictions on projects of common interest. The use of advanced electronic and computer technology in areas such as Geographic Information Systems (GIS), Cost Accounting Management System (CAMS), and departmental budgeting are being employed.

Road Maintenance

The 2008-09 program consists of the following components:

Total \$ 29.72 million

A total of \$10.53 million is recommended for day labor rehabilitation and specific maintenance projects for roads. These funds will be expended for the rehabilitation of approximately 30 miles of selected lower traffic volume roads (local, neighborhood) by day labor forces. Approximately \$141,000 (not included in the \$10.53 million allocation) has been budgeted for maintenance of private roads in the County Service Areas (CSAs). The CSAs will reimburse the Road Fund for all maintenance work.

The recommended \$8.39 million for contract preventative maintenance projects will finance approximately 74 miles of chip seal projects, 38 miles of slurry seals on local streets, and 36 miles of asphalt concrete overlay projects.

Pothole patching, shoulder maintenance, and other routine road maintenance activities, including culvert maintenance, trash and tire removal in the road right-of-way (approximately a \$500,000 per year cost to the road fund), storm damage repairs, tree trimming, and snow removal are recommended at \$9.43 million. Although this estimated expenditure would seem to maintain a consistent level of service, the allocation of expenditure activity to the various general maintenance categories can vary. For example, in years when above average precipitation occurs, the cost for snow removal, storm response and signing, and storm damage repairs will consume more of these allocations than in normal years.

Public Works & Planning – Road Fund – 4510

Traffic signs and striping, including installation and maintenance of traffic signs, pavement markings, and line striping is recommended at \$1.37 million. This allocation continues to include funding for agreements with Caltrans for Caltrans operated traffic signals at joint State/County intersections and the City of Fresno for the maintenance of County-owned traffic signals and lighting at an annual cost of approximately \$166,000 and with a private contractor in the annual amount of \$10,000 to maintain a traffic signal and lighting installed by the State on Jayne Avenue in the Coalinga area as a condition of development for the State Hospital facility (traffic volumes entering and leaving the facility warranted a traffic signal on Jayne Avenue and since Jayne Avenue is a County road, the signal is a County responsibility).

In addition to the \$29.72 million allocation in the proposed budget for road maintenance and traffic signs and striping, there is an additional allocation of \$1.75 million for traffic safety and operations activities. This allocation provides for the preparation and review of Traffic Safety Studies to determine the need for four-way stop signs, other traffic control devices, traffic control needs, review and approval of encroachment permits for work to be done within the County road right of way, issuance of oversize load permits for County roads, and various other operational and safety roadway related activities. The department continues to review and update fees for permits and services for full cost recovery to the road fund. This allocation also includes the Traffic Census (traffic count program) section in the Maintenance and Operations Division.

Road and Bridge Construction

Major projects for 2008-09 include the Measure “C” shoulder widening and asphalt concrete overlay of Academy Avenue between Shaw Avenue and State Route 168 (\$3.63 million, plus \$1.00 million for environmental mitigation); additional phases of the Measure “C” Academy Avenue four-lane divided highway project between Manning Avenue and State Route 180 (\$7.28 million); the final phase of Friant Road (\$3.58 million); various federally funded bridge replacement, intersection improvements, and safety railing installations (\$8.13 million); and proposed cooperative traffic signal projects with the City of Fresno (\$802,000).

Services and Supplies

Services and Supplies reflect a 56% increase from the current year due to the programming of several large contract construction projects for Fiscal Year 2008-09 and additional projects for Proposition 42 and Proposition 1B funding.

Recommended funding includes:

Ten federally funded shoulder, bridge replacement, bridge rail replacement, and safety projects (\$9.46 million) at various locations.

Preventative Maintenance contract activities (\$8.39 million).

Academy Avenue, Shaw Avenue to State Route 168, Shoulder Widening and Overlay (\$3.63 million).

Academy Avenue, Manning Avenue to State Route 180, four-lane divided highway, various phases (\$7.28 million).

Friant Road, Lost Lake Park to North Fork Road, four-lane divided highway (\$3.58 million).

Appropriations for environmental mitigation and monitoring various projects (\$1.00 million).

Public Works & Planning – Road Fund – 4510

A \$5.49 million allocation in Transportation and Travel County Garage to reimburse the Fleet Services budget (8910-8911) for the cost of operating and maintaining all vehicles, including construction equipment.

An allocation for the purchase of materials used in the maintenance of roads and traffic operations, signs and striping (\$6.75 million).

Allocations for Professional and Specialized Services (\$4.74 million) for activities performed by private firms such as street sweeping, tree trimming and removal, roadside vegetation control, and other owner-operated equipment such as trucking services when needed. Also included in this allocation are services provided by specialized and consultant service providers, such as engineering, environmental and geo-technical review, and funding for technology services, department personnel services and financial services necessary for the operation of the Road Fund functions in the department.

An allocation for rental of equipment not available from Fleet Services necessary for road maintenance (\$340,000).

Utility payments for County traffic signals, road maintenance yard facilities, and sign shop and resident engineer field trailers (\$148,600).

Other Charges

Other Charges are recommended at \$350,000 to provide for right-of-way acquisition on various projects and for the Council of Fresno County Governments membership dues (\$9,000).

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Road Improvement Program	\$91,550,307	\$91,550,307	\$0	226.0
Total:	\$91,550,307	\$91,550,307	\$0	226.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Road Improvement Program	\$91,550,307	\$91,550,307	\$0	226.0
Total:	\$91,550,307	\$91,550,307	\$0	226.0

PROGRAM BUDGETS

Road Improvement Program

Program Description

- Function(s) – The Road Improvement Program is responsible for the operation, maintenance, reconstruction, design, capacity enhancement, transportation planning, and all other associated activities necessary for the operation and maintenance of the County's transportation system. The program funds in-house

Public Works & Planning – Road Fund – 4510

and consultant design and construction services for various County transportation projects and routine maintenance activities performed by County road crews. The department seeks federal and state funding for specific transportation projects and works closely with the Council of Governments, Caltrans, and other agencies in determining the needs of the regional transportation system and for the Measure "C" funding allocations. In addition to specific project funding received from Measure "C", state, and federal transportation funding sources, the department administers and programs the expenditure of dedicated transportation funds such as the Gas Tax, Proposition 42, and Proposition 1B in accordance with the guidelines and laws governing the use of such funding.

- Outcome(s) – In Fiscal Year 2008-09 the department expects to award for construction 20 to 24 road contract construction projects from various funding sources, provide a maintenance treatment for 178 miles of roadway, continue routine road maintenance activities for the County's road system, continue engineering and environmental work on several construction projects scheduled for award in future Fiscal Years, continue transportation planning activities to assure future funding for the County's transportation systems, and address traffic safety and operational issues impacting the road system.
- Mandates & Level of Mandated Activities – When the County receives state, federal, Gas Tax, Proposition 42, Proposition 1B, Measure "C", or other dedicated transportation funding the County is mandated to program those funds for transportation purposes in accordance with the various state, local, and federal laws, guidelines, Streets and Highways Code, and regulations that govern the use of those funds.
- Appropriation Detail – Appropriations have increased primarily due to the programming of several large contract construction projects for Fiscal Year 2008-09 and the need to program maintenance and construction projects for the use of the Proposition 42 and Proposition 1B funding received or to be received by the County.
- Revenue Detail – The estimated revenues for the Fiscal Year 2008-09 Workload Budget have increased from Fiscal Year 2007-08. This is primarily due to the programming of several large contract construction projects for Fiscal Year 2008-09 and the receipt of Proposition 42 and Proposition 1B funds.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$19,465,574	\$19,465,574
Service & Supplies	\$70,911,733	\$70,911,733
Other Charges	\$1,015,000	\$1,015,000
Fixed Assets	\$158,000	\$158,000
Total Appropriations	\$91,550,307	\$91,550,307

Public Works & Planning – Road Fund – 4510

Fixed Assets (\$158,000):

No. of Items	Program No	Item Description	Cost	Purpose
1	90563	Ion Chromatography System	\$30,000	New - Cost/Labor Savings Materials testing
1	90564	Direct Shear Testing System	\$10,000	New - Cost/Labor Savings Materials Testing
1	90565	Wireless Laser Transmitter, Receiver, Tripod	\$18,000	New - Cost/Labor Savings Road Maintenance Grading
1		Sand and Salt Storage Building - Area 11 Yard	\$100,000	Replacement - Existing is in poor condition
Total Cost:			\$158,000	

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Taxes	\$11,410,124	\$11,410,124
Licenses, Permits, & Franchises	\$200,000	\$200,000
Revenue from the Use of Money	\$402,000	\$402,000
Intergovernment Revenues – State	\$24,318,000	\$24,318,000
Intergovernment Revenues – Federal	\$7,201,380	\$7,201,380
Charges for Service	\$28,160,827	\$28,160,827
Miscellaneous Revenues	\$21,100	\$21,100
Other Financing Sources	\$5,738,584	\$5,738,584
Fund Balance	\$14,098,292	\$14,098,292
Total Revenue	\$91,550,307	\$91,550,307
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 226.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 91,550,307, a 36.0 % (\$ 24,168,420) increase over fiscal year 2007-08, which is primarily due to the return of Proposition 42 funding, Proposition 1B Local Transportation Funds, and one-time funding for major contract construction projects . Specific changes by revenue accounts are noted below.
 - Taxes (\$ 11,410,124) – Represents an increase to reflect actual experience in the current year.
 - Licenses, Permits, and Franchises (\$ 200,000) – Revenues generated through the collection of Road Privileges and permit fees are estimated to remain the same based on actual receipts in the current year.
 - Use of Money and Property (\$ 402,000) – Estimated at an increase based on interest earnings on carryover funds and actual experience in the current year.

Public Works & Planning – Road Fund – 4510

- Intergovernment Revenues - State Aid (\$ 24,318,000) – Estimated at an increase based on the carryover of Proposition 1B Transportation funding and the return of Proposition 42 funding in Fiscal Year 2008-09.
- Intergovernment Revenues - Federal Aid (\$ 7,201,380) – Estimated at an increase due to additional Federal Transportation Funding being made available for the Friant Road project (\$1.6 million) and the scheduling of several large Federal Bridge Replacement projects.
- Charges for Services (\$ 28,160,827) – Estimated at an increase based on projected Measure "C" reimbursement for several phases of the Academy Avenue projects from Barstow Avenue to State Route 168 and from Manning Avenue to State Route 180. Other design, contract administration, and construction inspection will be 100% reimbursed for several American Avenue Landfill projects and for work on several Community Development Block Grant projects. Entry road maintenance during the winter at the American Avenue Landfill performed by County Road crews will be 100% reimbursed by the American Avenue Landfill Enterprise Fund. Road maintenance activities performed by the County on County Service Area roads will be 100% reimbursed by the benefiting County Service Area or County Service Area Road Zone.
- Miscellaneous Revenues (\$ 21,100) – Estimated at a \$975 decrease.
- Other Financing Sources (\$ 5,738,584) – The County General Fund contribution to the Road Fund represents an increase over the 2007-08 Adopted Budget based on the calculation of the Countywide Cost Plan and is required as the Maintenance-of-Effort for Proposition 42 and State Transportation Congestion Relief Program funds.
- Fund Balance (\$ 14,098,292) – Estimated at an increase over the 2007-08 Adopted Budget. The increase in Fund Balance is the result of receiving Proposition 1B Local Transportation Funds late in the current Fiscal Year and increased efficiencies in claim processing and coordination with Caltrans - Local Assistance and the Council of Governments to access additional federal funds in Fiscal Year 2007-08.

PENDING FACTORS

The continued lack of a consistent, secure source of funding for road maintenance continues to impact the ability of the department to maintain the County's road system. While Proposition 42 funding is included in the Governor's proposed FY 2008-09 state budget, the current state budget crisis has had the result of the state withholding the last three months of Fiscal Year 2007-08 and the first two months of Fiscal Year 2008-09 Gas Tax revenues from the counties and cities (approximately \$6 million to Fresno County). The state proposes to repay these funds in September of 2008. This will not result in a loss to the Road Fund for the Fiscal Year unless the state fails to pay these funds as proposed; however, the funds will not be available for the 2008 summer construction season effectively delaying road maintenance treatments on some County roads for a full year. The County has been, for many years, deferring crucial road maintenance activities. It is estimated the County currently incurs a deferred road maintenance backlog of over \$30 million per year Countywide and currently has a total road maintenance need of over \$200 million. Without a consistent, secure source of funding to maintain the County road system the motoring public across the County will incur greater and greater vehicle maintenance costs and the businesses which help

Public Works & Planning – Road Fund – 4510

support our community will incur greater costs to provide their services and transport their goods to market, impacting economic development within the County.

The return of Proposition 42 funding to the County in FY 2008-09 will help improve road maintenance efforts Countywide; however, some of the additional dollars being provided by this funding are being eroded by increased construction and material costs such as for asphalt concrete and aggregate materials. These costs have increased approximately 45% in the past three years.

Proposition 1A passed by the voters of the state in November 2006 will provide some security for the continuation of Proposition 42 funding during potential future state budget crises. This proposition will make it more difficult for the state legislature to suspend Proposition 42 funding.

Proposition 1B passed by the voters of the state in November 2006 provided \$1 billion for counties for the purposes of transportation and road maintenance projects. The County of Fresno should receive approximately \$30.6 million total from this program. The first release of this funding included \$12.2 million for Fresno County in Fiscal Year 2007-08; however, the Governor's proposed state budget for Fiscal Year 2008-09 does not include an allocation of the Proposition 1B funding for cities and counties. It is unknown at this time as to the state's schedule for authorizing future allocations of these funds to local agencies. Should the approved state budget include these funds for counties and cities in 2008-09, the department will return to the Board of Supervisors with a budget amendment adding the funds to the FY 2008-09 budget and a program for the allocation of the funds.

The state Legislative Analyst's Office in its Fiscal Year 2008-09 state Budget Analysis notes that the existing state gas tax of 18 cents per gallon is currently valued at 11 cents per the Producer Price Index for Highway and Street Construction. State gas tax revenues have not been adjusted for inflation thus a 39% decrease in value. Due to this current stagnant funding it will become more difficult to maintain the current level of road maintenance on the County's road system without special funding such as Measure "C", Proposition 42, and Proposition 1B.

Public Works & Planning – Road Fund – 4510

PUBLIC WORKS AND PLANNING - ROAD FUND - 4510

REGULAR SALARIES

BUDGETED POSITIONS

JCN	TITLE	BAND/ RANGE	POSITIONS		RECOMMENDED SALARIES
			CURRENT	RECOMMENDED	
8065	Director of Public Works	B	1	1	\$ 147,238
2318	Deputy Director of Public Works	D	1	1	131,796
1132	Engineering Technician I	1493	11	11	475,622
1140	Engineering Technician II	1671	22	22	1,202,100
1133	Senior Engineering Technician	1916	13	13	834,974
1134	Senior Engineer	2948	6	6	557,940
1135	Engineer I	1865	4	4	217,426
1105	Engineer II	2238	1	1	64,653
1137	Engineer III	2458	13	13	1,067,514
1138	Junior Real Property Agent	1422	1	1	39,796
1141	Principal Engineer	3243	1	1	104,445
1145	Real Property Manager	2428	1	1	78,176
1146	Assistant Real Property Manager	1732	1	1	49,860
1117	Associate Real Property Agent	1957	1	1	63,025
1147	Field Survey Supervisor	2075	4	4	242,060
1148	Supervising Engineer	3243	3	3	312,220
1149	Chief of Field Surveys	2850	1	1	80,382
1150	Public Works Division Engineer	D	3	3	337,492
2255	Staff Analyst I-A	1607	1	1	44,723
2257	Staff Analyst III-A	2060	5	5	301,253
2294	Senior Staff Analyst	F	1	1	72,431
3080	Office Assistant III	1054	1	1	35,619
3110	Office Assistant II	946	2	2	58,324
3140	Secretary III	1177	2	2	76,955
3160	Secretary IV	1299	2	2	87,856
3166	Administrative Secretary - Conf.	1446	1	1	48,923
5410	Road Equipment Operator I	1275	19	19	709,774
5415	Road Equipment Operator II	1441	70	70	3,205,374
5420	Road Maintenance Supervisor	1923	10	10	619,432
5425	Road Operations Lead Supervisor	1713	11	11	606,490
5430	Road Superintendent	2222	2	2	122,320
5445	Traffic Maintenance Supervisor	1923	1	1	58,994
5450	Traffic Equipment Operator I	1222	4	4	148,302
5455	Traffic Equipment Operator II	1369	5	5	208,973
5460	Traffic Operations Lead Supervisor	1605	1	1	53,423
Subtotal			226	226	\$ 12,465,885
Steno Allowance					550
Call-Back Allowance					42,000
Auto Allowance					6,156
Professional License Allowance					31,270
Less Salary Savings					(623,294)
TOTAL REGULAR SALARIES					\$ 11,922,567

Public Works & Planning – Transit Services – 4700

Transit Services BUDGET 4700 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	2,341,047	2,871,000	3,158,100	287,100	10%
Total Appropriations	\$ 2,341,047	\$ 2,871,000	\$ 3,158,100	287,100	10%
<u>Revenues</u>					
Intergovernment Revenue-Other	2,341,047	2,871,000	3,158,100	287,100	10%
Total Revenues	\$ 2,341,047	\$ 2,871,000	\$ 3,158,100	287,100	10%
<u>Net County Cost</u>	\$ -	\$ -	\$ -	\$ -	0%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary				-	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Public Works & Planning – Transit Services – 4700

FUNCTION

The Transit Services budget recognizes the County's share of the Transportation Development Act Local Transportation Fund (LTF) and State Transit Assistance (STA) monies allocated directly to local transit providers from the Council of Fresno County Governments (COFCG) for transit services in unincorporated areas. The annual allocation to each agency is determined by COFCG based upon an estimate of revenue by the State Department of Finance and the population of each city and unincorporated area. The County, the City of Fresno, City of Clovis, and the Fresno County Rural Transit Agency (FCRTA) each year perform an analysis of the unincorporated area transit services and needs to determine the County's contribution of LTF and STA monies to Fresno Area Express (FAX), Clovis Transit (Roundup) and FCRTA, according to agreements between the County, the City of Fresno, the City of Clovis, and the FCRTA. Funds are also allocated by formula for social service transit services (through FCRTA, FAX, and the Fresno County Economic Opportunities Commission as the Consolidated Transportation Services Agencies) to unincorporated area residents. Three percent of the total Fresno County allocation is, by statute, allocated to the COFCG for regional transportation planning services including transit planning.

OVERVIEW

The 2008-09 Recommended Budget of \$3,158,100 reflects a 10% (\$287,100) increase in appropriations and revenues over the 2007-08 Adopted Budget. Recommended funding is based on State estimates, as refined by the County's Auditor-Controller, of FY 2008-09 sales tax revenues. The allocation to transit providers is made in September of each year through a separate Board action and is based on the most current State estimate of sales tax revenues, the adopted FCRTA budget, and actual transit use and service costs for FAX and Clovis services the previous fiscal year.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Transit Services	\$3,158,100	\$3,158,100	\$0	0.0
Total:	\$3,158,100	\$3,158,100	\$0	0.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Transit Services	\$3,158,100	\$3,158,100	\$0	0.0
Total:	\$3,158,100	\$3,158,100	\$0	0.0

Public Works & Planning – Transit Services – 4700

PROGRAM BUDGETS

Transit Services

Program Description

- Function(s) – The Transit Services budget recognizes the County's share of the Transportation Development Act Local Transportation Fund (LTF) and State Transit Assistance (STA) monies allocated directly to local transit providers from the Council of Fresno County Governments (COFCG) for transit services in unincorporated areas.
- Outcome(s) – This program is a funding mechanism for transit services in the unincorporated areas of Fresno County.
- Mandates & Level of Mandated Activities -- None
- Appropriation Detail -- Services and Supplies reflect a 10% (\$287,100) increase over the current year and represent monies allocated directly to transit providers and for regional transportation planning.
- Revenue Detail -- Intergovernmental Revenue of \$3,158,100 reflects a 10% (\$287,100) increase over Fiscal Year 2007-08 and represents the County's share of the Local Transportation Funds and State Transit Assistance Funds allocated under formula by COFCG.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$3,158,100	\$3,158,100
Total Appropriations	\$3,158,100	\$3,158,100

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – Other	\$3,158,100	\$3,158,100
Total Revenue	\$3,158,100	\$3,158,100
NCC	\$0	\$0

SUMMARY OF REVENUES

- Revenues are recommended at \$ 3,158,100, a 10.0 % (\$ 287,100) increase over fiscal year 2007-08, which is primarily due to increased funds available. Specific changes by revenue accounts are noted below.
 - 4841 Other Governmental Agencies (\$ 3,158,100) – Estimated at an increase of 10% (\$ 287,100) based on an increase in available funding.

Public Works & Planning – Grants – 5512

Public Works & Planning-Grants BUDGET 5512 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	5,771,023	9,649,197	8,672,569	(976,628)	-10%
Other Charges	-	1,983,685	506,844	(1,476,841)	-74%
General Fixed Assets	-	-	230,000	230,000	100%
Total Appropriations	\$ 5,771,023	\$ 11,632,882	\$ 9,409,413	(2,223,469)	-19%
<u>Revenues</u>					
Intergovernment Revenues - St	1,804,800	3,690,849	1,861,236	(1,829,613)	-50%
Intergovernment Rev-Federal	2,404,003	7,013,893	6,648,177	(365,716)	-5%
Charges For Services	-	28,140	-	(28,140)	-100%
Miscellaneous Revenues	1,562,220	900,000	900,000	-	0%
Total Revenues	\$ 5,771,023	\$ 11,632,882	\$ 9,409,413	(2,223,469)	-19%
<u>Net County Cost</u>	\$ (0)	\$ -	\$ -	\$ -	0%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	-	-	-	-	
<p>**The column labeled Actual 2006 07 includes expenditures against FY 2006 07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>					

Public Works & Planning – Grants – 5512

FUNCTION

This budget contains funds for planning and implementing the Federal HOME Investment Partnerships Program (HOME), and the Department's smaller housing and other grants. Included in this budget are infrastructure improvement funds from the State Workforce Housing Reward Grant program and housing funds from the Federal HOME program. Additionally, this budget includes the California Integrated Waste Management Board Used Oil Recycling Program, the Department of Conservation Beverage Container Recycling Program, the State's Roberti-Z'Berg Harris Per Capita Grant, the State Tire/Cleanup Amnesty Grant, the San Joaquin River Conservancy Grant, and the State Integrated Waste Management Board Household Hazardous Waste Infrastructure Grant.

OVERVIEW

The 2008-09 Recommended Budget of \$9,409,413 reflects a 19% (\$2,223,469) decrease in appropriations and revenues from the 2007-08 Adopted Budget based on decreased amount of grant funds as one-time grants received are expended. There is no Net County Cost associated with this budget.

DEPARTMENT COMMENTS

This budget contains ongoing grants from the State's Workforce Housing Reward program, Federal HOME Program, State Integrated Waste Management Board Used Oil Recycling Program, State Department of Conservation Beverage Container Recycling Program, and the State's Roberti-Z'Berg Harris Per Capital Grant. In addition, new grants funded from the StateTire/Cleanup Amnesty Grant, the San Joaquin River Conservancy Grant, and the State Integrated Waste Management Board Household Hazardous Waste Infrastructure Grant are included in the 2008-09 budget. The Department continues to pursue grant opportunities from the State, federal government and other sources, based on the Department's ability to administer these additional programs.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
HOME Program	\$7,548,177	\$7,548,177	\$0	0.0
Used Oil Recycling	\$204,923	\$204,923	\$0	0.0
Tire Cleanup Amnesty	\$145,550	\$145,550	\$0	0.0
Beverage Container Recycling	\$45,488	\$45,488	\$0	0.0
HHW Grant	\$280,000	\$280,000	\$0	0.0
Workforce Housing Reward Grant	\$343,763	\$343,763	\$0	0.0
Central Sierra Historical Society Museum	\$107,755	\$107,755	\$0	0.0
Coalinga-Huron Sports Complex	\$399,089	\$399,089	\$0	0.0
Lost Lake Park Master Plan	\$334,668	\$334,668	\$0	0.0
Total:	\$9,409,413	\$9,409,413	\$0	0.0

Public Works & Planning – Grants – 5512

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
HOME Program	\$7,548,177	\$7,548,177	\$0	0.0
Used Oil Recycling	\$204,923	\$204,923	\$0	0.0
Tire Cleanup Amnesty	\$145,550	\$145,550	\$0	0.0
Beverage Container Recycling	\$45,488	\$45,488	\$0	0.0
HHW Grant	\$280,000	\$280,000	\$0	0.0
Workforce Housing Reward Grant	\$343,763	\$343,763	\$0	0.0
Central Sierra Historical Society Museum	\$107,755	\$107,755	\$0	0.0
Coalinga-Huron Sports Complex	\$399,089	\$399,089	\$0	0.0
Lost Lake Park Master Plan	\$334,668	\$334,668	\$0	0.0
Total:	\$9,409,413	\$9,409,413	\$0	0.0

PROGRAM BUDGETS

HOME Program

Program Description

- Function(s) – Provides for housing rehabilitation, homebuyer/downpayment assistance, and housing development in the unincorporated area and eight partner cities. Funds are loaned to eligible recipients for the various Board-approved programs.
- Outcome(s) -- Improved and expanded affordable housing stock, and additional owner-occupied housing.
- Mandates & Level of Mandated Activities -- HOME funds must be used for eligible housing activities and recipients, and are administered in accordance with the federal HOME Program regulations.
- Appropriation Detail -- Appropriations are recommended at \$7,548,177, a decrease of \$271,272 over the prior year, primarily due to a decreased HOME grant allocation from HUD.
- Revenue Detail -- Revenues are recommended at \$7,548,177, a decrease of \$271,272 over the prior year, primarily due to a decreased HOME grant allocation from HUD.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$7,548,177	\$7,548,177
Total Appropriations	\$7,548,177	\$7,548,177

Public Works & Planning – Grants – 5512

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – Federal	\$6,648,177	\$6,648,177
Miscellaneous Revenues	\$900,000	\$900,000
Total Revenue	\$7,548,177	\$7,548,177
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 0.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Used Oil Recycling

Program Description

- Function(s) – Provides funds to create and maintain private sector certified used oil collection centers, to continue implementation of the classroom program targeting high school students, and to expand public information programs for promoting proper disposal and recycling of used motor oil and used oil filters.
- Outcome(s) -- Staff will continue to provide the above-mentioned services.
- Mandates & Level of Mandated Activities -- One annual report is required by the State, which will discuss the status of this grant program.
- Appropriation Detail -- Funding will remain at current levels.
- Revenue Detail -- Funding is provided on an annual basis.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$204,923	\$204,923
Total Appropriations	\$204,923	\$204,923

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$204,923	\$204,923
Total Revenue	\$204,923	\$204,923
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 0.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Public Works & Planning – Grants – 5512

Tire Cleanup Amnesty

Program Description

- Function(s) – Provides funds to offset waste tire clean-up costs in the rural areas of the County and to conduct waste tire amnesty drop-off events. Tires collected during clean-up activities and at the amnesty events will be transported by a licensed tire recycler to be recycled into reuse products.
- Outcome(s) -- Staff will work on providing clean-up and amnesty events will continue to be provided.
- Mandates & Level of Mandated Activities -- Clean-up and amnesty events will continue to be provided.
- Appropriation Detail -- Funding will be provided at the referenced levels.
- Revenue Detail -- Funding is provided via the State grant.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$145,550	\$145,550
Total Appropriations	\$145,550	\$145,550

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$145,550	\$145,550
Total Revenue	\$145,550	\$145,550
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 0.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Beverage Container Recycling

Program Description

- Function(s) – Provides funds to be used for the collection and recycling of beverage containers and public education for promoting beverage container recycling and/or litter clean-up activities.
- Outcome(s) -- Funding will provide for staff to provide the above-mentioned services.
- Mandates & Level of Mandated Activities -- Outreach activities and school-based presentations will be conducted throughout the year.
- Appropriation Detail -- Funding comes from the State grant.
- Revenue Detail -- Revenues are listed in the referenced chart.

Public Works & Planning – Grants – 5512

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$45,488	\$45,488
Total Appropriations	\$45,488	\$45,488

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$45,488	\$45,488
Total Revenue	\$45,488	\$45,488
NCC	\$0	\$0

HHW Grant

Program Description

- Function(s) – Provides funds for the siting and development of a household hazardous waste permanent management facility, which will allow parties in the County with opportunities to deposit household hazardous waste at a central collection point.
- Outcome(s) -- Efforts will focus on the siting and development of the referenced HHW facility.
- Mandates & Level of Mandated Activities -- Information will be provided to the California Integrated Waste Management Board on the progress toward the siting and development of the referenced HHW facility.
- Appropriation Detail -- A \$280,000 grant was secured from the above State agency.
- Revenue Detail -- Funding provides for securing fixed assets and development of the referenced HHW facility.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$50,000	\$50,000
Fixed Assets	\$230,000	\$230,000
Total Appropriations	\$280,000	\$280,000

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$280,000	\$280,000
Total Revenue	\$280,000	\$280,000
NCC	\$0	\$0

Public Works & Planning – Grants – 5512

Workforce Housing Reward Grant

Program Description

- Function(s) – Provides grant funds for specified Board-approved infrastructure projects in the unincorporated area to compliment recent affordable housing activities.
- Outcome(s) -- Improved community infrastructure in unincorporated neighborhoods and communities.
- Mandates & Level of Mandated Activities -- Funds are granted for specific projects and are administered in accordance with the State's grant regulations for the Workforce Housing Reward Grant Program.
- Appropriation Detail -- Appropriations are recommended at \$343,763, a \$559,821 decrease from the prior year as grant-funded projects are completed.
- Revenue Detail -- Revenues are recommended at \$343,763, a \$559,821 decrease from the prior year as grant-funded projects are completed and the associated grant funds are expended.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$343,763	\$343,763
Total Appropriations	\$343,763	\$343,763

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$343,763	\$343,763
Total Revenue	\$343,763	\$343,763
NCC	\$0	\$0

Central Sierra Historical Society Museum

Program Description

- Function(s) – Funds to assist in the construction of a museum in Shaver Lake for the Central Sierra Historical Society.
- Outcome(s) -- Completed facility will have roads, parking lot, building and historical displays.
- Mandates & Level of Mandated Activities -- None
- Appropriation Detail -- Funds in the amount of \$107,755 are grant funded.
- Revenue Detail -- Funds in the amount of \$107,755 are funded by Proposition 40 2002 Park Bond, through the Roberti-Z'Berg per capita program.

Public Works & Planning – Grants – 5512

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Other Charges	\$107,755	\$107,755
Total Appropriations	\$107,755	\$107,755

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$107,755	\$107,755
Total Revenue	\$107,755	\$107,755
NCC	\$0	\$0

Coalinga-Huron Sports Complex

Program Description

- Function(s) – Funds to assist in the construction of a Youth Sports Complex for the Coalinga-Huron Recreation and Park District.
- Outcome(s) -- Completed facility will have sports fields, restrooms and parking lots for youth sports activities.
- Mandates & Level of Mandated Activities -- None
- Appropriation Detail -- Funds in the amount of \$399,089 are grant funded.
- Revenue Detail -- Funds in the amount of \$399,089 are funded by Proposition 40 Park Bond, through the Roberti-Z'Berg per capita program.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Other Charges	\$399,089	\$399,089
Total Appropriations	\$399,089	\$399,089

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$399,089	\$399,089
Total Revenue	\$399,089	\$399,089
NCC	\$0	\$0

Lost Lake Park Master Plan

Program Description

- Function(s) – To develop a Master Plan for Lost Lake Park.

Public Works & Planning – Grants – 5512

- Outcome(s) -- o provide a blueprint for the future improvement and development of Lost Lake Park. To develop a plan the fits with the desires of the community and melds seamlessly with the development of the larger San Joaquin River Parkway.
- Mandates & Level of Mandated Activities -- None
- Appropriation Detail -- Funds in the amount of \$334,668 have been made available by the San Joaquin River Conservancy.
- Revenue Detail -- Costs for the development of the Master Plan are fully funded by the San Joaquin River Conservancy grant.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$334,668	\$334,668
Total Appropriations	\$334,668	\$334,668

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – State	\$334,668	\$334,668
Total Revenue	\$334,668	\$334,668
NCC	\$0	\$0

SUMMARY OF REVENUES

- Revenues are recommended at \$ 9,409,413, a 19.0 % (\$ 2,223,469) decrease from fiscal year 2007-08, which is primarily due to the completion of one-time grants. Specific changes by revenue accounts are noted below.
 - Federal Aid (\$ 6,648,177) – Estimated at a 5% (\$365,716) decrease due to a decreased HOME grant allocation from HUD.
 - State Aid (\$ 1,861,236) – Estimated at a 50% (\$1,829,613) decrease due to the completion of one-time grants.
 - Charges for Services (\$ 0) – Estimated at a 100% (\$28,140 decrease) due to the completion of a one-time grant.
 - Miscellaneous Revenues (\$ 900,000) – Estimated at the same level as fiscal year 2007-08.

Public Works & Planning – Community Development Block Grant – 7205

Community Develop Block Grant BUDGET 7205 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	1,527,589	1,734,167	1,637,582	(96,585)	-6%
Services and Supplies	1,978,224	2,286,222	2,198,761	(87,461)	-4%
Other Charges	4,726,573	5,637,113	5,698,605	61,492	1%
General Fixed Assets	-	100,000	100,000	-	0%
Total Appropriations	\$ 8,232,386	\$ 9,757,502	\$ 9,634,948	(122,554)	-1%
<u>Revenues</u>					
Intergovernment Rev-Federal	6,477,746	8,487,936	8,497,771	9,835	0%
Charges For Services	26,162	-	-	-	0%
Miscellaneous Revenues	1,308,980	885,125	764,775	(120,350)	-14%
Intrafund Revenue	419,498	384,441	372,402	(12,039)	-3%
Total Revenues	\$ 8,232,386	\$ 9,757,502	\$ 9,634,948	(122,554)	-1%
<u>Net County Cost</u>	\$ (0)	\$ -	\$ -	\$ -	0%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	19	19	19	-	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Public Works & Planning – Community Development Block Grant – 7205

FUNCTION

This budget contains the County's federal Community Development Block Grant (CDBG) funds, administered by the Community Development Division of the Department of Public Works and Planning. The annual application (Action Plan) for the County's Urban County CDBG entitlement grant funds, which is approved by the Board of Supervisors and submitted to the U.S. Department of Housing and Urban Development (HUD), details how the funds will be spent. These grant funds are used to implement a variety of programs and activities to improve low- and moderate-income neighborhoods, communities and families throughout unincorporated Fresno County and eight participating cities. The Community Development staff in this budget administers affordable housing programs along with public facility and infrastructure improvement activities necessary to implement the County's Community Development Consolidated Plan, and the Housing Element, Economic Development Strategy and Economic Element of the County's General Plan. CDBG-funded staff also administer other infrastructure grants received from the State, as well as other federal and State housing grant funds for affordable housing development, housing rehabilitation and homebuyer assistance. The Community Development Manager also serves as the Director of Tourism/Film Commissioner and Redevelopment Agency manager, and designated Division staff carry out these economic development activities to implement the County's General Plan, Redevelopment Plan, and Tourism Master Plan. The department's tourism funds are budgeted in unit 4360, redevelopment funds in unit 7540, and other housing and infrastructure grants in unit 5512.

OVERVIEW

The 2008-09 Recommended Budget of \$9,634,948 reflects a 1% (\$122,554) decrease in appropriations and revenues over the 2007-08 adopted budget, primarily due to a slight decrease in the federal CDBG grant allocation to the County for 2008-09.

The County's federal CDBG allocation for the 2008-09 budget year has been set at \$3,935,876. The workload budget will finance unincorporated area Community Development programs which include public facility and infrastructure improvement projects, housing rehabilitation, and funding for community-based social service agencies and the Sheriff's Area Based Policing program. Staff is also continuing the implementation of the new commerce facade rehabilitation program (FACE). Additionally, this budget also includes CDBG funding which is provided as grants to the eight cities currently participating in the County's CDBG Program. Staffing is recommended at 19 positions, the same number of positions as the 2007-08 year.

DEPARTMENT COMMENTS

Community Development Block Grant (CDBG) funds are allocated to the County by the U.S. Department of Housing and Urban Development (HUD) through a federal formula based upon the census and includes population, poverty and overcrowded housing statistics in the unincorporated area and the County's eight partner cities. This year's allocation of \$3,935,876 represents a slight decrease (\$139,865) from the previous year, and over a 30% reduction in CDBG funds to the County since 2005. This budget continues to reflect the shift of staff, implemented during 2007-08, into housing activities where funds to administer the programs are less restricted and additional administrative funding is available.

Public Works & Planning – Community Development Block Grant – 7205

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Community Development Block Grant Program	\$9,634,948	\$9,634,948	\$0	19.0
Total:	\$9,634,948	\$9,634,948	\$0	19.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Community Development Block Grant Program	\$9,634,948	\$9,634,948	\$0	19.0
Total:	\$9,634,948	\$9,634,948	\$0	19.0

PROGRAM BUDGETS

Community Development Block Grant Program

Program Description

- Function(s) – Administer the County's federal CDBG Program to improve and promote viable communities by improving housing, providing a suitable living environment, and expanding economic opportunities, primarily for low- and moderate-income communities, neighborhoods and persons.
- Outcome(s) – Improved community infrastructure and public facilities; expanded economic opportunities, improved and expanded stock of affordable housing and more owner-occupied housing units.
- Mandates & Level of Mandated Activities – All activities are carried out in compliance with the federal CDBG Program regulations. Funds must be utilized for eligible activities and beneficiaries.
- Appropriation Detail – Appropriations are recommended at \$9,634,948, which is a 1% decrease from the 2007-08 year, primarily due to a reduced federal CDBG grant allocation.
- Revenue Detail – Revenues are recommended at \$9,634,948, a 1% decrease from the 2007-08 year, primarily due to a reduced federal CDBG grant allocation.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,637,582	\$1,637,582
Service & Supplies	\$2,198,761	\$2,198,761
Other Charges	\$5,698,605	\$5,698,605
Fixed Assets	\$100,000	\$100,000
Total Appropriations	\$9,634,948	\$9,634,948

Public Works & Planning – Community Development Block Grant – 7205

Fixed Assets (\$100,000):

No. of Items	Program No	Item Description	Cost	Purpose
1	90578	HARP Property Acquisitions	\$100,000	Fund for possible mandatory property sale.
Total Cost:			\$100,000	

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – Federal	\$8,497,771	\$8,497,771
Miscellaneous Revenues	\$764,775	\$764,775
Intrafund	\$372,402	\$372,402
Total Revenue	\$9,634,948	\$9,634,948
NCC	\$0	\$0

Total Recommended Positions

Total Positions for the above program include 19.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 9,634,948, a 0.1 % (\$ 122,554) decrease from fiscal year 2007-08, which is primarily due to the decreased federal CDBG grant allocation. Specific changes by revenue accounts are noted below.
 - Federal Aid (\$ 8,497,771) – Estimated at a slight increase (\$9,835). Includes committed but unexpended CDBG funds of \$4,561,895, for activities in progress, and the new federal CDBG grant allocation of \$3,935,876.
 - Miscellaneous Revenues (\$764,775) -- Estimated at a 14% (\$120,350) decrease based on actual receipts in the current and prior year, due to decreased housing rehabilitation loan repayments reflecting the current housing market.
 - Intrafund Revenues (\$372,402) -- Estimated at a 3% decrease (\$12,039) due to decreased revenues from other grants for staff costs.

Public Works & Planning – Community Development Block Grant – 7205

PUBLIC WORKS AND PLANNING - COMMUNITY DEVELOPMENT - 7205

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
0229	Community Development Manager	D	1	1	\$ 103,977
1746	Principal Housing Rehabilitation Specialist	F	1	1	52,098
1747	Housing Rehabilitation Specialist II	1973	1	1	66,687
1749	Housing Rehabilitation Specialist III	2087	1	1	70,581
1748	Housing Rehabilitation Specialist I	1813	1	1	57,967
2296	Senior Economic Development Analyst	F	1	1	72,458
2294	Senior Staff Analyst	F	1	1	80,910
2297	Principal Staff Analyst	E	1	1	87,211
2255	Staff Analyst I-A	1607	2	2	95,001
2256	Staff Analyst II-A	1784	1	1	50,416
2257	Staff Analyst III-A	2060	2	2	129,101
3160	Secretary IV	1299	1	1	43,928
3621	Program Technician II	1401	1	1	37,128
3620	Program Technician I	1252	1	1	35,452
3070	Supervising Office Assistant II	1407	1	1	47,575
3125	Office Assistant I	1054	1	1	22,320
3110	Office Assistant II	946	1	1	30,243
Subtotal			19	19	\$ 1,083,053
	Salary Savings-5%				(54,153)
	Bilingual Skill Pay				2,600
TOTAL REGULAR SALARIES					\$ 1,031,500

Public Works & Planning – Community Redevelopment – 7540

Community Redevelopment BUDGET 7540 SPECIAL REVENUE FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	11,071	15,670	15,747	77	0%
Other Financing Uses	36,056	36,000	46,000	10,000	28%
Total Appropriations	\$ 47,127	\$ 51,670	\$ 61,747	10,077	20%
<u>Revenues</u>					
Taxes	140,734	180,000	150,000	(30,000)	-17%
Rev From Use of Money & Prop	18,848	16,800	26,000	9,200	55%
Intergovernment Revenue-Other	12,685	-	-	-	0%
Total Revenues	\$ 172,267	\$ 196,800	\$ 176,000	(20,800)	-11%
Revenues in Excess of Appropriations-	\$ 125,140	\$ 145,130	114,253	(30,877)	-19%
Designated for Community Redevelopment					
Debt Service					
<u>Net County Cost</u>	\$ -	\$ -	\$ -	\$ -	0%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary					
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Public Works & Planning – Community Redevelopment – 7540

FUNCTION

The Board of Supervisors established the Community Redevelopment budget on June 13, 1995, to comply with the requirements of State law and provide funding for redevelopment activities within the unincorporated area of Fresno County. The Board of Supervisors serves as the Board of Directors of the Fresno County Redevelopment Agency. Functions funded in this budget include the implementation of redevelopment activities consistent with the adopted Friant Redevelopment Plan; a provision of low- and moderate-income housing funds as required by law; and mandated Redevelopment Agency administration.

OVERVIEW

The 2008-09 Recommended Budget \$61,747 reflects a 20% (\$10,077) increase in appropriations and a 11% (\$20,800) decrease in revenues from the 2007-08 adopted budget. There is no net County cost associated with this budget. The primary element of the Community Redevelopment work program is the potential development of a community sewer system for the Friant Redevelopment Area. Funding will allow staff to continue work with the community of Friant and potential developers to develop a financing plan for the system. Funding is also available in an amount of approximately \$237,000 as of June 30, 2008, for future housing rehabilitation and future sewer connections in the Friant Redevelopment Area in accordance with the adopted Redevelopment Plan. The Friant Redevelopment Area is the only County redevelopment area currently approved by the Board of Supervisors.

The Agency reports the following governmental fund types as major funds:

Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than expendable trusts or for major capital projects) that are legally restricted to expenditures for specific purposes. Redevelopment agencies are required to set aside no less than 20% of gross tax increment revenues for low and moderate income housing. Therefore, the Agency has established a Low and Moderate Income Housing Fund to account for the 20% of tax increment revenue set aside, related interest, and expenditures.

Capital Projects Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities other than those financed by proprietary funds. The Agency utilizes a Capital Projects Fund for the Friant Project Area to account for miscellaneous income. The funds are expended primarily for administrative expenditures and redevelopment project costs.

Debt Service Funds are used to account for the repayment of general long-term debt and related costs. The Agency utilizes a Debt Service Fund for the Friant Project Area to account for tax increment revenues and related interest income. The funds will be used to repay indebtedness of the Agency in the amount of \$583,178. Any excess funds will be used for Capital Projects at the direction of the Board of Supervisors.

DEPARTMENT COMMENTS

The Redevelopment Plan is scheduled to expire in 2012, with the collection of revenues to then expire in 2022. At the request of an applicant, the Board approved initiation of an extension to this plan with the sole purpose of prolonging the Agency's revenue collection in order to ensure a community sewer facility can be financed. The applicant is also proposing to amend the Redevelopment Plan to include additional items, which

Public Works & Planning – Community Redevelopment – 7540

may or may not be able to be funded with Redevelopment funding. This Plan amendment is currently being prepared by the applicant, in conjunction with a revised Friant Community Plan update, development project proposal, and Agency timeline extension. Depending upon the outcome of this process, it may be necessary for the County to hire a full-time Redevelopment Manager to manage and implement a much broader and comprehensive Redevelopment Program for Friant.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	Designation	No. of Positions
Redevelopment	\$61,747	\$176,000	(\$114,253)	0.0
Total:	\$61,747	\$176,000	(\$114,253)	0.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	Designation	No. of Positions
Redevelopment	\$61,747	\$176,000	(\$114,253)	0.0
Total:	\$61,747	\$176,000	(\$114,253)	0.0

PROGRAM BUDGETS

Redevelopment

Program Description

- Function(s) – Manage and implement the County's Redevelopment Area for the Friant Community.
- Outcome(s) – Administer the Agency, provide agency review of proposed development for redevelopment plan consistency, and work to develop financing plan for the potential development of a community sewer system.
- Mandates & Level of Mandated Activities – Agency to be administered in accordance with State Redevelopment Law.
- Appropriation Detail – Appropriations are recommended at a 20% increase from the current year, which represents the low- and moderate-income housing allocation as required by State law. Under State Redevelopment law, a minimum of 20% of tax increment revenue must be set aside for low- and moderate-income housing. The County's Redevelopment Plan calls for these funds to be used to provide connections to the new sewer system when it is developed, and for related housing rehabilitation.
- Revenue Detail – Revenues are recommended at an 11% decrease from the previous year, primarily due to elimination of revenues from the Agency's loan as all these borrowed funds have now been expended.

Public Works & Planning – Community Redevelopment – 7540

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$15,747	\$15,747
Other Financing Uses	\$46,000	\$46,000
Total Appropriations	\$61,747	\$61,747

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Taxes	\$150,000	\$150,000
Revenue from the Use of Money	\$26,000	\$26,000
Total Revenue	\$176,000	\$176,000
Designation	(\$114,253)	(\$114,253)

SUMMARY OF REVENUES

- Revenues are recommended at \$ 176,000, a 1.1 % (\$ 20,800) decrease from fiscal year 2007-08, which is primarily due to elimination of projected revenues from the agency's loan as these borrowed funds have all been expended. Specific changes by revenue accounts are noted below.
 - Taxes (\$ 150,000) – Tax increment revenues are estimated at a 17% (\$30,000) decrease from Fiscal Year 2007-08. The amount is based on actual tax increment revenues generated in 2007-08.
 - Use of Money & Property (\$26,000) -- Estimated at a 55% (\$9,200) increase over the current year; represents interest earnings on accumulated funds.

Parks & Grounds – 7910

Parks And Grounds BUDGET 7910 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	2,170,255	2,324,708	2,522,256	197,548	8%
Services and Supplies	1,306,956	1,367,351	1,641,171	273,820	20%
Other Charges	962	1,250	1,250	-	0%
Total Appropriations	\$ 3,478,174	\$ 3,693,309	\$ 4,164,677	471,368	13%
<u>Revenues</u>					
Rev From Use of Money & Prop	62,758	44,250	44,250	-	0%
Charges For Services	774,888	864,390	851,354	(13,036)	-2%
Miscellaneous Revenues	2,411	-	-	-	0%
Intrafund Revenue	147,055	151,775	187,086	35,311	23%
Total Revenues	\$ 987,112	\$ 1,060,415	\$ 1,082,690	22,275	2%
<u>Net County Cost</u>	\$ 2,491,062	\$ 2,632,894	\$ 3,081,987	\$ 449,093	17%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	36	36	36	-	
**The column labeled Actual 2006 07 includes expenditures against FY 2006 07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Parks & Grounds – 7910

FUNCTION

The Parks and Grounds section of the Resources Division of the Department of Public Works and Planning is responsible for the care and improvement of County facilities landscapes and for the operation, maintenance and improvement of the County's recreational facilities.

The Parks and Grounds section operates and maintains all the regional County parks, campgrounds, fishing access areas, Shaver Lake boat launch, Liberty Veteran's Cemetery and the County Cemetery. Additionally, the section maintains the grounds for many County facilities, including the Juvenile Justice Campus, Courthouse Park, University Medical Center Campus, jail kitchen, County Clerk warehouse, Apollo, Agricultural Commissioner's office, Facilities Services Corporation yard, and several County trails. Parks and grounds also maintains scenic drives along Kearney Boulevard and Van Ness Boulevard. Additionally, the section maintains the landscape at American Avenue and Southeast Regional Landfills.

The section also administers the Fish and Game Propagation Fund, the Off-Highway Vehicle Fund and State grants, including Park Bond funding, Department of Boating and Waterways and the Wildlife Conservation Board grants. Also provided is staff support to the Historic Parks Advisory Committee and the Recreation and Wildlife Commission.

OVERVIEW

The 2008-09 Recommended Budget of \$4,164,677 reflects a 13% (\$471,368) increase over the 2007-08 Adopted Budget due to employee salary increases, increased ISF rates and Worker's Compensation costs. Staffing is recommended at 36 positions which reflects the same staffing level as FY 2007-08. A 1.5 percent (\$21,009) salary savings has been used in calculating Regular Salaries (account 6100) in the Recommended budget.

DEPARTMENT COMMENTS

Parks and Grounds will provide a status quo level of service at the County recreational and grounds areas, with the exception of Los Gatos Creek and Coalinga Mineral Springs Parks. The maintenance contract with the EOC, for the care of Coalinga Mineral Springs and Los Gatos Creek Parks will be terminated. As a result Coalinga Mineral Springs Park will be closed to the public and Los Gatos Creek Park will receive only minimal maintenance as performed by parks staff on a monthly basis. Decreases in services and supplies accounts will result in a reduction in janitorial supplies and deferring maintenance of some equipment and deferring some facility repairs.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Parks	\$2,120,132	\$422,875	\$1,697,257	16.0
Grounds	\$2,044,545	\$659,815	\$1,384,730	20.0
Total:	\$4,164,677	\$1,082,690	\$3,081,987	36.0

Parks & Grounds – 7910

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Parks	\$2,120,132	\$422,875	\$1,697,257	16.0
Grounds	\$2,044,545	\$659,815	\$1,384,730	20.0
Total:	\$4,164,677	\$1,082,690	\$3,081,987	36.0

PROGRAM BUDGETS

Parks

Program Description

- Function(s) – The Parks program is responsible for the operation and maintenance and improvement of the County recreational areas. These areas include: Avocado Lake Park, China Creek Park, Choinumni day use and campground, Coalinga Mineral Springs Park, Fairfax fishing access, Huron fishing access, Kearney Park, Kings River Green Belt Park, Kings River access, Laton-Kingston Park, Los Gatos Creek Park, Lost Lake day use and campground, Pine Flat recreation area(includes day use areas, handicap fishing access, campground and Kings river access), Shaver Lake boat launch, Skaggs Bridge Park, Three Rocks Fishing Access, and Winton Park. Along with groundskeeping duties, parks staff maintains park buildings, water systems, wells and pumps, roads, parking lots and site amenities. Permanent staff is complemented by the use of inmate labor and Adult Offender Work Program (AOWP) participants. Day use fees, group picnic reservation fees and camping fees are collected for use of the County facilities and reduce net County cost.
- Outcome(s) -- To provide safe, clean and attractive recreational facilities for the residents and visitors of Fresno County. Encourage outdoor activities for County families to support healthy and active lifestyles. Active outdoor activities are shown to reduce obesity in the young. The County recreational facilities are used for picnicking, barbequeing, group gatherings, fishing, wading, informal sports activities, model glider flying, individual and group camping, hunting access, and playground use. The County recreational facilities are also used for special events, including the annual Civil War Reenactment, the Society for Creative Anachronism and the Renaissance Fair. Public schools visit areas such as Lost Lake Park and China Creek Park for nature studies and use various facilities for athletic events such as cross-country meets and walk-a-thons. Community organizations including the San Joaquin River Conservancy and Parkway Trust, the Audoban Society and the California Native Plant Society use the facilities for educational and nature study programs. The Kings River Conservancy continues to promote public use of the Kings River and the County facilities along the river are an intregal part of "River of Gems" master plan. Public access to the Kings and San Joaquin Rivers is very limited, and the County's recreational areas along these premier rivers allows the public access to the rivers for fishing, kyaking, rafting, picnicking and general water play.
- Mandates & Level of Mandated Activities -- None

Parks & Grounds – 7910

- Appropriation Detail -- Appropriations have increased primarily due to increased Fleet ISF charges, new charges for the newly formed Facility Services ISF and Security Services ISF and increased costs for Worker's Compensation.
- Revenue Detail -- Revenues slightly decreased primarily due to average actuals over the past 3 years for Park Vehicle Entrance Fees.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,159,092	\$1,159,092
Service & Supplies	\$959,790	\$959,790
Other Charges	\$1,250	\$1,250
Total Appropriations	\$2,120,132	\$2,120,132

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Revenue from the Use of Money	\$44,250	\$44,250
Charges for Service	\$348,625	\$348,625
Intrafund	\$30,000	\$30,000
Total Revenue	\$422,875	\$422,875
NCC	\$1,697,257	\$1,697,257

Total Recommended Positions

Total Positions for the above program include 16.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- Parks will be maintained at the current level of service with the exception of Los Gatos Creek and Coalinga Mineral Springs Parks. The maintenance contract with the EOC, for the care of Coalinga Mineral Springs and Los Gatos Creek Parks will be terminated. As a result Coalinga Mineral Springs Park will be closed to the public and Los Gatos Creek Park will receive only minimal maintenance as performed by parks staff on a monthly basis. Decreases in services and supplies accounts will result in a reduction in janitorial supplies and deferring maintenance of some equipment and deferring some facility repairs.

Grounds

Program Description

- Function(s) – The Grounds section provides grounds and landscape maintenance for many County facilities and in addition contains the tree crew which provides tree care, tree removal and tree planting for various County areas. Grounds areas maintained, including parking lots and parking garages include: Courthouse Park, County Plaza, North Annex Jail, University Medical Center Campus (to include Chance Avenue facilities), Juvenile Hall, ITSD complex, Juvenile Justice Campus,

Parks & Grounds – 7910

Purchasing/County Clerk Warehouse, Agricultural Commissioner's office, Apollo, West Fresno Nursing Center, Belmont Manor ponding basin, Sheriff's Area 2 substation, Dakota Avenue walkway, Facilities Services corporation yard, Coroner/Morgue complex, jail kitchen, American Avenue Landfill and the Southeast Regional Landfill (through an MOU) and Fancher Creek bridle trail and McKenzie bike trail. This function also maintains the County indigent cemetery and Liberty Veteran's Cemetery. In addition to the maintenance of the cemetery grounds, this section performs burial services at Liberty, including digging graves, setting up tents and chairs and lowering caskets after services. Burials at the indigent cemetery are done as mass burials of cremated remains. Staff stores cremated remains of the deceased for the County morgue, and when sufficient numbers are accumulated (200-300), a mass burial is conducted. Staff also keeps all records of burials for both cemeteries. Another part of this function is the tree crew. One of the primary duties of the tree crew is to maintain the trees on the scenic drives, Kearney Boulevard and Van Ness/Van Ness extension. Trees are trimmed as needed, removed when necessary and new trees planted to maintain the integrity of the drives. Van Ness Boulevard is known as "Christmas Tree Lane", and care of the trees is a high priority. The tree crew is also responsible for trimming of all trees in the County Parks and on the grounds of County facilities. The tree crew also assist the County Roads Division with trimming and removal of trees in County right-of ways that are beyond the capability of the Roads Division. The County staff is supplemented by the use of inmate labor and the use of Adult Offender Program participants (AOWP).

- Outcome(s) -- To provide safe, clean and attractive grounds for use by County employees and the public. Grounds are maintained in an efficient and at an appropriate level for the County seat of government. To ensure the continued health and sustainability of heritage trees on scenic drives, in parks and on County grounds. To continue to maintain Liberty Veteran's Cemetery at a level appropriate to honor military veterans of Fresno County which is the site of annual memorial services for deceased military veterans. The landscaping at American Avenue and Southeast Regional landfills are mandated by the Conditional Use Permits for the facilities and provide a screen of the sites from the general public.
- Mandates & Level of Mandated Activities -- None
- Appropriation Detail -- Increased appropriations are due to increases in salaries and increased costs for ISF fleet charges and for previously non-budgeted charges ISF Security, and ISF Facilities Services, and increases in Worker's Compensation rates.
- Revenue Detail -- Increased revenues are primarily due to increased cost of services to other departments which reflects salary increases, and new charges to the Security ISF and Facilities Services ISF for maintenance of its facilities.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,363,164	\$1,363,164
Service & Supplies	\$681,381	\$681,381
Total Appropriations	\$2,044,545	\$2,044,545

Parks & Grounds – 7910

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$502,729	\$502,729
Intrafund	\$157,086	\$157,086
Total Revenue	\$659,815	\$659,815
NCC	\$1,384,730	\$1,384,730

Total Recommended Positions

Total Positions for the above program include 20.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 1,082,690, a 2.0 % (\$ 22,275) increase over fiscal year 2007-08, which is primarily due to increases to Service to other Departments and Intrafund due to increased rates due to salary increases. Specific changes by revenue accounts are noted below.
 - 5990 Intrafund Revenue (\$ 35,311) -- Increase due to increased charges to other departments due to increased salary costs and charges to 4360/0400 for clerical charges from Parks.
 - 5055 Park and Recreation Fees (\$ -39,994) -- Decrease due to actual averages over the last three years for Vehicle Entrance Fees.
 - 5040 Service to other Departments (\$ 26,958) -- Increase due to increase charges to other departments due to increased salary cost and charges for services to GSA Facility Services ISF and GSA Security ISF for maintenance of its facilities.

Parks & Grounds – 7910

PARKS AND GROUNDS - 7910

REGULAR SALARIES BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
5232	Parks and Grounds Superintendent	2342	1	1	\$ 75,434
5241	Parks Services Supervisor	1522	2	2	98,056
5240	Senior Parks Groundskeeper	1378	5	5	232,938
5235	Parks Maintenance Worker	1300	3	3	125,064
5221	Parks Groundskeeper III	1100	17	17	613,256
5220	Parks Groundskeeper II	966	5	5	139,702
5242	Senior Tree Trimmer	1383	1	1	44,531
5243	Tree Trimmer I	1100	1	1	36,002
3080	Office Assistant III	1054	<u>1</u>	<u>1</u>	<u>35,619</u>
Subtotal			36	36	\$ 1,400,602
	Bilingual Pay				2,600
	Less Salary Savings 1.5%				<u>(21,009)</u>
TOTAL REGULAR SALARIES					\$ 1,382,193

Juvenile Justice Campus – Public Works Operations & Maintenance – 9030

JJC-Public Works Op & Maint BUDGET 9030 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	314,062	412,880	470,595	57,715	14%
Total Appropriations	\$ 314,062	\$ 412,880	\$ 470,595	57,715	14%
<u>Revenues</u>					
Intrafund Revenue	-	-	-	-	0%
<u>Net County Cost</u>	\$ 314,062	\$ 412,880	\$ 470,595	\$ 57,715	14%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	-	-	-	-	
<p>**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>					

Juvenile Justice Campus – Public Works Operations & Maintenance – 9030

FUNCTION

The Department of Public Works and Planning is responsible for the maintenance and operations of the water and wastewater systems, as well as the landscaping and irrigation systems, at the newly constructed Juvenile Justice Campus (JJC) located at American Avenue and Highway 99. In addition, the department will be maintaining the streets within the facility and the storm drainage system and basin. The department's responsibilities include testing water and wastewater for compliance with state requirements, and daily operations and maintenance of equipment. The water system is currently being operated and maintained by a contract operator, California Water Services. The department will clean the storm drain inlets and provide erosion control for the storm drainage ponding basin. Very little street maintenance has been required in the early years of operation for the facility; however, for future years the department will monitor street repair, traffic sign and traffic striping needs and budget for any necessary maintenance needs.

OVERVIEW

The 2008-09 Recommended Budget appropriations in the amount of \$470,595 reflect a 14% (\$57,715) increase over the FY 2007-08 Adopted Budget. Total appropriations for the JJC are funded through Net County Cost allocation.

DEPARTMENT COMMENTS

The budget includes a decrease of \$25,000 in grounds maintenance for the campus. Street Sweeping services have been eliminated and funds for landscape maintenance have been decreased, resulting in less funds for extra services including irrigation repairs, weed abatement, turf fertilization and pest control. Priorities will be placed on maintaining the irrigation system.

Also an increase is being requested in account 7295 due to new State mandated Sanitary Sewer Management Plan, and repair of items no longer under warranty, and additional wastewater and domestic water testing being required by the State Department of Health. This estimated amount for the increase is \$35,000.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Water and Wastewater Operations and Maintenance	\$311,775	\$0	\$311,775	0.0
Landscape and Grounds Maintenance	\$158,820	\$0	\$158,820	0.0
Total:	\$470,595	\$0	\$470,595	0.0

Juvenile Justice Campus – Public Works Operations & Maintenance –
9030

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Water and Wastewater Operations and Maintenance	\$311,775	\$0	\$311,775	0.0
Landscape and Grounds Maintenance	\$158,820	\$0	\$158,820	0.0
Total:	\$470,595	\$0	\$470,595	0.0

PROGRAM BUDGETS

Water and Wastewater Operations and Maintenance

Program Description

- Function(s) – Contract Services for domestic water operation at JJC; staff operations of Wastewater operations (\$310,775). Road Maintenance (\$1,000).
- Outcome(s) – Operate in compliance with State Health Standard
- Mandates & Level of Mandated Activities – State Office of Drinking Water and State Regional Water Quality Control Board.
- Appropriation Detail – Funding of \$311,775 annually provides for domestic water and wastewater operation and maintenance at JJC plus road maintenance.
- Revenue Detail – No revenues are received for this program.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$311,775	\$311,775
Total Appropriations	\$311,775	\$311,775

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Total Revenue	\$0	\$0
NCC	\$311,775	\$311,775

Service Impact of Funding Reductions:

- The budget includes a decrease of \$25,000 in grounds maintenance for the campus. Street Sweeping services have been eliminated and funds for landscape maintenance have been decreased, resulting in less funds for extra services including irrigation repairs, weed abatement, turf fertilization and pest control. Priorities will be placed on maintaining the irrigation system.

Juvenile Justice Campus – Public Works Operations & Maintenance – 9030

Landscape and Grounds Maintenance

Program Description

- Function(s) – Contract services provide for landscape and grounds maintenance services. Services include landscape maintenance including turf, groundcover, trees and shrubs and irrigation system maintenance. Other services include litter abatement and weed abatement on the undeveloped portions of the campus.
- Outcome(s) – To provide a clean, attractive and well groomed campus.
- Mandates & Level of Mandated Activities – None
- Appropriation Detail – Funding of \$158,820 annually provides \$143,820 for scheduled landscape maintenance and \$15,000 for additional services, including irrigation repairs, weed abatement, fertilization, and pest control as needed.
- Revenue Detail – No revenues are received for this program.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$158,820	\$158,820
Total Appropriations	\$158,820	\$158,820

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Total Revenue	\$0	\$0
NCC	\$158,820	\$158,820

Service Impact of Funding Reductions:

- The budget includes a decrease of \$25,000 in grounds maintenance for the campus. Street Sweeping services have been eliminated and funds for landscape maintenance have been decreased, resulting in less funds for extra services including irrigation repairs, weed abatement, turf fertilization and pest control. Priorities will be placed on maintaining the irrigation system.

Off-Road Highway License Fund – 7920

Off Highway License BUDGET 7920 SPECIAL REVENUE FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	1	103,000	184,071	81,071	79%
Other Financing Uses	16,500	16,500	16,500	-	0%
Total Appropriations	\$ 16,501	\$ 119,500	\$ 200,571	81,071	68%
<u>Revenues</u>					
Rev From Use of Money & Prop	26,272	15,240	19,025	3,785	25%
Intergovernment Revenues - St	47,995	22,700	21,039	(1,661)	-7%
Fund Balance	-	81,560	160,507	78,947	97%
Total Revenues	\$ 74,267	\$ 119,500	\$ 200,571	81,071	68%
<u>Net County Cost</u>	\$ (57,766)	\$ -	\$ -	\$ -	0%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	-	-	-	-	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Off-Road Highway License Fund – 7920

FUNCTION

The Vehicle Code requires users of trail bikes, dune buggies and similar vehicles designed for off-highway use to purchase an identification certificate. The State Department of Motor Vehicles collects the fee and returns one-third of the fee to the purchaser's county of residence. The funds are deposited into the County's Off-Highway License Fund and can be used for acquisition, development and maintenance of off-road recreation areas, as well as enforcement of off-road laws and regulations. This fund is administered by the Department of Public Works and Planning and can only be used for eligible projects. Accumulated funds are allocated by the Board of Supervisors with the recommendation of the Fresno County Recreation and Wildlife Commission and the Department of Public Works and Planning.

OVERVIEW

The 2008-09 Recommended Budget of \$200,571 represents funding for projects as recommended by the Recreation and Wildlife Commission. Two projects are recommended for 2008-09.

DEPARTMENT COMMENTS

The Department of Public Works and Planning concurs with the recommendations of the Recreation and Wildlife Commission.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Off-Highway License Fund	\$200,571	\$200,571	\$0	0.0
Total:	\$200,571	\$200,571	\$0	0.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Off Highway License Fund	\$200,571	\$200,571	\$0	0.0
Total:	\$200,571	\$200,571	\$0	0.0

PROGRAM BUDGETS

Off Highway License Fund

Program Description

- Function(s) – As required by the Vehicle Code, funds in the County's Off-Highway License Fund are to be used for the acquisition, maintenance and operation of off-highway vehicle areas.
- Outcome(s) -- The recommended projects will repair summer and winter off-highway trails, bridges, repair/replace signs, and improve trailheads and staging areas.

Off-Road Highway License Fund – 7920

- Mandates & Level of Mandated Activities -- None
- Appropriation Detail -- Funding in the amount of \$184,071 is recommended for projects submitted by Sierra National Forest and Sequoia National Forest. \$16,500 is recommended to support off-highway equipment maintenance for the Sheriff's Department.
- Revenue Detail -- Funds for the Off-Highway License Fund are a combination of vehicle registration fees received from the State and interest from the accumulated fund balance.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$184,071	\$184,071
Other Financing Uses	\$16,500	\$16,500
Total Appropriations	\$200,571	\$200,571

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Revenue from the Use of Money	\$19,025	\$19,025
Intergovernment Revenues – State	\$21,039	\$21,039
Fund Balance	\$160,507	\$160,507
Total Revenue	\$200,571	\$200,571

SUMMARY OF REVENUES

- Revenues are recommended at \$ 200,571, a 68.0 % (\$ 81,071) increase over fiscal year 2007-08, which is primarily due to increased funding for recommended projects. Specific changes by revenue accounts are noted below.
 - Revenue From Use of Money and Property (\$ 19,025) – Estimated at an increase of 25% (\$ 3,785) due to higher estimated interest on accumulated funds.
 - Intergovernment Revenues-State (\$ 21,039) – Estimated at a decrease of 7% (\$ 1,661) due to lower estimated revenues from the State.
 - Fund Balance (\$ 160,507) – Recommended at an increase of 97% (\$ 78,947) due to increased need to use accumulated funds to fund recommended projects.

Fish & Game Propagation – 4350

Fish And Game Propagation BUDGET 4350 SPECIAL REVENUE FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	21,150	44,350	39,436	(4,914)	-11%
Total Appropriations	\$ 21,150	\$ 44,350	\$ 39,436	(4,914)	-11%
<u>Revenues</u>					
Fines, Forfeitures & Penalties	6,457	11,616	9,603	(2,013)	-17%
Rev From Use of Money & Prop	4,343	2,805	3,133	328	12%
Fund Balance	10,351	29,929	26,700	(3,229)	-11%
Total Revenues	\$ 21,150	\$ 44,350	\$ 39,436	(4,914)	-11%
<u>Net County Cost</u>	\$ -	\$ -	\$ -	\$ -	0%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	-	-	-	-	
<p>**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>					

Fish & Game Propagation – 4350

FUNCTION

The Fish and Game Propagation Fund is used to finance projects and activities related to the conservation and propagation of wildlife and to encourage the participation in fish and game related sportsman activities. The Fish and Game Code requires that 50% of all funds collected for violations of Fish and Game regulations be deposited to the Fish and Game Propagation Fund in the County where the violation occurred. The fund is administered by the Department of Public Works and Planning and can only be used for eligible projects. Accumulated funds are allocated by the Board of Supervisors with the recommendation of the Fresno County Recreation and Wildlife Commission and the Department of Public Works and Planning.

OVERVIEW

The 2008-09 Recommended Budget of \$39,436 represents funding for projects as recommended by the Recreation and Wildlife Commission. The following 5 projects are recommended for 2008-09:

Kings River Bass Club (stock fish at Pine Flat) \$15,000

Central Valley Sportmen's Club (stock fish for kid's fishing derby) \$ 4,500

Critter Creek Wildlife Station (wildlife rehabilitation) \$ 4,786

Fresno County Sportmen's Club (pheasant hunt) \$11,750

Quail Unlimited (kids to covey camp for natural resources ed) \$ 3,200

DEPARTMENT COMMENTS

The Department of Public Works and Planning concurs with the recommendations of the Recreation and Wildlife Commission.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Fish and Game Propagation Fund	\$39,436	\$39,436	\$0	0.0
Total:	\$39,436	\$39,436	\$0	0.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Fish and Game Propagation Fund	\$39,436	\$39,436	\$0	0.0
Total:	\$39,436	\$39,436	\$0	0.0

Fish & Game Propagation – 4350

PROGRAM BUDGETS

Program Description

- Function(s) – Pursuant to California law, funds deposited in the County's 4350 Fish and Game Propagation Fund can only be used on eligible projects. These projects include activities involving the preservation, conservation and encouragement of participation in sportsman related fish and game activities.
- Outcome(s) -- Enhance, protect and propagate wildlife and offer opportunities for citizens to participate in fish and game related activities.
- Mandates & Level of Mandated Activities -- None
- Appropriation Detail -- Funding in the amount of \$39,236 is recommended to fund five projects for fiscal year 2008-09. \$200 is allocated for Peoplesoft Financial System support.
- Revenue Detail -- Revenues in the amount of \$39,436 are a combination of fines received by Fresno County from Fish and Game Code violations, funds from the fund balance and for interest earned on funds in the fund balance.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$39,436	\$39,436
Total Appropriations	\$39,436	\$39,436

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Fines, Forfeitures, & Penalties	\$9,603	\$9,603
Revenue from the Use of Money	\$3,133	\$3,133
Fund Balance	\$26,700	\$26,700
Total Revenue	\$39,436	\$39,436
NCC	\$0	\$0

SUMMARY OF REVENUES

- Revenues are recommended at \$ 39,436, a 11.0 % (\$ 4,914) decrease from fiscal year 2007-08, which is primarily due to a reduction in funds allocated from fund balance to fund projects and an estimated decrease in fines collected from the Courts. Specific changes by revenue accounts are noted below.
 - Fines, Forfeitures and Penalties (\$ 9,603) – Estimated at a reduction of 17% (\$ 2,013) in fines collected by the Courts.
 - Revenue From Use of Money and Property (\$ 3,133) – Estimated at an increase of 12% (\$ 328) in interest.
 - Fund Balance (\$ 26,700) – Recommended at a reduction of 11% (\$ 3,229) in use of fund balance to fund recommended projects.

Southeast Regional Disposal Site – 9020

Southeast Regional Disposal BUDGET 9020 ENTERPRISE FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	10	21,030	22,329	1,299	6%
Services and Supplies	332,622	651,386	514,148	(137,238)	-21%
General Fixed Assets	13,301	19,000	20,000	1,000	5%
Total Appropriations	\$ 345,934	\$ 691,416	\$ 556,477	(134,939)	-20%
<u>Revenues</u>					
Rev From Use of Money & Prop	37,634	22,000	38,000	16,000	73%
Charges For Services	-	6,000	6,000	-	0%
Miscellaneous Revenues	342,991	378,000	378,000	-	0%
Fund Balance	(34,691)	285,416	134,477	(150,939)	-53%
Total Revenues	\$ 345,933	\$ 691,416	\$ 556,477	(134,939)	-20%
<u>Net County Cost</u>	\$ -	\$ -	\$ -	\$ -	0%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary				-	
<p>**The column labeled Actual 2006 07 includes expenditures against FY 2006 07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>					

Southeast Regional Disposal Site – 9020

FUNCTION

This Enterprise Fund provides for the postclosure maintenance of the Southeast Regional Disposal Site. The closed Site is located near the City of Parlier and consists of 132 acres of which 72 acres was used for waste disposal. The Southeast Regional Disposal Site, through a Joint Powers Authority served seven cities and the surrounding unincorporated area on the east side of Fresno County and has been closed since 1990. Currently the Southeast Regional Disposal Site is in a postclosure phase for 30 years or until the Site does not pose a threat to the waters of the State.

OVERVIEW

DISPOSAL SITE OPERATIONS

Southeast Regional Disposal Site - 9020 Budget – The recommended budget of \$556,477 reflects a 20% (\$134,939) decrease in appropriations from the 2007-08 Adopted Budget. Recommended funding provides for on-going closure/postclosure maintenance activities such as groundwater and methane monitoring.

DEPARTMENT COMMENTS

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Southeast Regional Disposal	\$556,477	\$556,477	\$0	0.0
Total:	\$556,477	\$556,477	\$0	0.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Southeast Regional Disposal	\$556,477	\$556,477	\$0	0.0
Total:	\$556,477	\$556,477	\$0	0.0

PROGRAM BUDGETS

Southeast Regional Disposal

Program Description

- Function(s) – The Southeast Regional Disposal Site is a closed disposal site. The Southeast Regional Disposal Site served seven cities on the east side of Fresno County and has been closed since 1990. Currently the Southeast Regional Disposal Site is in a postclosure phase. Groundwater monitoring and maintenance of the methane recovery system, and maintenance of the site are required for at least 30 years from the closure date
- Outcome(s) – In addition to the above activities, in FY 08-09, County staff plans to continue to provide postclosure and maintenance in compliance with Federal, State and local regulations.

Southeast Regional Disposal Site – 9020

- Mandates & Level of Mandated Activities – Public Resources Code and Title 27, California Code of Regulations prescribe the requirements for the closure and post closure maintenance of solid waste disposal sites.
- Appropriation Detail -- Southeast Regional Disposal Site - 9020 Budget – The recommended budget of \$556,477 reflects a 20% (\$134,939) decrease in appropriations from the 2007-08 Adopted Budget. Recommended funding provides for on going closure/postclosure maintenance activities such as groundwater and methane monitoring and site maintenance.
- Revenue Detail – Post closure maintenance of the site is funded by the \$3.50 per ton surcharge assessed on waste disposed from the Southeast region area of Fresno County.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$22,329	\$22,329
Service & Supplies	\$514,148	\$514,148
Fixed Assets	\$20,000	\$20,000
Total Appropriations	\$556,477	\$556,477

Fixed Assets (\$20,000):

No. of Items	Program No	Item Description	Cost	Purpose
1	90577	Back-up Flare Blower	\$20,000	The flare blower is used to keep the landfill under negative pressure, pulling landfill gas from the landfill to the flare station. If the current blower becomes non-operational, methane gas may be able to migrate off site, potentially resulting in health and safety issues and fines from the San Joaquin Valley Air Pollution Control District. Parts for repairs are not readily available and delivery time for a new flare blower could take up to three weeks. A back-up blower is necessary so that a non-operational blower can be replaced immediately, averting potential health and safety issues and fines.
Total Cost:			\$20,000	

Southeast Regional Disposal Site – 9020

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Revenue from the Use of Money	\$38,000	\$38,000
Charges for Service	\$6,000	\$6,000
Miscellaneous Revenues	\$378,000	\$378,000
Fund Balance	\$134,477	\$134,477
Total Revenue	\$556,477	\$556,477

SUMMARY OF REVENUES

- Revenues are recommended at \$ 556,477, a 20.0 % (\$ 134,939) decrease from fiscal year 2007-08, which is primarily due to a decrease in appropriations. Specific changes by revenue accounts are noted below.
 - Use of Money & Property (\$ 38,000) -- Primarily consists of interest earned on accumulated cash balances for the Southeast Regional Disposal Site.
 - Fund Balance (\$ 134,477) -- Revenues have decreased by 53% (\$134,939) due to an overall decrease related primarily to the decrease in appropriations needed for the Southeast Regional Disposal Site.

Fresno/Clovis Metropolitan Solid Waste Commission – 9023

Fresno - Clovis Metro Solid Waste BUDGET 9023 ENTERPRISE FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	5,924	15,512	3,284	(12,228)	-79%
Total Appropriations	\$ 5,924	\$ 15,512	\$ 3,284	(12,228)	-79%
<u>Revenues</u>					
Rev From Use of Money & Prop	1,296	1,200	1,200	-	0%
Charges For Services	-	-	1,172	1,172	0%
Fund Balance	4,628	14,312	912	(13,400)	-94%
Total Revenues	\$ 5,924	\$ 15,512	\$ 3,284	(12,228)	-79%
<u>Net County Cost</u>	\$ -	\$ -	\$ -	\$ -	0%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary					-
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Fresno/Clovis Metropolitan Solid Waste Commission – 9023

FUNCTION

The Commission was established on June 24, 1977 by a Joint Powers Agreement. The JPA was designed to manage solid waste generated within the Fresno-Clovis Metropolitan Area and to operate attendant facilities.

OVERVIEW

The FY 2008-09 Recommended Budget appropriations of \$3,284 reflect a net 79% (\$12,228) decrease from the FY 2007-08 Adopted Budget. This reduction in appropriations has decreased the need to use fund balance as a funding source by 94% (\$13,400)

DEPARTMENT COMMENTS

The Commission last met in June 2004.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Fresno/Clovis Metro	\$3,284	\$3,284	\$0	0.0
Total:	\$3,284	\$3,284	\$0	0.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Fresno/Clovis Metro	\$3,284	\$3,284	\$0	0.0
Total:	\$3,284	\$3,284	\$0	0.0

PROGRAM BUDGETS

Fresno/Clovis Metro - 9023

Program Description

- Function(s) – The Commission was established on June 24, 1977 by a Joint Powers Agreement. The JPA was designed to manage solid waste generated within the Fresno-Clovis Metropolitan Area, and to operate attendant facilities. The Commission last met in June 2004.
- Outcome(s) – The Commission meets on an as-needed basis.
- Mandates & Level of Mandated Activities – There are no mandated activities associated with the Commission.
- Appropriation Detail – Appropriations have decreased due to a decreased in Audit costs associated with the Fund.
- Revenue Detail – The anticipated total for FY 2008-09 is \$3,284

Fresno/Clovis Metropolitan Solid Waste Commission – 9023

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$3,284	\$3,284
Total Appropriations	\$3,284	\$3,284

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Revenue from the Use of Money	\$1,200	\$1,200
Intergovernment Revenues – Other	\$1,172	\$1,172
Fund Balance	\$912	\$912
Total Revenue	\$3,284	\$3,284

SUMMARY OF REVENUES

- Revenues are recommended at \$ 3,284, a 79.0 % (\$ 12,228) decrease from fiscal year 2007-08, which is primarily due to a decrease in appropriations. Specific changes by revenue accounts are noted below.
 - Intergovernment revenue (\$ 1,172) – a (\$1,172) increase is for return of County Wide Allocation due to the inactivity of this fund.
 - Fund Balance (\$ 912) – a 94% (\$13,400) decrease from fiscal year 2007-08, due to a reduction in appropriations, therefore reducing the need to draw from fund balance.

Shaver Lake Transfer Station – 9024

Shaver Lake Transfer Station BUDGET 9024 ENTERPRISE FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	9,453	4,159	2,954	(1,205)	-29%
Other Charges	-	633	500	(133)	-21%
Total Appropriations	\$ 9,453	\$ 4,792	\$ 3,454	(1,338)	-28%
<u>Revenues</u>					
Rev From Use of Money & Prop	487	300	300	-	0%
Charges For Services	-	-	1,053	1,053	
Fund Balance	8,966	4,492	2,101	(2,391)	-53%
Total Revenues	\$ 9,453	\$ 4,792	\$ 3,454	(1,338)	-28%
<u>Net County Cost</u>	\$ -	\$ -	\$ -	\$ -	0%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary					
-					
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Shaver Lake Transfer Station – 9024

FUNCTION

Fresno County operates a small transfer station located in Shaver Lake. The Shaver Lake Transfer Station (9024) is currently funded through sufficient cash reserves and operates under a private contract.

OVERVIEW

The Shaver Lake Transfer Station recommended budget of \$3,454 represents a 28% (\$1,338) decrease in appropriations and revenues from the 2007-08 Adopted Budget.

DEPARTMENT COMMENTS

For the past several years the Shaver lake Transfer Station has been operated by Rancheria Solid Waste LLC. In June of 2007 the operations and maintenance of the Transfer Station was assigned to Granite Solid Waste Inc. The change of operators was in conjunction with the County of Fresno's Exclusive Service Area Agreements with area waste haulers.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Waste Disposal Site	\$3,454	\$3,454	\$0	0.0
Total:	\$3,454	\$3,454	\$0	0.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Waste Disposal Site	\$3,454	\$3,454	\$0	0.0
Total:	\$3,454	\$3,454	\$0	0.0

PROGRAM BUDGETS

Waste Disposal Site

Program Description

- Function(s) – Provide Waste Disposal Site for Shaver Lake residents.
- Outcome(s) – Area residents have a local site to dispose of waste.
- Mandates & Level of Mandated Activities – Compliance with State and Federal Laws and County of Fresno Health Department requirements.
- Appropriation Detail – Appropriations have decreased primarily due to a lower Countywide Cost Allocation.

Shaver Lake Transfer Station – 9024

- Revenue Detail – The estimated revenues have decreased based on the decreased need for use of reserves from fund balance, which is due to a lesser Countywide Cost Allocation.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Service & Supplies	\$2,954	\$2,954
Other Charges	\$500	\$500
Total Appropriations	\$3,454	\$3,454

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Revenue from the Use of Money	\$300	\$300
Intergovernment Revenues – Other	\$1,053	\$1,053
Fund Balance	\$2,101	\$2,101
Total Revenue	\$3,454	\$3,454
NCC	\$0	\$0

SUMMARY OF REVENUES

- Revenues are recommended at \$ 3,454, a 28.0 % (\$ 1,338) decrease from fiscal year 2007-08, which is primarily due to a lower Countywide Cost Allocation. Specific changes by revenue accounts are noted below.
 - Revenue From Use of Money & Property (\$ 300) – Revenues are recommended at the FY 2007-08 level for interest earnings.
 - Intergovernmental Revenues - Other (\$ 1,053) - Revenues are to recover a negative allocation of countywide overhead.
 - Fund Balance (\$ 2,101) - Fund balance reserves will be used to pay expenditures in excess of revenues.

American Avenue Disposal Site – 9026

American Ave Disposal Site BUDGET 9026 ENTERPRISE FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	1,556,783	1,815,106	1,839,297	24,191	1%
Services and Supplies	6,230,254	10,336,583	10,435,259	98,676	1%
Other Charges	4,885,534	1,058,256	1,069,401	11,145	1%
General Fixed Assets	85,920	4,130,750	4,465,750	335,000	8%
Total Appropriations	\$ 12,758,491	\$ 17,340,695	\$ 17,809,707	469,012	3%
<u>Revenues</u>					
Rev From Use of Money & Prop	1,875,136	1,898,480	1,829,440	(69,040)	-4%
Intergovernment Rev-Federal	6,567	-	-	-	0%
Charges For Services	9,567,773	10,833,270	10,011,623	(821,647)	-8%
Miscellaneous Revenues	16,865	6,600	6,600	-	0%
Fund Balance	1,292,150	4,602,345	5,962,044	1,359,699	30%
Total Revenues	\$ 12,758,490	\$ 17,340,695	\$ 17,809,707	469,012	3%
<u>Net County Cost</u>	\$ -	\$ -	\$ -	\$ -	0%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	22	22	22	-	
<p>**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.</p>					

American Avenue Disposal Site – 9026

FUNCTION

This Enterprise Fund is the funding mechanism for the operation and maintenance of the Fresno County owned and operated American Avenue Disposal Site. The Site is located 17 miles west of the City of Fresno and consists of 440 acres of which 367 acres will be used for waste disposal. The Site is designated as the regional landfill for Fresno County. As the primary solid waste disposal site in the County, the American Avenue Disposal Site is open 362 days per year to serve commercial and self-hauler customers. Currently, the Site receives an average of 1,297 tons per day. At current tonnages, the Site is expected to provide disposal capacity for the next 30+ years.

OVERVIEW

DISPOSAL SITE OPERATIONS

American Avenue Disposal Site - 9026 Budget – The recommended budget of \$17,809,707 reflects a 3% (\$469,012) increase in appropriations from the 2007-08 Adopted Budget. Recommended funding assumes operating the disposal site with tonnages averaging 1,297 tons per day.

Funding includes \$1,625,750 for the preparation of plans and specifications and the installation of the Phase III Leachate Collection and Recovery System. Recommended funding also includes \$500,000 for the acquisition of properties to provide a land buffer, and \$200,000 for roadway repairs.

Staffing is recommended at 22 positions, representing no changes from the current year level.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
9026 American Ave Disposal	\$17,809,707	\$17,809,707	\$0	22.0
Total:	\$17,809,707	\$17,809,707	\$0	22.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
9026 American Ave. Disposal	\$17,809,707	\$17,809,707	\$0	22.0
Total:	\$17,809,707	\$17,809,707	\$0	22.0

PROGRAM BUDGETS

9026 AMERICAN AVENUE DISPOSAL SITE

Program Description

- Function(s) – Fresno County operates the regional American Avenue Landfill. The American Avenue Disposal Site is designated as the regional landfill for Fresno County. As the primary solid waste disposal site in the County, the American Avenue

American Avenue Disposal Site – 9026

Disposal Site is open 362 days per year to serve commercial and self-hauler customers.

- Outcome(s) – In addition to the above activities, in FY 08-09, County staff plans to continue to provide services and pursue methods to increase efficiency of operation methods while meeting Federal, State, and Local regulatory requirement.
- Mandates & Level of Mandated Activities – The Siting Element (PPC41700 - 41704) of the Countwide Integrated Waste Management Plan requires counties to identify at least 15 years of solid waste disposal capacity. At the current tonnages; the estimated remaining capacity at the American Avenue Disposal Site is 30+ years. The Site is operated in compliance with applicable Sections of Division 30 of the Public Resources Code, Title 27 of the California Code of Regulations, and the site-specific Waste Discharge Requirements issued by the Regional Water Quality Control Board.
- Appropriation Detail -- Appropriations have increased due to the increase of costs associated with services and supplies for the American Avenue Disposal Site.
- Revenue Detail – The estimated revenues for the FY 2008-09 Recommended Budget are expected to decrease due to the diversion of solid waste from the American Avenue Disposal Site.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,839,297	\$1,839,297
Service & Supplies	\$10,435,259	\$10,435,259
Other Charges	\$1,069,401	\$1,069,401
Fixed Assets	\$4,465,750	\$4,465,750
Total Appropriations	\$17,809,707	\$17,809,707

Fixed Assets (\$4,465,750):

No. of Items	Program No	Item Description	Cost	Purpose
1	90579	Compactor - Replacement	\$1,230,000	The compactor is heavy equipment used daily in the compaction and cover process of waste at the American Avenue Disposal Site. The compactor to be replaced has over 14,000 operating hours clocked on its engine. Due to the high number of hours, this compactor has become unreliable and requires frequent and costly maintenance which results in a significant amount of down time

American Avenue Disposal Site – 9026

Fixed Assets (\$4,465,750):

No. of Items	Program No	Item Description	Cost	Purpose
1	90580	Motor Grader	\$450,000	The motor grader is used to grade road way/travel areas of the landfill. It will also be used to grade drainage ditches and landfill surface area so that rain water is properly managed on and off site. Repairs are also made to wet weather aggregate base roads, tipping pads and for wash-outs on landfill side slopes. The motor grader is used 8 hours a day to perform tasks at the landfill. It is an essential piece of equipment for the daily operation and to maintain regulatory compliance. Due to the high number of hours, this motor grader has become unreliable and requires frequent and costly maintenance which results in a significant amount of down time.
1	90581	Alternative Daily Cover Film Deployment System	\$75,000	Use of biodegradable film as ADC is estimated to result in a cost saving of up to \$800,000 over the first year of use, through a saving of air space. This savings of air space, approximately 268 cubic yards per day, will also serve to extend the life of the landfill up to an additional 2.9 years (based on current tonnages). Additionally, once the film is deployed on the landfill face, it may be allowed to remain without additional cover for a number of days, increasing operational efficiencies. Purchase of this equipment is necessary to deploy the film.
2	90582	4X4 Extended Cab Vehicle, Replacements	\$60,000	The purchase of the two (2) four-wheel drive vehicles is necessary for more efficient transport of disposal site staff to and from the working face, recycling area, clean green area, tire area, the office, and the scalehouse. The four-wheel drive steering features will assist in safely negotiating the varied terrain of the landfill.
3	90583	Computer-Aided Earth Moving System (CAES)	\$240,000	The installation of the CAES on three additional pieces of equipment at the American Avenue Disposal Site will provide increased productivity by utilizing real-time planning and surveying information.
1	90584	Office Trailer	\$60,000	The office trailer will house 3 full-time Parks and Grounds staff members. This would allow staff members to report to American Avenue in lieu of reporting to Kearney Park increasing productive hours.

American Avenue Disposal Site – 9026

Fixed Assets (\$4,465,750):

No. of Items	Program No	Item Description	Cost	Purpose
1	90585	4X4 Articulated Steering Utility Vehicle with Dump Bed	\$25,000	The purchase of a four-wheel drive articulated steering utility vehicle is necessary for more efficient transport of grounds keeping staff and landscaping materials throughout the 440-acre American Avenue Disposal Site to properly maintain the Site's approximately 7,000 plants and trees and associated irrigation system. The four-wheel drive and articulated steering features will assist in safely negotiating the varied terrain of the landfill. The dump bed feature will allow easy unloading of dirt, mulch, and other materials.
0	90266	Patch, seal, paint roadways and add 10 additional parking stalls to existing parking lot.	\$200,000	Existing asphalt roads at the American Avenue Disposal Site are worn due to age and the high volume of heavily laden truck traffic experienced at the disposal Site. The roads require extensive patching as well as resealing to facilitate proper drainage and extend the life of the roads. Painting of lines, direction markers, and parking stalls, including previously unmarked areas will be needed following sealing of the roads. Need 10 additional parking stalls for existing staff and visitors.
0	90267	Leachate collection and recovery System(RCRS)-Phase III	\$1,625,750	Monitoring and management of leachate is required by CCR Title 27 and Waste Discharge Requirement Order No. R5-2005-0067 for the American Avenue Disposal Site by the California Regional Water Quality Control Board. Construction of the Phase III collection system will meet these requirements. (Installation of additional pan lysimeter pumps in the Phase II, Modules 5-8 is also included in this project).
0	89631	Acquire properties adjacent to the American Avenue Disposal Site as a buffer.	\$500,000	The Board of Supervisors approved the acquisition of various parcels adjacent to the Disposal Site. Many of those purchases have been completed. Letters have been mailed to the remaining property owners surrounding the American Avenue Disposal Site, offering to purchase their land. \$500,000 should be approved to purchase additional parcels adjacent to the disposal Site.
Total Cost:			\$4,465,750	

American Avenue Disposal Site – 9026

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Revenue from the Use of Money	\$1,829,440	\$1,829,440
Charges for Service	\$10,011,623	\$10,011,623
Miscellaneous Revenues	\$6,600	\$6,600
Fund Balance	\$5,962,044	\$5,962,044
Total Revenue	\$17,809,707	\$17,809,707

Total Recommended Positions

Total Positions for the above program include 22.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 17,809,707, a 3.0 % (\$ 469,012) increase over fiscal year 2007-08, which is primarily due to an increase in appropriations. Specific changes by revenue accounts are noted below.
 - Charges for Services (\$ 10,011,623) – Represent a decrease of 8% (\$ 821,647) due primarily to lower estimated revenues from decreased tipping fees at the American Avenue Landfill.
 - Use of Money and Property (\$ 1,829,440) – Primarily consists of interest earned on accumulated cash balances for the American Avenue Disposal Site.
 - Fund Balance (\$ 5,962,044) – Estimated at an increase of 30% (\$ 1,359,699) related primarily to the increase in appropriations needed for the American Avenue Disposal Site.

PENDING FACTORS

The American Avenue Disposal Site fee for disposal was reduced from \$28.80 per ton for general refuse to \$21.25 per ton effective July 7, 2005. On October 11, 2005, the Board approved the establishment of \$44.5 million as the current prudent reserve for expected costs and expenses, and \$22.7 million as the prudent reserve for contingent costs and expenses and tipping fee rate stabilization in the Site Enterprise Fund. The disposal fee is to be reviewed annually after the prior year audited financial statements are reviewed and analyzed. Pending review of the Fiscal Year 2006-07 audited financial statements and future projections of revenue and expenses, a disposal fee increase to \$23 to \$23.50 per ton may be necessary in Fiscal Year 2008-09 to maintain the prudent reserve. The cost of disposal site operations has increased and is expected to continue to increase as a result of the expansion of the site from 190 acres to 440 acres, increased labor and benefit costs, rising fuel prices, and increased equipment costs related to the price of metals.

American Avenue Disposal Site – 9026

DISPOSAL SITES AND TRANSFER STATIONS - AMERICAN AVENUE DISPOSAL - 9026

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
5401	Disposal Site Supervisor	1923	1	1	\$ 62,841
5402	Disposal Site Attendant I	800	4	4	99,026
5403	Disposal Site Attendant II	901	2	2	59,371
5404	Disposal Site Equipment Operator I	1232	2	2	75,868
5405	Disposal Site Equipment Operator Trn	968	1	1	28,500
5406	Supervising Disposal Site Attendant	1120	1	1	36,609
5407	Disposal Site Equipment Operator II	1392	9	9	406,119
5408	Disposal Site Lead Supervisor	1694	2	2	110,709
Subtotal					879,043
	Salary Savings 5%				(43,952)
TOTAL REGULAR SALARIES			22	22	\$ 835,091

Coalinga Disposal Site – 9028

Coalinga Disposal Site BUDGET 9028 ENTERPRISE FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	145,582	170,713	165,373	(5,340)	-3%
Services and Supplies	403,824	664,670	672,209	7,539	1%
Other Charges	-	16,164	31,345	15,181	94%
General Fixed Assets	-	-	13,000		
Total Appropriations	\$ 549,407	\$ 851,547	\$ 881,927	30,380	4%
<u>Revenues</u>					
Rev From Use of Money & Prop	31,777	24,000	31,800	7,800	33%
Charges For Services	422,118	489,300	445,476	(43,824)	-9%
Miscellaneous Revenues	8,719	-	-	-	0%
Intrafund Revenue	-	-	-	-	0%
Fund Balance	86,793	338,247	404,651	66,404	20%
Total Revenues	\$ 549,407	\$ 851,547	\$ 881,927	30,380	4%
<u>Net County Cost</u>	\$ 0	\$ -	\$ -	\$ -	0%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	2	2	2	-	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Coalinga Disposal Site – 9028

FUNCTION

This Enterprise Fund serves as the funding source for the maintenance and operation of the Coalinga Disposal Site located approximately two miles south of Coalinga. The Site consists of 121 acres of which approximately 52 acres are used for waste disposal. The Site is owned by Chevron and leased to Fresno County. The County has operated the Site since 1969. The Site receives an estimated 40 tons per day, 308 days per year. The Site serves primarily the City of Coalinga and the surrounding unincorporated area.

OVERVIEW

DISPOSAL SITE OPERATIONS

Coalinga Disposal Site - 9028 Budget – The recommended budget of \$881,927 represents a 4% \$30,380 increase in appropriations from the 2007-08 Adopted Budget.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Coalinga Disposal Site	\$881,927	\$881,927	\$0	2.0
Total:	\$881,927	\$881,927	\$0	2.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
Coalinga Disposal Site	\$881,927	\$881,927	\$0	2.0
Total:	\$881,927	\$881,927	\$0	2.0

PROGRAM BUDGETS

Coalinga Disposal Site

Program Description

- Function(s) – Fresno County operates the Coalinga Disposal Site. The Coalinga Disposal Site receives an estimated 40 tons per day 308 days per year. The Coalinga Disposal Site primarily serves the City of Coalinga and the surrounding unincorporated area.
- Outcome(s) – In addition to the above activities, in FY 08-09, County staff plans to pursue methods to increase efficiency of operations methods while continuing to meet Federal, State, and Local regulatory requirement.
- Mandates & Level of Mandated Activities -- The Siting Element (PPC41700 - 41704) of the Countywide Integrated Waste Management Plan requires counties to identify at least 15 years of solid waste disposal capacity. Sections of Division 30, Public Resources Code (PRC) and Title 27, California Code of Regulations (CCR), Division 2, Chapter 3 - Criteria for All Waste Management Units, Facilities and Disposal Sites and Title 14, CCR, Division 7, Chapter 5 - Enforcement of Solid waste Standards

Coalinga Disposal Site – 9028

and Administration of Solid Waste Facilities Permits (SWFP) prescribe the requirements for the operation of the Coalinga Disposal Site. At the current tonnages; the estimated remaining capacity at the Coalinga Disposal Site is 26+ years

- Appropriation Detail – Appropriations have increased due to the increase of costs associated with fuel, services and supplies for the Coalinga Disposal Site.
- Revenue Detail -- The estimated revenues for the FY 2008-09 Recommended Budget are expected to decrease due to the diversion of solid waste from the Coalinga Disposal Site.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$165,373	\$165,373
Service & Supplies	\$672,209	\$672,209
Other Charges	\$31,345	\$31,345
Fixed Assets	\$13,000	\$13,000
Total Appropriations	\$881,927	\$881,927

Fixed Assets (\$13,000):

No. of Items	Program No	Item Description	Cost	Purpose
1	90567	Generator	\$13,000	The existing permanent generator has approximately 10,000 hrs on the engine. The average economic life of a generator diminishes significantly at approximately 10,000 hours of use. The existing generator is currently used as the sole source of power at the Coalinga Disposal Site since there is no alternative source of power available to the site. This generator is in use 9 hours per day, six days per week. It has been used beyond its economic life.
Total Cost:			\$13,000	

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Revenue from the Use of Money	\$31,800	\$31,800
Charges for Service	\$445,476	\$445,476
Fund Balance	\$404,651	\$404,651
Total Revenue	\$881,927	\$881,927

Total Recommended Positions

Total Positions for the above program include 2.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

Coalinga Disposal Site – 9028

SUMMARY OF REVENUES

- Revenues are recommended at \$ 881,927, a 4.0 % (\$ 30,380) increase over fiscal year 2007-08, which is primarily due to an increase in appropriations. Specific changes by revenue accounts are noted below.
 - Charges for Services (\$ 445,476) – Revenues have decreased by 9% (\$43,824) due to the diversion of solid waste from the Coalinga Disposal Site.
 - Fund Balance (\$ 404,651) – Revenues have increased by 20% (\$66,404) due to an overall increase related primarily to the increase in appropriations needed for the Coalinga Disposal Site.
 - Use of Money and Property (\$ 31,800) – Primarily consists of interest earned on accumulated cash balances for the Coalinga Disposal Site.

Coalinga Disposal Site – 9028

DISPOSAL SITES AND TRANSFER STATIONS - COALINGA DISPOSAL - 9028

REGULAR SALARIES BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
5403	Disposal Site Attendant II	901	1	1	29,686
5404	Disposal Site Equipment Operator I	1232	<u>1</u>	<u>1</u>	<u>36,165</u>
Subtotal					65,851
	Salary Savings 5%				(3,293)
TOTAL REGULAR SALARIES			2	2	62,558

Resources: Enterprise Fund – 9015

Resources BUDGET 9015 ENTERPRISE FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ -	\$ -	\$ 2,046,355	\$ 2,046,355	0%
Services and Supplies	-	-	3,135,923	3,135,923	0%
Total Appropriations	\$ -	\$ -	\$ 5,182,278	5,182,278	0%
<u>Revenues</u>					
Licenses, Permits & Franchises	\$ -	\$ -	\$ 1,060	\$ 1,060	0%
Intergovernment Revenue-Other	-	-	3,461,279	3,461,279	0%
Charges For Services	-	-	1,621,949	1,621,949	0%
Intrafund Revenue	-	-	110,830	110,830	0%
Total Revenues	\$ -	\$ -	\$ 5,195,118	5,195,118	0%
<u>Revenues in Excess of Appropriations-</u>			\$ 12,840	\$ 12,840	
Held for Reserves					
<u>Net County Cost</u>	\$ -	\$ -	\$ -	\$ -	0%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	-	-	20	20	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Resources: Enterprise Fund – 9015

FUNCTION

The Resources section is responsible for the operation and regulatory compliance for two operating disposal sites, postclosure maintenance and regulatory compliance for three closed disposal sites, implementation of the Countywide Integrated Waste Management Plan, administration of the programs to meet State-mandated recycling requirements, solid waste collection for the County's exclusive service area, administration of various grants, and provides staff support for the Fresno County Zoo Authority..

OVERVIEW

Org 9015 was newly created to be effective as of June 30, 2008. The Fiscal Year 2008-09 Recommended Budget is the first budget prepared for this new org. The 2008-09 Recommended Budget for Org 9015 is recommended at \$5,182,278.

This new org was formerly Org 43600400.

Staffing is recommended at 20 positions, which is the same number of positions included in the FY 2007-08 budget in Orgs 43600400.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	Reserves	No. of Positions
Disposal Site Administration and Regulatory Compliance	\$3,830,608	\$3,843,448	(\$12,840)	13.0
Solid Waste Planning	\$1,292,705	\$1,292,705	\$0	6.5
Zoo Authority/Indian Gaming/SJV Rail Committee	\$58,965	\$58,965	\$0	0.5
Total:	\$5,182,278	\$5,195,118	(\$12,840)	20.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	Reserves	No. of Positions
Disposal Site Administration and Regulatory Compliance	\$3,830,608	\$3,843,448	(\$12,840)	13.0
Solid Waste Planning	\$1,292,705	\$1,292,705	\$0	6.5
Zoo Authority/Indian Gaming/SJV Rail Committee	\$58,965	\$58,965	\$0	0.5
Total:	\$5,182,278	\$5,195,118	(\$12,840)	20.0

PROGRAM BUDGETS

Disposal Site Administration and Regulatory Compliance

Program Description

- Function(s) – The Disposal Site Administration and Regulatory Compliance Section provides oversight of disposal site operations and compliance with local, State, and

Resources: Enterprise Fund – 9015

Federal regulations governing the management of solid waste. The Section is responsible for the operation and regulatory compliance for two operating disposal sites (American Avenue and Coalinga) and the postclosure maintenance and regulatory compliance for three closed disposal sites (Blue Hills, Southeast Regional and Mendota which is undergoing clean closure). Section staff perform groundwater and methane gas monitoring activities at active and closed sites. The Section prepares various reports required by the State on landfill disposal activities.

- Outcome(s) -- In FY 2008-09, the Section activities will focus on the above-mentioned efforts.
- Mandates & Level of Mandated Activities -- Disposal site operations and closure/postclosure requirements for disposal sites are prescribed in applicable Sections of Division 30 of the Public Resources Code, Title 27 of the California Code of Regulations, and the site-specific Waste Discharge Requirements issued by the Regional Water Quality Control Board.
- Appropriation Detail -- Appropriations are recommended at \$3,830,608 to support 13 FTE and administer the disposal sites.
- Revenue Detail -- Revenues are generated through user fees at the active disposal sites.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,394,533	\$1,394,533
Service & Supplies	\$2,436,075	\$2,436,075
Total Appropriations	\$3,830,608	\$3,830,608

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Licenses, Permits, & Franchises	\$1,060	\$1,060
Intergovernment Revenues – Other	\$2,279,404	\$2,279,404
Charges for Service	\$1,562,984	\$1,562,984
Total Revenue	\$3,843,448	\$3,843,448
Reserves	(\$12,840)	(\$12,840)

Total Recommended Positions:

Total Positions for the above program include 13.000 full time equivalent(s) (FTE), which reflect an increase of 0.000 FTE(s) from FY 2007-08.

Solid Waste Planning

Program Description

- Function(s) – The Solid Waste Planning Section is responsible for implementation of the Countywide Integrated Waste Management Plan, administration of the programs required to meet State-mandated recycling requirements and administration of the

Resources: Enterprise Fund – 9015

County's exclusive service area solid waste collection and recycling program. The Section also provides planning services for the management of household hazardous waste. Other services include the administration of State Beverage Container Recycling and Used Oil Recycling grants, administration of a State Recycling Market Development Zone program, provision of State-mandated reports, provision of information via educational/outreach activities at schools and at community events, and the provision of information to governmental officials and the public about the proper management of solid waste and ancillary materials. The Section will focus efforts, during FY 2008-09, on the development and operation of a regional, permanent HHW management facility.

- Outcome(s) -- In addition to the above-mentioned activities, in FY 2008-09, the Section will work on the development and operation of the above HHW management facility.
- Mandates & Level of Mandated Activities -- The Integrated Waste Management Act of 1989 (AB 939) requires cities and counties to reduce solid waste being disposed in landfills. In addition, one State solid waste annual report and one annual Used Oil Recycling grant report are mandated by State law. In addition, an annual report, addressing public education, oil recycling activities, and HHW management programs, is submitted to the Fresno Metropolitan Flood Control District. Level of staffing is at a minimum in order to comply with the above timelines and requirements.
- Appropriation Detail -- Appropriations have decreased due to the reduction of one Analyst position.
- Revenue Detail -- The estimated revenues, associated with the \$0.65 and \$0.50 per-ton solid waste surcharges, for the FY 2008-09 Workload Budget, are expected to decrease due to the diversion of solid waste from the County-operated American Avenue and Coalinga Landfills. This decrease is due to the implementation of recycling activities associated with the Countywide AB 939 exclusive service area program. This decrease, however, is expected to be partially offset by the deposition of materials collected via the Countywide community clean-up program.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$592,857	\$592,857
Service & Supplies	\$699,848	\$699,848
Total Appropriations	\$1,292,705	\$1,292,705

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Intergovernment Revenues – Other	\$1,181,875	\$1,181,875
Intrafund	\$110,830	\$110,830
Total Revenue	\$1,292,705	\$1,292,705

Resources: Enterprise Fund – 9015

Total Recommended Positions:

Total Positions for the above program include 6.500 full time equivalent(s) (FTE), which reflect a decrease of 0.500 FTE(s) from FY 2007-08.

Service Impact of Funding Reductions:

- Less Staff Analyst time will result in fewer education/outreach activities at schools and community events.

Zoo Authority/Indian Gaming/SJV Rail Committee

Program Description

- Function(s) – The Fresno County Zoo Authority is responsible for the administration of the 0.01% Measure Z tax for the support of the Chaffee Zoo. The Coordinator provides staff support to the Authority Board, reviews and approves Zoo invoices, prepares meeting agendas, maintains records and serves as contact.
- The Fresno County Indian Gaming Local Community Benefit Committee approves and provides oversight of grants awarded to local governments that mitigate the effects of Indian gaming. The Coordinator provides staff support to the Committee, reviews and approves grantee's invoices, prepares meeting agendas, maintains records and serves as contact.
- The San Joaquin Valley Rail Committee is an advocacy group for passenger rail service in the San Joaquin Valley. Resources staff attends quarterly meetings to monitor Committee activities, and follows passenger rail issues that may affect Fresno County.
- Outcome(s) -- Measure Z funding will provide for new and expanded exhibits, and maintenance of Fresno Chaffee Zoo. Indian Gaming grants will provide improved public safety, fire fighting, legal, transportation and water delivery services, youth recreation, and beautification of Friant-Millerton-Auberry roads. Monitoring rail issues will insure that Fresno County's priorities are known and considered in actions or changes in service that may affect the County.
- Mandates & Level of Mandated Activities -- An annual independent audit and report of the Zoo Authority is prepared and presented to the BOS. The Indian Gaming Committee provides an annual report to three legislative committees and the Gambling Control Commission. Staff has been directed to attend the quarterly meetings of the Rail Committee, as relevant topics require.
- Appropriation Detail -- Salary for Zoo Authority Coordinator is funded by Measure Z, up to 40% FTE. Salary for the Indian Gaming Coordinator is paid by the County General Fund for up to 50% FTE, since funds were deleted from the FY 07-08 state budget. Rail Committee funding is provided by COG's Regional Transportation Planning budget # 150 for up to 10% FTE.
- Revenue Detail -- Measure Z permits up to 2% of the tax revenue for Administrative costs (approximately \$41,970). Since inception, all administrative costs have been significantly under 2%. COG funding of \$5,092 is provided for monitoring all rail and aviation issues, and is therefore expected to be fully expended each FY.

Resources: Enterprise Fund – 9015

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$58,965	\$58,965
Total Appropriations	\$58,965	\$58,965

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$58,965	\$58,965
Total Revenue	\$58,965	\$58,965

Total Recommended Positions:

Total Positions for the above program include 0.500 full time equivalent(s) (FTE), which reflect an increase of 0.500 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 5,195,118, a 100.0 % (\$ 5,195,118) increase over fiscal year 2007-08, which is primarily due to the formation of this org effective June 30, 2008. Specific changes by revenue accounts are noted below.
 - Licenses, Permits & Franchises (\$ 1,060) –
 - Intergovernmental Revenue-Other (\$ 3,461,279) –
 - Charges For Services (\$ 1,621,949) –
 - Intrafund Revenue (\$ 0) –

Resources: Enterprise Fund – 9015

9015

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
0228	Resources Manager	D	1	1	\$ 115,655
1140	Engineering Technician II	1671	3	3	160,478
1133	Senior Engineering Technician	1916	2	2	123,987
1134	Senior Engineer	2948	1	1	94,930
1141	Principal Engineer	3243	1	1	103,677
2257	Staff Analyst III-A	2060	6	6	397,320
2294	Senior Staff Analyst	F	1	1	72,485
2297	Principal Staff Analyst	E	1	1	79,753
3080	Office Assistant III	1054	2	2	64,287
3160	Secretary IV	1299	1	1	43,928
3260	Account Clerk III	1113	1	1	37,594
Subtotal			20	20	\$ 1,294,094
License Bonus					4,746
Bilingual Pay					1,300
Salary Savings					(63,271)
TOTAL REGULAR SALARIES					\$ 1,236,869

Special Districts Administration Enterprise Fund – 9140

Special Districts Administration BUDGET 9140 SPECIAL DISTRICTS ADMINISTRATION: ENTERPRISE FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	-	-	1,344,107	1,344,107	0%
Services and Supplies	-	-	266,848	266,848	0%
General Fixed Assets	-	-	10,000	10,000	0%
Total Appropriations	\$ -	\$ -	\$ 1,620,955	1,620,955	0%
<u>Revenues</u>					
Charges For Services	-	-	1,478,997	1,478,997	0%
Intrafund Revenue	-	-	151,400	151,400	0%
Total Revenues	\$ -	\$ -	\$ 1,630,397	1,630,397	0%
<u>Revenues in Excess of Appropriations-</u>					
Held in Reserves			\$ 9,442	9,442	0%
<u>Net County Cost</u>	\$ -	\$ -	\$ -	\$ -	0%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary	-	-	14	14	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Special Districts Administration Enterprise Fund – 9140

FUNCTION

Special Districts Administration includes the administration of 130 County Service Areas and Waterworks Districts. The activities include the preparation of the budgets for the various districts, holding Prop 218 hearings, obtaining and administering contractor services, responding to customers, tax roll and financial report preparation, and purchasing of water.

OVERVIEW

Org 9140 was newly created to be effective as of June 30, 2008. The Fiscal Year 2008-09 Recommended Budget is the first budget prepared for this new org. The 2008-09 Recommended Budget for Org 9140 is recommended at \$1,620,955.

This new org was formerly Org 43600800.

Staffing is recommended at 14 positions, which is an increase of 1 position over the number of positions included in the FY 2007-08 budget in Org 43600800.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	Reserve	No. of Positions
Special Districts Administration	\$1,620,955	\$1,630,397	(\$9,442)	14.0
Total:	\$1,620,955	\$1,630,397	(\$9,442)	14.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	Reserve	No. of Positions
Special Districts Administration	\$1,620,955	\$1,630,397	(\$9,442)	14.0
Total:	\$1,620,955	\$1,630,397	(\$9,442)	14.0

PROGRAM BUDGETS

Special Districts Administration

Program Description

- Function(s) – Administration of 130 County Service Areas and Waterworks Districts include budgeting, Prop 218 hearings, obtaining and administering contractor services, responding to customers, tax roll preparation, preparation of financial reports, and purchasing of water.
- Outcome(s) -- To provide property owners the services they are paying for of each district.
- Mandates & Level of Mandated Activities -- Water and wastewater services are regulated by the State Department of Health. Streetlighting, snow removal, and road maintenance services provide safety to its user property owners.

Special Districts Administration Enterprise Fund – 9140

- Appropriation Detail -- Funding provides for water, wastewater, recharge, groundwater monitoring, refuse collection, streetlighting, landscaping, wetland's monitoring, snow removal, and road maintenance services. The addition of one Crafts Maintenance Trainee and appropriations for Extra Help, Standby and Overtime, are necessary to perform duties associated with newly implemented State mandated compliance issues and the operations of the new water districts. These additional costs will be fully offset by revenues from Special Districts.
- Revenue Detail -- Revenues of all of the district's services are provided from property owner's fees, charges, assessments, and interest income.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$1,344,107	\$1,344,107
Service & Supplies	\$266,848	\$266,848
Fixed Assets	\$10,000	\$10,000
Total Appropriations	\$1,620,955	\$1,620,955

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$1,478,997	\$1,478,997
Intrafund	\$151,400	\$151,400
Total Revenue	\$1,630,397	\$1,630,397
Reserve	(\$9,442)	(\$9,442)

Total Recommended Positions:

Total Positions for the above program include 14.000 full time equivalent(s) (FTE), which reflect an increase of 1.000 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 1,630,397, a 100.0 % (\$ 1,630,397) increase over fiscal year 2007-08, which is primarily due to this being a newly created org for FY 2008-09. Specific changes by revenue accounts are noted below.
 - Charges For Services (\$ 1,478,997) --
 - Intrafund Revenue (\$ 151,400) --

Special Districts Administration Enterprise Fund – 9140

REGULAR SALARIES

BUDGETED POSITIONS

9140

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2257	Staff Analyst III-A	2060	3	3	199,073
2297	Principal Staff Analyst	E	1	1	87,510
3255	Senior Accountant	2088	1	1	67,235
5318	Water/Sewer Specialist I	1611	1	1	50,792
5319	Water/Sewer Specialist II	1748	3	3	167,839
5320	Supervising Water/Sewer Specialist	2179	1	1	70,169
5321	Water/Sewer Specialist III	1896	2	2	122,132
5316	Crafts Maintenance Trainee	1321	<u>1</u>	<u>2</u>	<u>72,666</u>
Subtotal					837,416
Salary Savings-5%					(40,103)
TOTAL REGULAR SALARIES			13	14	\$ 797,313

POSITIONS RECOMMENDED FOR ADDITION (JULY 14, 2008)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & BENEFITS</u>
5316	Crafts Maintenance Trainee	1321	1	\$58,432
Cost of Adding Positions				<u>1</u> \$58,432

Local Agency Formation Commission Support – 4371

LAFCO - Support BUDGET 4371 GENERAL FUND					
	Actual** 2006-07	Adopted 2007-08	Recommended 2008-09	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	336,587	437,339	462,193	24,854	6%
Other Charges	206,679	175,964	175,787	(177)	0%
Total Appropriations	\$ 543,266	\$ 613,303	\$ 637,980	24,677	4%
<u>Revenues</u>					
Charges For Services	316,979	437,339	462,193	24,854	6%
Intrafund Revenue	-	-	-	-	-100%
Total Revenues	\$ 316,979	\$ 437,339	\$ 462,193	24,854	6%
<u>Net County Cost</u>	\$ 226,287	\$ 175,964	\$ 175,787	\$ (177)	0%
	Budgeted 2006-07	Current 2007-08	Recommended 2008-09	Increase/ Decrease	
Position Summary		5	5	-	
**The column labeled Actual 2006-07 includes expenditures against FY 2006-07 appropriations as of June 30, 2007. It does not include expenditures against any prior year encumbrances.					

Local Agency Formation Commission Support – 4371

FUNCTION

This budget appropriates funds for Fresno County's contribution to the Local Agency Formation Commission (LAFCo) under the provisions of Assembly Bill 2838 (Statutes of 2000, Chapter 761). Effective July 1, 2001, LAFCo became a separate entity, with the cities and the County each being responsible for one-half of its net operating costs, after adjusting for revenues received directly by LAFCo. Under an agreement approved by the Board of Supervisors in May 2001, and as required by Assembly Bill 2838, the County also provides staffing and support services to LAFCo on a contract basis and established a Special Revenue Fund to account for all costs and revenues associated with the LAFCo operation.

The Local Agency Formation Commission is responsible under State law to review and hold hearings on all proposals for change in organization, reorganization, annexation, and detachments for cities and special districts in the County. The Commission is also responsible for determining and periodically updating the sphere of influence for each special district and city. Although the function is required by State law, the level of review is at the discretion of the Commission.

OVERVIEW

The 2008-09 Recommended Budget of \$637,980 reflects a slight decrease (\$177) in the County's net cost from the 2007-08 Adopted Budget. Funding represents the salary and benefit costs for LAFCo personnel in accordance with the support services agreement between LAFCo and the County, and the County's financial contribution to LAFCo in accordance with the provisions of Assembly Bill 2838. Staffing is recommended at the prior year level of five positions. Administrative and support services costs in this budget and in other County department budgets will be recovered from LAFCo by the respective County departments.

SUMMARY OF CAO RECOMMENDATIONS

FY 2008-09 Workload Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
LAFCO	\$637,980	\$462,193	\$175,787	5.0
Total:	\$637,980	\$462,193	\$175,787	5.0

FY 2008-09 Recommended Budget:

Program Name	Appropriations	Revenues	NCC	No. of Positions
LAFCO	\$637,980	\$462,193	\$175,787	5.0
Total:	\$637,980	\$462,193	\$175,787	5.0

Local Agency Formation Commission Support – 4371

PROGRAM BUDGETS

Program Description

- Function(s) – The Local Agency Formation Commission is responsible under State law to review and hold hearings on all proposals for change in organization, reorganization, annexation, and detachments for cities and special districts in the County. The Commission is also responsible for determining and periodically updating the sphere of influence for each special district and city. Although the function is required by State law, the level of review is at the discretion of the Commission
- Outcome(s) – 1) Develop standards/requirements for Sphere of Influence update applications. 2) Develop agricultural preservation policies. 3) Conclude facilitation between Consolidated Irrigation District and five cities, arriving at mutually agreeable mitigation measures for impacts to CID facilities and groundwater overdraft.
- Mandates & Level of Mandated Activities -- This budget appropriates funds for Fresno County's contribution to the Local Agency Formation Commission (LAFCo) under the provisions of Assembly Bill 2838 (Statutes of 2000, Chapter 761). Effective July 1, 2001, LAFCo became a separate entity, with the cities and the County each being responsible for one-half of its net operating costs, after adjusting for revenues received directly by LAFCo. Under an agreement approved by the Board of Supervisors in May 2001, and as required by Assembly Bill 2838, the County also provides staffing and support services to LAFCo on a contract basis and established a Special Revenue Fund to account for all costs and revenues associated with the LAFCo operation.
- Appropriation Detail – Total Salaries and Benefits \$462,193. Total Other Charges \$175,787.
- Revenue Detail – Charges for Services \$462,193.

Program Level Appropriations

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Salaries & Benefits	\$462,193	\$462,193
Other Charges	\$175,787	\$175,787
Total Appropriations	\$637,980	\$637,980

Program Level Revenues

Object Level Description	FY 2008-09 Workload	FY 2008-09 Recommended
Charges for Service	\$462,193	\$462,193
Total Revenue	\$462,193	\$462,193
NCC	\$175,787	\$175,787

Local Agency Formation Commission Support – 4371

Total Recommended Positions:

Total Positions for the above program include 5.0 full time equivalent(s) (FTE), which reflect an increase of 0.0 FTE(s) from FY 2007-08.

SUMMARY OF REVENUES

- Revenues are recommended at \$ 462,193, a 9.5 % (\$ 23,604) increase over fiscal year 2007-08, which is primarily due to increase in charges for services (salary and benefits increases). Specific changes by revenue accounts are noted below.
- Charges for Services (\$ 462,193) -- represent reimbursement from the LAFCo Special Revenue fund (4825) for salary and benefit costs in accordance with the support services agreement between LAFCo and the County

Local Agency Formation Commission Support – 4371

LOCAL AGENCY FORMATION COMMISSION SUPPORT - 4371

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
8069	LAFCo Executive Officer	E	1	1	\$ 104,171
2294	Senior Staff Analyst	F	1	1	71,438
2331	LAFCo Administrative Services Assistant	1793	1	1	59,404
3626	LAFCo TECNICIAN II	1186	1	1	38,637
3110	Office Assistant II	866	<u>1</u>	<u>1</u>	<u>25,964</u>
TOTAL REGULAR SALARIES			5	5	\$ 299,614

Glossary of Budget Terms

GLOSSARY OF BUDGET TERMS

A-87 – This alpha/numeric designation refers to those costs allocated to County departments under the Countywide Cost Allocation Plan (CAP) to cover central administrative and overhead expenses.

ACCOUNT – A classification of expenditure or revenue. Example: “Office Expense” is an account in “Services and Supplies.”

APPROPRIATION – An authorization granted by the Board of Supervisors to make expenditures and to incur obligations for specific purposes. An appropriation expires at the end of the fiscal year.

APPROPRIATION LIMITS – Proposition 4 (November 1979) limited County-allowable expenditures to those budgeted in FY 1979 with annual increases for population and cost of living. Also known as the “Gann Limit.”

ASSESSED VALUATION – A valuation set upon real estate or other property by the County or State Board of Equalization as a basis for levying taxes.

AUTHORIZED POSITIONS – Positions approved by the Board of Supervisors and included in the County’s Salary Resolution.

AVAILABLE FINANCING – All the components of financing a budget, including available fund balance, revenues, equity transfers and reductions of reserves.

AVAILABLE FUND BALANCE – The amount of fund equity available to finance the budget after deducting encumbrances, reserves and designations which identify limitations of its availability.

BUDGET – The planning and controlling document for financial operation with estimates of proposed expenditures and revenues for the fiscal year.

BUDGET UNIT – An organizational unit that includes all accounts for which the Board of Supervisors approves a legal appropriation. A department or system may have one or more budget units assigned to it.

CALWORKS – California’s version of welfare reform adopted under Assembly Bill 1542.

CAPITAL PROJECT – A program itemizing the County’s acquisitions, additions and improvement to fixed assets, including buildings, building improvements and land purchases.

CHARGES FOR SERVICES – Revenues resulting from fees for services provided to businesses, individuals and other governmental agencies.

COLA – Cost of Living Adjustment.

CONTINGENCY – An amount not to exceed 15 percent of specified appropriations of the fund, in which it is allocated, appropriated for unforeseen expenditure requirements.

CONTRACTED SERVICES – Expense of services rendered under contract by personnel who are not on the payroll of the County, including all related expenses covered by the contract.

NON-DEPARTMENTAL REVENUES – The main operating funds of the County’s General Fund accounting for expenditures and revenues for Countywide activities.

DEPARTMENT – An organizational device used by County management to group programs of like nature.

Glossary of Budget Terms

DESIGNATION – For government fund types, a segregation of a portion of the unreserved fund balance to indicate tentative plans for financial resource utilization in a future period, such as for general contingencies, equipment replacement or financing receivables.

EMPLOYEE BENEFITS – Amounts paid on behalf of employees; these amounts are not included in the gross salary. Fringe benefit payments, while not paid directly to employees, are a part of the cost of salaries and benefits. Examples are group health or life insurance payments, contributions to employee retirement, Social Security taxes, workers' compensation payments and unemployment insurance payments.

ENTERPRISE FUND – A fund established to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the government body is that the cost of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

ERAF – Refers to the Educational Revenue Augmentation Fund established by the State of California in FY 1992-1993 to allow distribution of property tax funds that were shifted from cities, special districts and the County to offset cuts in State revenues to schools.

EXPENDITURE – The payment for the cost of goods delivered or services rendered during the fiscal year.

FINAL BUDGET – Approved legal spending plan for a fiscal year. By statute, the Board of Supervisors must approve a Final Budget by October 2 each year.

FISCAL YEAR (FY) – Twelve-month period for which a budget is prepared. The fiscal year for Fresno County is July 1 through June 30.

FIXED ASSET – A tangible item of a long-term character such as land, buildings, furniture and other equipment with a unit cost in excess of \$5,000.

FUNCTION – A group of related budget units aimed at accomplishing a major service for which a governmental unit is responsible. The State Controller specifies these designations. Example: "Public Protection" is a function.

FUND – An independent fiscal and accounting entity with a self-balancing set of accounts. Revenue from the Countywide property tax as well as other sources is deposited in the General Fund for the support of a wide variety of activities. Other revenues are deposited in special funds which support appropriations for limited purposes. Examples are the Road and Library funds which exist to segregate money that is legally required to be expended for specific purposes.

FUND BALANCE – The excess of assets of a fund over its liabilities. A portion of this balance may be available to finance the succeeding year's budget. "Carryover" or "Carryover Funds" are terms synonymous with Fund Balance.

GA or GR – General Assistance (GA) or General Relief (GR), a State mandated local program funded entirely by counties, which provides cash assistance to indigent individuals who are not eligible for other forms of public assistance.

GENERAL FUND – The main operating fund of the County. The bulk of the property tax rate is represented by this fund.

GENERAL RESERVE – An amount in a fund used to meet cash requirements, emergency expenditures, or future defined requirements. A reserve is not an

Glossary of Budget Terms

appropriation, and there is no limitation on the amount of reserve that can be established.

GRANT – A contribution from one governmental unit to another usually made for a specific purpose and time period.

HUMAN SERVICES SYSTEM – A system of four departments established by the Board of Supervisors in FY 1997-1998 which integrates health, mental health and social services functions under one administrative hierarchy. These functions were decentralized by Board of Supervisors action on May 18, 2004.

IHSS – In-Home Supportive Service provides services to eligible elderly and disabled persons who are unable to remain safely in their own homes without assistance.

INTERNAL SERVICE FUND (ISF) – An organization created to perform specified services for other County departments. The services performed are charged to the user department. Example: Data Processing services.

INTRAFUND TRANSFER – An account used to budget for transfers of costs between budget units in the same fund. Intrafund transfers are used to distribute staff costs for budgetary and internal operating statement purposes.

MANDATED PROGRAMS – Mandated programs are those programs and services which the County is required to provide under specific State and/or Federal law.

MATCH – The term “match” refers to the percentage of local discretionary County monies in the General Fund which, by law, must be used to match a certain amount of State and/or Federal funds.

MEASURE B – A $\frac{1}{8}$ of 1% sales tax to provide needed funding to maintain local public libraries; to restore operating hours; and to provide literacy and other library services for children, adults, and seniors.

MEASURE C – A $\frac{1}{2}$ cent Fresno County sales tax revenue for highway, capital improvements and local transportation purposes determined to be priority projects by local governments to which the funds are allocated.

MEDI-CAL – Medi-Cal, California's Medicaid program is a Federal-State cooperative medical care financing program for low-income elderly, disabled, children and families.

MOE – A Maintenance-of-Effort requirement is the amount of money that the County must spend for services it is required to provide to be eligible for Federal or State program funds.

NET COUNTY COST (NCC) – Costs within General Fund departments financed with the County's non-departmental (discretionary) revenues.

NEGOTIATED SALARY ADJUSTMENTS – Employee salary adjustments as approved by the Board of Supervisors under contracts (Memorandums of Understanding) with the County's 21 bargaining units.

OBJECT LEVEL – A major category of appropriation. Examples: “Salaries and Employee Benefits” and “Services and Supplies”.

OTHER CHARGES – A category of appropriations for payment to an agency, institution or person outside the County government.

PCSP – Personal Care Services Program which provides in-home services for Medi-Cal eligible clients.

Glossary of Budget Terms

PROGRAM REVENUE – Revenue which is derived from and dedicated to specific program operations.

PROPOSED BUDGET – The County Administrative Office's annual recommended budget to the Board of Supervisors.

PROPOSITION 172 – Proposition 172, passed in November 1993, and established a ½ cent sales tax to be used to fund eligible public safety activities. The Sheriff, District Attorney and Probation Departments are eligible for funding under this proposition. The Board of Supervisors approved, beginning in FY 2004-05, sharing a portion of the actual growth in Proposition 172 with all fire districts that suffer a net loss due to the ERAF shift to the State.

REAL PROPERTY – Land and the structures attached to it.

REALIGNMENT REVENUE – State revenues allocated to counties by law that are derived from statewide sales tax collections and vehicle license fees. These revenues are allocated yearly and are dedicated to County operated social services, health, mental health and juvenile justice delinquency prevention programs. The name of the revenues is derived from the State's 1991 budget package which shifted the State's responsibility for non-federal funding for health and social services programs to counties.

REIMBURSEMENT – Payment received for services/supplies expended for another institution, agency or person.

RESERVE – An account used to earmark a portion of fund equity which is legally or contractually restricted for future use, or not available for expenditure.

RESIDUAL EQUITY TRANSFER – An account used to transfer equity between funds primarily for the purchase of computer and communications equipment and fleet vehicles.

RETAINED EARNINGS – An equity account reflecting the accumulated earnings of an Enterprise Fund or Internal Service Fund.

REVENUE – Money received to finance ongoing County services. Examples: property taxes, sales taxes, fees and State and Federal grants.

SALARIES AND EMPLOYEE BENEFITS – An object of expenditure which establishes all expenditures for employee related costs.

SALARY SAVINGS – The dollar amount of salaries which can be expected to be saved due to vacancies and turnover of employees.

SECURED TAXES – Taxes levied on real properties in the County which are "secured" by a lien on the properties.

SERVICES AND SUPPLIES – An object of expenditure which establishes expenditures for the operating expenses of County departments and programs.

SPECIAL DISTRICT – Independent unit of local government generally organized to perform a function(s) for a specific area. Examples: street lighting, waterworks and libraries.

SPENDING LIMITS – Refers to the Gann Initiative (Proposition 4 on the November 1979 ballot) which imposed limits on the allowable annual appropriations of the State, schools, and most local agencies. The limit is generally prior year appropriations factored by Consumer Price Index and population changes.

Glossary of Budget Terms

SSI / SSP – Supplemental Security Income / State Supplementary Program provides cash assistance to eligible aged, blind and disabled persons. The program in California consists of a Federal SSI payment and a State supplement, the SSP payment. Federal law establishes minimum grant payment levels.

SUBVENTION – Payments by an outside agency (usually from a higher governmental unit) for costs which originate in the County.

TANF – Temporary Assistance for Needy Families was created by the new welfare reform law to replace Aid to Families with Dependent Children, Employee Assistance and GAIN. It provides a block grant to states to assist needy families and creates new work requirements and time limits.

TEETER PLAN – A plan whereby 100% of the secured property taxes levied are apportioned to eligible agencies instead of the historical practice of apportioning 100% of taxes that have been collected.

TRANSITIONAL BENEFITS – Usually used in reference to childcare or Medi-Cal, transitional benefits provide continued support after cash assistance ends. For example, in California, a family that leaves TANF for work continues to be eligible for Medi-Cal for a set period of time after leaving the TANF program.

UNINCORPORATED AREA – The areas of the County outside city boundaries.

UNREIMBURSED COST – The difference between total appropriations and total revenues for a given department.