

# AGING AND ADULT SERVICES

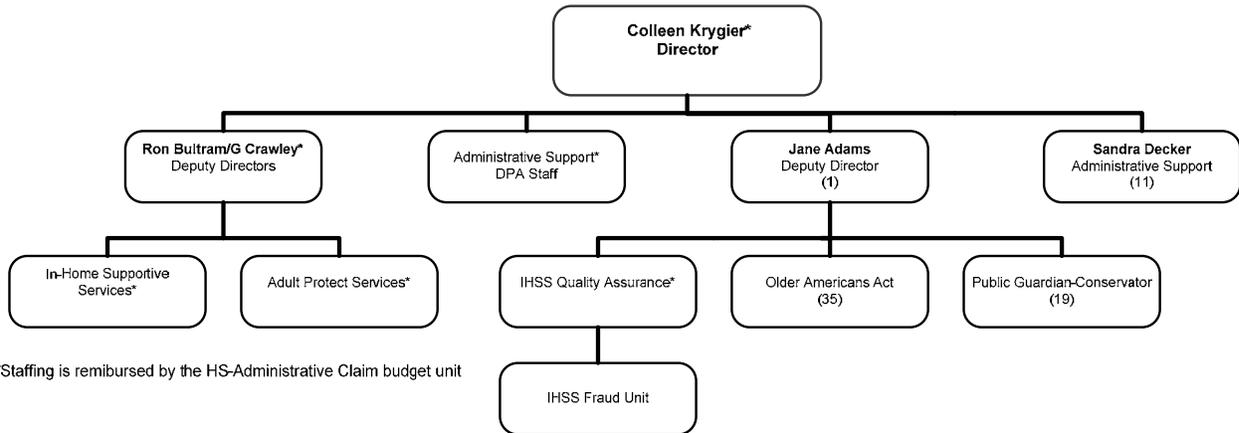
## Colleen Krygier

### MISSION STATEMENT

*The Department of Aging and Adult Services provides services to seniors, at-risk individuals, and adults with disabilities to improve or maintain choice, independence, and quality of life so they may age in place in the least restrictive environment.*



### ORGANIZATIONAL CHART



### 2010-11 AND 2011-12 ACCOMPLISHMENTS

- Received two 2011 National Association of Counties (NACo) Awards for the Long Term Ombudsman Program/Red Cross partnership and the Prevention and Early Intervention/Transportation Reimbursement Escort Program (PEI/TREP).
- Senior Nutrition Services provided 379,192 congregate meals to 11,797 seniors in senior centers throughout the county and 394,892 home-delivered meals to 2,679 homebound seniors.
- Senior Information and Assistance provided 7,616 seniors with registered services and provided public/community outreach to 79,184 individuals.
- Provided nutrition education to 4,210 seniors.
- Long Term Ombudsman program staff and volunteers provided 139 community trainings; distributed educational materials to 3,858 individuals; attended 18 resident and family council meetings; investigated 2,611 complaints; participated in 4,839 regular visits to nursing and board and care facilities; provided 3,134 training sessions for caregivers and 758 training sessions for professionals.

HUMAN SERVICES



**GOALS, OBJECTIVES, AND PERFORMANCE MEASURES**

**GOAL 1: ASSIST SENIORS TO MAINTAIN CHOICES AND IMPROVE QUALITY OF LIFE BY INCREASING KNOWLEDGE AND AWARENESS OF AVAILABLE PROGRAMS AND ASSISTANCE.**

*Objective: Increase individual customers contacted by Senior Information and Assistance (SIA) outreach efforts.*

Measurement	2009-10 Actual	2010-11 Actual	2011-12 Target	2011-12 Actual	2012-13 Target
Increase individual customers contacted by SIA.	1.5%	16%	8%	32%	8%

The Department's outreach efforts by SIA have targeted older individuals within the county while placing emphasis on older individuals who are isolated, have Alzheimer's disease or related disorders, and have the greatest economic and social needs as mandated by the Older Americans Act. This objective remains a major focus, as information on programs and services is a vital link to ensuring senior safety and independence.

**SUMMARY OF BUDGET UNITS**

	2012-13					
	Appropriation	Revenue	Net County Cost	Fund Balance	Net Budget	Staffing
<b>General Fund</b>						
Aging and Adult Services	9,956,414	9,956,414	0			47
Public Guardian-Conservator	946,769	325,663	621,106			19
<b>Total General Fund</b>	<b>10,903,183</b>	<b>10,282,077</b>	<b>621,106</b>			<b>66</b>

<b>5-YEAR APPROPRIATION TREND</b>					
	2008-09	2009-10	2010-11	2011-12	2012-13
Aging and Adult Services	10,184,380	10,357,658	10,746,636	9,239,446	9,956,414
Public Guardian-Conservator	1,166,177	657,807	540,738	644,683	946,769
<b>Total</b>	<b>11,350,557</b>	<b>11,015,465</b>	<b>11,287,374</b>	<b>9,884,129</b>	<b>10,903,183</b>

<b>5-YEAR REVENUE TREND</b>					
	2008-09	2009-10	2010-11	2011-12	2012-13
Aging and Adult Services	8,952,676	9,156,851	9,562,605	9,239,446	9,956,414
Public Guardian-Conservator	387,792	135,221	353,153	232,984	325,663
<b>Total</b>	<b>9,340,468</b>	<b>9,292,072</b>	<b>9,915,758</b>	<b>9,472,430</b>	<b>10,282,077</b>

<b>5-YEAR NET COUNTY COST TREND</b>					
	2008-09	2009-10	2010-11	2011-12	2012-13
Aging and Adult Services	1,231,704	1,200,807	1,184,031	0	0
Public Guardian-Conservator	778,385	522,586	187,585	411,699	621,106
<b>Total</b>	<b>2,010,089</b>	<b>1,723,393</b>	<b>1,371,616</b>	<b>411,699</b>	<b>621,106</b>



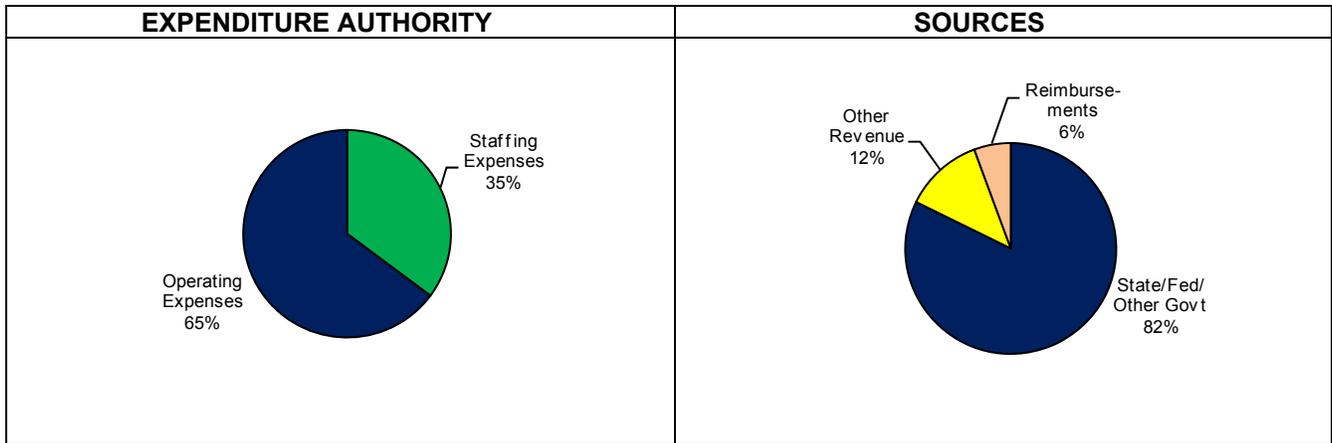
## Aging and Adult Services

### DESCRIPTION OF MAJOR SERVICES

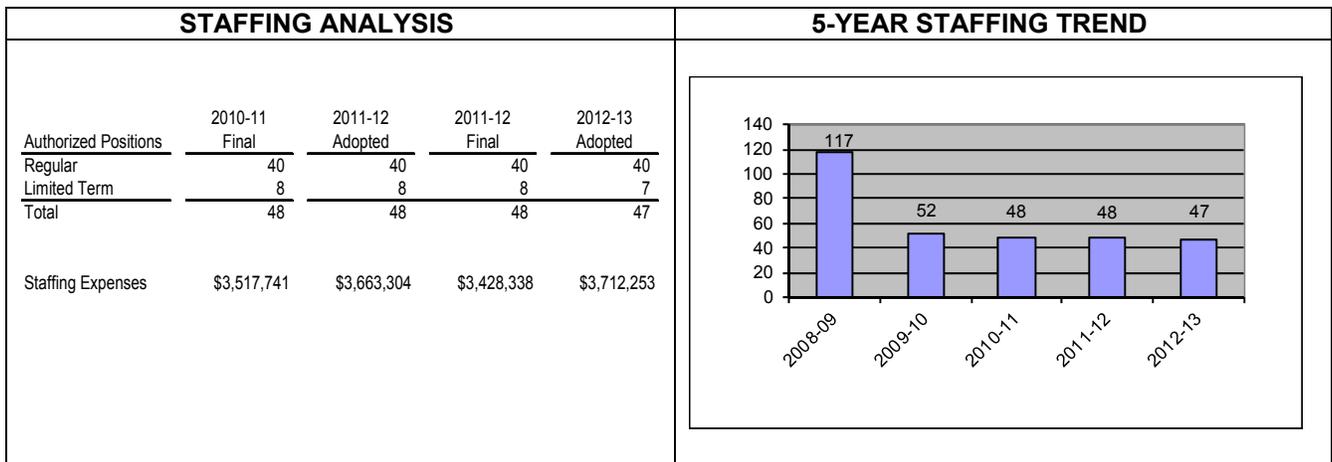
The Department of Aging and Adult Services (DAAS), under the direction of the California Department of Aging (CDA), serves as the federally designated Area Agency on Aging (AAA) for the County of San Bernardino and is responsible for administering programs under the Older Americans Act (OAA). The Department works to ensure options are easily accessible to all older individuals and to have a visible resource where seniors can go or call for information. The programs under the OAA include Senior Information and Assistance (SIA), Senior Nutrition, Senior Community Service Employment Program (SCSEP), Senior Supportive Services, Health Insurance Counseling and Advocacy Program (HICAP), Family Caregiver Support Program (FCSP), Legal Services for Senior's, Multipurpose Senior Services Program (MSSP) and Long-Term Care Ombudsman (OMB).

Budget at a Glance	
Total Expenditure Authority	\$10,549,790
Total Sources	\$10,549,790
Net County Cost	\$0
Total Staff	47
Funded by Net County Cost	0%

### 2012-13 ADOPTED BUDGET



### BUDGETED STAFFING



HUMAN SERVICES



**ANALYSIS OF 2012-13 ADOPTED BUDGET**

GROUP: Human Services  
 DEPARTMENT: Aging and Adult Services  
 FUND: General

BUDGET UNIT: AAF OOA  
 FUNCTION: Public Assistance  
 ACTIVITY: Administration

	2008-09 Actual	2009-10 Actual	2010-11 Actual	2011-12 Actual	2011-12 Final Budget	2012-13 Adopted Budget	Change From 2011-12 Final Budget
<b>Appropriation</b>							
Staffing Expenses	3,946,983	3,306,071	3,517,741	3,428,338	3,428,338	3,712,253	283,915
Operating Expenses	7,017,037	7,462,602	7,497,566	6,297,268	6,372,286	6,837,537	465,251
Capital Expenditures	0	0	0	0	0	0	0
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	10,964,020	10,768,673	11,015,307	9,725,606	9,800,624	10,549,790	749,166
Reimbursements	(402,415)	(416,301)	(456,944)	(561,178)	(561,178)	(593,376)	(32,198)
Total Appropriation	10,561,605	10,352,372	10,558,363	9,164,428	9,239,446	9,956,414	716,968
Operating Transfers Out	(5,268)	0	0	0	0	0	0
Total Requirements	10,556,337	10,352,372	10,558,363	9,164,428	9,239,446	9,956,414	716,968
<b>Departmental Revenue</b>							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	9,314,270	9,085,037	9,511,716	7,972,198	8,034,297	8,679,882	645,585
Fee/Rate	300	64,717	0	0	0	0	0
Other Revenue	63,046	7,027	50,889	144,606	147,529	68,912	(78,617)
Total Revenue	9,377,616	9,156,781	9,562,605	8,116,804	8,181,826	8,748,794	566,968
Operating Transfers In	13,700	0	0	1,057,620	1,057,620	1,207,620	150,000
Total Sources	9,391,316	9,156,781	9,562,605	9,174,424	9,239,446	9,956,414	716,968
Net County Cost	1,165,021	1,195,591	995,758	(9,996)	0	0	0
Budgeted Staffing					48	47	(1)

**BUDGET CHANGES AND OPERATIONAL IMPACT**

In 2012-13 appropriation will increase over 2011-12 final budget by \$716,968 as a result of increases in retirement costs, salaries and benefits, Internal Service Fund (ISF) charges, and contracted vendor payments. Departmental revenue will also increase by \$716,968 as a result of higher operating transfers in and changes to the Department's state, federal or government aid over 2011-12 final budget. Revenue changes occurred in the MSSP, Senior Employment and Medicare Improvements for Patients and Providers Act (MIPPA) programs.

**MAJOR EXPENDITURES AND REVENUE IN 2012-13 ADOPTED BUDGET**

Significant budgeted expenditures include:

- \$3.7 million will fund 47 budgeted positions.
- \$6.8 million for operating expenses, the largest portion of which is \$5.63 million for contracted services for the Department's Senior Nutrition Services, MSSP, and Senior Transportation programs.
- \$0.6 million in reimbursements for costs transferred to other departments.

Grant revenue is expected to total \$8.75 million, which includes \$3.5 million for Senior Nutrition Services, \$1.18 million for MSSP, and \$624,483 for Family Caregiver Support Program.

**STAFFING CHANGES AND OPERATIONAL IMPACT**

In 2012-13, budgeted positions will decrease from 48 to 47 due to the retirement of a part-time contracted Ombudsman Program Office Manager. Operations and budget will not be affected by the reduction as work duties and hours will be assumed by other staff.



**2012-13 POSITION SUMMARY**

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
Administration	12	0	12	12	0	0	12
Multipurpose Senior Services Program (MSSP)	10	0	10	9	1	0	10
Ombudsman	1	4	5	5	0	0	5
Senior Community Service Employment Program (SCSEP)	0	3	3	3	0	0	3
Senior Information and Assistance (SIA)	17	0	17	17	0	0	17
<b>Total</b>	<b>40</b>	<b>7</b>	<b>47</b>	<b>46</b>	<b>1</b>	<b>0</b>	<b>47</b>

<b>Administration</b>	<b>MSSP</b>	<b>Ombudsman</b>
<u>Classification</u>	<u>Classification</u>	<u>Classification</u>
1 Deputy Director	1 Supv. Social Services Practitioner	1 DAAS Program Supervisor
1 Administrative Supervisor II	5 Social Services Practitioner	1 OMB Office Manager
3 Accounting Technician	1 Social Worker	3 OMB Field Coordinator
1 Office Assistant III	2 Public Health Nurse	<u>5 Total</u>
5 Staff Analyst II	1 Fiscal Assistant	
1 Secretary	<u>10 Total</u>	
<u>12 Total</u>		
	<b>SCSEP</b>	<b>SIA</b>
	<u>Classification</u>	<u>Classification</u>
	1 SCSEP Coordinator	2 DAAS Program Supervisor
	2 SCSEP Program Aide	8 Social Service Aide
	<u>3 Total</u>	7 Senior Information & Referral Rep
		<u>17 Total</u>



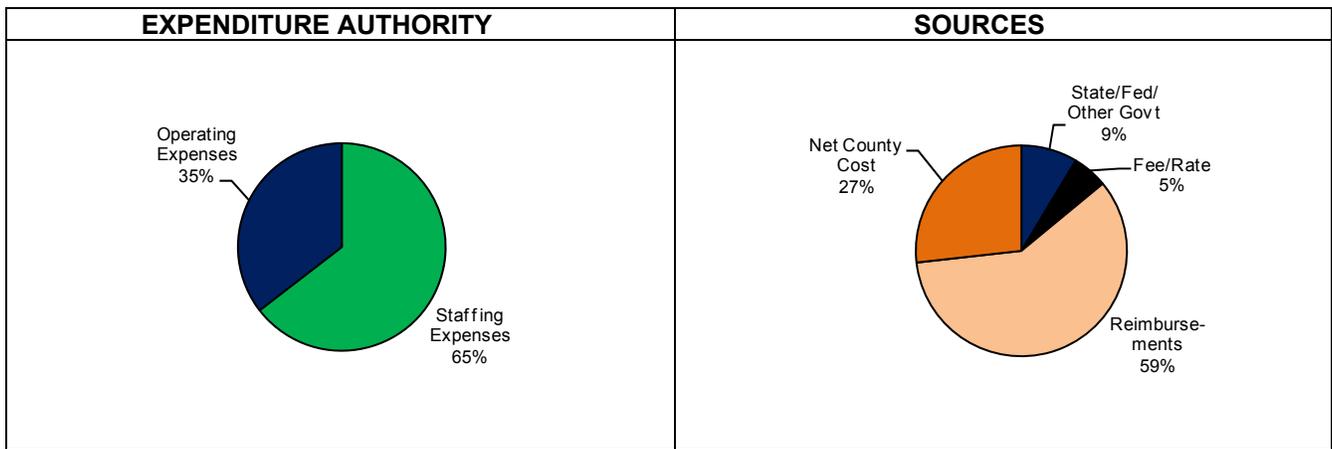
## Public Guardian-Conservator

### DESCRIPTION OF MAJOR SERVICES

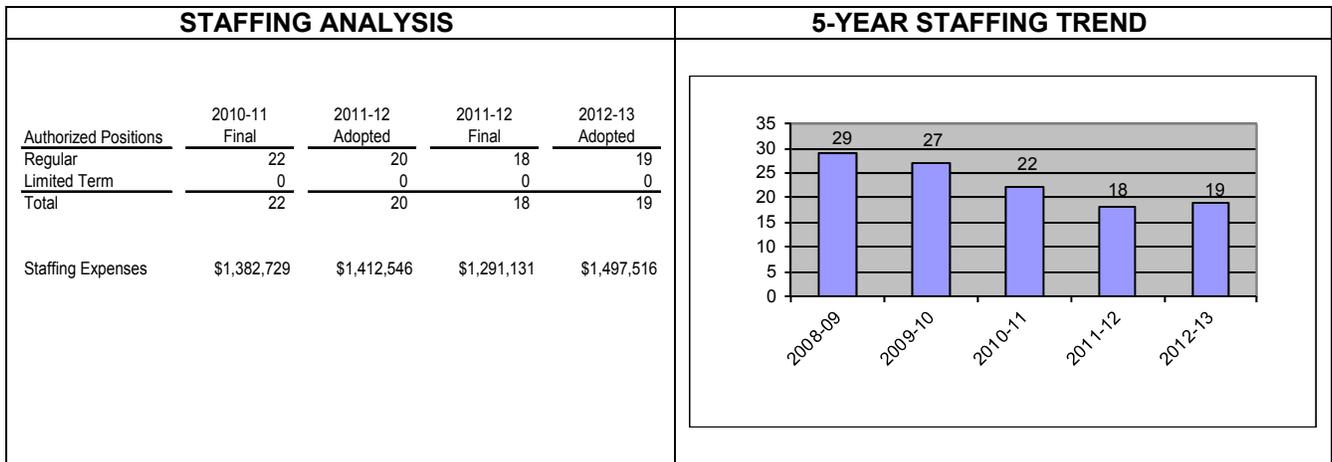
By court appointment, the Public Guardian-Conservator acts as conservator of any individuals found to be gravely disabled or to lack capacity to manage their finances and provide their own care. A conservator has the responsibility for the conservatee’s care, custody and control. The conservator determines where the conservatee lives and ensures his/her daily needs are met. Conservatees must be placed in the least restrictive placement, which may include, but is not limited to the following: medical, psychiatric, nursing, or other licensed facility or state hospital, county hospital, or United States government hospital.

Budget at a Glance	
Total Expenditure Authority	\$2,320,476
Total Sources	\$1,699,370
Net County Cost	\$621,106
Total Staff	19
Funded by Net County Cost	27%

### 2012-13 ADOPTED BUDGET



### BUDGETED STAFFING



HUMAN SERVICES



**ANALYSIS OF 2012-13 ADOPTED BUDGET**

**GROUP: Human Services**  
**DEPARTMENT: Aging and Adult Services - Public Guardian-Conservator**  
**FUND: General**

**BUDGET UNIT: AAA PGD**  
**FUNCTION: Public Protection**  
**ACTIVITY: Other Protection**

	2008-09 Actual	2009-10 Actual	2010-11 Actual	2011-12 Actual	2011-12 Final Budget	2012-13 Adopted Budget	Change From 2011-12 Final Budget
<b>Appropriation</b>							
Staffing Expenses	1,887,076	1,627,198	1,382,729	1,291,130	1,291,131	1,497,516	206,385
Operating Expenses	568,771	442,900	532,682	751,034	751,036	822,960	71,924
Capital Expenditures	27,257	0	0	0	0	0	0
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	2,483,104	2,070,098	1,915,411	2,042,164	2,042,167	2,320,476	278,309
Reimbursements	(1,439,894)	(1,412,292)	(1,374,673)	(1,397,484)	(1,397,484)	(1,373,707)	23,777
Total Appropriation	1,043,210	657,806	540,738	644,680	644,683	946,769	302,086
Operating Transfers Out	44,000	0	0	0	0	0	0
Total Requirements	1,087,210	657,806	540,738	644,680	644,683	946,769	302,086
<b>Departmental Revenue</b>							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	195,176	(17,500)	242,767	97,054	97,054	200,113	103,059
Fee/Rate	138,275	152,304	109,742	135,416	135,416	125,000	(10,416)
Other Revenue	3,840	416	643	514	514	550	36
Total Revenue	337,291	135,220	353,152	232,984	232,984	325,663	92,679
Operating Transfers In	0	0	0	0	0	0	0
Total Sources	337,291	135,220	353,152	232,984	232,984	325,663	92,679
Net County Cost	749,919	522,586	187,586	411,695	411,699	621,106	209,407
				Budgeted Staffing	18	19	1

**BUDGET CHANGES AND OPERATIONAL IMPACT**

Staffing expenses in the 2012-13 budget will increase as a result of the addition of one Supervising Deputy Public Guardian position, while operating expenses will increase as a result of expenditures related to AB109 Criminal Justice prisoner release. Appropriation will increase by \$302,086 as compared to 2011-12 final budget.

Departmental revenue in the 2012-13 budget will increase by \$92,679 as a result of new revenue received for the AB109 Criminal Justice prisoner release program; all other revenue sources will virtually remain at current levels.

**MAJOR EXPENDITURES AND REVENUE IN 2012-13 ADOPTED BUDGET**

Major expenditures and revenue represent the following:

- Staffing expenses of \$1.497 million will fund 19 budgeted positions.
- Operating expenses of \$822,960 include services and supplies, primarily consisting of case management software maintenance, postage, printing, vehicle service charges, and property insurance costs for conservatees real property. Operating expenses also include charges for administrative and technical support provided by Human Services (HS) Administration and the Department of Aging and Adult Services (DAAS).
- Reimbursements of \$1.37 million represent funding received primarily from the Department of Behavioral Health for conservatee case costs and from the Sheriff/Coroner/Public Administrator for reimbursement of warehouse operation costs.
- State, federal, or government aid revenue of \$200,113 represents reimbursement for Medi-Cal Administrative Activities (MAA) and AB109 Criminal Justice Realignment.
- Fee/rate revenue of \$125,000 represent Court-ordered fees paid to the Department from the estates of conservatees.



**STAFFING CHANGES AND OPERATIONAL IMPACT**

The 2012-13 budget will add back 1 Supervising Deputy Public Guardian position that was eliminated as a result of budget reductions in 2011-12. The Supervising Deputy Public Guardian position will supervise staff that currently report to the Chief Public Guardian, which will allow the Chief Public Guardian to focus more on administration and service delivery.

**2012-13 POSITION SUMMARY**

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
Public Guardian-Conservator	19	0	19	18	1	0	19
Total	19	0	19	18	1	0	19

Public Guardian-Conservator	
<u>Classification</u>	
1	Chief Public Guardian
6	Deputy Public Guardian
2	Estate Property Specialist
1	Fiscal Assistant
1	Fiscal Specialist
3	Office Assistant III
1	Social Service Aide
1	Social Service Practitioner
1	Staff Analyst II
1	Supervising Office Assistant
1	Supv. Deputy Public Guardian I
19	Total

HUMAN SERVICES

