

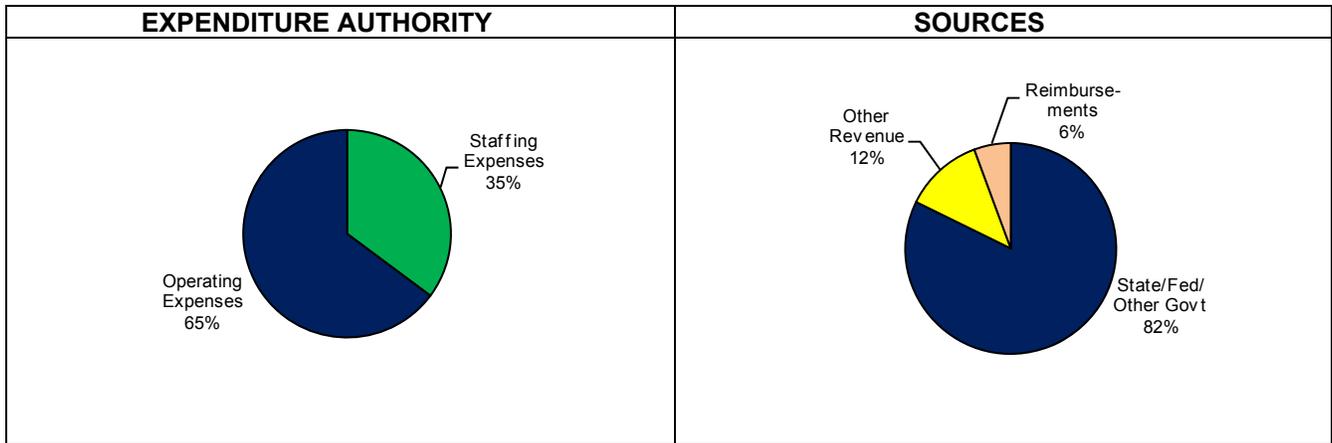
Aging and Adult Services

DESCRIPTION OF MAJOR SERVICES

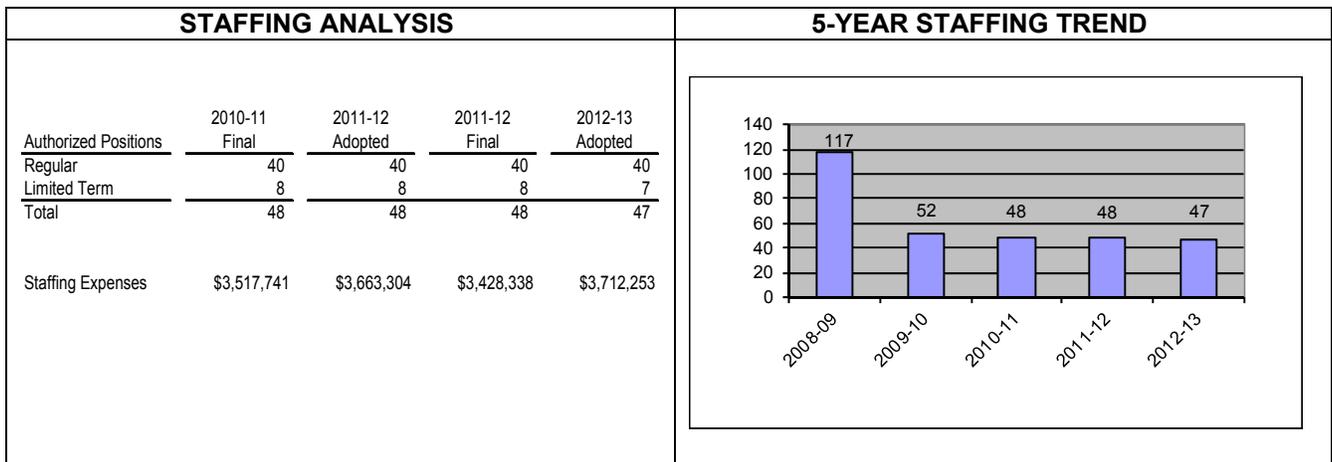
The Department of Aging and Adult Services (DAAS), under the direction of the California Department of Aging (CDA), serves as the federally designated Area Agency on Aging (AAA) for the County of San Bernardino and is responsible for administering programs under the Older Americans Act (OAA). The Department 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 |
|-----------------------------|-------------------|-------------------|-------------------|-------------------|----------------------------|------------------------------|---|
| Appropriation | | | | | | | |
| 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 |
| Departmental Revenue | | | | | | | |
| 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 |
| Total | 40 | 7 | 47 | 46 | 1 | 0 | 47 |

| Administration | MSSP | Ombudsman |
|--------------------------------|--------------------------------------|-------------------------------------|
| <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> | | |
| | SCSEP | SIA |
| | <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> |

