

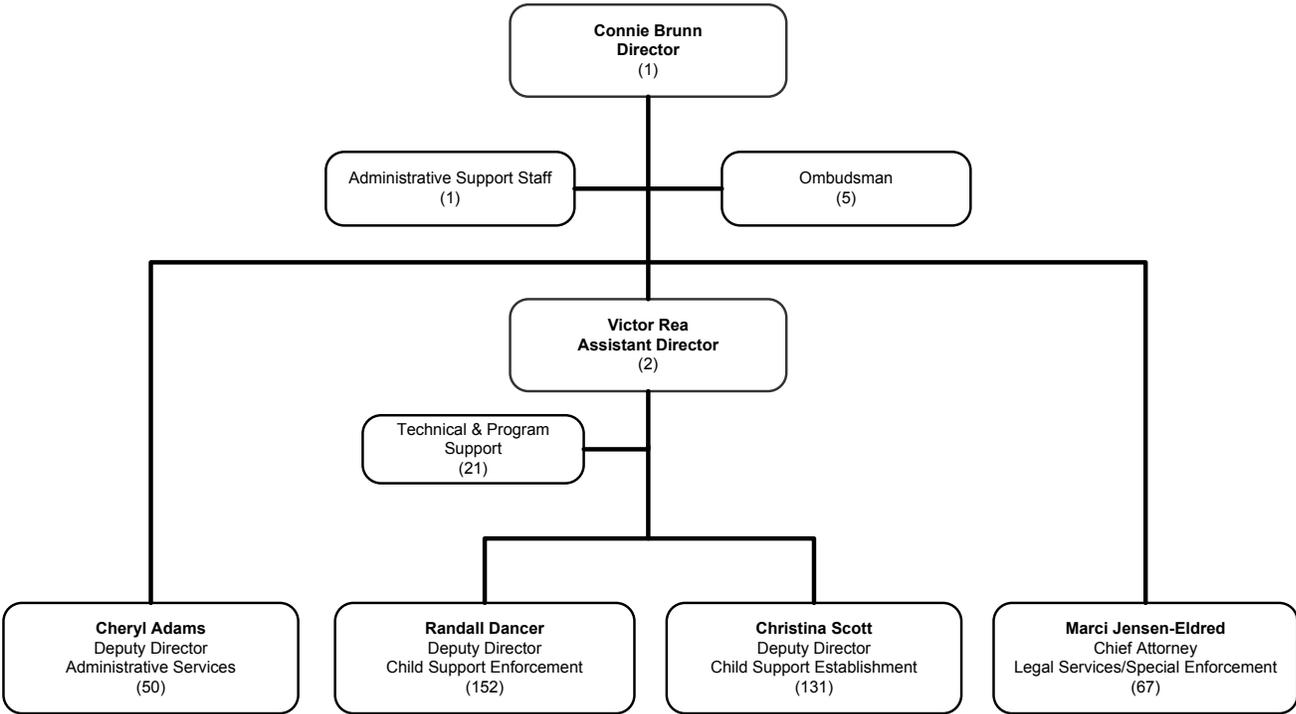
# CHILD SUPPORT SERVICES Connie Brunn

## DEPARTMENT MISSION STATEMENT

*The County of San Bernardino Department of Child Support Services determines paternity, establishes and enforces child support orders, and secures payments to assist families in meeting the financial and medical needs of their children. The Department provides timely and effective service in a professional manner.*



## ORGANIZATIONAL CHART



## 2013-14 ACCOMPLISHMENTS

- Collected \$169.4 million in child support payments in Federal Fiscal Year 2013.
- Ranked second in the State in program cost effectiveness, distributing \$4.35 for each dollar in funding provided to the Department.
- Received the Distributed Collections Award for achieving the greatest percentage increase in distributed collections over the three recent federal fiscal years.
- Continued efforts to ensure availability of services to all County residents by assisting customers with their child support-related issues at Transitional Assistance Department (TAD) offices located throughout the County.
- Participated in several Workforce Development Department Rapid Response sessions, providing information about the child support program and case-specific assistance to individuals who were impacted by employer downsizing.
- Conducted two webinars to provide information to employers on their role in the child support program.

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- Attended numerous outreach events, including targeted outreach to military personnel, to provide resources and available services to County residents needing assistance with child support-related issues.
- Continued to work with the Probation Department and the AB 109 program, making presentations at Day Reporting Centers throughout the County to provide child support program information and case specific remedies to probationers.
- Participated in Re-Entry Support Team monthly meetings for the cities of Fontana and Rialto, providing case-specific assistance to recently-released parolees with child support cases.
- Conducted 17 outreach sessions at hospitals and birthing facilities, providing instruction on the preparation and submission of paternity declarations, resulting in submission and accuracy rates significantly higher than the statewide average.
- Developed and implemented a Program Information Kit which provides information to custodial parents about the child support process to assist in the management of their case.
- Implemented electronic recording of real property liens for child support judgments resulting in increased department efficiencies.

**COUNTY GOALS AND OBJECTIVES AND DEPARTMENT PERFORMANCE MEASURES**

**COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS**

**Objective(s):** • *To the maximum extent legally allowed, utilize County programs to move participants to self-sufficiency.*

*Department Strategy:*

- *Work in collaboration with parents to obtain accurate and appropriate child support orders for families in San Bernardino County.*
- *Increase the collection of current child support which will result in more money being received by San Bernardino county families.*
- *Educate parents about the child support program and the importance of paying consistently and the need for reliable child support on a monthly basis.*

| Measurement   | 2012-13<br>Actual | 2013-14<br>Target | 2013-14<br>Estimate | 2014-15<br>Target |
|---|-------------------|-------------------|---------------------|-------------------|
| Percentage of current child support collected compared to the total current child support due | 61%               | 64%               | 64%                 | 66%               |

**COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS**

**Objective(s):** • *To the maximum extent legally allowed, utilize County programs to move participants to self-sufficiency.*

*Department Strategy:*

- *Continue to utilize a dedicated team for the collection of child support arrears/past due child support with a focus on increased collections.*
- *Work with the San Bernardino Courts on non-DCSS cases to prevent the accumulation of child support arrears by involving Child Support Services early in the process.*

| Measurement   | 2012-13<br>Actual | 2013-14<br>Target | 2013-14<br>Estimate | 2014-15<br>Target |
|---|-------------------|-------------------|---------------------|-------------------|
| Percentage of child support cases with a collection of arrears compared to the total child support cases with arrears owed. | 65%               | 66%               | 66%                 | 69%               |



**COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS**

**Objective(s):** • *Maximize the utilization of Federal and State programs and funding to address the needs of County residents.*

**Department Strategy:**

- *Implement efficiencies in department business processes in order to increase collections and improve cost effectiveness.*
- *Continue to implement efficient processes regarding the Automated Statewide Child Support System to identify changes that will improve collections and cost effectiveness.*

| Measurement  | 2012-13<br>Actual | 2013-14<br>Target | 2013-14<br>Estimate | 2014-15<br>Target |
|--|-------------------|-------------------|---------------------|-------------------|
| Amount of child support collected for every dollar expensed. | \$4.34            | \$4.34            | \$4.34              | \$4.35            |

**SUMMARY OF BUDGET UNITS**

|                        | 2014-15      |            |                    |                 |               |          |
|------------------------|--------------|------------|--------------------|-----------------|---------------|----------|
|                        | Requirements | Sources    | Net<br>County Cost | Fund<br>Balance | Net<br>Budget | Staffing |
| <b>General Fund</b>    |              |            |                    |                 |               |          |
| Child Support Services | 40,039,593   | 40,039,593 | 0                  | 0               | 0             | 430      |
| Total General Fund     | 40,039,593   | 40,039,593 | 0                  | 0               | 0             | 430      |

| <b>5-YEAR REQUIREMENTS TREND</b> |                   |                   |                   |                   |                   |
|----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
|                                  | 2010-11           | 2011-12           | 2012-13           | 2013-14           | 2014-15           |
| Child Support Services           | 39,696,127        | 38,934,431        | 39,685,993        | 40,495,812        | 40,039,593        |
| <b>Total</b>                     | <b>39,696,127</b> | <b>38,934,431</b> | <b>39,685,993</b> | <b>40,495,812</b> | <b>40,039,593</b> |

| <b>5-YEAR SOURCES TREND</b> |                   |                   |                   |                   |                   |
|-----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
|                             | 2010-11           | 2011-12           | 2012-13           | 2013-14           | 2014-15           |
| Child Support Services      | 39,696,127        | 38,934,431        | 39,685,993        | 40,495,812        | 40,039,593        |
| <b>Total</b>                | <b>39,696,127</b> | <b>38,934,431</b> | <b>39,685,993</b> | <b>40,495,812</b> | <b>40,039,593</b> |

| <b>5-YEAR NET COUNTY COST TREND</b> |          |          |          |          |          |
|-------------------------------------|----------|----------|----------|----------|----------|
|                                     | 2010-11  | 2011-12  | 2012-13  | 2013-14  | 2014-15  |
| Child Support Services              | 0        | 0        | 0        | 0        | 0        |
| <b>Total</b>                        | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> |



## Child Support Services

### DESCRIPTION OF MAJOR SERVICES

The Department of Child Support Services (DCSS) promotes family self-sufficiency by helping parents meet their mutual obligation to provide financial and medical support for their children. These services are offered throughout San Bernardino County with offices located in the high desert, the west end, and the greater San Bernardino area.

| Budget at a Glance                     |              |
|--|--------------|
| Requirements Less Reimbursements*      | \$40,039,593 |
| Sources/Reimbursements                 | \$40,039,593 |
| Net County Cost                        | \$0          |
| Total Staff                            | 430          |
| Funded by Net County Cost              | 0%           |
| <small>*Includes Contingencies</small> |              |

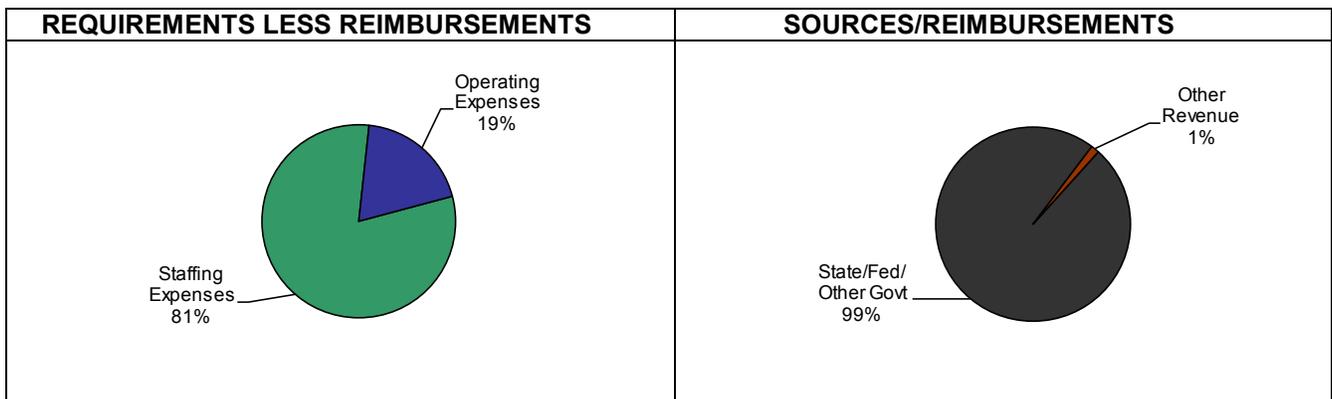
DCSS is dedicated to administering the program in a manner that puts the needs of the children first and foremost. The belief that working collaboratively with parents in understanding and meeting their obligations is a fundamental element in the success of the program.

The services provided by DCSS include the following:

- Locating parents to establish court orders for paternity, child and medical support.
- Enforcing court orders for child, family, spousal and medical support.
- Securing child support payments.
- Maintaining records of payments made and balances due.
- Modifying court orders when appropriate.

Additionally, DCSS offers services to assist customers with concerns that may arise in the progress of their case. The Ombudsman program administers the Complaint Resolution process, in which customers have the opportunity to raise concerns with the processing of their case, pursue resolution, and obtain information about the child support program and their rights and responsibilities.

### 2014-15 RECOMMENDED BUDGET



**BUDGETED STAFFING**

| STAFFING ANALYSIS    |                  |                    |                     |                        | 5-YEAR STAFFING TREND |  |  |  |  |
|----------------------|------------------|--------------------|---------------------|------------------------|-----------------------|--|--|--|--|
| Authorized Positions | 2012-13<br>Final | 2013-14<br>Adopted | 2013-14<br>Modified | 2014-15<br>Recommended |                       |  |  |  |  |
| Regular              | 434              | 434                | 434                 | 430                    |                       |  |  |  |  |
| Limited Term         | 1                | 0                  | 0                   | 0                      |                       |  |  |  |  |
| Total                | 435              | 434                | 434                 | 430                    |                       |  |  |  |  |
| Staffing Expenses    | \$32,073,284     | \$32,833,296       | \$32,801,846        | \$32,304,309           |                       |  |  |  |  |

**ANALYSIS OF 2014-15 RECOMMENDED BUDGET**

GROUP: Human Services  
DEPARTMENT: Child Support Services  
FUND: General

BUDGET UNIT: AAA DCS  
FUNCTION: Public Protection  
ACTIVITY: Judicial

|                         | 2010-11<br>Actual | 2011-12<br>Actual | 2012-13<br>Actual | 2013-14<br>Estimate | 2013-14<br>Modified<br>Budget | 2014-15<br>Recommended<br>Budget | Change From<br>2013-14<br>Modified<br>Budget |
|-------------------------|-------------------|-------------------|-------------------|---------------------|-------------------------------|----------------------------------|--|
| <b>Requirements</b>     |                   |                   |                   |                     |                               |                                  |  |
| Staffing Expenses       | 30,602,092        | 30,878,412        | 31,210,827        | 31,877,191          | 32,801,846                    | 32,304,309                       | (497,537)                                    |
| Operating Expenses      | 8,908,877         | 7,951,067         | 7,587,812         | 7,321,972           | 7,515,665                     | 7,645,284                        | 129,619                                      |
| Capital Expenditures    | 310,853           | 232,668           | 100,033           | 193,925             | 210,962                       | 90,000                           | (120,962)                                    |
| Contingencies           | 0                 | 0                 | 0                 | 0                   | 0                             | 0                                | 0  |
| Total Exp Authority     | 39,821,822        | 39,062,147        | 38,898,672        | 39,393,088          | 40,528,473                    | 40,039,593                       | (488,880)                                    |
| Reimbursements          | (125,694)         | (128,181)         | (130,098)         | (69,972)            | (32,661)                      | 0                                | 32,661                                       |
| Total Appropriation     | 39,696,128        | 38,933,966        | 38,768,574        | 39,323,116          | 40,495,812                    | 40,039,593                       | (456,219)                                    |
| Operating Transfers Out | 0                 | 0                 | 0                 | 0                   | 0                             | 0                                | 0  |
| Total Requirements      | 39,696,128        | 38,933,966        | 38,768,574        | 39,323,116          | 40,495,812                    | 40,039,593                       | (456,219)                                    |
| <b>Sources</b>          |                   |                   |                   |                     |                               |                                  |  |
| Taxes                   | 0                 | 0                 | 0                 | 0                   | 0                             | 0                                | 0  |
| Realignment             | 0                 | 0                 | 0                 | 0                   | 0                             | 0                                | 0  |
| State, Fed or Gov't Aid | 39,268,735        | 38,864,818        | 38,726,391        | 38,872,270          | 39,487,080                    | 39,487,792                       | 712  |
| Fee/Rate                | 0                 | 0                 | 0                 | 0                   | 0                             | 0                                | 0  |
| Other Revenue           | 427,392           | 67,376            | 41,963            | 450,846             | 1,008,732                     | 551,801                          | (456,931)                                    |
| Total Revenue           | 39,696,127        | 38,932,194        | 38,768,354        | 39,323,116          | 40,495,812                    | 40,039,593                       | (456,219)                                    |
| Operating Transfers In  | 0                 | 0                 | 0                 | 0                   | 0                             | 0                                | 0  |
| Total Financing Sources | 39,696,127        | 38,932,194        | 38,768,354        | 39,323,116          | 40,495,812                    | 40,039,593                       | (456,219)                                    |
| Net County Cost         | 1                 | 1,772             | 220               | 0                   | 0                             | 0                                | 0  |
| Budgeted Staffing       |                   |                   |                   |                     | 434                           | 430                              | (4)  |

**MAJOR EXPENDITURES AND REVENUE IN 2014-15 RECOMMENDED BUDGET**

Major requirements and sources include the following:

- Staffing expenses of \$32.3 million fund 430 budgeted positions.
- Operating expenses of \$7.6 million include COWCAP, professional services contracts, telephone services, mail services, leases, and other operating costs.

Sources of \$40.0 million primarily represent the federal and state allocation to fund child support operations. DCSS has no Net County Cost.



**BUDGET CHANGES AND OPERATIONAL IMPACT**

Requirements are decreasing by \$456,219, primarily due to the deletion of 4 positions. In 2013-14, the department received a one-time adjustment in other revenue. No adjustment is anticipated for 2014-15; therefore, sources are expected to decrease by approximately \$456,219. In 2014-15, federal and state funding allocations are anticipated to remain at the level adopted in 2013-14.

**STAFFING CHANGES AND OPERATIONAL IMPACT**

Staffing expenses of \$32.3 million fund 430 budgeted regular positions. The budget includes a reduction of 4 positions: 1 Attorney, 1 Program Specialist, and 2 Child Support Officers. The deletion of these positions is necessitated by the anticipated increases in expenditures, primarily in COWCAP and retirement costs. This staffing reduction will require redistribution of workload among existing staff.

**2014-15 POSITION SUMMARY**

| Division                               | Regular    | Limited Term | Total      | Filled     | Vacant    | New      | Total      |
|--|------------|--------------|------------|------------|-----------|----------|------------|
| Director and Ombudsman                 | 7          | 0            | 7          | 16         | 0         | 0        | 16         |
| Asst Director, Technical & Prog Sup    | 23         | 0            | 23         | 25         | 2         | 0        | 27         |
| Administrative Services                | 50         | 0            | 50         | 34         | 3         | 0        | 37         |
| Child Support Enforcement              | 152        | 0            | 152        | 145        | 7         | 0        | 152        |
| Child Support Establishment            | 131        | 0            | 131        | 121        | 10        | 0        | 131        |
| Legal Services and Special Enforcement | 67         | 0            | 67         | 64         | 3         | 0        | 67         |
| <b>Total</b>                           | <b>430</b> | <b>0</b>     | <b>430</b> | <b>405</b> | <b>25</b> | <b>0</b> | <b>430</b> |

| Director and Ombudsman               | Asst Director, Technical & Prog. Support | Administrative Services                            |
|--------------------------------------|--|--|
| <u>Classification</u>                | <u>Classification</u>                    | <u>Classification</u>                              |
| 1 Director of Child Support          | 1 Assistant Director of Child Support    | 1 Deputy Director, Child Support                   |
| 1 Executive Secretary II             | 1 Automated Systems Analyst I            | 1 Accountant II                                    |
| 4 Child Support Officer II           | 3 Automated Systems Technician           | 1 Accountant III                                   |
| 1 Supervising Child Support Officer  | 1 Business Applications Manager          | 3 Accounting Technician                            |
| 7 Total                              | 1 Business Systems Analyst II            | 1 Administrative Supervisor II                     |
|                                      | 1 Business Systems Analyst III           | 1 Child Support Accounting Supervisor              |
|                                      | 1 Department Systems Engineer            | 1 Child Support Assistant                          |
|                                      | 1 IT Technical Assistant                 | 21 Child Support Officer I / Child Support Trainee |
|                                      | 1 Secretary II                           | 4 Child Support Officer II                         |
|                                      | 1 Statistical Analyst                    | 3 Supervising Child Support Officer                |
|                                      | 1 Supervising Auto Systems Analyst II    | 1 Child Support Operations Manager                 |
|                                      | 1 Program Specialist II                  | 4 Fiscal Assistant                                 |
|                                      | 1 Media Specialist                       | 2 Payroll Specialist                               |
|                                      | 1 Training & Development Supervisor      | 3 Staff Analyst II                                 |
|                                      | 3 Staff Training Instructor              | 2 Storekeeper                                      |
|                                      | 4 Program Specialist I                   | 1 Secretary I                                      |
|                                      | 23 Total                                 | 50 Total   |
| <b>Child Support Enforcement</b>     | <b>Child Support Establishment</b>       | <b>Legal Services &amp; Special Enforcement</b>    |
| <u>Classification</u>                | <u>Classification</u>                    | <u>Classification</u>                              |
| 1 Deputy Director, Child Support     | 1 Deputy Director, Child Support         | 1 Child Support Chief Attorney                     |
| 16 Child Support Assistant           | 19 Child Support Assistant               | 9 Child Support Assistant                          |
| 3 Child Support Assistant Ops Mgr    | 70 Child Support Officer I / Trainee     | 14 Child Support Attorney III                      |
| 4 Child Support Operations Manager   | 10 Child Support Officer II              | 27 Child Support Officer I                         |
| 85 Child Support Officer I / Trainee | 3 Child Support Operations Manager       | 5 Child Support Officer II                         |
| 16 Child Support Officer II          | 17 Office Assistant II                   | 2 Child Support Operations Manager                 |
| 9 Office Assistant II                | 9 Supervising Child Support Officer      | 2 Office Assistant III                             |
| 3 Office Assistant III               | 2 Supervising Office Assisant            | 1 Secretary I                                      |
| 14 Supervising Child Support Officer | 131 Total                                | 2 Supervising Child Support Attorney               |
| 1 Secretary I                        |  | 4 Supervising Child Support Officer                |
| 152 Total                            |  | 67 Total   |

HUMAN SERVICES



## Wraparound Reinvestment Fund

### DESCRIPTION OF MAJOR SERVICES

The Wraparound Services Program was created through Senate Bill (SB) 163, Chapter 795, Statutes of 1997, and is an intensive, community-based and family-centered process designed to allow children with serious behavior and/or emotional difficulties to remain in their community at the lowest level of care possible instead of being placed in a group home setting. Payments for Wraparound Services are included in the Aid to Families with Dependent Children (AFDC) – Foster Care budget unit. This bill allows counties to accumulate savings realized from a wraparound program and requires that the savings be reinvested in a Child Welfare Services Program.

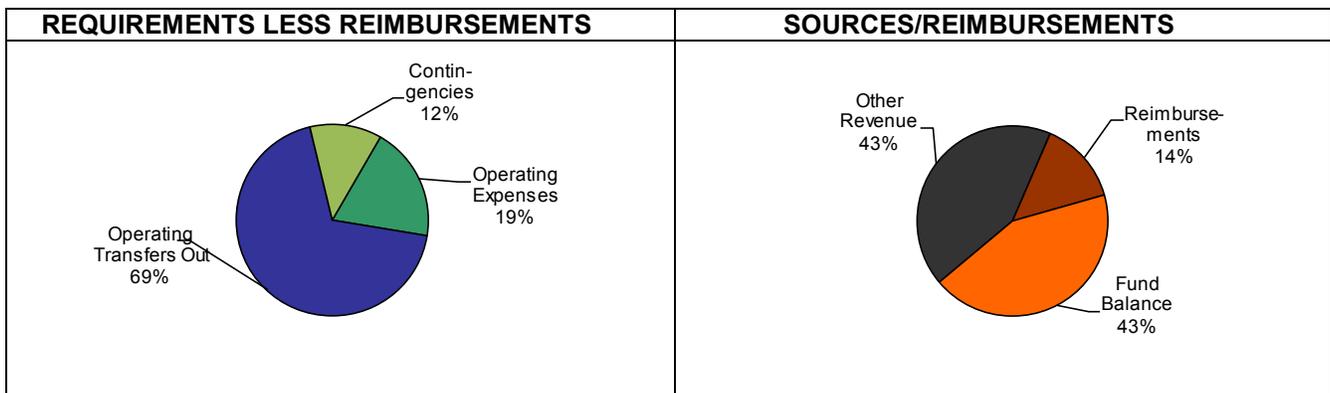
| Budget at a Glance                     |              |
|--|--------------|
| Requirements Less Reimbursements*      | \$14,171,980 |
| Sources/Reimbursements                 | \$8,035,000  |
| Fund Balance                           | \$6,136,980  |
| Use of Fund Balance                    | \$4,431,638  |
| Total Staff                            | 1            |
| <small>*Includes Contingencies</small> |              |

Contracts have been established with four agencies to provide wide Wraparound Program Services to high risk children. These contracts stipulate that the County will retain 5% of the monthly Wraparound Foster Care payments for federally eligible cases and 10% of the monthly Wraparound Foster Care payments for non-federally eligible cases.

This budget unit will provide funding to 1) reinvest in services for youth in placement while they are being assessed for residential based services, 2) enhance services provided to foster care children and their families 3) expand services to youth aging out of the foster care system in order to promote self-sufficiency in these young adults, and 4) provide matching funds to access additional federal funding in support of the Child Welfare Services Program.

This budget unit requires no Discretionary General Funding (Net County Cost) since amounts are withheld from existing AFDC – Foster Care maintenance payments.

### 2014-15 RECOMMENDED BUDGET



**BUDGETED STAFFING**

| STAFFING ANALYSIS    |                  |                    |                     |                        | 5-YEAR STAFFING TREND |  |  |  |  |
|----------------------|------------------|--------------------|---------------------|------------------------|-----------------------|--|--|--|--|
| Authorized Positions | 2012-13<br>Final | 2013-14<br>Adopted | 2013-14<br>Modified | 2014-15<br>Recommended |                       |  |  |  |  |
| Regular              | 1                | 1                  | 1                   | 1                      |                       |  |  |  |  |
| Limited Term         | 5                | 5                  | 5                   | 0                      |                       |  |  |  |  |
| Total                | 6                | 6                  | 6                   | 1                      |                       |  |  |  |  |
| Staffing Expenses    | \$263,436        | \$302,370          | \$302,370           | \$48,171               |                       |  |  |  |  |

**ANALYSIS OF 2014-15 RECOMMENDED BUDGET**

GROUP: Human Services  
 DEPARTMENT: Wraparound Reinvestment Fund  
 FUND: Special Revenue

BUDGET UNIT: SIN BHI  
 FUNCTION: Public Assistance  
 ACTIVITY: Aid Program

|                         | 2010-11<br>Actual | 2011-12<br>Actual | 2012-13<br>Actual | 2013-14<br>Estimate | 2013-14<br>Modified<br>Budget | 2014-15<br>Recommended<br>Budget | Change From<br>2013-14<br>Modified<br>Budget |
|-------------------------|-------------------|-------------------|-------------------|---------------------|-------------------------------|----------------------------------|--|
| <b>Requirements</b>     |                   |                   |                   |                     |                               |                                  |  |
| Staffing Expenses       | 650,051           | 1,203,198         | 189,625           | 124,483             | 302,370                       | 48,171                           | (254,199)                                    |
| Operating Expenses      | 2,250,552         | 3,257,484         | 1,915,383         | 2,625,962           | 3,374,405                     | 2,722,371                        | (652,034)                                    |
| Capital Expenditures    | 0                 | 0                 | 0                 | 0                   | 0                             | 0                                | 0  |
| Contingencies           | 0                 | 0                 | 0                 | 0                   | 3,776,701                     | 1,705,342                        | (2,071,359)                                  |
| Total Exp Authority     | 2,900,603         | 4,460,682         | 2,105,008         | 2,750,445           | 7,453,476                     | 4,475,884                        | (2,977,592)                                  |
| Reimbursements          | (1,331,186)       | (1,378,400)       | (1,682,492)       | (1,738,347)         | (2,160,000)                   | (2,000,000)                      | 160,000                                      |
| Total Appropriation     | 1,569,417         | 3,082,282         | 422,516           | 1,012,098           | 5,293,476                     | 2,475,884                        | (2,817,592)                                  |
| Operating Transfers Out | 0                 | 0                 | 10,087,889        | 6,500,000           | 10,255,602                    | 9,696,096                        | (559,506)                                    |
| Total Requirements      | 1,569,417         | 3,082,282         | 10,510,405        | 7,512,098           | 15,549,078                    | 12,171,980                       | (3,377,098)                                  |
| <b>Sources</b>          |                   |                   |                   |                     |                               |                                  |  |
| Taxes                   | 0                 | 0                 | 0                 | 0                   | 0                             | 0                                | 0  |
| Realignment             | 0                 | 0                 | 0                 | 0                   | 0                             | 0                                | 0  |
| State, Fed or Gov't Aid | 0                 | 0                 | 0                 | 0                   | 0                             | 0                                | 0  |
| Fee/Rate                | 0                 | 0                 | 0                 | 0                   | 0                             | 0                                | 0  |
| Other Revenue           | 6,550,990         | 6,309,157         | 6,071,418         | 6,035,000           | 7,935,000                     | 6,035,000                        | (1,900,000)                                  |
| Total Revenue           | 6,550,990         | 6,309,157         | 6,071,418         | 6,035,000           | 7,935,000                     | 6,035,000                        | (1,900,000)                                  |
| Operating Transfers In  | 0                 | 0                 | 0                 | 0                   | 0                             | 0                                | 0  |
| Total Financing Sources | 6,550,990         | 6,309,157         | 6,071,418         | 6,035,000           | 7,935,000                     | 6,035,000                        | (1,900,000)                                  |
|                         |                   |                   |                   | Fund Balance        | 7,614,078                     | 6,136,980                        | (1,477,098)                                  |
|                         |                   |                   |                   | Budgeted Staffing   | 6                             | 1                                | (5)  |

**MAJOR EXPENDITURES AND REVENUE IN 2014-15 RECOMMENDED BUDGET**

Requirements of \$12.2 million are made up of the following:

- \$0.05 million which funds 1 position.
- \$2.7 million in operating expenses which is made up of services and supplies, travel and public assistance expenses to support services to children in need.
- \$1.7 million to contingencies to be set aside for future use.
- \$2.0 million of reimbursements resulting from the retention of funds from contractor payments.
- \$9.7 million in operating transfers out;
  - \$5.2 million to the Human Services Administrative Claim budget unit to provide matching funds which will allow access to additional federal funding in support of the Child Welfare Services Program which is administered by Children and Family Services.



- \$4.5 million to the Foster Care budget unit to offset the use of Realignment which is used for the mandated match required to draw the federal and state funding.

Reimbursements and sources totaling \$8.0 million are anticipated from unexpended funds that will be recovered from contractors as each annual contract settlement is concluded.

**BUDGET CHANGES AND OPERATIONAL IMPACT**

A decrease of \$3.4 million in requirements includes the following:

- Staffing expenses are decreasing by \$254,199 due to a reduction of 5 positions.
- Operating expenses are decreasing by \$652,034 due to an overall reduction in expenditures.
- Reimbursements are decreasing by \$160,000 because of lower retentions of Wraparound Services Payments.
- Contingencies are decreasing by \$2.1 million based on fund balance available to be used to cover future Wraparound Services program payments.
- Operating transfers out are decreasing by \$0.6 million because of reduced need for matching funds for Child Welfare Services Programs.

Sources are decreasing by \$1.9 million due to a more realistic expectation of revenues when comparing the actual revenue from prior years.

**STAFFING CHANGES AND OPERATIONAL IMPACT**

Staffing expenses of \$48,171 fund 1 budgeted position. Recent staff reductions have not resulted in the reduction of services to children because those services are now being provided by staff in the Human Services Administrative Claim budget.

**2014-15 POSITION SUMMARY**

| Division                 | Regular | Limited Term | Total | Filled | Vacant | New | Total |
|--------------------------|---------|--------------|-------|--------|--------|-----|-------|
| Family to Family Program | 1       | 0            | 1     | 1      | 0      | 0   | 1     |
| Total                    | 1       | 0            | 1     | 1      | 0      | 0   | 1     |

| Family to Family Program |                             |
|--------------------------|-----------------------------|
| Classification           |                             |
| 1                        | Peer and Family Assistant I |
| 1                        | Total                       |



## Human Services Subsistence Funds - Consolidated

### DESCRIPTION OF MAJOR SERVICES

**Aid to Indigents (General Relief)** provides mandated County subsistence in the form of cash aid for food, shelter and transportation to indigents who do not meet categorical eligibility requirements for state and federally funded programs. These general relief payments facilitate transition to an employable status and/or provide interim assistance pending receipt of Social Security Income (SSI) benefits. Revenue under this program represents retroactive SSI payments which the County receives as reimbursements for general relief assistance provided to SSI eligible indigents prior to their enrollment in the SSI program and reimbursements made by non-SSI eligible indigents when assistance under this program is no longer needed.

| Budget at a Glance                     |               |
|--|---------------|
| Requirements Less Reimbursements*      | \$523,397,339 |
| Sources/Reimbursements                 | \$494,499,950 |
| Net County Cost                        | \$28,897,389  |
| Total Staff                            | 0             |
| Funded by Net County Cost              | 6%            |
| <small>*Includes Contingencies</small> |               |

**Domestic Violence/Child Abuse Services** provides for a number of contracts with agencies to ensure temporary shelter, food, transportation, emergency services and treatment/counseling for adults and children who are victims of domestic violence and child abuse. The domestic violence program under SB 1246 is funded by a surcharge on marriage licenses and court fines imposed in domestic violence cases. The child abuse prevention program is funded by (1) realignment and (2) revenue generated from a surcharge placed on certified copies of birth certificates. Revenues from the surcharges are deposited into special revenue funds and used to fund the payments to contractors. These three revenue sources provide 100% of the funding for this program.

**Entitlement Payments (Childcare)** provides for the Stage 1 Childcare Program administered by the Transitional Assistance Department (TAD). This program is one of the major programs of federal welfare reform and the resulting State CalWORKs program and is intended to fund childcare for CalWORKs recipients who are seeking employment or have obtained employment. Childcare provider payments are 100% federally and state funded through reimbursements by the state.

**Out-of-Home Child Care** provides assistance grants for room, board and care for children pending determination of eligibility for state or federal aid, those who are ineligible due to other resources or those who are undocumented residents. Some of these children have serious emotional and medical problems which increase the difficulty of locating appropriate facilities for care. Costs for this program can fluctuate based on the unique nature and requirements of each individual case and are funded with Discretionary General Funding (Net County Cost).

**Aid to Adoptive Children** program provides financial assistance to adoptive parents who would otherwise not be able to provide for a child's special needs. The children are either personally disadvantaged, physically handicapped or adolescents. This program enables hard-to-place children to be adopted and taken out of the higher cost Foster Care program. This budget unit is approximately 42% federally funded. The remaining 58% is funded with realignment and Discretionary General Funding (Net County Cost).

**AFDC-Foster Care** provides aid payments for children living in foster homes and group care facilities. The Foster Care caseload consists of cases from both Children and Family Services (CFS) (approximately 90%) and Probation (approximately 10%). The cost of Probation related foster care cases is approximately 2 times greater than CFS cases due to the higher levels of care required for these juveniles. There are two funding eligibility criteria in the Foster Care Program, federal (federal, state and county participation) and non-federal (state and county only). Foster Care placements are generally eligible for federal financial participation if the parents meet the previous Aid to Families with Dependent Children (AFDC) Program criteria.

- For federal cases, the cost-sharing ratios are now approximately 45% federal and 55% County.
- For non-federal cases all costs are borne by the County.
- All County share-of-cost is mandated and is funded with realignment and Discretionary General Funding (Net County Cost).



**Refugee Cash Assistance** provides assistance payments for a maximum of eight months to all refugees who cannot meet the requirements for the Refugee Demonstration Project and CalWORKs programs. This is a Federally funded program.

**Cash Assistance for Immigrants** program, under AB 2779, provides cash assistance to aged, blind and disabled legal immigrants who meet the Supplemental Security Income/State Supplementary Payment (SSI/SSP) immigration status requirements in effect on August 21, 1998, and all other current SSI/SSP eligibility requirements, yet are no longer eligible for SSI/SSP solely due to their immigration status. This program is 100% state funded.

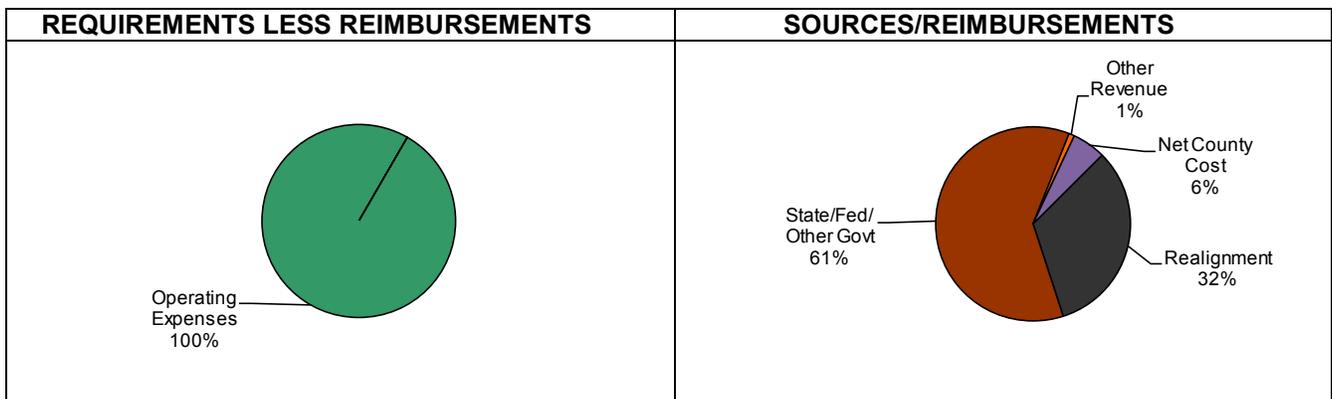
**CalWORKs – All Other Families** provides CalWORKs assistance payments to families eligible for aid and includes all cases that have not been identified as two-parent or zero-parent families. The federal and state governments reimburse 97.5% of the costs for this program. Approximately 47.2% of state funding is realignment. The mandated 2.5% County share is funded by Discretionary General Funding (Net County Cost).

**Kinship Guardianship Assistance Program (Kin-Gap)** provides a subsidy to children who leave the juvenile court dependency system to live with a relative legal guardian. It offers relative caregivers of dependent children an option for providing a permanent home to these children. To be eligible for the program, the child must have lived with the relative at least 12 consecutive months, the relative guardianship must be established pursuant to Welfare and Institutions Code 366.26, and the juvenile court dependency for the child must be dismissed. Movement to the Kin-Gap program is not automatic. The court, with a recommendation from the social worker, has discretion regarding whether termination of dependency is in the child's best interest. This program is approximately 40% federally funded. The remaining 60% is funded with realignment and Discretionary General Funding (Net County Cost).

**CalWORKs – 2 Parent Families** provides payments to resident families who are eligible for aid in accordance with state law. This budget includes all cases identified as having two parents in the home or in which the parents are excluded from, or ineligible for, CalWORKs. The federal and state governments reimburse 97.5% of the costs for this program. The mandated County share of 2.5% is funded by Discretionary General Funding (Net County Cost).

There is no staffing associated with these budget units. Services for the above programs are provided by staff budgeted in the Human Services (HS) Administrative Claim budget unit.

**2014-15 RECOMMENDED BUDGET**



**ANALYSIS OF 2014-15 RECOMMENDED BUDGET**

**GROUP: Human Services**  
**DEPARTMENT: Human Services Subsistence**  
**FUND: Human Services Subsistence - Consolidated**

**BUDGET UNIT: Various**  
**FUNCTION: Public Assistance**  
**ACTIVITY: Aid Programs**

|                         | 2010-11<br>Actual | 2011-12<br>Actual | 2012-13<br>Actual | 2013-14<br>Estimate | 2013-14<br>Modified<br>Budget | 2014-15<br>Recommended<br>Budget | Change From<br>2013-14<br>Modified<br>Budget |
|-------------------------|-------------------|-------------------|-------------------|---------------------|-------------------------------|----------------------------------|--|
| <b>Requirements</b>     |                   |                   |                   |                     |                               |                                  |  |
| Staffing Expenses       | 0                 | 0                 | 0                 | 0                   | 0                             | 0                                | 0  |
| Operating Expenses      | 500,221,044       | 462,275,843       | 470,192,568       | 495,449,933         | 513,011,659                   | 523,397,339                      | 10,385,680                                   |
| Capital Expenditures    | 0                 | 0                 | 0                 | 0                   | 0                             | 0                                | 0  |
| Contingencies           | 0                 | 0                 | 0                 | 0                   | 0                             | 0                                | 0  |
| Total Exp Authority     | 500,221,044       | 462,275,843       | 470,192,568       | 495,449,933         | 513,011,659                   | 523,397,339                      | 10,385,680                                   |
| Reimbursements          | (825,444)         | (712,333)         | (755,768)         | (779,402)           | (779,402)                     | (779,402)                        | 0  |
| Total Appropriation     | 499,395,600       | 461,563,510       | 469,436,800       | 494,670,531         | 512,232,257                   | 522,617,937                      | 10,385,680                                   |
| Operating Transfers Out | 0                 | 0                 | 0                 | 0                   | 0                             | 0                                | 0  |
| Total Requirements      | 499,395,600       | 461,563,510       | 469,436,800       | 494,670,531         | 512,232,257                   | 522,617,937                      | 10,385,680                                   |
| <b>Sources</b>          |                   |                   |                   |                     |                               |                                  |  |
| Taxes                   | 0                 | 0                 | 0                 | 0                   | 0                             | 0                                | 0  |
| Realignment             | 36,843,043        | 130,852,212       | 135,832,835       | 144,227,353         | 155,925,138                   | 169,312,209                      | 13,387,071                                   |
| State, Fed or Gov't Aid | 435,168,514       | 305,028,947       | 301,519,375       | 314,301,269         | 321,354,730                   | 317,988,199                      | (3,366,531)                                  |
| Fee/Rate                | 1,869,596         | 0                 | 0                 | 1,442,522           | 50,000                        | 1,550,140                        | 1,500,140                                    |
| Other Revenue           | 550,477           | 684,962           | 487,201           | 301,998             | 505,000                       | 370,000                          | (135,000)                                    |
| Total Revenue           | 474,431,630       | 436,566,121       | 437,839,411       | 460,273,142         | 477,834,868                   | 489,220,548                      | 11,385,680                                   |
| Operating Transfers In  | (33,419)          | 0                 | 5,000,000         | 5,000,000           | 5,000,000                     | 4,500,000                        | (500,000)                                    |
| Total Financing Sources | 474,398,211       | 436,566,121       | 442,839,411       | 465,273,142         | 482,834,868                   | 493,720,548                      | 10,885,680                                   |
| Net County Cost         | 24,997,389        | 24,997,389        | 26,597,389        | 29,397,389          | 29,397,389                    | 28,897,389                       | (500,000)                                    |
|                         |                   |                   |                   | Budgeted Staffing   | 0                             | 0                                | 0  |

**Consolidated Human Services Subsistence Funds** are increasing requirements by \$10.4 million due to a combination of caseload and grant payment increases in HS Subsistence budget units. Sources are increasing by \$10.9 million which includes an increase of \$13.4 million in realignment funds, a decrease of \$3.4 million in federal and state revenue and an increase of \$0.9 million in all other revenues. The effect of caseload growth and placement/grant cost increases in these programs as related to required matching funds and the resulting changes to realignment needs is outlined in a table included in the HS Administrative Claim budget unit. Net County Cost is being reduced by \$500,000 due to a combination of caseload increases/decreases and a restoration of Child Support collections revenue that has been restored by the state which offset the need for additional Net County Cost.

**Realignment Breakdown and History 2011-2015 (In Millions)**

|                          | 2011-12<br>Actual |       | 2012-13<br>Actual |       | 2013-14<br>Estimated |       | 2013-14<br>Modified Budget |       | 2014-15<br>Recommended<br>Budget |       | Change from<br>Final |       |
|--------------------------|-------------------|-------|-------------------|-------|----------------------|-------|----------------------------|-------|----------------------------------|-------|----------------------|-------|
|                          | R 1               | R 2   | R 1               | R 2   | R 1                  | R 2   | R 1                        | R 2   | R 1                              | R 2   | R 1                  | R 2   |
| Domestic Violence        | -                 | 0.5   | -                 | 0.5   | -                    | 0.5   | -                          | 0.5   | -                                | 0.5   | -                    | -     |
| Aid to Adoptive Children | 5.1               | 21.3  | 5.6               | 22.9  | 6.1                  | 24.2  | 6.4                        | 25.0  | 6.6                              | 26.0  | 0.2                  | 1.0   |
| AFDC - Foster Care       | 32.7              | 28.4  | 27.5              | 27.8  | 23.9                 | 31.0  | 31.6                       | 35.3  | 29.1                             | 33.7  | (2.5)                | (1.6) |
| Kinship Guardianship     | -                 | -     | -                 | 4.1   | -                    | 2.6   | -                          | 3.6   | -                                | 2.8   | -                    | (0.8) |
| CalWORKs Cash Aid        | -                 | 42.9  | -                 | 47.4  | -                    | 55.9  | -                          | 53.5  | -                                | 70.5  | -                    | 17.0  |
| Total                    | 37.8              | 93.1  | 33.1              | 102.7 | 30.0                 | 114.2 | 38.0                       | 117.9 | 35.7                             | 133.5 | (2.3)                | 15.6  |
| Grand Total              |                   | 130.9 |                   | 135.8 |                      | 144.2 |                            | 155.9 |                                  | 169.2 |                      | 13.3  |

R1 = Social Services Realignment (1991)  
R2 = 2011 Realignment



**DETAIL OF 2014-15 RECOMMENDED BUDGET**

|   | 2014-15      |             |                 |          |
|---|--------------|-------------|-----------------|----------|
|   | Requirements | Sources     | Net County Cost | Staffing |
| <b><u>Subsistence Funds</u></b>                       |              |             |                 |          |
| Aid to Indigents (Fund AAA ATI)                       | 1,476,197    | 370,000     | 1,106,197       | 0        |
| Domestic Violence/Child Abuse Services (Fund AAA DVC) | 531,812      | 531,812     | 0               | 0        |
| Entitlement Payments (Child Care) (Fund AAA ETP)      | 26,360,535   | 26,360,535  | 0               | 0        |
| Out-of-Home Child Care (Fund AAA OCC)                 | 860,566      | 0           | 860,566         | 0        |
| Aid to Adoptive Children (AAB ATC)                    | 59,208,232   | 57,158,712  | 2,049,520       | 0        |
| AFDC - Foster Care (Fund AAB BHI)                     | 124,188,480  | 106,773,073 | 17,415,407      | 0        |
| Refugee Cash Assistance (AAB CAP)                     | 91,197       | 81,197      | 10,000          | 0        |
| Cash Assistance for Immigrants (AAB CAS)              | 2,121,954    | 2,121,954   | 0               | 0        |
| CalWORKs - All Other Families (AAB FGR)               | 255,137,220  | 249,744,925 | 5,392,295       | 0        |
| Kinship Guardianship Assistance Program (AAB KIN)     | 8,741,496    | 7,700,659   | 1,040,837       | 0        |
| CalWORKs - 2 Parent Families (Fund AAB UPP)           | 43,900,248   | 42,877,681  | 1,022,567       | 0        |
| Total Subsistence Funds                               | 522,617,937  | 493,720,548 | 28,897,389      | 0        |

**BUDGET CHANGES AND OPERATIONAL IMPACT**

**Aid to Indigents (General Relief)** includes operating expenses of \$1.5 million which provides cash aid for food, shelter and transportation as well as SSI advocacy legal fees to indigents who do not meet categorical eligibility requirements for state and federally funded programs. Due to anticipated caseload decreases, total requirements will decrease by \$235,000. This caseload decrease, combined with a \$135,000 reduction in sources due to declining SSI referrals, results in a \$100,000 decrease in Net County Cost to \$1.1 million.

**Domestic Violence/Child Abuse Services** includes operating expenses of \$1.3 million which funds contracts with agencies to ensure temporary shelter, food, transportation, emergency services and treatment/counseling for adults and children who are victims of domestic violence and child abuse. Reimbursements of \$779,402 are from a surcharge placed on certified copies of birth certificates, marriage licenses and court fines imposed in domestic violence cases. Sources of \$531,812 represent realignment funding that is dedicated to the child abuse prevention program. There is no change to this budget unit from the prior year.

**Entitlement Payments (Child Care)** includes operating expenses of \$26.4 million which provides payments to childcare providers for CalWORKs Stage 1 childcare. The requirements and sources for 2014-15 will be decreased by \$4.9 million. The proposed 2014-15 Governor's budget reduced funding for this program requiring this decrease in available funding for County Welfare to Work participants.

**Out-of-Home Child Care** includes operating expenses of \$860,566 which provides assistance grants for room, board and care for children. An additional \$50,000 in total requirements and corresponding Net County Cost is required due to a moderate increase in grant costs.

**Aid to Adoptive Children** includes operating expenses of \$59.2 million which provides assistance to adoptive parents who would otherwise not be able to provide for a child's special needs. Total requirements are projected to increase \$2.9 million (5.1%) over the 2013-14 budget due to continued caseload growth and associated costs resulting from the success of legislation (AB390) which encourages and promotes the adoption of eligible children. Continued increase in the average monthly grant payment is partially due to historical increases based on the child's needs and legislation (AB106) which granted a California Necessities Index (CNI) increase. Federal and realignment revenue is projected to increase \$2.8 million. An additional \$100,000 of Net County Cost is required for this program to meet mandated matches.



**AFDC-Foster Care** includes operating expenses of \$124.2 million, a \$477,912 increase, consisting of \$122.2 million in aid payments and other expenses for children living in foster homes and group-care facilities and \$2.0 million in transfers to the Wraparound Reinvestment Fund. The transfer to the Wraparound Reinvestment Fund represents the 5% - 10% of monthly Wraparound Foster Care payments to contractors that are contractually retained by the County to be re-invested in Child Welfare Services programs. Costs for 2013-14 are estimated to be much lower than the modified budget and, when combined with the projected 2014-15 caseload growth and other cost escalating factors, contribute to the seemingly small increase in operating expenses year over year. Factors contributing to cost increases are:

- Overall projected caseload growth of 9% (federal cases by 11.5% and non-federal by 1.5%).
- A United States District Court order that requires utilization of a new method for determining foster home payment rates. These court-ordered rate increases were implemented in 2013-14. Although it is known that costs will increase, the financial impact has not yet been fully determined.
- Passage of state AB 12, which now allows wards and child welfare dependents to remain in extended foster care (EFC) through age 21. The financial impact of this change has not yet been fully determined.

Federal revenue will increase \$4.1 million and realignment will decrease \$4.0 million. \$4.5 million in revenue will be transferred from the Wraparound Reinvestment Fund. Child Support collection revenue has been restored by the state and is projected to be \$800,000. An additional \$100,151 of Net County Cost is required for this program to meet mandated matches.

**Refugee Cash Assistance** includes operating expenses of \$91,197 which provides payments to refugees who cannot meet the requirements for the Refugee Demonstration Project and CalWORKs programs. Requirements and sources are projected to increase \$15,279 due to overall changes to caseload and grant payment costs. This is a federally funded program.

**Cash Assistance for Immigrants** is 100% state funded and includes operating expenses of \$2.1 million which provides payments to legal immigrants who meet the SSI/SSP immigration status requirements. Requirements and sources are projected to increase \$197,580 due to a 9% increase in caseload and a 1.5% increase in the average grant amount.

**CalWORKs – All Other Families** includes operating expenses of \$255.1 million which provides assistance payments to families eligible for aid and includes all cases that have not been identified as two-parent or zero-parent families. This is a \$6.7 million increase from the prior year and is a result of a state mandated 5% grant increase. Federal and state revenue of \$178.6 million and realignment revenue of \$70.5 million comprise 97.5% of the funding for this program, a \$6.8 million increase. Child Support collections revenue has been restored by the state and is projected to be \$700,000 and contributes to the Net County Cost decrease of \$818,377.

**Kinship Guardianship Assistance Program (Kin-GAP)** includes operating expenses of \$8.7 million which provides subsidies to relative caregivers of children who leave the juvenile court dependency system to live with a relative legal guardian. Requirements are projected to increase \$0.8 million due an increase in caseload and placement costs. Sources are projected to increase \$0.7 million due to additional federal, state and realignment funding. An additional \$123,827 of Net County Cost is required for this program to meet mandated matches.

**CalWORKs – 2 Parent Families** includes operating expenses of \$43.9 million which provides assistance payments to all cases identified as having two parents in the home or in which the parents are excluded from or ineligible for CalWORKs. A state mandated 5% grant increase and a 4% caseload increase requires a \$4.4 million increase in requirements. Federal and state revenue of \$42.9 million comprises 97.5% of the funding for this program, a \$4.3 million increase from the 2013-14 modified budget. An additional \$34,399 of Net County Cost is required for this program to meet mandated matches.

