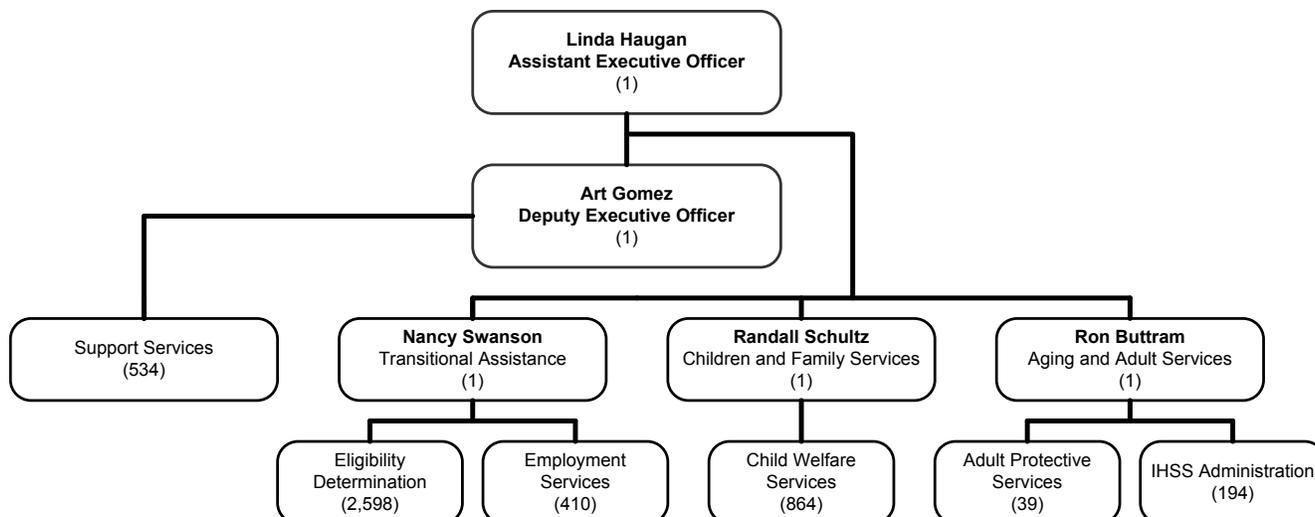


HUMAN SERVICES ADMINISTRATIVE CLAIM

Linda Haugan

ORGANIZATIONAL CHART



2013-14 ACCOMPLISHMENTS

Transitional Assistance Department (TAD)

- Processed over \$22 million in federal and state tax refunds and served 11,362 taxpayers in communities throughout San Bernardino County through the Volunteer Income Tax Assistance (VITA) program. These refunds stimulate economic activity in addition to fighting poverty and leading to increased self-sufficiency.
- Expanded the capacity of the Customer Service Center (CSC), processing 1.2 million phone requests related to CalWORKs, CalFresh and Medi-Cal cases in 2013, an average of 101,858 calls per month. CSC expansion has also provided crucial support to the state-wide Health Care Reform implementation.
- Received CalFresh award for Program Access Index (PAI) growth for the 2nd consecutive year. San Bernardino County ranks 3rd of 58 counties for CalFresh PAI. These efforts provide additional nutrition resources to County residents and bring additional federal dollars into the local economy.
- Received CalFresh Recognition of Excellence award for contributing to California's low CalFresh error rate of 3.98% for the 3rd consecutive year. San Bernardino County's error rate was only 1.73%.

Children and Family Services (CFS)

- Received and assessed 29,102 child abuse and neglect referrals encompassing over 58,000 children.
- Reunited 1,196 children with their families.
- Finalized 399 adoptions.
- Provided support to approximately 300 youth who remain in foster care past their 18th birthday.
- Achieved permanency for 224 children through guardianship.
- Established 14 Family Visitation and Support Centers and provided 4,223 supervised visits for children and their families.
- Sent 1,057 children to attend summer camp.
- Hosted and engaged 352 foster and kinship youth at the Annual CFS Sports Fair.
- Recognized and celebrated the role of 626 children, foster parents and resource parents at the Annual Foster Parent Picnic.
- Received two NACO awards for the Preschool Referral Project and the Permanency Readiness Program.



Department of Aging and Adult Services (DAAS)

- Received and processed 14,143 requests for IHSS services.
- The Central Intake Unit assisted over 93,000 IHSS care provider requests regarding their paychecks.
- Received 2013 National Association of Counties (NACo) Achievement Award for establishing a program (Death Match Report) that eliminates In-Home Supportive Service providers wage overpayment due to the late reporting of a recipient’s death.
- Established a department mentoring program to educate and expose DAAS staff to other programs within the department that are outside their current assignments.
- Assisted over 21,000 County residents by providing In-Home Supportive Services to them so they could remain safely in their own home.
- Established a Facebook page creating a portal for seniors and others to interface with DAAS.
- Increased referrals by 15% as a result of releasing the “It’s Not Your Fault” campaign to increase awareness of senior and adult dependent abuse, and marking the beginning of Older Americans month.

More DAAS accomplishments can be found in the corresponding section included in the Aging and Adult Services budget section.

COUNTY GOALS AND OBJECTIVES AND DEPARTMENT PERFORMANCE MEASURES

Transitional Assistance Department (TAD)

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: • *Provide timely responses to calls from County Residents for Health Care Reform (HCR) from Customer Service Center (CSC)*

Measurement	2012-13 Actual	2013-14 Target	2013-14 Estimate	2014-15 Target
Percentage of calls transferred from Covered California Service Center to TAD in 30 seconds or less.	N/A	N/A	N/A	80%

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: • *Increase the Work Participation Rate (WPR) of recipients of CalWORKs benefits*
 • *Increase the number of Welfare to Work (WtW) CalWORKs participants who are engaged in a mandated federal WtW activity.*

Measurement	2012-13 Actual	2013-14 Target	2013-14 Estimate	2014-15 Target
Percentage of participants engaged in a Federal WtW activity	47.2%	50%	47%	50%



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: • *Maintain Calfresh (Cf) error rate below the federal tolerance level of 6% to avoid fiscal sanction.*

Measurement	2012-13 Actual	2013-14 Target	2013-14 Estimate	2014-15 Target
Percentage of annual error rate for Cf benefits	1.4%	3%	2%	3%

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: • *Provide Volunteer Income Tax Assistance (VITA) preparation services for eligible County families and individuals thereby stimulating economic activity*

Measurement	2012-13 Actual	2013-14 Target	2013-14 Estimate	2014-15 Target
Number of eligible County taxpayers served	7,720	7,952	10,209	10,515

Children and Family Services (CFS)

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: • *Increase and enhance the role of Parent Partners (a resource to help parents navigate the complex child welfare system). Parent Partners are parents who have successfully navigated the child welfare system, successfully reunified with their children and now work as para-professionals for Children and Family Services. Engagement with a Parent Partner leads to earlier reunification for families.*

Measurement	2012-13 Actual	2013-14 Target	2013-14 Estimate	2014-15 Target
Number of families involved with a Parent Partner	N/A	N/A	300	330



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: • *Utilize Team Decision Making meetings (TDM), which are collaborative processes involving the family and their community support systems who know and care about the child(ren). TDMs are designed to make the best informed decisions concerning a child(ren)'s safety and living environment.*

Measurement	2012-13 Actual	2013-14 Target	2013-14 Estimate	2014-15 Target
Number of children impacted	N/A	N/A	2,075	2,180

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: • *Utilize Foster Family Home (FFH) recruitment/retention strategies to increase the availability of licensed Foster Family Homes in San Bernardino County. FFHs provide family-like living arrangements for our children in foster care as an alternative to Out-of-County placements and other higher levels of care at increased costs.*

Measurement	2012-13 Actual	2013-14 Target	2013-14 Estimate	2014-15 Target
Increase of newly licensed foster family homes	N/A	N/A	70	80

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: • *Maintain the rate of re-entry of children into foster care at or below the statewide average. Foster care is intended to provide temporary, safe living arrangements for children who cannot live safely in their home. Our goal is to reduce the number of children returning into foster care upon reunifying with their parents.*

Measurement	2012-13 Actual	2013-14 Target	2013-14 Estimate	2014-15 Target
Rate of re-entry into foster care	N/A	N/A	12%	12%



SUMMARY OF BUDGET UNITS

	2014-15					
	Requirements	Sources	Net County Cost	Fund Balance	Net Budget	Staffing
General Fund						
Human Services Administrative Claim	503,236,205	489,059,585	14,176,620	0	0	4,644
Total General Fund	503,236,205	489,059,585	14,176,620	0	0	4,644

5-YEAR REQUIREMENTS TREND

	2010-11	2011-12	2012-13	2013-14	2014-15
Human Services Administrative Claim	396,105,044	406,607,443	443,441,035	493,430,026	503,236,205
Total	396,105,044	406,607,443	443,441,035	493,430,026	503,236,205

5-YEAR SOURCES TREND

	2010-11	2011-12	2012-13	2013-14	2014-15
Human Services Administrative Claim	381,706,938	393,227,704	428,864,171	477,722,675	489,059,585
Total	381,706,938	393,227,704	428,864,171	477,722,675	489,059,585

5-YEAR NET COUNTY COST TREND

	2010-11	2011-12	2012-13	2013-14	2014-15
Human Services Administrative Claim	14,398,106	13,379,739	14,576,864	15,707,351	14,176,620
Total	14,398,106	13,379,739	14,576,864	15,707,351	14,176,620



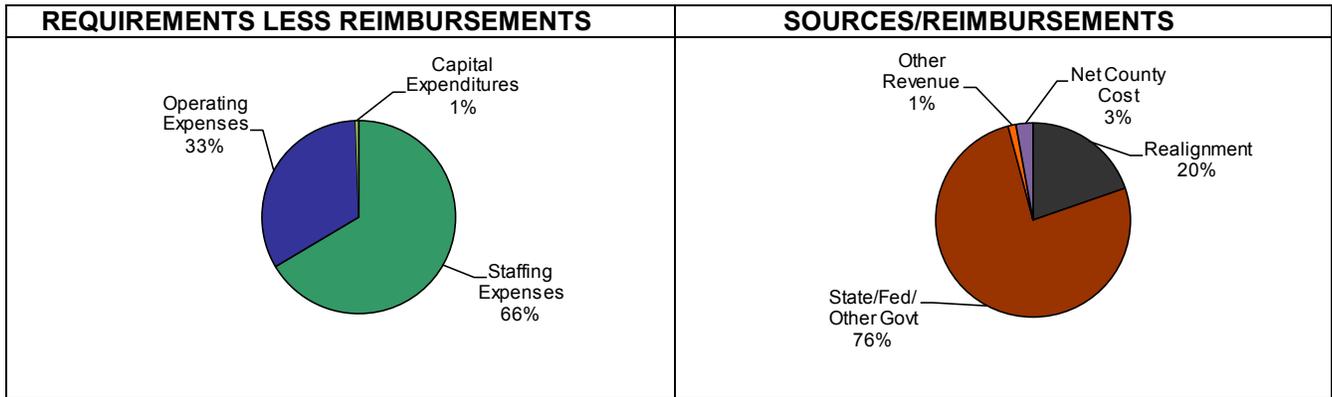
Administrative Claim

DESCRIPTION OF MAJOR SERVICES

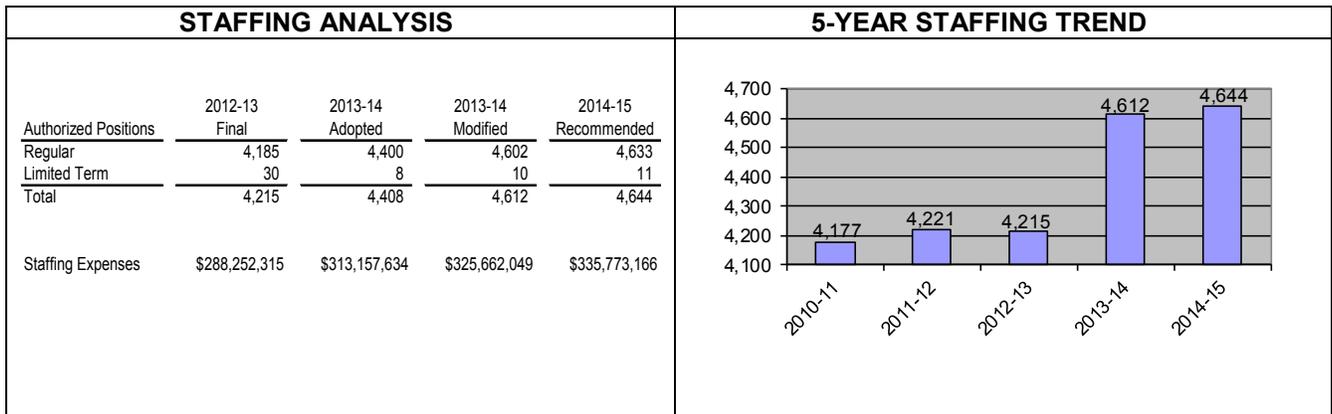
This budget unit represents the administrative claim made by the County for social services programs under applicable mandatory federal and state regulations. Transitional Assistance Department (TAD), Children and Family Services (CFS), Adult Services programs of the Department of Aging and Adult Services (DAAS), Children's Network and the administrative support and training functions provided by Human Services (HS) Administration and the Performance, Education and Resource Center (PERC) are included in the Administrative Claim budget unit.

Budget at a Glance	
Requirements Less Reimbursements*	\$505,265,577
Sources/Reimbursements	\$491,088,957
Net County Cost	\$14,176,620
Total Staff	4,644
Funded by Net County Cost	3%
<small>*Includes Contingencies</small>	

2014-15 RECOMMENDED BUDGET



BUDGETED STAFFING



ANALYSIS OF 2014-15 RECOMMENDED BUDGET

GROUP: Human Services
DEPARTMENT: Administrative Claim
FUND: General

BUDGET UNIT: AAA DPA
FUNCTION: Public Assistance
ACTIVITY: Administration

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimate	2013-14 Modified Budget	2014-15 Recommended Budget	Change From 2013-14 Modified Budget
Requirements							
Staffing Expenses	254,846,538	271,843,443	288,252,315	311,566,747	325,662,049	335,773,166	10,111,117
Operating Expenses	140,128,801	135,477,082	141,603,476	153,654,468	166,707,761	166,766,011	58,250
Capital Expenditures	4,912,826	3,340,741	2,297,362	1,541,692	3,240,058	2,726,400	(513,658)
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	399,888,165	410,661,266	432,153,153	466,762,907	495,609,868	505,265,577	9,655,709
Reimbursements	(3,794,945)	(4,111,345)	(3,090,852)	(2,219,623)	(2,342,009)	(2,029,372)	312,637
Total Appropriation	396,093,220	406,549,921	429,062,301	464,543,284	493,267,859	503,236,205	9,968,346
Operating Transfers Out	0	0	0	0	162,167	0	(162,167)
Total Requirements	396,093,220	406,549,921	429,062,301	464,543,284	493,430,026	503,236,205	9,806,179
Sources							
Taxes	0	0	20	0	0	0	0
Realignment	45,901,973	91,537,022	87,674,828	86,630,773	92,141,867	98,865,124	6,723,257
State, Fed or Gov't Aid	334,195,700	299,981,728	315,372,779	356,045,141	377,123,502	382,932,325	5,808,823
Fee/Rate	566,073	472,249	493,751	369,636	507,487	541,550	34,063
Other Revenue	1,022,664	1,178,496	5,856,170	1,252,768	1,719,969	1,524,490	(195,479)
Total Revenue	381,686,410	393,169,495	409,397,548	444,298,318	471,492,825	483,863,489	12,370,664
Operating Transfers In	20,528	0	5,087,889	4,537,615	6,229,850	5,196,096	(1,033,754)
Total Financing Sources	381,706,938	393,169,495	414,485,437	448,835,933	477,722,675	489,059,585	11,336,910
Net County Cost	14,386,282	13,380,426	14,576,864	15,707,351	15,707,351	14,176,620	(1,530,731)
				Budgeted Staffing	4,612	4,644	32

MAJOR EXPENDITURES AND REVENUE IN 2014-15 RECOMMENDED BUDGET

Major requirements include the following:

- Staffing expenses of \$335.8 million fund 4,644 positions.
- Operating expenses of \$166.8 million represent expenses for County services, computer hardware and software, office supplies, insurance, mail services, professional services, communications, training, security, travel, goods and services for clients, facility leases, transfers out and miscellaneous operating costs.
- Capital expenditures of \$2.7 million include expenses for fixed asset equipment, capitalized software and vehicles.
- Reimbursements of \$2.0 million include payments from other County departments to HS for administrative support services as requested.

Major sources include the following:

- Realignment revenue of \$98.9 million is used to match available federal funding and replace state funding for programs that have been realigned.
- Federal and state funding of \$382.9 million represents total available funding for the administration of mandated Human Services programs.
- Operating transfers in of \$5.2 million represents funds provided from the Wraparound Reinvestment Fund which are utilized as a match to access additional Federal funding for Children's Services programs. This funding will enable Children and Family Services to enhance service levels despite increasing costs.

BUDGET CHANGES AND OPERATIONAL IMPACT

The 2014-15 budget is based on the latest information available from the developing budget situation at the state level. The latest social services allocation projections include funding and mandated program changes as addressed in the 2014-15 Governor's Budget. Caseload growth, mandated program changes, implementation of the Affordable Care Act and Realignment changes require additional funding for many HS programs. TAD funding is anticipated to increase \$5.6 million. The increase is comprised of CalWORKs (\$2.6 million) and Cal Fresh (\$3.0 million). Remaining revenue increases are primarily CFS and DAAS increases which are a combination of realignment and corresponding federal and state funding. All other funding for programs administered by HS is expected to remain unchanged from what was included in the 2013-14 modified budget.



While this budget anticipates increased allocations across many social services programs, the ongoing availability of additional statewide revenue and realignment revenue is still uncertain. A slower than anticipated economic recovery or a slow-down of tax receipts could cause budget issues for both the state and counties which could present future challenges to the funding of social services programs. Until such time as the stability of state and realignment resources is known, it is still necessary to plan for the maximum possible available funding in order to effectively take advantage of potential funding increases, yet be prepared for unexpected funding decreases. To prepare for possible future funding challenges, HS will continue to monitor developments at the state and federal levels in an effort to maintain mandated public services at appropriate levels, while utilizing all available funding.

The strategy is to maintain staffing near current levels. These staffing levels are believed to provide the most flexibility and opportunity to provide services mandated by the state, while remaining within available allocations and funding sources. Plans for significant expenditures, whether for staff, services, supplies, equipment, or services to clients, will be monitored closely and necessary adjustments will be made as future changes to the state budget are known. Any significant differences between this budget and actual allocations received from the state will be addressed through the County’s quarterly budget adjustment process.

Overall, allocations within this budget unit are expected to increase 1.5% from the previous year. This allocation increase, combined with additional funds from the Wraparound Reinvestment Fund and Realignment funds, result in a requirements increase of \$9.8 million from the 2013-14 budget as follows:

- Staffing expenses will increase \$10.1 million over the 2013-14 budget. Increases fund additional positions and rising benefit, retirement and salary costs. Mandated program changes contribute to net staffing increases of 32 positions in various HS departments and divisions.

	TAD	CFS	DAAS	Support	Total
2013-14 Budget	2,976	864	243	529	4,612
2014-15 Budget	3,009	865	234	536	4,644
Difference between 2013-14 Budget 2014-15 Budget	33	1	(9)	7	32

- Operating expenses are increasing \$58,250. Changes are related to increases in insurance, mailing and postage, client services costs, IHSS MOE requirements and decreases in computer hardware and software, furniture, County services costs and data processing costs.
- Capital expenditures are decreasing by \$0.5 million due to reductions in equipment and vehicle purchases.
- Reimbursements are decreasing by \$0.3 million which reflects a decrease in the demand for HS administrative support and a decrease in the overhead rate charged by HS Administrative Support Divisions as allowed by the state.

Sources increased by \$11.3 million from the 2013-14 budget as follows:

- Realignment increased \$6.7 million and is possible due to increased realignment collections. This increase is required to fund increased program expenditures for CFS programs (\$2.7 million), IHSS MOE (\$1.5 million) and reclassification of Adult Protective Services revenue (\$2.5 million) as “realignment”. Federal and state funding available for HS programs increased a net \$5.8 million primarily due to increased funding for CalWORKs, Cal Fresh, Child Welfare Services and IHSS.
- A mix of miscellaneous revenue sources decreased \$0.2 million.
- Operating transfers in decreased \$1.0 million. Use of available realignment growth funding for CFS programs has reduced the necessary transfer from the Wraparound Reinvestment fund.



NET COUNTY COST

Most HS programs are state and/or federal mandates. The County share of funding is either mandated as a percentage of total program costs or as a fixed maintenance of effort. County share is comprised of a combination of Net County Cost and revenue from realignment funds. Realignment funds were created by two distinct and separate state realignment processes to offset the costs that were shifted to the County from the state for realigned programs. Their use is limited to designated social services programs.

Changes to HS County share needs are as follows:

**History of Social Services Realignment and Net County Cost
HS Administrative Budget and Subsistence Budgets
(In Millions)**

	ACTUALS				2013-14 Estimated	2013-14 Modified Budget	2014-15 Budget	Increase/ (decrease)
	2009-10	2010-11	2011-12	2012-13				
<u>Administrative Budget (DPA)</u>								
Realignment	12.6	13.1	17.0	12.9	10.1	10.1	12.3	2.2
2011 Realignment	-	-	36.3	36.1	34.9	40.3	43.4	3.1
Net County Cost	15.6	14.4	13.4	14.6	15.7	15.7	14.2	(1.5)
<u>IHSS Providers (DPA)</u>								
Realignment	25.1	32.0	37.4	37.8	40.7	40.7	42.2	1.5
Net County Cost	3.9	-	-	-	-	-	-	-
<u>IHSS Public Authority (DPA)</u>								
Realignment	0.7	0.8	0.9	0.9	0.9	1.0	1.0	-
<u>Domestic Violence (DVC)</u>								
2011 Realignment	-	-	0.5	0.5	0.5	-	0.5	0.5
<u>Aid to Adoptive Children (ATC)</u>								
Realignment	4.1	4.8	5.1	5.6	6.1	6.4	6.6	0.2
2011 Realignment	-	-	21.3	22.9	24.2	25.0	26.0	1.0
Net County Cost	1.9	1.6	2.0	2.0	2.0	2.0	2.1	0.1
<u>Foster Care (BHI)</u>								
Realignment	20.3	28.2	32.7	27.5	23.9	31.6	29.1	(2.5)
2011 Realignment	-	-	28.4	27.8	30.9	35.3	33.7	(1.6)
Net County Cost	12.7	12.7	13.0	15.2	18.4	17.3	17.4	0.1
<u>CalWORKs Cash Aid - All Other Families (FGR)</u>								
CalWORKs MOE Realignment	-	-	42.9	47.4	55.9	53.5	56.5	3.0
Family Support Realignment	-	-	-	-	1.4	-	14.0	14.0
Net County Cost	4.7	5.6	6.3	5.8	5.2	6.2	5.4	(0.8)
<u>Kinship Guardianship Assistance Program (KIN)</u>								
2011 Realignment	-	-	-	4.1	2.6	3.6	2.8	(0.8)
Net County Cost	1.6	1.2	0.8	0.8	1.0	0.9	1.0	0.1
<u>Seriously Emotionally Disturbed (SED)</u>								
Realignment	2.0	3.8	-	-	-	-	-	-
Net County Cost	1.5	1.0	-	-	-	-	-	-
<u>All other subsistence budgets</u>								
Net County Cost	2.6	2.9	2.9	2.8	2.8	3.0	3.0	-
Total 1991 Realignment	64.8	82.7	93.1	84.7	81.7	89.8	91.2	1.4
Total 2011 Realignment	-	-	86.5	91.4	93.1	104.2	106.4	2.2
CalWORKs MOE Realignment	-	-	42.9	47.4	55.9	53.5	56.5	3.0
Family Support Realignment	-	-	-	-	1.4	-	14.0	14.0
Grand Total Realignment	64.8	82.7	222.5	223.5	232.1	247.5	268.1	20.6
Total Net County Cost	44.5	39.4	38.4	41.2	45.1	45.1	43.1	(2.0)
Total Net County Share	109.3	122.1	260.9	264.7	277.2	292.6	311.2	18.6



In aggregate, the HS Administrative Claim (DPA) budget unit includes a \$1.5 million net decrease to Net County Cost. This decrease is a result of anticipated salary and benefit reductions. Net County Cost figures are estimates and are dependent upon final allocations from the state after the state budget has been adopted. HS will closely manage changes arising from the state budget. Significant changes will be addressed through the County’s quarterly budget update process, as needed.

HS programs that are not state or federal mandates do not generate state or federal revenue and are funded with Discretionary General Funding (Net County Cost) through HS. While these programs provide services that benefit HS in general, their functions do not qualify for state or federal reimbursement. These programs and their general fund impact are detailed below:

	2013-14 Budget	2014-15 Budget	Inc/(Dec)
HS Support of Office of Homeless Assistance	350,000	350,000	-
HS Support of Children's Fund	206,000	-	(206,000)
One-Time Transfer to OOA- Family Caregiver Program	386,467	-	(386,467)
PERC Training Expense	350,000	335,000	(15,000)
Total HS General Fund Support	1,292,467	685,000	(607,467)



FUNDING AND STAFFING BY PROGRAM
2014-15

Transitional Assistance Department	Requirements	Revenue	1991 Realignment	2011 Realignment	Net County Cost	Staffing
CalWorks - Eligibility	47,304,835	47,304,835	-	-	-	480
Food Stamps	104,655,860	94,665,921	-	-	9,989,939	901
CalWorks - Welfare to Work	64,648,452	64,648,452	-	-	-	410
Medi-Cal	74,934,948	74,934,948	-	-	-	964
Foster Care Administration	4,949,414	2,474,707	742,412	1,732,295	-	50
Child Care Administration	5,143,869	5,143,869	-	-	-	52
CalWorks - Mental Health	8,614,120	8,614,120	-	-	-	88
Cal-Learn	3,489,553	3,489,553	-	-	-	35
General Relief Administration	701,290	-	-	-	701,290	7
Other Programs	2,123,097	2,086,034	-	-	37,063	22
Total	316,565,438	303,362,439	742,412	1,732,295	10,728,292	3,009
Department of Children's and Family Services						
Child Welfare Services	104,063,024	57,227,608	12,536,947	32,425,074	1,873,395	768
Promoting Safe and Stable Families	2,022,669	2,022,669	-	-	-	15
Foster Training and Recruitment	200,836	104,255	-	96,581	-	1
Licensing	717,048	717,048	-	-	-	5
Support and Therapeutic Options Program	611,681	-	-	611,681	-	5
Adoptions	5,562,942	2,350,528	-	3,212,414	-	41
ILP	1,490,450	685,607	-	804,843	-	11
Other Programs	2,535,703	623,336	-	1,912,367	-	19
Total	117,204,353	63,731,051	12,536,947	39,062,960	1,873,395	865
Aging and Adult Services						
In-Home Supportive Services	20,859,279	20,859,279	-	-	-	195
Adult Protective Services	5,058,681	2,241,691	-	2,593,093	223,897	39
IHSS Provider Payments	42,197,417	-	42,197,417	-	-	-
IHSS Provider Benefits	-	-	-	-	-	-
IHSS PA	-	-	-	-	-	-
Other Programs	-	-	-	-	-	-
Total	68,115,377	23,100,970	42,197,417	2,593,093	223,897	234
Support						
						536
Non Claimable Costs						
PERC Training Expense	335,000	-	-	-	335,000	
Other	1,016,036	-	-	-	1,016,036	
Total	1,351,036	-	-	-	1,351,036	
Grand Total Administrative Budget	503,236,205	390,194,460	55,476,776	43,388,348	14,176,620	4,644



STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$335.8 million fund 4,644 budgeted positions of which 4,633 are regular positions and 11 are limited term positions.

TRANSITIONAL ASSISTANCE DEPARTMENT (TAD)

TAD program funding is expected to increase over the previous year. State elimination of the CalWORKs Young Child Exemption, the engagement of currently sanctioned CalWORKs customers and state focus on Work Performance Rates requires increased Welfare to Work case management activities. As a result, TAD has identified the need to make the following staffing changes:

Additions:

- 30 Employment Services Specialist
- 3 Supervising Employee Services Specialist I

Reclassifications:

- 5 Staff Analyst I to Staff Analyst II

CHILDREN AND FAMILY SERVICES (CFS)

CFS program funding is increasing over the previous year. The workload necessitates a need to add 1 support position.

Additions:

- 1 Office Assistant III

DEPARTMENT OF AGING AND ADULTS SERVICES (DAAS)

DAAS allocations are expected to remain relatively flat from the previous year. As a result, the Department is recommending position changes which do not impact filled positions but rather attend to necessary administrative adjustments. Staffing changes are as follows:

Deletions

- 6 Office Assistant II
- 1 Office Assistant III
- 2 Staff Analyst II

Reclassifications

- 1 Public Health Nurse II to Registered Nurse II
- 1 Supervising Social Service Practitioner to Supervising Social Worker

HS ADMINISTRATION AND SUPPORT SERVICES

HS Administration has identified the need to enhance its agency-wide disaster preparedness planning and emergency services management capabilities, as well as augment staffing at the HS Auditing division in order to keep pace with increased audit and financial reporting requirements. Staffing changes are as follows:

- Administrative Support Division – To accommodate the need for a more robust emergency planning and response enterprise within Human Services there will be an addition of:
 - 1 HS Emergency Services Manager
 - 2 Staff Analyst II
 - 1 Fiscal assistant
- Auditing Division –
 - Addition of 2 HS Auditing Managers and 2 HS Internal Auditors IV
 - Reclassification of 8 Accountants III to HS Internal Auditors III and 1 Accountant II to HS Internal Auditor II



- Deletion of 1 Fiscal Assistant and 1 Supervising Fiscal Specialist to realign unit organization.
- Information and Technology Support Division –
 - Reclassification of 1 Business Systems Analyst II to an IT Business Systems Analyst III. Reclassification of 1 Business Systems Analyst III to a Programmer Analyst III. Reclassification of 2 Programmers I to Programmers II in order to align position classifications with assigned work duties.
- Performance and Education Resource Center – the addition of 1 Public Service Employee
- Program Integrity Division (PID)- No staffing changes for this Fiscal Year.
- Program Development Division – No staffing changes for this Fiscal Year.
- Personnel Division – No staffing changes for this Fiscal Year.



The following chart provides an overview of the funding sources and local share requirements for the programs that are budgeted in the HSS Administrative Claim budget:

REVENUE SOURCE AND NET COUNTY COST BREAKDOWN

Transitional Assistance Department	Revenue				Local Share				
	Federal	% Federal	State	% State	Total Federal/State	Realignment	% Realignment	Net County Cost (NCC)	% NCC
Food Stamps	58,943,467	55%	35,722,454	33%	94,665,921	-	-	9,989,939	11%
Single Allocation									
CalWorks - Eligibility	47,304,835	100%	-	0%	47,304,835	-	-	-	-
CalWorks - Mental Health	-	-	8,614,120	100%	8,614,120	-	-	-	-
CalWorks - Cal-Learn	3,210,389	92%	279,164	8%	3,489,553	-	-	-	-
CalWorks - Welfare to Work	64,648,452	100%	-	-	64,648,452	-	-	-	-
CalWorks - Child Care Admin - Stage 1	5,143,869	100%	-	-	5,143,869	-	-	-	-
Total Single Allocation	120,307,545		8,893,284		129,200,829	-	-	-	-
Medi-Cal	37,467,474	50%	37,467,474	50%	74,934,948	-	-	-	-
Foster Care Administration	2,474,707	50%	-	0%	2,474,707	2,474,707	50%	-	-
General Relief Administration	-	-	-	-	-	-	-	701,290	100%
Other	1,832,829	86%	253,205	212%	2,086,034	-	-	37,062	2%
Total	221,026,022		82,336,417		303,362,439	2,474,707		10,728,291	

This is the fixed County MOE for the CalWorks Single Allocation which is split between Eligibility and Food Stamps. \$9,939,989

Remainder of Single Allocation for Stage 1 Childcare is \$27,264,832 (provider payments) and is accounted for in ETP budget.

Other Revenue Reducing Local Share

Department of Children's Services									
Child Welfare Services - Basic	57,227,608	50%	-	0%	57,227,608	44,962,021	43%	1,873,395	2%
Child Welfare Services - Augmentation									
CWS Total	57,227,608		-		57,227,608	44,962,021		1,873,395	
Promoting Safe and Stable Families	2,022,669	100%	-	0%	2,022,669	-	-	-	-
Foster Training and Recruitment	104,255	52%	-	0%	104,255	96,581	48%	-	-
Licensing	266,780	37%	450,268	63%	717,048	-	-	-	-
Support and Therapeutic Options Program	-	0%	-	0%	-	611,681	100%	-	-
Adoptions	2,350,528	42%	-	0%	2,350,528	3,212,414	58%	-	-
ILP	685,607	46%	-	0%	685,607	804,843	54%	-	-
Other Programs	623,336	25%	-	0%	623,336	1,912,367	75%	-	-
Total	63,280,783		450,268		63,731,051	51,599,907		1,873,395	

Augmentation Funds shall be used for Emergency Response, Family Maintenance, and Permanent Placement and shall not supplant existing CWS funds. These funds will be available by exhausting the total CWS Basic allocation

Other Revenue Reducing Local Share

Aging and Adult Services									
In-Home Supportive Services	10,429,640	50%	10,429,640	50%	20,859,279	-	-	-	0%
Adult Protective Services	2,241,691	44%	-	0%	2,241,691	2,593,093	51%	223,897	4%
IHSS Provider Payments Local Match	-	0%	-	0%	-	42,197,417	100%	-	0%
IHSS Provider Benefits Local Match	-	-	-	-	-	-	-	-	-
IHSS PA Local Cost Match	-	-	-	-	-	-	-	-	-
Other Programs	-	-	-	-	-	-	-	-	-
Total	12,671,331		10,429,640		23,100,970	44,790,510		223,897	

This is the fixed County MOE for Adult Protective Services Administration. \$223,897

IHSS Provider Payments - State pays providers and the county is only billed for its local share of costs.

IHSS medical benefits local match of \$625,000.

Other Revenue Reducing Local Share

Non Claimable Costs									
PERC Training Expense	-	-	-	-	-	-	-	335,000	100%
Other	-	-	-	-	-	-	-	1,016,036	100%
Total	-	1,351,036							

Misc. Revenue reducing county share

Fed/State Revenue only.

Total Administrative Budget									
	296,978,136	59%	93,216,325	18%	390,194,460	98,865,124	20%	14,176,620	3%



2014-15 POSITION SUMMARY

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
Transitional Assistance Department	3009	0	3,009	2721	255	33	3,009
Children and Family Services	857	8	865	801	64	0	865
Department of Aging and Adult Services	234	0	234	200	34	0	234
HS Administration and Support Services	533	3	536	466	65	5	536
Total	4,633	11	4,644	4,188	418	38	4,644

Transitional Assistance Department Administration		Region 1		Region 2	
<u>Classification</u>		<u>Classification</u>		<u>Classification</u>	
1 Director		1 Deputy Director		1 Deputy Director	
1 Assistant Director		2 Secretary I		1 Secretary I	
1 Executive Secretary II		6 Childcare Provider		7 Childcare Provider	
1 C-IV Project Coordinator		286 Eligibility Worker I/II		317 Eligibility Worker I/II	
1 TAD District Manager		31 Eligibility Worker III		34 Eligibility Worker III	
1 Program Specialist I		45 Eligibility Worker Trainee		45 Eligibility Worker Trainee	
2 Office Assistant III		32 Eligibility Worker Supervisor I		35 Eligibility Worker Supervisor I	
1 Program Specialist II		6 Interpreter/Translator		7 Interpreter/Translator	
1 Staff Analyst II		38 Office Assistant II		39 Office Assistant II	
10		2 Office Assistant III		3 Office Assistant III	
		5 Supervising Office Assistant		4 Supervising Office Assistant	
		6 TAD District Manager		6 TAD District Manager	
	460				499
Region 3		Region 4		Region 5	
<u>Classification</u>		<u>Classification</u>		<u>Classification</u>	
1 Deputy Director		1 Deputy Director		1 Deputy Director	
1 Secretary I		1 Secretary I		1 Secretary I	
7 Childcare Provider		8 Childcare Provider		6 Childcare Provider	
353 Eligibility Worker I/II		293 Eligibility Worker I/II		296 Eligibility Worker I/II	
40 Eligibility Worker III		38 Eligibility Worker III		38 Eligibility Worker III	
45 Eligibility Worker Trainee		45 Eligibility Worker Trainee		38 Eligibility Worker Supervisor I	
42 Eligibility Worker Supervisor I		33 Eligibility Worker Supervisor I		7 Interpreter/Translator	
6 Interpreter/Translator		4 Interpreter/Translator		40 Office Assistant II	
39 Office Assistant II		38 Office Assistant II		2 Office Assistant III	
3 Office Assistant III		2 Office Assistant III		5 Supervising Office Assistant	
5 Supervising Office Assistant		5 Supervising Office Assistant		6 TAD District Manager	
8 TAD District Manager		6 TAD District Manager		440	
1 TAD Regional Manager					
551		474			
Region 6		Contact Center			
<u>Classification</u>		<u>Classification</u>			
1 Deputy Director		1 Deputy Director			
1 Secretary I		1 Secretary I			
1 Contract TAD Staff Assistant		127 Eligibility Worker I/II			
7 Employment Services Manager		13 Eligibility Worker III			
281 Employment Services Specialist		14 Eligibility Worker Supervisor I			
24 Employment Services Trn		5 Staff Analyst II			
5 Employment Services Technician		4 TAD District Manager			
46 Office Assistant II		165			
5 Supervising Office Assistant					
38 Supervising Emp. Services Specialist					
1 TAD Regional Manager					
410					
Department of Aging and Adult Services		Region 2		Admin and Support Services	
<u>Classification</u>		<u>Classification</u>		<u>Classification</u>	
2 Deputy Director		1 Deputy Director		1 Director	
2 Secretary I		1 Secretary I		1 Executive Secretary II	
2 District Manager		1 District Manager		1 Distric Manager	
4 Supvsg Social Services Practitioner		3 Supervising Social Services Practitioner		1 Supvsg Social Services Practitioner	
5 Supervising Social Worker		3 Supervising Social Worker		7 Social Worker II	
2 Supervising Office Assistant		2 Supervising Office Assistant		2 Office Assistant III	
12 Office Assistant II		10 Office Assistant II		1 Office Specialist	
12 Office Assistant III		10 Office Assistant III		1 Supervising Office Assistant	
1 Office Assistant IV		1 Supervising Public Health Nurse		2 Staff Analyst II	
2 Public Health Nurse II		2 Regisrered Nurse II		17	
2 Regisrered Nurse II		16 Social Service Practitioner			
16 Social Service Practitioner		43 Social Worker II			
62 Social Worker II		93			
124					



Children and Family Services

Administrative and Financial Services

Classification

- 1 Director
- 1 Assistant Director
- 1 Program Specialist II
- 1 Executive Secretary III
- 1 Secretary I
- 1 Administrative Supervisor II
- 1 Administrative Supervisor I
- 1 CFS Project Coordinator
- 3 Staff Analyst
- 4 Office Assistant III
- 9 Fiscal Assistant

24

North Desert Region

Classification

- 1 Deputy Director
- 1 Secretary I
- 2 Child Welfare Services Manager
- 13 Supv. Social Services Practitioner
- 1 Supervising Office Specialist
- 3 Supervising Office Assistant
- 78 Social Services Practitioner
- 25 Social Worker II
- 9 Social Services Aide
- 26 Office Assistant III
- 2 Office Assistant II

161

Western Region

Classification

- 1 Deputy Director
- 1 Secretary I
- 2 Child Welfare Services Manager
- 15 Supv. Social Services Practitioner
- 1 Supervising Office Specialist
- 3 Supervising Office Assistant
- 91 Social Services Practitioner
- 17 Social Worker II
- 5 Social Services Aide
- 25 Office Assistant III
- 4 Office Assistant II
- 1 Eligibility Worker II

166

Central Region

Classification

- 1 Deputy Director
- 1 Secretary I
- 2 Child Welfare Services Manager
- 11 Supv. Social Services Practitioner
- 1 Supervising Office Specialist
- 2 Supervising Office Assistant
- 76 Social Services Practitioner
- 15 Social Worker II
- 4 Social Services Aide
- 21 Office Assistant III
- 3 Office Assistant II

137

Eastern Region

Classification

- 1 Deputy Director
- 1 Secretary I
- 2 Child Welfare Services Manager
- 14 Supv. Social Services Practitioner
- 1 Supervising Office Specialist
- 3 Supervising Office Assistant
- 80 Social Services Practitioner
- 13 Social Worker II
- 5 Social Services Aide
- 24 Office Assistant III
- 3 Office Assistant II
- 7 Peer and Family Assistant

154

Placement Resources

Classification

- 1 Deputy Director
- 1 Secretary I
- 3 Child Welfare Services Manager
- 11 Supv. Social Services Practitioner
- 1 Supervising Office Specialist
- 2 Supervising Office Assistant
- 1 Supervising Fiscal Specialist
- 28 Social Services Practitioner
- 15 Social Worker II
- 22 Office Assistant III
- 3 Office Assistant II
- 1 Staff Analyst II
- 11 Peer and Family Assistant
- 6 Fiscal Specialist
- 1 Program Specialist I
- 12 Educational Liaison

119

System Resources

Classification

- 1 Deputy Director
- 1 Secretary I
- 3 Child Welfare Services Manager
- 11 Supv. Social Services Practitioner
- 1 Supervising Office Specialist
- 3 Supervising Office Assistant
- 12 Social Services Practitioner
- 4 Social Worker II
- 5 Social Worker Trainee
- 1 Social Services Aide
- 26 Office Assistant III
- 2 Staff Analyst II
- 32 Intake Specialist
- 1 Eligibility Worker II
- 1 Childcare Provider

104



Human Services Administration	Administrative Support Division	Information, Technology and Support Division
<u>Classification</u> 1 Assistant Executive Officer 1 Executive Secretary III 1 Administrative Analyst III 1 Staff Analyst II 1 Contract C-IV Manager 1 Cont Business Applications Manager 1 Contract Project Lead 1 Contract C-IV Accountant I 1 Contract C-IV Tech/Site Prep Coord. 5 Contract Business Analyst 1 Contract IT Technical Assistant II <hr/> 15	<u>Classification</u> 2 Deputy Executive Officer 1 Executive Secretary II 3 Office Assistant III 2 Administrative Analyst III 5 Administrative Supervisor II 1 Supervising Fiscal Specialist 1 Supervising Office Assistant 2 Stores Supervisor II 1 Systems Accountant II 24 Staff Analyst II 1 Staff Analyst I 1 Accountant II 2 Accounting Technician 2 Fiscal Specialist 4 Fiscal Assistant 4 Office Assistant II 4 Stores Specialist 10 Storekeeper 1 Secretary I 1 Public Service Employee <hr/> 72	<u>Classification</u> 1 Dpartment IS Administrator 1 Secretary I 3 Department Systems Engineer 4 Business Applications Manager 2 Supv. Automated Systems Analyst II 7 Business Systems Analyst III 4 Business Systems Analyst II 2 Business Systems Analyst I 7 Programmer Analyst III 2 Programmer II 6 Programmer III 5 Automated Systems Analyst II 15 Automated Systems Analyst I 27 Automated Systems Technician 6 Applications Specialist 2 Stores Specialist 1 Fiscal Specialist 2 IT Technical Assistant 1 Staff Analyst I 1 Office Assistant III <hr/> 99
<p style="text-align: center;">Legislation, Research, Quality Supportive Services Division</p> <u>Classification</u> 1 Legislative Program Manager 1 Administrative Supervisor I 1 Program Specialist II 3 Statistical Analyst 1 Statistical Analyst Trainee 1 Eligibility Worker Supervisor I 7 Eligibility Worker III 1 Office Assistant III <hr/> 16	<p style="text-align: center;">Performance and Education Resource Center</p> <u>Classification</u> 1 Chief Learning Officer 1 Secretary I 1 Human Services Comm Officer 1 T&D Manager 3 T&D Supervisor 7 T&D Specialist 1 Supv. Office Assinstnt 11 Staff Training Instructor 1 Staff Analyst I 1 Media Specialist I 1 Fiscal Assistant 2 Office Assistant III 5 Office Assistant II 1 Public Service Employee <hr/> 37	<p style="text-align: center;">Program Integrity Division</p> <u>Classification</u> 1 HSS Program Integrity Chief 1 Secretary I 4 Case Review Specialist 1 Supervising Case Review Specialist 20 Appeals Specialist 8 Fiscal Assistant 23 Fraud Investigator 76 HSS Quality eviuew Specialist 7 HSS Quality Review Supervisor I 2 HSS Quality Review Supervisor III 3 Office Assistant II 3 Office Assistant III 1 Supervising Office Assistant 1 Supervising Office Specialist 2 Supervising Appeals Specialist I 1 Supervising Appeals Specialist II 3 Supervising Fraud Investigator I 1 Supervising Fraud Investigator II <hr/> 158
<p style="text-align: center;">Auditing</p> <u>Classification</u> 1 HSS Auditing Manager 2 HS Admin Manager 2 HS Internal Auditor IV 8 HS Internal Auditor III 1 HS Internal Auditor III 1 Secretary I 1 Supervising Accountant III 2 Supervising Accountant II 11 Fiscal Assistant 1 Staff Analyst I 1 Staff Analyst Trainee 2 Systems Accountant II 4 Accounting Technician 2 Office Assistant II 5 Fiscal Specialist 2 Supervising Fiscal Specialist <hr/> 46	<p style="text-align: center;">Program Development Division</p> <u>Classification</u> 1 Deputy Director 1 Secretay I 3 Supervising Program Specialist 1 Supervising Social Service Practitioner 1 Supervising Office Assistant 11 Program Specialist II 27 Program Specialist I 1 Fiscal Assistant 9 Office Assistant III 1 Office Assistant II 2 Program Manager 2 Social Services Practioner <hr/> 60	<p style="text-align: center;">Personnel Division</p> <u>Classification</u> 1 HS Admin Manager 1 Secretary I 1 Supervising Fiscal Specialist 1 Volunteer Services Coordinator 1 Personnel Technician 13 Payroll Specialist 1 Fiscal Specialist 4 Office Assistant II <hr/> 23
<p style="text-align: center;">Children's Network (CNET)</p> <u>Classification</u> 1 CNET Comm. & Event Coordinator 1 Contract Children's Network Analyst 1 Associate CNET Officer 1 Cont Child Abuse Prev. Coordinator 1 CNET Officer 2 Office Assistant III 1 Secretary II 1 Social Worker II 1 Contract Case Coordinator <hr/> 10		

