

## AGING & ADULT SERVICES

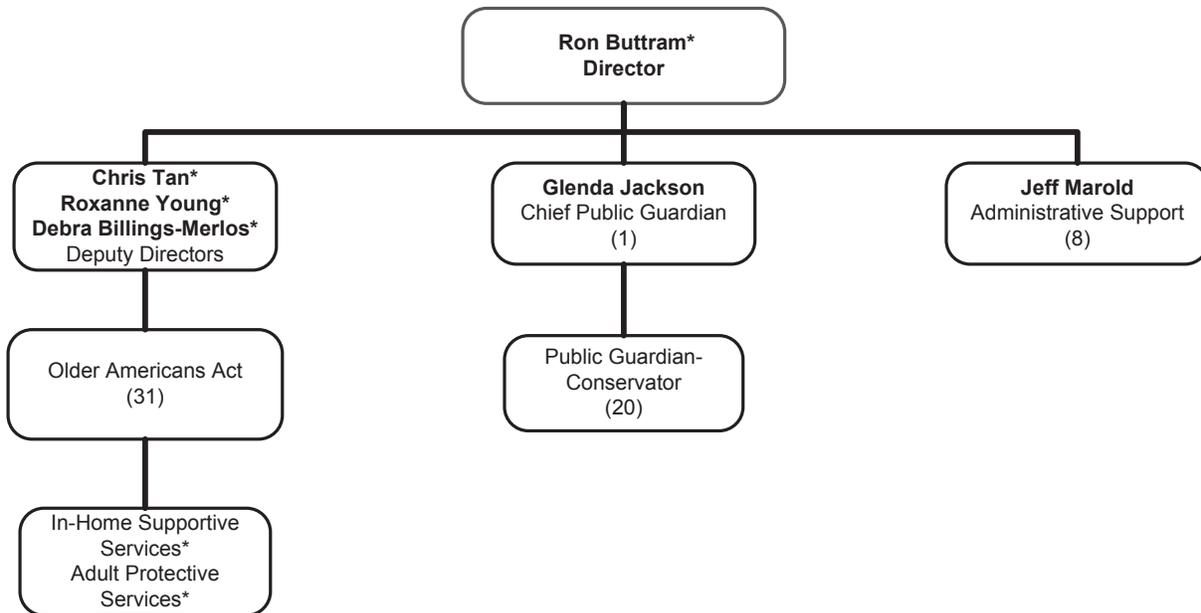
### Ron Buttram

#### DEPARTMENT MISSION STATEMENT

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



#### ORGANIZATIONAL CHART



\*Staffing is budgeted in the Human Services Administrative Claim budget unit

#### 2015-16 SUMMARY OF BUDGET UNITS

	2015-16					
	Requirements	Sources	Net County Cost	Use of / (Contribution to) Fund Balance	Use of / (Contribution to) Net Position	Staffing
<b>General Fund</b>						
Aging and Adult Services	9,373,472	9,373,472	0			39
Public Guardian - Conservator	1,115,851	230,513	885,338			21
<b>Total General Fund</b>	<b>10,489,323</b>	<b>9,603,985</b>	<b>885,338</b>			<b>60</b>
<b>Total - All Funds</b>	<b>10,489,323</b>	<b>9,603,985</b>	<b>885,338</b>	<b>0</b>	<b>0</b>	<b>60</b>



### 2014-15 MAJOR ACCOMPLISHMENTS

- Received NACo Achievement Award for “Transportation Reimbursement Escort Program (TREP)” in which DAAS partners with community agencies and volunteers to provide transportation to medical care and other needed services to seniors who live in remote areas and would otherwise be homebound.
- Provided 305,000 Congregate meals and 370,000 Home Delivered meals via the department’s Elderly Nutrition Program.
- Assisted 2,300 low-income seniors with applications to the “Home Energy Assistance Program”, by which those seniors obtained approximately \$600,000 in reduced home electrical and heating costs.
- Distributed Senior Farmers Market Nutrition Program coupon books worth \$20 each to a total of 2,250 seniors.

### DEPARTMENT PERFORMANCE MEASURES

COUNTY GOAL: IMPROVE COUNTY GOVERNMENT OPERATIONS		Measure	2013-14 Actual	2014-15 Target	2014-15 Actual	2015-16 Target
OBJECTIVE	Monitor and evaluate operations and implement strategies to continually improve efficiency, effectiveness, and collaboration.	Percentage of conservatees' bills paid within 10 days of receipt	94.50%	87%	96%	87%
STRATEGY	Ensure Public Guardian provides timely and accurate financial support to conservatees.					
COUNTY GOAL: PROVIDE FOR THE SAFETY, HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS		Measure	2013-14 Actual	2014-15 Target	2014-15 Actual	2015-16 Target
OBJECTIVE	Partner with County and non-County agencies and maximize the use of Federal and State programs and funding to address the public health, safety and social service needs of County residents and move participants to self-sufficiency.	Number of customers contacted by Senior Information and Assistance staff	17,869	13,267	14,892	13,930
STRATEGY	Enhance senior safety and independence by connecting customers with community resources.					
COUNTY GOAL: PROVIDE FOR THE SAFETY, HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS		Measure	2013-14 Actual	2014-15 Target	2014-15 Actual	2015-16 Target
OBJECTIVE	Partner with County and non-County agencies and maximize the use of Federal and State programs and funding to address the public health, safety and social service needs of County residents and move participants to self-sufficiency.	Percentage of emergency APS referrals responded to within 24 hours	100%	100%	100%	100%
STRATEGY	Provide in-person response within 24 hours to emergency Adult Protective Services (APS) referrals, including intake, intervention, and/or reports of life threats or crises.					



## Aging & Adult Services

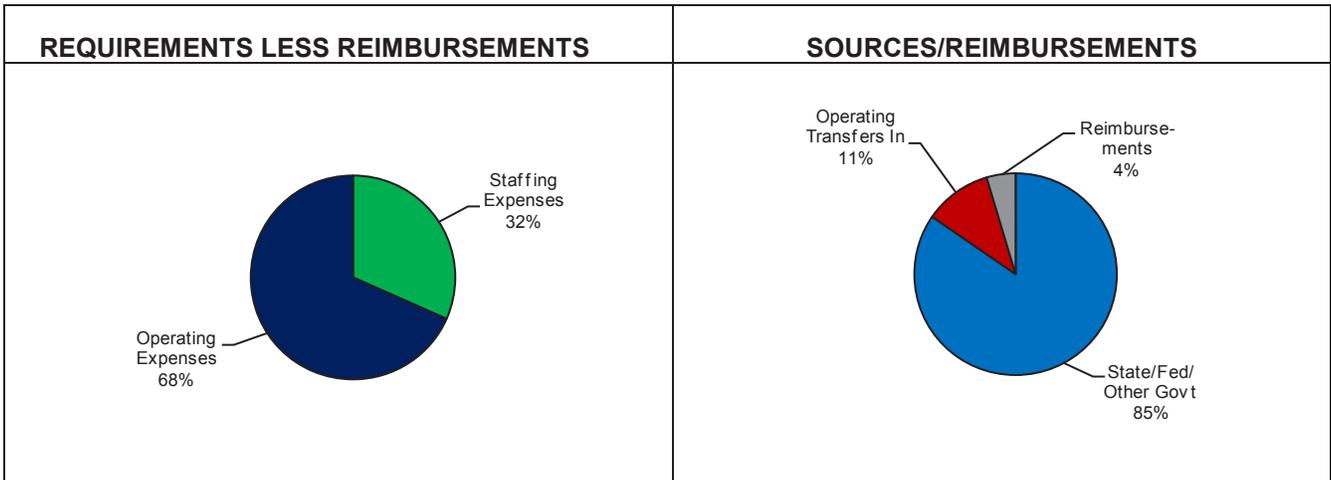
### DESCRIPTION OF MAJOR SERVICES

The Department of Aging & Adult Services (DAAS), under the direction of the California Department of Aging (CDA), serves as the federally-designated Area Agency on Aging (AAA) for the County of San Bernardino and is responsible for administering programs under the Older American Act.

Budget at a Glance	
Requirements Less Reimbursements	\$9,827,360
Sources/Reimbursements	\$9,827,360
Net County Cost	\$0
Total Staff	39
Funded by Net County Cost	0%

The department works to ensure options are easily accessible to all older individuals and to have a visible resource where seniors can go or call for information. Programs offered by the department include Senior Information and Assistance (SIA), Elderly Nutrition Program, Senior Community Service Employment Program (SCSEP), Senior Supportive Services, Health Insurance Counseling and Advocacy Program (HICAP), Family Caregiver Support Program (FCSP), Multipurpose Senior Services Program (MSSP), and Long-term Care Ombudsman Program (OMB).

### 2015-16 ADOPTED BUDGET



## ANALYSIS OF 2015-16 ADOPTED BUDGET

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

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

	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Final Budget	2015-16 Adopted Budget	Change From 2014-15 Final Budget
<b>Requirements</b>							
Staffing Expenses	3,428,338	3,401,839	3,280,439	2,934,147	3,117,858	3,110,091	(7,767)
Operating Expenses	6,297,267	6,344,441	5,806,596	6,709,684	7,025,212	6,717,269	(307,943)
Capital Expenditures	0	0	0	0	0	0	0
Total Exp Authority	9,725,605	9,746,280	9,087,035	9,643,831	10,143,070	9,827,360	(315,710)
Reimbursements	(561,178)	(429,147)	(494,474)	(356,476)	(378,343)	(453,888)	(75,545)
Total Appropriation	9,164,427	9,317,133	8,592,561	9,287,355	9,764,727	9,373,472	(391,255)
Operating Transfers Out	0	0	0	0	0	0	0
Total Requirements	9,164,427	9,317,133	8,592,561	9,287,355	9,764,727	9,373,472	(391,255)
<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	7,972,198	8,276,356	7,321,847	8,322,691	8,707,107	8,315,852	(391,255)
Fee/Rate	0	0	0	0	0	0	0
Other Revenue	144,606	136,427	10,862	(7,938)	0	0	0
Total Revenue	8,116,804	8,412,783	7,332,709	8,314,753	8,707,107	8,315,852	(391,255)
Operating Transfers In	1,057,620	1,057,620	1,207,627	1,057,620	1,057,620	1,057,620	0
Total Financing Sources	9,174,424	9,470,403	8,540,336	9,372,373	9,764,727	9,373,472	(391,255)
Net County Cost	(9,997)	(153,270)	52,225	(85,018)	0	0	0
Budgeted Staffing*	48	47	43	38	38	39	1

\*Data represents final budgeted staffing

## MAJOR EXPENDITURES AND REVENUE IN 2015-16 ADOPTED BUDGET

Staffing expenses of \$3.1 million fund 33 regular positions and 6 limited term positions. Operating expenses of \$6.7 million includes \$5.2 million in contracted services for the Elderly Nutrition, Senior Supportive Services, and Family Caregiver programs. The remainder is used for other contracted services to include the MSSP and Transportation Reimbursement Escort Program. Total State and Federal revenue of \$8.3 million supports programs including Senior Nutrition Services (Title IIIC), MSSP, Senior Supportive Services (Title IIIB), and Family Caregiver. Operating transfers in of \$1.1 million represent Discretionary General Funding for aging programs.

## BUDGET CHANGES AND OPERATIONAL IMPACT

Requirements are decreasing by \$391,255 primarily due to a reduction in services and supplies and contracted vendor payments; and an offsetting increase in reimbursements received from other County departments. The reductions are in direct relation to the reduction in sources.

Sources are decreasing by \$391,255 primarily as a result of reduced federal funding for the Elderly Nutrition, Supportive Services, and Family Caregiver programs in 2015-16.



**2015-16 POSITION SUMMARY\***

Division	2014-15 Final Staffing	Adds	Deletes	Reorgs	2015-16 Adopted	Limited	Regular
Admin	8	0	0	0	8	0	8
MSSP	9	0	0	0	9	0	9
OMB	4	1	0	0	5	4	1
SCSEP	2	0	0	0	2	2	0
SIA	15	0	0	0	15	0	15
Total	38	1	0	0	39	6	33

\*Detailed classification listing available in Appendix D

**STAFFING CHANGES AND OPERATIONAL IMPACT**

Staffing expenses of \$3.1 million fund 39 budgeted positions of which 33 are regular positions and 6 are limited term positions. In 2015-16 budgeted positions will increase from 38 to 39 due to the addition of one contracted Ombudsman Field Coordinator position, which restores a position previously included in the 2013-14 budget but eliminated in 2014-15 due to federal sequestration budget cuts.



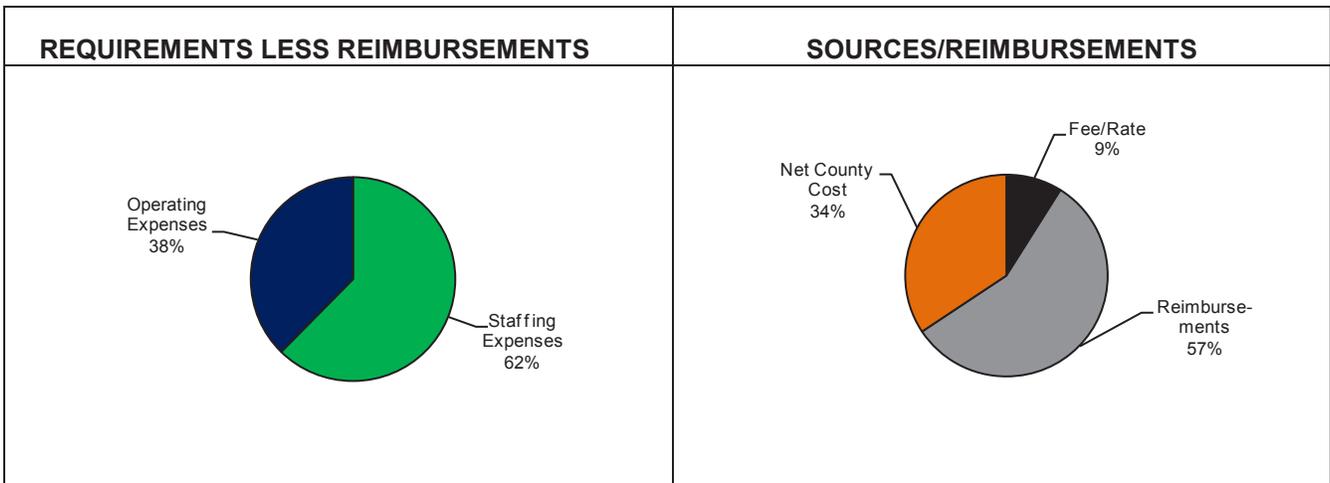
## Public Guardian – Conservator

### DESCRIPTION OF MAJOR SERVICES

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

Budget at a Glance	
Requirements Less Reimbursements	\$2,576,893
Sources/Reimbursements	\$1,691,555
Net County Cost	\$885,338
Total Staff	21
Funded by Net County Cost	34%

### 2015-16 ADOPTED BUDGET



## ANALYSIS OF 2015-16 ADOPTED BUDGET

GROUP: Human Services  
DEPARTMENT: DAAS - Public Guardian  
FUND: General

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

	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Final Budget	2015-16 Adopted Budget	Change From 2014-15 Final Budget
<b>Requirements</b>							
Staffing Expenses	1,291,130	1,410,648	1,520,273	1,418,119	1,558,709	1,607,265	48,556
Operating Expenses	751,034	640,965	567,956	695,182	805,122	969,628	164,506
Capital Expenditures	0	0	0	42,427	100,000	0	(100,000)
Total Exp Authority	2,042,164	2,051,613	2,088,229	2,155,729	2,463,831	2,576,893	113,062
Reimbursements	(1,397,484)	(1,358,597)	(1,229,253)	(1,183,544)	(1,422,192)	(1,461,042)	(38,850)
Total Appropriation	644,680	693,016	858,976	972,185	1,041,639	1,115,851	74,212
Operating Transfers Out	0	0	0	0	0	0	0
Total Requirements	644,680	693,016	858,976	972,185	1,041,639	1,115,851	74,212
<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	97,055	146,673	155,717	81,242	102,951	0	(102,951)
Fee/Rate	135,416	96,316	112,216	351,329	300,000	230,513	(69,487)
Other Revenue	514	179	(1,572)	1,498	0	0	0
Total Revenue	232,985	243,168	266,361	434,069	402,951	230,513	(172,438)
Operating Transfers In	0	0	0	0	0	0	0
Total Financing Sources	232,985	243,168	266,361	434,069	402,951	230,513	(172,438)
Net County Cost	411,695	449,848	592,615	538,116	638,688	885,338	246,650
Budgeted Staffing*	18	19	19	19	19	21	2

\*Data represents final budgeted staffing

## MAJOR EXPENDITURES AND REVENUE IN 2015-16 ADOPTED BUDGET

Staffing expenses of \$1.6 million fund 21 regular positions. Operating expenses of \$969,628 represent program expenses that include COWCAP, central services and County Counsel expenses. Reimbursements of \$1.5 million represent funding received primarily from the Department of Behavioral Health for conservatee case costs and from the Sheriff/Coroner/Public Administrator for reimbursement of warehouse operation costs.

Estate fee revenue of \$230,513 represents court-ordered fees paid to the department from the estates of conservatees.

## BUDGET CHANGES AND OPERATIONAL IMPACT

Requirements are increasing by \$74,212 as a result of higher salary and benefit costs which will increase as a result of the addition of two Deputy Public Guardian positions and the inclusion of County Counsel expenses in 2015-16 for court time associated with the Public Guardian-Conservator program. In prior years these County Counsel expenses were incurred in County Counsel's budget. The increased costs are primarily offset by a decrease in one-time capital expenditures.

Sources are decreasing by \$172,438, which includes decreases to Estate Fees, the elimination of the Medi-Cal Administrative Activities and AB109 prisoner release programs. Net County Cost is increasing by \$246,650 primarily due to the transfer of funding for County Counsel expenses for conservatee court time to this budget unit.



**2015-16 POSITION SUMMARY\***

Division	2014-15 Final Staffing	Adds	Deletes	Reorgs	2015-16 Adopted	Limited	Regular
Public Guardian - Conservator	19	2	0	0	21	0	21
Total	19	2	0	0	21	0	21

\*Detailed classification listing available in Appendix D

**STAFFING CHANGES AND OPERATIONAL IMPACT**

Staffing expenses of \$1.6 million fund 21 budgeted regular positions. This represents an increase of two additional Deputy Public Guardian positions necessary due to an increase to initial and ongoing case work. These positions are funded through an increase to reimbursements and a decrease in one-time capital expenditures.

