REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS OF SAN BERNARDINO COUNTY, CALIFORNIA AND RECORD OF ACTION

MAY 13, 2003

FROM: **BRIAN McCORMICK**
Public Administrator - Coroner

SUBJECT: **INCREASE IN REVENUE AND APPROPRIATIONS**

RECOMMENDATION: Authorize the Auditor/Controller-Recorder to increase appropriation for services and supplies shortage and increase revenue related to the Targeted Case Management MediCal program to cover this shortage in the Public Administrator - Coroner budget in the amount of $120,000, as detailed in the Financial Impact section. (4 votes required)

BACKGROUND INFORMATION: This action would recognize additional federal revenue for the Targeted Case Management/MediCal Administrative Activities (TCM/MAA) program in the amount of $120,000 and increase appropriations accordingly so that the department will have adequate appropriations for "Services and Supplies" to cover expenditures for the rest of this fiscal year. This is the first year that the MediCal Administrative Activities program was implemented in the department and the calculation of reimbursable cost was not available at the time the original budget or the earlier year-end estimates were prepared; therefore, these revenues were not included in the 2002-03 budget projections.

The shortages in appropriations are due to several factors:

1. Public Guardian estate liability insurance premium from prior years were charged by Risk Management against this year's budget. These unexpected charges total to approximately $52,000 as of April 15, 2003. There will be no additional charges this fiscal year.

2. Due to the long process of filling vacant permanent/authorized positions, this department utilized temporary labor to fill in until permanent employees were hired. The amount expensed is approximately $15,000 as of April 15, 2003. Additional charges of approximately $6,000 will still be necessary for the rest of the fiscal year.

3. Facilities Management charges were inadequately budgeted during the original budget process. The department's intention was to increase this expense category as well as others in mid-year when more accurate revenue estimates are available and approved. The total amount charged as of April 15, 2003 is $20,000. We expect to incur approximately $7,000 more in charges through the rest of this fiscal year. The amount originally budgeted for this was $2,000 even though prior year expenses totaled $44,294.

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4. Due to upgrades in the department's computer systems currently in progress and the replacement of leased computers that expired in February of this year, the amount budgeted for this expense category was underestimated when the original budget was prepared. An additional $20,000 is needed to cover the upgrade work in progress through the end of the fiscal year.

REVIEW BY OTHERS: This request has been reviewed by the Auditor/Controller-Recorder (Pat Sharrit, Chief Deputy Controller) on May 5, 2003; Risk Management (Pamela Thompson, Risk Manager) on May 5, 2003; and the County Administrative Office (Marcia Faulkner, Administrative Analyst) on May 5, 2003.

FINANCIAL IMPACT: This action would increase revenue and appropriations in 2002-03 as follows:

Increase	AAA PAC PAC	9150	$120,000	Federal Aid
Increase	AAA PAC PAC 200	2225	$ 52,000	Public Guardian Estate Insurance
Increase	AAA PAC PAC 200	2335	21,000	Temporary Help – Outside Services
Increase	AAA PAC PAC 200	2870	27,000	Maintenance and Custodial Services
Increase	AAA PAC PAC 200	2421	20,000	ISD Direct Labor
			$120,000	

Appropriate adjustments have been made in the 2003-04 proposed budget.

SUPERVISORIAL DISTRICT(S): All.

PRESENTER: Brian McCormick, Public Administrator - Coroner (909) 387-2543.