

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2018-19**

Department: **DEPT OF SOCIAL SERVICES
ADMINISTRATION (07510)**
Function: **Public Assistance**
Activity: **Administration**
Fund: **General**

	<u>ACTUAL 2016-17</u>	<u>BOARD APPROVED 2017-18</u>	<u>DEPARTMENT REQUEST 2018-19</u>	<u>CAO RECOMMENDED 2018-19</u>
<u>ESTIMATED REVENUES:</u>				
REVENUE FROM USE OF MONEY/PROPERTY				
640300 Rents & Concessions	1,201	0	0	0
TOTAL REVENUE FROM USE OF MONEY/PROPERTY	1,201	0	0	0
INTERGOVERNMENTAL REVENUE				
650800 State - Pub Assist Admin	5,970,115	6,580,634	7,492,260	7,492,260
650910 State - Pub Assist Realignment	0	1,000,000	0	0
655000 Federal - Pub Assist Admin	20,050,971	26,554,823	27,781,163	27,781,163
659000 Other - Government Agencies	399,936	364,179	418,949	418,949
TOTAL INTERGOVERNMENTAL REVENUE	26,421,022	34,499,636	35,692,372	35,692,372
CHARGES FOR CURRENT SERVICES				
662700 Other Charges for Services	19,434	24,028	13,629	13,629
TOTAL CHARGES FOR CURRENT SERVICES	19,434	24,028	13,629	13,629
MISCELLANEOUS REVENUE				
670000 INTRAFUND REVENUE	0	50,000	80,000	80,000
671003 Welfare Repayments	1,518	1,510	1,580	1,580
673000 Miscellaneous Revenue	111,953	3,172	3,319	3,319
TOTAL MISCELLANEOUS REVENUE	113,471	54,682	84,899	84,899
OTHER FINANCING SOURCES				
680100 Sales of Fixed Assets	4,295	2,568	2,686	2,686
680200 Operating Transfers In	4,930,025	4,179,556	3,983,502	3,983,502
TOTAL OTHER FINANCING SOURCES	4,934,320	4,182,124	3,986,188	3,986,188

COUNTY OF MADERA
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	ACTUAL 2016-17	BOARD APPROVED 2017-18	DEPARTMENT REQUEST 2018-19	CAO RECOMMENDED 2018-19
TOTAL ESTIMATED REVENUES	31,489,448	38,760,470	39,777,088	39,777,088
EXPENDITURES:				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	15,066,457	16,515,563	16,856,392	16,856,392
710103 Extra Help	549,576	879,704	861,523	861,523
710105 Overtime	270,632	200,000	350,000	350,000
710106 Standby & Night Premium	103,920	60,000	60,000	60,000
710200 Retirement	4,869,557	5,455,579	5,865,854	5,865,854
710300 Health Insurance	2,190,196	2,713,633	3,317,580	3,317,580
710400 Workers' Compensation Insurance	576,531	709,356	765,708	765,708
710500 Other Benefits	108	0	0	0
TOTAL SALARIES & EMPLOYEE BENEFITS	23,626,977	26,533,835	28,077,057	28,077,057
SERVICES & SUPPLIES				
720300 Communications	203,698	345,600	320,000	320,000
720500 Household Expense	116,246	124,235	124,235	124,235
720600 Insurance	45,784	88,174	210,591	210,591
720601 General Insurance	5,381	7,251	5,734	5,734
720800 Maintenance - Equipment	88,165	96,100	96,000	96,000
720900 Maintenance - Structures & Grounds	23,192	48,000	39,000	39,000
721100 Memberships	53,186	55,465	61,791	61,791
721300 Office Expense	952,755	1,065,114	926,894	926,894
721400 Professional & Specialized Services	1,573,025	3,576,733	3,566,637	3,566,637
721500 Publications & Legal Notices	3,509	5,500	5,500	5,500
721600 Rents & Leases - Equipment	80,753	112,000	82,000	82,000
721700 Rents & Leases - Buildings	970,128	1,129,144	1,123,044	1,123,044
721900 Special Departmental Expense	510,655	1,774,122	1,122,615	1,122,615
722000 Transportation & Travel	107,463	146,000	146,000	146,000
722100 Utilities	193,950	248,000	254,000	254,000
TOTAL SERVICES & SUPPLIES	4,927,890	8,821,438	8,084,041	8,084,041

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	<u>ACTUAL 2016-17</u>	<u>BOARD APPROVED 2017-18</u>	<u>DEPARTMENT REQUEST 2018-19</u>	<u>CAO RECOMMENDED 2018-19</u>
FIXED ASSETS				
740300 Equipment	118,054	222,000	174,000	174,000
TOTAL FIXED ASSETS	118,054	222,000	174,000	174,000
OPERATING TRANSFER OUT				
750100 Operating Transfers Out	339,678	0	0	0
TOTAL OPERATING TRANSFER OUT	339,678	0	0	0
INTRAFUND TRANSFERS				
770100 Intrafund Expense	3,707,693	4,648,483	5,266,903	5,266,903
TOTAL INTRAFUND TRANSFER	3,707,693	4,648,483	5,266,903	5,266,903
<u>TOTAL EXPENDITURES</u>	<u>32,720,292</u>	<u>40,225,756</u>	<u>41,602,001</u>	<u>41,602,001</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>1,230,844</u>	<u>1,465,286</u>	<u>1,824,913</u>	<u>1,824,913</u>

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

COMMENTS

This budget contains the salaries and operating funds to administer all of the various Social Services Programs. These Public Assistance Programs are mandated by Federal and State statutes.

The Department has full-service facilities in Madera, Chowchilla and Oakhurst. In addition, employees are out-stationed at Madera Community Hospital, First 5 – Chowchilla, and Workforce Assistance Center – Madera.

Temporary Assistance to Needy Families (TANF)

In August 1996, the Federal Government passed the Welfare Reform Bill, which included the regulations regarding TANF. The State of California, in August 1997, adopted these TANF regulations into a State Program entitled CalWORKS. An employment program is the principle component of CalWORKS. Counties are required to prepare a detailed plan on how the Program is to put the maximum number of people into employment. The Federal Bill also sets time limits in which an individual can remain on assistance without working, and the total amount of time a person has during a lifetime to receive benefits. The Madera County Department of Social Services developed and received approval from the California Department of Social Services to implement a local CalWORKS Program.

The County's CalWORKS Program provides self-sufficiency focused services under CalWORKS regulations. A wide range of services are developed through a collaborative effort with both public and private agencies, businesses, the faith community and individuals. The Program also provides follow-up services to ensure former clients are able to retain the self-sufficiency they achieved through these services. The Program's objective is to give each participant the opportunity to achieve realistically established goals to reduce dependence on welfare, increase personal responsibility, and attain self-sufficiency.

For 2018-19, it is anticipated the State will allocate approximately \$6.5 million to the County of Madera for the CalWORKS Program. The allocation will fund the administration of the CalWORKS Programs, and current and future employment and self-sufficiency programs. The County is required to maintain a local "Maintenance of Effort" (MOE) in the amount of \$574,869 for CalWORKS administration. With the enactment of the State 2012-13 budget, the State portion of CalWORKS costs became an additional MOE paid for by shifting 1991 Mental Health Realignment funds to backfill the State portion of the CalWORKS costs. The 2018-19 MOE is the equivalent of this shifted funding. All CalWORKS/Welfare to Work costs above the Maintenance of Effort are paid entirely with Federal funds.

Economic Development Commission

CalWORKS also funds the County share of the Madera County Economic Development Commission (EDC) operational costs. The Board of Supervisors, in concert with the City Councils of Chowchilla and Madera, has supported an Economic Development Commission for the purpose of attracting industry to Madera County. The thirteen member Commission consists of one City Council Member representing each of the two incorporated cities, one County Supervisor representing the County, one member representing each of the six Chambers of Commerce, one member-at-large, two members representing the Work Force Investment Board, and a member representing a Public Utility Company.

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

COMMENTS (continued)

Economic Development Commission (continued)

Funding has previously been contributed by the two Cities, the County, and other miscellaneous sources. In Fiscal Year 2018-19, the Madera County Department of Social Services will claim Madera County's cost for the Economic Development Commission services under the auspices of the CalWORKS Program in the amount of \$213,838 in order to attract new businesses and employment opportunities to Madera County. CalWORKS' Maintenance of Effort can be utilized to cover these costs.

The Madera County Economic Development Commission has requested the following funding commitment for the 2018-19 fiscal year from the following sources:

	2016-17 <u>Actual</u>	2017-18 <u>Authorized</u>	2018-19 <u>Recommended</u>
County of Madera	\$215,838	\$253,838	\$213,838
City of Madera	155,112	173,626	173,626
City of Chowchilla	27,047	32,254	32,254

In-Home Supportive Services - Public Authority

In October 2002, the Board of Supervisors, by ordinance, created the "In-Home Supportive Services - Public Authority" as a separate and distinct legal entity for the purpose of serving as employer of record for Independent Providers; to provide the functions required of a Public Authority; and to provide other functions related to the delivery of IHSS, and that members of the Board of Supervisors serve as the governing body of the Public Authority. For details, please see the "In-Home Supportive Services - Public Authority" budget.

The necessary staff required to carry out the activities of the Public Authority is provided to the Authority from the Department of Social Services Administration Budget through an Inter-Agency agreement. Three (3) positions are allocated to the Social Services Administration Budget for assignment to the Public Authority. The cost of staff services is appropriated in permanent salaries, retirement and health insurance accounts in the 2018-19 Social Services Administrative budget (estimated at \$155,000).

The IHSS Public Authority will be sharing in certain facilities and equipment with Social Services.

Reimbursement of Indirect Costs

Under the Federal provisions of the Office of Management and Budget, Circular A-87, the County has an indirect cost allocation plan in place that allows the County to be reimbursed for costs incurred by departments in the County for supplying goods and services to the Department of Social Services.

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

COMMENTS (continued)

Realignment 2011

For the 2011-12 State budget, the Legislature enacted the Realignment of several administrative programs, shifting funding responsibility to counties and providing a revenue stream from a percentage of State sales tax and Vehicle License Fees to offset the additional costs. Projected administrative Realignment funding is estimated to be \$3,983,502 for fiscal year 2018-19 for Adult Protective Services and a variety of Child Welfare programs.

SALARIES & EMPLOYEE BENEFITS

- 710102** Permanent Salaries (\$16,856,392) are recommended increased \$340,829 based on recommended staffing levels.
- 710103** Extra Help (\$861,523) is recommended decreased \$18,181 based on staffing needs for part-time help in the areas of Imaging, Clerical, Adoptions, Eligibility and Executime.
- 710105** Overtime (\$350,000) is recommended increased \$150,000 for overtime and is used for staff called-out on child and adult protective service calls.
- 710106** Standby & Night Premium (\$60,000) is recommended unchanged for the required standby of the Emergency Response Program.
- 710200** Retirement reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** Health Insurance is based on the employer's share of health insurance premiums.
- 710400** Workers' Compensation reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300** Communications (\$320,000) is recommended decreased \$25,600 based on projected phone charges that include long distance, data and wireless expenses. The IHSS Public Authority will pay \$2,219 as its share of cost for Communications.
- 720500** Household Expense (\$124,235) is recommended unchanged and is used for contractual janitorial service, rug service and miscellaneous janitorial supplies. The IHSS Public Authority will pay \$1,300 as its share of cost for Household Expense.

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

SERVICES & SUPPLIES (continued)

- 720600** **Insurance** (\$210,591) reflects the Department's contribution to the County's Self-Insured Liability Program. The IHSS Public Authority will pay \$16,850 as its share of cost for Insurance.
- 720601** **General Insurance** (\$5,734) is recommended as the Department's contribution to the County's Property Insurance Program.
- 720800** **Maintenance - Equipment** (\$96,000) is recommended reduced \$100 based on current and projected expenditures for the maintenance of office equipment, auto maintenance, and telephone maintenance. Costs for gasoline purchased from Central Garage is allocated under Transportation and Travel. The IHSS Public Authority will pay \$500 as its share of cost for equipment maintenance.
- 720900** **Maintenance - Structures and Grounds** (\$39,000) is recommended reduced \$9,000. This account includes expenditures for materials and labor for the maintenance and repair of the buildings done through outside vendors. The IHSS Public Authority will pay \$250 as its share of cost for Main Otenance of Structures.
- 721100** **Memberships** (\$61,791) is recommended increased \$6,326 for memberships in the County Welfare Directors' Association – CWDA (\$49,912); the National Association of County Human Services Administrators - NACHSA (\$315); the Local Chapter of the Personnel Management Association-IPMA-CCC (\$100), the Society for Human Resource Management – SHRM (\$175); various Chambers of Commerce (\$690); the United way (\$1000); the Homeless Continuum of Care (\$2,500); the State Bar of California (\$824); the National Adult Protective Services Association - NAPSA (\$275); and the Central Valley Consortium - CCASSC (\$6,000).
- 721300** **Office Expense** (\$926,894) is recommended reduced \$138,220 for office and photocopy supplies, mailing costs, and computer supplies. The IHSS Public Authority will pay \$3,430 as its share of cost for Office Expense.
- 721400** **Professional & Specialized Services** (\$3,566,637) is recommended reduced \$10,096. This account also funds the following recommended contractual agreements:

NON CalWORKs PROGRAMS

<u>Staff Training Services</u> (100% State Funded)	\$ 260,100
<u>CSUF</u> – Cohort Training for Child Welfare staff	139,840

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

SERVICES & SUPPLIES (continued)

721400 Professional & Specialized Services (continued)

NON CalWORKs PROGRAMS (continued)

<u>Employee Assistance Plan</u> - Department contribution	\$ 6,100
<u>Reading & Beyond</u> - CalFresh Employment & Training	169,330
<u>Time Study Buddy</u> – Time Reporting tool for time studies	40,000
<u>Ongoing Maintenance and Operation</u> - C-IV system	182,580
<u>KIOSKS</u> – ongoing maintenance for (four) C-IV kiosks in reception areas.	26,405
<u>Sierra Tel - Card Access System</u> - Ongoing Maintenance	30,000
<u>Annual IT</u> - Anti-Virus Upgrade, Software Licenses, IT Training, Training Software	162,000
<u>Rushmore</u> – to maintain a case-review, data collection instrument and evaluation tool to support and capture trends in the Food Stamp, MediCal, CalWorks, Child Welfare, and IHSS Programs. The goal is to identify trends and reduce case errors.	22,500
<u>Internal Investigator</u> – Legal fees to address personnel complaints and investigations.	60,000
<u>Accurint</u> – This project is used to search United States for identification/location of family members of youth in foster care to establish life-long connections to a caring adult.	6,500
<u>Fire Extinguisher Training</u>	150
<u>Orchid</u> – Translation and Interpreting Service.	22,000
<u>Golden State Family Services</u> – Emergency contract beds.	19,200

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

SERVICES & SUPPLIES (continued)

721400 Professional & Specialized Services (continued)

NON CalWORKs PROGRAMS (continued)

<u>Safe Measures</u> – Maintenance costs for Supervisor/management reporting software that is used to identify and track Child Welfare direct-service practices which are reviewed and audited by State and Federal agencies.	\$ 10,400
<u>APS Case Management System</u> – Ongoing costs for case management for APS cases.	24,000
<u>LIVE SCAN Fingerprinting</u> – Costs for fingerprinting machine to fingerprint all employees who are expected to have frequent and routine contact with children as well as employees who have access to Criminal Offenders Record Information through their assignments. Machine will also be used for Adoptions.	20,000
<u>BioMetrics4All</u> – Annual maintenance fee for fingerprinting service.	2,760
<u>Security Guards</u> – Guard at offices/visitations and after-hours alarm response.	50,000
<u>Language Line</u> – Over the phone and video interpreting services.	12,000
<u>Adoptions – Out of State Attorney Fees (ICPC)</u>	20,000
<u>Title IV- E</u> includes programs for Educational Support for Dependent Youth.	115,574
<u>Shared Vision Consultants</u> – to facilitate the development of the Madera County Self Assessment, System Improvement Plan, Peer Review and written review in order to highlight the strengths and gaps of the child welfare and probation placement programs.	37,180
<u>ReadySetGo!</u> – Contract for ILP youth.	73,261
<u>Fleet GPS Monitoring System</u> – To be able to track staff in county vehicles out in field.	14,000

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

SERVICES & SUPPLIES (continued)

721400 Professional & Specialized Services (continued)

NON-CalWORKs PROGRAMS (continued)

<u>ETO</u> – Efforts to Outcome software renewal fee.	\$ 1,200
<u>Community Action Partnership of Madera</u> - Child Forensic Interview Team (CFIT).	15,146
<u>Psychosocial Assessments</u> - for Resource Family Approvals (RFA).	155,400
<u>Capitol Trac</u> – Legislation updates	1,908
<u>Foster Parent Recruitment, Retention Support Program</u> – Foster Parent Mentors	24,000
<u>Professional Exchange Service</u> – Answering service to assist with Hotline calls for both Child Welfare and Adult Services programs.	20,000
<u>Road 28 Building Project</u> – Dreyfuss & Blackford / Kitchell fees.	54,600
<u>Application Development</u> – to replace outdated Central Index system	100,000
<u>First 5 – AmeriCorps</u> – Child Welfare Services prevention program (two staff)	20,000
<u>Mobile Iron Software and Training</u> – to upgrade i-Pad software and train on usage.	101,000
<u>VDI Mobile Solutions</u> – to replace software for i-Pads.	150,000
<u>Homeless Management Info System (HMIS)</u> –training and report reviewing (three users) .	2,500

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

SERVICES & SUPPLIES (continued)

721400 Professional & Specialized Services (continued)

CalWORKs PROGRAMS

<u>State Center Community College District (SCCCD) Vocational Education</u> – Short-term employment classes, as well as vocational skills training to assist TANF/CalWORKs clients to be job-ready.	\$164,418
	213,838
<u>Economic Development</u> – Madera County Economic Development Commission (EDC) to provide job creation and business expansion.	22,898
<u>Workforce Investment Corporation – Job Fair Event</u> to promote employment, training and educational services.	205,200
<u>Workforce Investment Corporation - Work Keys</u> is a computer based assessment for evaluation of employment related skills and characteristics.	275,000
<u>Expanded Subsidized Employment</u> is offered to qualified customers for paid work experience.	240,000
<u>Exemplar</u> – Automated performance management monitoring reports from C-IV.	23,549
<u>Madera Adult School</u> – GED assistance for WtW customers.	100
<u>My Perfect Resume</u> – Online Service for WtW Career Club customers.	
<u>Workforce Investment Corporation</u> – Transitional Job Training Program will place referred WtW participants into part-time, short-term, subsidized work site placements designed to complement other CalWORKs and / or Welfare-to-Work activities.	250,000

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

SERVICES & SUPPLIES (continued)

721500 **Publications & Legal Notices** (\$5,500) is recommended unchanged for Adoptions noticing and recruitment of foster homes and special staff. The IHSS Public Authority will pay \$250 as its share of publication costs.

721600 **Rents & Leases - Equipment** (\$82,000) is recommended reduced \$30,000 for the lease of 15 copy machines (\$73,700), folding machine (\$700), postage machine (\$5,000) and miscellaneous rentals (\$600).

721700 **Rents & Leases - Buildings** (\$1,123,044) is recommended reduced \$6,100 for lease of the following locations: 629 East Yosemite Ave (\$165,813); the Administration Office Building on 700 East Yosemite (\$162,737); 720 East Yosemite Avenue (\$374,887); the Oakhurst Office (\$83,495); the Chowchilla Office (\$73,478); shared space at First 5 - Chowchilla (\$35,666); the Adoption facility on Lake Street (\$26,400); the Gateway office for Adult Services (\$56,148), the shared office space at 2037 W Cleveland (\$138,000) and rented storage spaces (\$6,420). The IHSS Public Authority will pay \$7,931 as its share of costs.

721900 **Special Departmental Expense** (\$1,122,615) is recommended reduced \$651,507. The IHSS Public Authority will pay \$1,000 as its share of costs. This account funds the following:

<u>IRS Intercept Fee, Vital Statistics, and Miscellaneous Expenses.</u>	\$ 20,000
<u>Adoption Celebration Day</u> - An event to thank parents who have adopted children in Madera County.	1,000
<u>Child Welfare Services</u> – Counseling, reimbursement of mileage, and other related costs.	330,000
<u>Independent Living Skills Program</u> – Youths in foster care are eligible for cash incentives for specific activities, such as opening a bank account (\$25); graduating from high school (\$500); and attending an Independent Living Skills Workshop (\$20). There is no County cost.	50,319
<u>Adult Protective Services</u> – provides emergency and temporary housing, temporary caretakers' costs, wheel chair ramps, apnea monitors, glasses and psychiatric services. This also includes Elder Abuse Month supplies.	4,500
<u>Preserving Safe and Stable Families</u> – Family support, preservation and reunification.	174,649

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

SERVICES & SUPPLIES (continued)

721900 Special Departmental Expense (continued)

<u>Alarm Service</u> – Sierra Tel for Lake Street office	\$ 300
<u>Diamond Communications</u> – Alarm Service and panic buttons.	3,620
<u>Protech</u> – Annual alarm monitoring for Chowchilla office.	660
<u>Pride Class</u> – Food and snacks for participant’s children during training classes.	500
<u>Ergonomic Reviews</u> - Staff special equipment needs.	3,200
<u>“Fitness for Duty” Medical Exams</u> – Employees - outside agency.	9,000
<u>Big Brothers, Big Sisters</u> – Priority match for Foster youth.	9,999
<u>CASA</u> – Advocate recruitment.	9,999
<u>Badges and Gate Cards</u> – for Social Service employees.	3,000
<u>Foster Parent Appreciation Event</u> – An event to thank Madera County Foster Parents.	3,000
<u>Welfare to Work Career Club</u> – Graduation supplies for WtW customers.	100
<u>Commercially Sexually Exploited Children</u> – to develop protocols to train caseworkers and out of home caregivers, and educate children / youth on how to avoid exploitation.	30,000
<u>Child and Family Teams</u> – Funding to coordinate care and case planning for all children and youth in the Child Welfare System.	25,000
<u>Resource Family Approval</u> – family-friendly & child-centered caregiver approval process.	50,000

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

SERVICES & SUPPLIES (continued)

721900 Special Departmental Expense (continued)

Foster Parent Recruitment, Retention and Support – to improve direct services & support to licensed foster family homes, approved relative families and relative caregivers. \$ 60,000

Foster Family Home Recruitment and Parent Program – funding is to assist with development and implementation of recruitment and training activities for Foster Homes. 6,370

CMIPS – M&O County Share 17,399

Kinship Foster Care Program – funding is to assist in removing barriers to create successful placements of relative care giver and foster family homes. 5,000

Housing Support Program - funding is to assist CalWORKs families with temporary housing. 300,000

Walmart Gift Cards – for Welfare to Work (WtW) performance completion of assigned activities and / or monthly required hours to help increase Work Participation Rate (WPR) and re-engage sanctioned and exempt WtW participants. 5,000

722000 Transportation & Travel (\$146,000) is recommended unchanged and is used for anticipated training sessions for staff, cost of gasoline, and maintenance purchased from Central Garage. The IHSS Public Authority will pay \$1,000 as its share of costs.

722100 Utilities (\$254,000) is recommended increased \$6,000 to provide for the Department's share of the County's utility cost. The IHSS Public Authority will pay \$1,602 as its share of cost for Utilities

FIXED ASSETS

740300 Equipment (\$174,000) is recommended decreased \$48,000 to purchase the following fixed assets:

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

FIXED ASSETS (continued)

740300 Equipment (continued)

Vehicles

- 4 Four-Door Sedan – (R) (\$21,000 each) to replace high mileage vehicles #s 414, 422, 423, and 424.
- 1 Four-Door Sedan – (R) (\$21,000) to replaced totaled vehicle - 407.
- 3 Four-Door Sedan – (N) (\$21,000 each) to increase fleet due to staff needs in IHSS/APS/CWS.

Computer Equipment

- 1 Cisco 3850 Switch (R) (\$6,000)

INTRAFUND TRANSFER

770100 Intrafund Expense (\$5,266,903) is recommended increased \$618,420 to reimburse departments for services provided, including Auditor-Controller-One Solution Support (\$54,635), Human Resources (\$139,950), Building and Improvements (\$80,000), Building Maintenance (\$35,000), Grounds Maintenance (\$15,000), Public Health – Office Assistant (\$25,000), Employee Share Retiree Health (\$555,811) and Information Technology (\$2,825,546). This account also funds the following programs that were previously in Special Department Expense (721900):

<u>New Employee Physical Examinations</u> – provided by the Public Health Department.	\$ 10,000
<u>Mental Health Substance Abuse</u> – Contract for mental health services for participants and their children in the CalWORKs Program.	649,537
<u>Family Support</u> – Rent for staff housed at this location.	18,324
<u>Behavioral Health</u> – Child Welfare services for children and families.	25,000
<u>Public Health Nurses</u> –assigned to health needs of children in Child Welfare Emergency Response and Foster Care. The nurses identify resources to care for any identified health needs. Also, includes nurse for Adult Protective Services assessments.	400,000
<u>Public Health</u> – TB Testing	300

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

INTRAFUND TRANSFER (continued)

<u>Public Health</u> – TST Testing	\$ 800
<u>Public Health</u> – Cal Learn Case Management	231,000
<u>Public Health</u> – Drug Testing for Child Welfare clients	28,000
<u>Child Welfare System – New System</u> – Funds for internal development and participation for Child Welfare Digital Services (CWDS) –New Sytem project modules. Includes Data Conversion, Change Management training, Help Desk activities and IT Support.	83,000
<u>Public Guardian</u> – cost for PG staff time studying to Medi-CAL.	90,000

FUND SOURCES

	<u>Total Cost</u>	<u>Local Cost</u>	<u>Federal/State Cost</u>
Department of Social Services – Administration	\$41,602,001	\$ 6,081,203	\$35,520,798
Department of Social Services - Public Assistance Programs	41,316,378	12,406,253	28,910,125
Department of Social Services - General Relief	<u>890,416</u>	<u>890,416</u>	<u>0</u>
TOTAL	\$83,808,795	\$19,377,872	\$64,430,923
Less Estimated DSS 1991 State Realignment for 2018-19		(\$7,137,476)	
Other Admin Revenue ⁽¹⁾		(272,787)	
Other Assist Revenue ⁽²⁾		(290,000)	
Other General Fund Revenue ⁽³⁾		(62,310)	
Transfer Health/BHS Realignment		(891,741)	
2011 Realignment Transfer In (Admin)		(3,983,502)	
2011 Realignment Transfer In (Assist)		<u>(3,677,500)</u>	
ESTIMATED COUNTY TOTAL NET COST		\$ 3,062,556	

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

FUND SOURCES (continued)

⁽¹⁾Other revenue includes inter/intrafund transfers from Public Authority and Public Guardian.

⁽²⁾Other revenue includes collections received from various sources for overpayments of warrants issued for Foster Care, CalFresh and CalWORKS.

⁽³⁾Other revenue includes collections received from County burial and General Assistance repayments.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2018-19**

Department: DEPT OF SOCIAL SERVICES
ADMINISTRATION (07510)
Function: Public Assistance
Activity: Administration
Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2017-18 Authorized Positions</u>		<u>2018-19 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3601	Account Clerk I or							
3602	Account Clerk II	11.0	2.0	11.0	2.0	-	-	
3349	Accounting Technician I	3.0	-	3.0	-	-	-	
3600	Account Clerk Supervisor I	2.0	-	2.0	-	-	-	
3600	Account Clerk Supervisor I or							
3703	Account Clerk Supervisor II	1.0	-	1.0	-	-	-	
3205	Administrative Analyst I or							
3206	Administrative Analyst II	7.0	-	7.0	-	-	-	
3209	Senior Administrative Analyst	2.0	-	2.0	-	-	-	B
3684	Central Services Assistant	3.0	-	3.0	-	-	-	
3688	Central Services Worker	0.5	-	0.5	-	-	-	
3680	Data Entry Operator	7.0	-	7.0	-	-	-	
3221	Deputy County Counsel I or							
3222	Deputy County Counsel II or							
3223	Deputy County Counsel III	2.0	-	2.0	-	-	-	
3132	Deputy Director-Welfare	2.0	-	2.0	-	-	-	
2129	Director of Social Services	1.0	-	1.0	-	-	-	
3340	Eligibility Supervisor or							
3280	Employment and Training Worker Supervisor	23.0	7.0	23.0	7.0	-	-	
3341	Eligibility Worker I or							
3342	Eligibility Worker II							
3281	Employment and Training Worker I or							
3282	Employment and Training Worker II or							
3521	Vocational Trainee or							
3520	Vocational Assistant	112.0	-	112.0	-	-	-	

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2018-19**

Department: **DEPT OF SOCIAL SERVICES
ADMINISTRATION (07510)**
Function: **Public Assistance**
Activity: **Administration**
Fund: **General**

		2017-18 Authorized Positions		2018-19 Proposed Positions			Y-O-Y Changes in Positions
3343	Eligibility Worker III	28.0	-	28.0	-	-	-
3283	Employment and Training Worker III	5.0	-	5.0	-	-	-
3374	Legal Assistant I or						
3375	Legal Assistant II or						
3376	Legal Assistant III	1.0	-	1.0	-	-	-
3533	Office Assistant I or						
3534	Office Asssitant II	13.0	-	13.0	-	-	-
3633	Office Assistant III	8.0	-	8.0	-	-	-
3681	Office Services Supervisor I or						
3682	Office Services Supervisor II	7.0	-	7.0	-	-	-
3639	Personnel Assistant	2.0	-	2.0	-	-	-
3636	Program Assistant I or						
3637	Program Assistant II	1.0	-	1.0	-	-	-
3169	Program Manager I	6.0	-	6.0	-	-	-
3683	Program Manager Secretary	3.0	-	3.0	-	-	-
3679	Secretary or						
3610	Administrative Assistant	2.0	-	2.0	-	-	-
3286	Social Worker I or						
3287	Social Worker II or						
3288	Social Worker III or						
3289	Social Worker IV	65.0	-	65.0	-	-	-
3284	Social Worker Supervisor I or						
3285	Social Worker Supervisor II	16.0	-	16.0	-	-	-
3290	Staff Services Manager I	2.0	-	2.0	-	-	-
	TOTAL	335.5	9.0	335.5	9.0	-	-