Journal Interface JI **Fiscal Period:** 08/09 Department Name: Health Services Dept - Mental Health Record: Date: 08/10/09 Number Interfaced By **Batch Date** Prepared By: Contact Phone (ext): Copied By Copy Date **Authorized By:** Scanned By Scan Date File Name: JI41080509_0809_BT_Revised Document Total: 3,072,564.00 Audit **Audited By Audit Date** Trans Sub -Line Num Code Index Code Object **User Code DR Amount CR Amount DESCRIPTION (UP TO 50 CHARACTERS)** 1 002 152000 0544 88,900.00 FY0809 BUD REV -INCREASE MH VLF REVENUE 2 159320 7000 011 88,900.00 FY0809 BUD REV -INCREASE XFER TO MH REALIGN TF 3 002 7776410 2021 88,900.00 FY0809 BUD REV -INCREASE MH VLF XFER FROM GF 4 011 7776410 7000 88,900.00 FY0809 BUD REV -INCREASE XFER TO MH SPEC REV FUND 5 002 413210 2021 88,900.00 FY0809 BUD REV -INC MH VLF XFER FROM MH REALIGN TE 6 011 413210 4323 88,900.00 FY0809 BUD REV -INC APPRO FOR MH SVC CONTRACTS 7 003 7776410 2021 198,000.00 FY0809 BUD REV -CORR BI2900003223 - WRONG S/O USED 8 002 7776410 2020 198,000.00 FY0809 BUD REV -CORR BI2900003223 - WRONG S/O USED 9 7776410 0661 002 197.000.00 FY0809 BUD REV -INCREASE REALIGN SALES TAX 10 7776410 011 7000 197,000.00 FY0809 BUD REV -INC RST XFER TO MH SPEC REV FUND 11 002 413210 2027 197,000.00 FY0809 BUD REV -INC RST XFER FROM MH REALIGN TF 12 011 413210 4323 197,000.00 FY0809 BUD REV -INC APPRO FOR MH SVC CONTRACTS 13 002 413510 0661 20,008.00 FY0809 BUD REV -EST BUDGET MANAGED CARE OFFSET 14 FY0809 BUD REV -EST BUDGET MANAGED CARE OFFSET 011 413510 5003 20.008.00 15 011 7776340 7258 328,787.00 FY0809 INCR PUBLIC HLTH REAL TO MENTAL HLTH REAL 16 012 7776410 7388 328,787.00 FY0809 INCR PUBLIC HLTH REAL TO MENTAL HLTH REAL 328,787.00 FY0809 INCR MENTAL HLTH REAL TRANSFER TO OP 17 011 7776410 7000 18 012 7776340 7000 328,787.00 FY0809 DECR PUBLIC HLTH REAL REV TO PUBLIC HLTH OP

1,536,282.00 1,536,282.00

(If you need more lines, insert additional rows.)

Lines 1-6: Adjust budget for \$88,900 add'l VLF Worksheet/support attached

Lines 7-8: Correct s/o prior budget transfer Prior Budget Transfer Attached, see line 6

Lines 9-12: Increase budget for add'l sales tax of \$197,000 avail for transfer down to operating - sum of \$185,000 of additional sales tax collections Sept 08 thru Aug 09 and \$12,000 additional sales tax collections in Aug 2008 (07-08 August 08 accrual less than actual). Per worksheet/support attached.

Lines 13-14: Increase / establish budget for Managed Care Revenue and Offset - per worksheet/support attached.

Lines 15-18: Adjust / Correct budget to transfer realignment from Public Health to Mental Health via realignment SRF's pursuant to government code and State reporting. Prior Budget Transfer Attached, see lines 12-17, has adjusted the operating budgets to accommodate this realignment transfer to Mental Health instead of Public Health.

Соц	inty Sales Tax Realignment FY 08/0	9			8/10/2009
		Mental Hith 7776410 77 / 0661		Public Hith 777603/406100 686	Social Svc 777605 77 / 0606
	Base (Prior Yr Actual)	77 7 0001	Ĺ	000	777 0000
	Budget 08/09	2,110,934.00		1,078,025.00	5,000,435.00
	CMSP Budget 08/09			705,541.00	
	Total Budgeted 08/09	2,110,934.00	_	1,783,566.00	5,000,435.00
Special Revenue Fu	inds				
7776xxx	FMS Actual through June 09	1,917,250.89		637,156.25	3,602,273.24
	July 08/09 Actual Collections	202,436.96		145,927.56	382,396.72
	August 08/09 Estimated Collections	188,000.00	,	135,000.00	350,000.00
	Total Collections 08/09		traces to FAMIS	918,083,81	4,334,669.96
Operating Funds		_,,	Fund rev. 0661	5.0,000.0	1,23 1,000.00
41xxxx	YTD Managed care	20,007.37	***************************************		
406100	YTD CMSP	20,007.07		749,012.21	
	Collections 08/09				
	Over/(Under) Budget	196,753.85		(116,469.98)	(665,765.04)
Budget Trans	— ifer Amt 41xxx 0661 Increase/(Decrease)	20,007.37	- =>Lines 13-14_	0	0
Budget Tran	=		=> lines 9-12	9	(665,700.00)
- Dauget 11an		197,000.00	-/ 1162 1-12 =		(005,700.00)
Cou	nty VLF Realignment FY 08/09				
		WIC 17604(d)	WIC 17604 (b)	WIC 17604	WIC 17604 (b)
	1	Mental Health	Mental Health	Public Health	<u>SocialServices</u>
		152000/0543	152000/0544	152000/0545	152000/0546
	Base (Prior Yr Actual)		0.00283836	0.00542726	0.004284979
	Budget 08/09	66,131.00	866,842.00	5,570,619.00	278,764.00
	Total Budgeted 08/09	66,131.00	866,842.00 🗸	5,570,619.00	278,764.00
08/	/09 YTD Actual Collections through Jun	66,130.75	899,129.37	5,261,002.85	235,381.65
	July 08/09 Actual Collections		56,604.18	/ 331,203.94	14,818.28
	Total Collections 08/09	66,130.75	955,733.55 ✔	5,592,206.79	250,199.93
	Collections 08/09				
	Over/(Under) Budget	(0.25)	88,891.55	21,587.79	(28,564.07)
Budget T	ransfer Amount Increase/(Decrease)	0	88,900.00	21,600.00	0
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TE SUPERVISORS DATE CLE	SIGNATURE EMAIRMAN, BOARD OF SUPERVISORS	6/12/09	MEKATA	Le tra	HIEF ADMINISTRATIVE OFFICE: ANALYS	7-0	
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RATIVE OR ATTACH A MEMO. AUDITOR / CONTROLLER'S OFFICE. IND USE AN "ODD AND EVEN" NUMBERED TRANSACTION CODE. 2ASE IN APPROPRIATION / BOS APPROVED. EASE IN APPROPRIATION / BOS APPROVED.	COMPLETE THE INFORMATION BELOW, WITH JUSTIFICATION NARRATIVE OR ATTACH A MEMO. WE THE GOLD COPY AND SUBMIT COMPLETED REQUEST TO THE AUDITOR / CONTROLLER'S OFFICE. UST BE AT LEAST TWO LINES, NOT EXCEED TWENTY SIX LINES, AND USE AN "ODD AND EVEN" NUMBERED TO BESTINATED REVENUE * 011 = INCREASE IN APPROPRIATION / BOS APPROVED * 012 = DECREASE IN APPROPRIATION / BOS APPROVED	COMPLETE THE INFORMATION BELOW, WITH JUSTIFICATION NAR REMOVE THE GOLD COPY AND SUBMIT COMPLETED REQUEST TO THE A BUDGET TRANSFER REQUEST MUST BE AT LEAST TWO LINES, NOT EXCEED TWENTY SIX LINES, A * 002 = INCREASE BSTIMATED REVENUE * 013 = DECREASE BSTIMATED REVENUE * 013 = DECREASE BSTIMATED REVENUE	COMPLETE THE INFORMATION OF THE GOLD COPY AND EQUEST MUST BE AT LEAST TWO INCREASE BSTIMATED REVENUE DECREASE BSTIMATED REVENUE	REMOVE REQUEST MUS REQUEST MUS REQUEST MUS REQUEST MUS REQUEST MUS	UDGET TRANSFER • 002 = • 003 =	A BL	8
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7	012	7776410	7000		<u> 198,000.00</u>		FY0809 DECR MH RLNMT VLF OP XFR OUT IN SRF
8	003	411000	2021			198,000.00	FY0809 DECR MH RLNMT VLF OP XFR IN MH
9	003	7776410	0661			570,000.00	FY0809 DECR MH RLNMT SALES TAX REVENUE
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24	011	411000	5002				FY0809 INCR MH OTHER CHARGES
25	011	411000	6040				FY0809 INCR MH FIXED ASSETS
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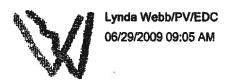
Totals 7,840,860.00 7,840,860.00

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Per Dept GF contribution 3,060,643.00 MH VLF (198,000.00) MH ST (570,000.00) PH VLF 270,393.00 PH ST 58,394.00 Total MH Revenue Impact 2,621,430.00

MH rev adj-other decr 1,845,430.00 MH approp adj-incr 776,000.00

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18	003	411000	0001			- 320,000.00	FY0809 DECR MH USE OF FUND BALANCE
19	003	411000	0400			- 60,000.00	FY0809 DECR MH INTEREST
20	003	411000	0662		·	- 1 ,089,430.00	FY0809 DECR MH MEDICAL
21	003	411000	1640		· -	376,000.00	FY0809 DECR MH SERVICES
22	011	411000	3,000		+ .		FY0809 INCR MH SALARIES & BENEFITS
23	011	411000	4323		+ -		FY0809 INCR MH SERVICES & SUPPLIES
24	011	411000	5002		<u> </u>	76,000.00	FY0809 INCR MH OTHER CHARGES
25	011	411000	6040		+ -	2,000.00	FY0809 INCR MH FIXED ASSETS
26	012	411000	7250	,	- 279,000.00 _s		FY0809 DECR MH INTRAFUND TRANSFERS
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		GF contribution			3,060,643.00		11 + 1201 = = =
		MH VLF MH ST			(198,000.00) (570,000.00)		07+16V 17-1572 UN -07-08-03-16V
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- To Kathleen M Sergeant/PV/EDC@TCP
- CC Diana Buckley/PV/EDC@TCP, Janet M
 Walker-Conroy/PV/EDC@TCP, Joe H Harn/PV/EDC@TCP,
 Laura Schwartz/PV/EDC@TCP, Melanie A

bcc

Subject Re: MH Budget Transfer FY0809 - effect on HS fund 11-113-002

Kathy -

Thank you for the explanation, the choice of sub-objects make a lot more sense now! You are correct, with FAMIS down, I had to look at our last update of EDCat and didn't see the shortfall in Character 30. I approve the attached budget transfer and appreciate the education! I will add this email to my budget file for the future.

Thanksi

Lynda Webb, CFO El Dorado County Department of Human Services (530) 642-7279

Kathleen M Sergeant/PV/EDC



Kathleen M Sergeant/PV/EDC 06/29/2009 07:48 AM

To Lynda Webb/PV/EDC@TCP

CC Joe H Harn/PV/EDC@TCP, Robert A
Toscano/PV/EDC@TCP, Melanie A Draper/PV/EDC@TCP,
Diana Buckley/PV/EDC@TCP, Janet M
Walker-Conroy/PV/EDC@TCP, Laura
Schwartz/PV/EDC@TCP, Terri Knowlton/EDC@TCP

Subject Re: MH Budget Transfer FY0809 - effect on HS fund

Hi Lynda:

Thanks for responding so quickly, with FAMIS down I understand you couldn't view this fund's current balances or budget to actual position.

Generally I would recommend decreasing the fund balance available for appropriation only if it was overstated. However, the amount budgeted is \$227,322, compared to the actual is \$435,671. Also this fund is currently over its character 30 appropriations at the control level (Dept 53, subfund 11-113-002), with more char 30 expenditures to post with the year-end payroll split. I suggest you adjust your character 30 budget at this time with the balance to appropriation for contingencies (7700).

In the future, and during these deficit economic times, the auditors office is recommending that the CAO/departments budget the actual amount of fund balance available for appropriation each year. This amount combined with other funding resources should comprise the total amounts available for appropriation. If amounts available exceed the fund's expected expenditures, this amount should be budgeted as an appropriation for contingencies subobject 7700 for a balanced budget. Conversely, in the case of a negative fund balance, additional amounts of resources such other fund contributions should be planned and budgeted for a balanced budget. Finally, restricted funding resources should use the first in first out basis of revenue recognition, especially if they have any time restrictions, so amounts not expended in the year can be compared to the current year's funding for corrective action and avoid having

to return revenues to the funding source.

With this in mind, can you propose new amounts, or just approve the last two lines as is, to balance this budget tranfer?



MH Budget Transfer FY0809 5 29 09.xls

Thanks.

Kathy Sergeant, CPA
Principal Financial Analyst
El Dorado County Auditor-Controller's Office
Phone 530-621-5463
Fax 530-295-2535
Lynda Webb/PV/EDC



Lynda Webb/PV/EDC 06/26/2009 01:55 PM

- To Kathleen M Sergeant/PV/EDC@TCP
- CC Diana Buckley/PV/EDC@TCP, Gayle A
 Erbe-Hamlin/PV/EDC@TCP, Janet M
 Walker-Conroy/PV/EDC@TCP, Joe H Ham/PV/EDC@TCP,
 Neda West/PV/EDC@TCP, Terri Knowlton/EDC@TCP

Subject Re: MH Budget Transfer FY0809 - effect on HS fund 11-113-002

Kathy -

Thank you for bringing this to my attention. I agree with your assessment that if Mental Health continues to bill DHS monthly for the SB163 Wraparound services through the 08-09 fiscal year, it would leave this fund with insufficient appropriations in this character to support 08-09 transactions. However, it is my understanding that Mental Health's April through June invoices for this program will not be completed and fully audited in time to be posted in FY 08-09. Reise Chambers told us quiet a few years ago that the Auditor's office would no longer accept accruals for this program, so invoices for the services for April through June will fall into 09-10. We were considering amending our 09-10 budget during the Addenda Process in September to accommodate the change to the Interfund Transfers. However, since my view is limited to the Department level, please let me know if taking this approach will create problems I am unaware of from the overall County point of view.

In terms of the BTR, assuming there is no problem amending the 09-10 budgets for the April through June MH invoices, the reduction of sub-object 7250 would be fine. I would prefer to offset this with a decrease to Fund Balance since that is the primary funding source for this activity. I have attached the modified MH BTR. Let me know your thoughts.

[attachment "MH Budget Transfer FY0809 6 25 09 Revised.xls" deleted by Kathleen M Sergeant/PV/EDC]

Thank you.

Lynda Webb, CFO
El Dorado County Department of Human Services

(530) 642-7279

Kathleen M Sergeant/PV/EDC



Kathleen M Sergeant/PV/EDC 06/26/2009 11:03 AM

To Diana Buckley/PV/EDC@TCP, Terri Knowlton/EDC@TCP, Janet M Walker-Conroy/PV/EDC@TCP, Lynda Webb/PV/EDC@TCP, Neda West/PV/EDC@TCP, Gayle A Erbe-Hamlin/PV/EDC@TCP, Joe H Ham/PV/EDC@TCP

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Subject MH Budget Transfer FY0809 - effect on HS fund 11-113-002

Lynda:

The attached Mental Health budget transfer lines 27 through 29 effects the HS department with the reduction of the character 72 spending authority in fund 11-113-002. Please concur with these lines debit/credit adjustments that are necessary to balance intrafund transactions and this budget transfer for posting.

With this 45% reduction to this fund's 72 char budget (from \$215,000 to \$119,000) there is a possibility of leaving this fund with insufficient appropriations in this character to support 08-09 transactions. Specifically, while Mental Health's charges for these services are in arrears, they appear to be running around \$15,000 monthly or \$180,000 annually. This budget reduction will reduce this budget to \$119,000. Thus, your HS/MH departments should agree and document that these services will not be provided or billed for at least the last four months of this fiscal year.

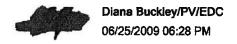
Finally, the balancing offsets necessary, lines 28 and 29, are only suggestions to the HS department based on a current budget overage in fund 11-113-002 char 30. HS management may wish to adjust this fund's expenditures and/or revenues differently.

Since this budget transfer cannot be posted until intrafund transactions balance, your prompt attention to this matter is appreciated.

Thanks.

[attachment "MH Budget Transfer FY0809 6 25 09.xls" deleted by Lynda Webb/PV/EDC]

Kathy Sergeant, CPA
Principal Financial Analyst
El Dorado County Auditor-Controller's Office
Phone 530-621-5463
Fax 530-295-2535



To Joe H Ham/PV/EDC@TCP

cc Kathleen M Sergeant/PV/EDC@TCP, Neda West/PV/EDC@TCP, Terri Knowlton/EDC@TCP, Gayle A Erbe-Hamlin/PV/EDC@TCP

bcc

Subject Re: MH Budget Transfer FY0809

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Joe & Kathy

Attached is a draft of the revised budget transfer. There was an error on the last two lines of the original budget transfer where the net of the two S/Os should have been under S/O 7380 only. Even with this correction the transaction the budget transfer is balanced but the County intrafund universe is still out of balance because the other side of the transaction needs to occur in the Human Services Department. The amount on new line 27 for SO 7380 represents reduced SB 163 funding from Human Resources.

I am sending this at 6:30 pm so can't work with HS tonight but thought I would send this now for your review. Also, I was wondering if we could... well... just let it be out of balance since we are so close to the end of the year. The actual transactions will be in balance of course.

On this issue of the description for S/O 7380 - Terri and I talked about this and think the description as shown on the original is correct. Since this is an abatement account it is confusing but we see it like this: We are reducing an abatement - which is an increase to expenditures - a less negative number = an increase to expenditures overall.

It would be great if you could post this as is but if not I will work with Lynda Webb to add the HSD portion.

Sorry for the delay in getting back to you with this information.



MH Budget Transfer FY0809 6 25 09.xls

Joe H Harn/PV/EDC

Joe H Ham/PV/EDC 06/19/2009 10:42 AM

To Diana Buckley/PV/EDC@TCP

Diana,

Can you address the issues noted below?

Joe Harn, CPA Auditor-Controller El Dorado County Work Phone (530)621-5456 Cell Phone (530)409-8291 Fax (530)295-2511 Kathleen M Sergeant/PV/EDC



Kathleen M Sergeant/PV/EDC 06/19/2009 08:43 AM

To Joe H Harn/PV/EDC@TCP

CC

Subject MH Budget Transfer FY0809

Would like to post this, however the fund type 11 intrafund transactions are out of balance. Specifically, the last two lines (26 and 27) involving the 7250 (MH intrafund transfers must balance and 7380 (MH Exp Abatements) must balance (be equal). Thus, an additional budget increase is necessary in this sub-fund's or another fund type 11's 72 character. Also, would like to verify there has been an error in 27's description, this transaction will "DECR" rather than "INCR" MH expenditure abatements' (negative) budget. Without additional back up can't evaluate the appropriateness of fixing this by reducing line 27 to \$279,000 and increasing line 22 to \$506,000 (character 30 increase), but this would avert exceeding this characters budget again next Friday.

Thanks.



MH Budget Transfer FY0809.pdf

Kathy Sergeant, CPA
Principal Financial Analyst
El Dorado County Auditor-Controller's Office
Phone 530-621-5463
Fax 530-295-2535

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						iscal Period:	FY 08/09
Department Name: Health Services-Mental Health					ntal Health		
Date:			06/03/09			Number	Meriaced By 1947 A. Belch Dale
Prepared By: Diana Buckley / Terri Knowlton							
Contact Phone (ext): 6287 / 5571						Copy:	CCopy(Dato)
Authorized By:						Serie i i i	
File Na	ame:		MH Bud	get Transfer FY	0809	Scenned By	Scan Dale and
Docum	nent To	tal:	15,489,	720.00		ANTINE .	
Line Trans Sub -						A Paradical By	AuditDate)
Line Num	Code	index Code	Sub - Object	User Code	DR Amount	CR Amount	DESCRIPTION (UP TO 50 CHARACTERS)
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4	003	152000	0544		-		FY0809 DECR MH RLNMT VLF IN DEPT 15
5	012	159320	7000		198,000.00		FY0809 DECR MH RLNMT VLF XFR OUT IN DEPT 15
6	003	7776410	2020			198.000.00	FY0809 DECR MH RLNMT VIEF OP XFR IN SRF
7	012	7776410	7000		198,000.00		FY0809 DECR MH RLNMA VLF OP XFR OUT IN SRF
8	003	411000	2021		-	198,000.00	FY0809 DECR MH RENMT VLF OP XFR IN MH
9	003	7776410	0661				FY0809 DECR MH RLNMT SALES TAX REVENUE
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20	003	411000	0662				FY0809 DECR MH MEDICAL
21	003	411000	1640				FY0809 DECR MH SERVICES
22	011	411000	3000				FY0809 INCR MH SALARIES & BENEFITS
23	011	411000	4323				FY0809 INCR MH SERVICES & SUPPLIES
24	011	411000	5002		-		FY0809 INCR MH OTHER CHARGES
25	011	411000	6040				FY0809 INCR MH FIXED ASSETS
26	011	411000	7380	L		96,000.00	FY0809 INCR MH EXPENDITURE ABATEMENTS
				Totals	7,744,860.00	7,744,860.00	(If you need more lines, insert additional rows.)
GF contribution 3,060,643.00 MH VLF (198,000.00) MH ST (570,000.00) PH VLF 270,393.00 PH ST 58,394.00 Total MH Revenue Impact 2,621,430.00					(198,000.00) (570,000.00) 270,393.00 58,394.00		

1,845,430.00 776,000.00

MH rev adj-other decr MH approp adj-incr