



County of El Dorado

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Legislation Details (With Text)

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Title: Human Services Department recommending Budget Transfer increasing estimated revenue and appropriations by \$347,167 for one-time and ongoing costs and other inter/intra fund budget adjustments associated with the relocation of program staff to a new leased facility at 3047 Briw Road, Placerville. (4/5 vote required)
RECOMMENDED ACTION: Approve.

FUNDING: Federal and State Grants/Allocations, Prior Year Tobacco Settlement Funds (designated for relocation of the HEART Programs in 2005), General Fund Match for affected programs.

Sponsors:

Indexes:

Code sections:

Attachments: 1. Briw Road Move Cost Summary, 2. Budget Transfer, 3. Interface

Date	Ver.	Action By	Action	Result
12/11/2007	1	Board Of Supervisors	Approved	Pass

Human Services Department recommending Budget Transfer increasing estimated revenue and appropriations by \$347,167 for one-time and ongoing costs and other inter/intra fund budget adjustments associated with the relocation of program staff to a new leased facility at 3047 Briw Road, Placerville. (4/5 vote required)

RECOMMENDED ACTION: Approve.

FUNDING: Federal and State Grants/Allocations, Prior Year Tobacco Settlement Funds (designated for relocation of the HEART Programs in 2005), General Fund Match for affected programs.

BUDGET SUMMARY:		
Total Estimated Cost		\$327,074
Funding		
Budgeted	\$20,538	
New Funding	\$323,891	
Savings	\$	
Other	\$73,645	
Total Funding Available	\$327,074	
Change To Net County Cost		\$0.00

* Note: Move costs are \$327,074. Budget transfer includes this \$327,074 plus \$20,093 for inter/intrafund transfers between the Department's program budgets for a total transfer amount of

\$347,167. The inter/intrafund transfers are necessary for accounting purposes only.

Fiscal Impact/Change to Net County Cost:

No change to Net County Cost. Funding for the relocation is available from:

\$199,957	increased federal and state Social Services allocation revenues
\$32,937	previously deferred Targeted Case Management revenues
\$73,645	remaining from Tobacco Settlement funds initially provided to relocate the HEART Programs from the leased Main Street facility in 2005
\$20,538	in current-year budgeted offsets

The attached spreadsheet provides a summary of one time and ongoing costs associated with the relocation. One-time FY 2007-08 costs for the relocation total \$238,887 for 3047 Briw Road and \$29,000 for 3057 Briw Road for a total one time cost of \$267,887. Operational costs for the remainder of the current fiscal year total \$59,187. The projected change in ongoing annual costs is \$110,808, which will be spread among the various federal/state grant or allocation or general fund funded programs being relocated based on percentage of space to be occupied. Those programs relocating from the County-owned Spring Street facility (the two care management programs, Senior Information & Assistance and APS Intake) will have an ongoing space cost to be paid from grant funds. The lease for the Diamond Springs facility, which has housed the In-Home Supportive Services Public Authority, will be cancelled effective December 31, 2007.

A portion of the funds necessary for this anticipated relocation was included in the approved FY 2007-08 Budget and the remaining Tobacco Settlement dollars dedicated to relocation costs were retained to cover one-time costs for this purpose. However, a final decision as to which staff would be relocated and cost estimates to furnish and equip the new facility could not be determined until the structure was closer to completion. The attached spreadsheets detail full costs by program and funding source(s), differentiate between one-time and ongoing costs and demonstrate the overall ongoing increased costs resulting from the relocation. There is no change to current or ongoing Net County Costs.

Background:

The Board has historically provided funding and program support for services to seniors and the prevention of elder abuse. In 2002, the Board authorized the co-location of various senior and adult protective and related services administered by the then Community Services and Social Services Departments at a leased facility on Main Street, identified as the Home of Elder and Adult Resource Team (HEART) which operated under single program direction and management.

In 2005, the expansion of the Health Clinic on Missouri Flat Road led to the need to relocate the Public Defender's office. As Human Services needed additional space for HEART program staff and wished to co-locate this program with other Department services, and as construction had been initiated on a suitable building adjacent to the existing Briw Road facility, Human Services offered to vacate the Main Street facility to enable the Public Defender to relocate and allow the expansion of the Health Clinic. As a result, HEART programs and staff were temporarily dispersed to various other locations pending completion of the new building at 3047 Briw Road.

Reason for Recommendation:

The new facility at 3047 Briw Road, located immediately adjacent to the 3057A Briw Road facility housing the Social Services Division, would enable Human Services to reinstate the co-location of

HEART Services and facilitate the provision of a continuum of services to frail and older adults, including early intervention in the prevention of elder abuse. A lease agreement for the new building is being submitted to the Board for approval as a separate agenda item.

The nine programs that would relocate to this facility and their respective basic funding sources are:

<u>Program</u>	<u>Funding Source</u>
1) Adult Protective Services (APS)*	Fed/State Social Services Allocation / GF Match
2) In Home Supportive Services (IHSS)	Fed/State Social Services Allocation / GF Match
3) IHSS Homemakers	Fed/State Social Services Allocation / GF Match
4) Elder Protection Unit (EPU)*	Fed/State Social Services Allocation / GF Match
5) Public Authority	Comm Svcs Special Revenue (Fed/State/15% County Match)
6) Public Guardian (PG)	Comm Svcs / GF / PG Estate Fees
7) Multi-Purpose Senior Services Program (MSSP)	Comm Svcs Special Revenue (Fed/State)
8) Linkages	Comm Svcs Special Revenue (Fed/State)
9) Senior Information & Assistance*	Fed/State Social Services Allocation / GF Match

* Moving Costs combined.

The requested budget transfer would appropriate funds in the amount of \$347,074 within the Special Revenue and General Fund budgets, including the revenues and corresponding appropriations necessary to make minor modifications to, furnish and equip a new facility located at 3047 Briw Road to accommodate the relocation of nine Department programs effective February 1, 2008 or as soon thereafter as the facility is approved for occupation, which will reinstate the co-location of the Home of Elder and Adult Resource Team (HEART) programs

The budget transfer allows for the purchase of fixed asset network equipment, security systems and workstations totaling \$150,793 and a capital leasehold improvement for conduit between the two facilities in the amount of \$21,572. It also includes a capital leasehold improvement in the amount of \$29,000 for structural modifications to the 3057 Briw Road facility to facilitate administrative functions and child welfare services activities. Structural modifications to the existing 3057A Briw Road facility are needed to add two enclosed spaces for managers currently stationed at open workstations and create one enclosed space with a window to allow for discreet observation and monitoring during mandated visits between family members and children for child welfare services.

Action to be taken following Board approval:

1. Board Clerk to forward budget transfer to Auditor-Controller for processing.
2. Human Services to proceed with the purchase of fixed assets and minor equipment, initiating necessary contracts and arranging for installation of necessary modifications, systems and equipment and implement other steps necessary to effect the relocation of the programs.

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