



**MULTNOMAH COUNTY
AGENDA PLACEMENT REQUEST
BUDGET MODIFICATION**

(Revised: 8/18/11)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # R-4 DATE 11/1/12
MARINA BAKER, ASST BOARD CLERK

Board Clerk Use Only

Meeting Date: 11/1/12
Agenda Item #: R.4
Est. Start Time: 9:45 am
Date Submitted: 10-22-12

Agenda Title:	BUDGET MODIFICATION #DCHS 13-10 Transfers the Multnomah Commission on Children, Families and Community (MCCFC) budget from Non-Departmental to the Department of County Human Services (DCHS), increasing the DCHS budget by \$1,534,403.
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Note: For all other submissions (i.e. Notices of Intent, Ordinances, Resolutions, Orders or Proclamations) please use the APR short form.

Requested Meeting Date:	<u>Next Available</u>	Time Needed:	<u>10 Minutes</u>
Department:	<u>County Human Services</u>	Division:	<u>Community Services, SUN Service System & Business Services</u>
Contact(s):	<u>Ed Jones</u>		
Phone:	<u>503-988-3691</u>	Ext.:	<u>29340</u>
	I/O Address:	<u>167/1/240</u>	
Presenter Name(s) & Title(s):	<u>Susan Meyer – DCHS Director and/or Kathy Tinkle – DCHS Deputy Director</u>		

General Information

1. What action are you requesting from the Board?

The Department of County Human Services (DCHS) is requesting approval of budget modification DCHS13-10. This budget modification will transfer the Multnomah Commission on Children, Families and Community (MCCFC) budget from Non-Departmental to DCHS and bring the FY13 Adopted budget in alignment with actual FY13 grant awards.

2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.

As of July 1, 2012, the entity known as the Oregon Commission on Children and Families, was abolished in accordance with the Governor's FY12-13 budget. Local commissions were given an additional year, until June 30, 2013, to disband. In an effort to begin this, Multnomah County is re-aligning these critical functions under the supervision of the Department of County Human Services during the transition period. This budget

modification reflects the movement of the MCCFC budget from Non-Departmental to DCHS in the following Program Offers: Program Offer # 10007-CCFC Administration, which provides administrative and grant accounting support; Program Offer # 10008 – Community Engagement and Plan Implementation, which focuses on implementing the 6-year Community plan adopted by the Board of County Commissioners in January 2008; and Program Offer # 10009 – Contracts for Services Birth to 18, which works to identify critical service gaps and direct State resources to address the local needs.

This budget modification will also correct MCCFC's FY13 adopted budget to bring it into alignment with actual grant awards for FY13. These reductions and increases will have no impact to current service levels:

- Reduce budgeted dollars by \$449,208 from Youth Investment, \$96,041 from Great Start, \$9,352 from Oregon Healthy Kids, \$1,891 from Community Services Block Grant, \$715 from Healthy Start, and \$500 from the Penny Family Fund.
- Increase budgeted dollars by \$258,175 for Relief Nurseries-State General Fund, \$146,578 for Relief Nurseries-Youth Investment, \$296,612 for Family Preservation & Support, \$32,308 for Oregon SNAP, \$7,394 for Casey grant, and \$2 for Children, Youth & Families to reflect the available grant dollars.

Finally, this budget modification recognizes an additional \$99,997 new grant award from State Farm. This new grant will be used to continue and enhance the work of the Multnomah Youth Commission on the Youth Policy Action Plan Against Violence. This will include working with Resolutions NW to train youth on restorative justice practices, involving youth to plan a 2nd annual Youth Against Violence Summit and other actions to organize and support youth impacted by violence.

3. Explain the fiscal impact (current year and ongoing)

The DCHS current year budget will increase by \$1,534,403 and the Non-Departmental budget will decrease by \$1,251,044 resulting in a net increase to the County's FY13 budget of \$283,359. There is no change in outcomes or increased/new services as the budget is being adjusted to align with the changes in the reporting of MCCFC. At this time there is no determination by the State as to what functions or funding will occur in Fiscal Year 2014. Services will continue at levels afforded by continued funding, if those services are deemed able to reside within the DCHS structure.

4. Explain any legal and/or policy issues involved.

Oregon State Commission on Children and Families (OCCF) as an entity ceased to exist as of July 1, 2012 and the oversight responsibility was transitioned to the Oregon Education Investment Board, Early Learning Council and Youth Development Council, as per the Governor's budget. Fiscal Year 2013 was to give local Commissions time to transition to a new model in Fiscal Year 2014.

5. Explain any citizen and/or other government participation that has or will take place.

N/A

Budget Modification

If the request is a **Budget Modification**, please answer **all** of the following in detail:

- **What revenue is being changed and why? If the revenue is from a federal source, please list the Catalog of Federal Assistance Number (CFDA).**
The Federal/State appropriation as a net increased of \$283,359 by the following funding sources:
Great Start decreases by \$96,041; Healthy Start decreases by \$715; Relief Nurseries-State General Fund increases by \$258,175; Youth Investment (CFDA # 93.667) decreases by \$449,208; Family Preservation & Support (CFDA # 93.556) increases by 296,612; Relief Nurseries-Youth Investment (CFDA # 93.667) increases by \$146,578; Casey increases by \$7,394; Penny Family fund decreases by \$500; Community Services Block Grant (CFDA # 93.569) decreases by \$1,891; Oregon Healthy Kids decreases by \$9,352; Oregon SNAP increases by \$32,308; State Farm Grant increases by \$99,997.
- **What budgets are increased/decreased?**
Program Offer #10007 budget is increased by \$98,260; Personnel is increased by \$91,389, Supplies are increased by \$6,059, Central Indirect is increased by \$812,
Program Offer #10008 budget is increased by \$755,397; Personnel is decreased by \$63,952, Pass-thru is increased by \$728,959, Professional services are increased by \$3,436, Printing is increased by \$8,250, Supplies are increased by \$73,309, Central Indirect is increased by \$5,396. The original CCFC budget was out of balance by \$1 and is corrected here.
Program Offer #10009 budget is reduced by \$570,298; Personnel is increased by \$9,148, Pass-Thru is decreased by \$568,903, Central Indirect is decreased by \$10,543.
- **What do the changes accomplish?**
These changes accomplish transferring the MCCFC budget to DCHS and bring the budget in alignment with actual grant revenues.
- **Do any personnel actions result from this budget modification? Explain.**
Yes,
Position # 703338 (6088) Program Specialist Sr. is increased from 0.78 FTE to 0.80 FTE
Position # 707832 (6088) Program Specialist Sr. is increased from 0.94 FTE to 1.00 FTE
Position # 704817 0.50 FTE (6030) Finance Specialist 2 is added.
A total of 5.42 FTE are being transferred from the Non-Departmental budget to the Department of County Human Services budget.
- **If a grant, is 100% of the central and department indirect recovered? If not, please explain why.**
The grants which allow central indirect have been reflected in the technical page of this budget modification. The reduction in Central indirect charges is due to the duplicate budgeting of pass-thru expenses in the MCCFC budget for funding that was transferred to DCHS in the FY13 budget process. No department indirect was budgeted since MCCFC was budgeted under Non-Departmental in Multnomah County's FY13 budget.

- **Is the revenue one-time-only in nature? Will the function be ongoing? What plans are in place to identify a sufficient ongoing funding stream?**

It is anticipated that the majority of the state funding will continue in through the FY13-15 Biennium, but due to the elimination of the OCCF it is unclear how or where this funding will be allocated out to local entities. DCHS will continue to work with state and local government to develop and implement an effective plan to continue the work. Services will follow the funding.

- **If a grant, what period does the grant cover? When the grant expires, what are funding plans? Are there any particular stipulations required by the grant (i.e. cash match, in kind match, reporting requirements etc)?**

The majority of the above listed grant funds are from the State of Oregon and follow the Biennium. Reporting requirements are due on a quarterly bases.

NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.

Required Signature

Elected Official or Dept Director:	Kathy Tinkle for Susan Myers /s/	Date: 10/22/12
Budget Analyst:	Christian Elkin /s/	Date: 10/22/12
Countywide HR:	Travis Graves /s/	Date: 10/22/12

ANNUALIZED PERSONNEL CHANGE											
Change on a full year basis even though this action affects only a part of the fiscal year (FY).											
							ANNUALIZED				
Fund	Job #	HR Org	CCWBS/IO	Position Title	Position Number	FTE	BASE PAY	FRINGE	INSUR	TOTAL	
20710	6088	61021	CCFC.POV.20710	Program Specialist Sr	703338	(0.70)	(52,607)	(15,729)	(15,078)	(83,414)	
32466	6088	61021	CCFC.POV.32466	Program Specialist Sr	703338	(0.08)	(5,898)	(1,764)	(1,690)	(9,352)	
32049	6005	61021	CCFC.ADMIN.32049	Administrative Specialist	704421	(0.19)	(7,453)	(2,228)	(3,268)	(12,949)	
32082	6005	61021	CCFC.ADMIN.32082	Administrative Specialist	704421	(0.73)	(28,551)	(8,542)	(8,595)	(45,688)	
23470	6005	61021	CCFC.SCHOOL.23470	Administrative Specialist	704421	(0.08)	(3,203)	(958)	(1,404)	(5,565)	
32082	6088	61021	CCFC.ADMIN.32082	Program Specialist Sr	707832	(0.06)	(3,834)	(1,126)	(1,155)	(6,115)	
23470	6088	61021	CCFC.SCHOOL.23470	Program Specialist Sr	707832	(0.56)	(36,528)	(10,921)	(11,850)	(59,299)	
21490	6088	61021	CCFC.YOUTH.21490	Program Specialist Sr	707832	(0.32)	(20,443)	(6,112)	(6,048)	(32,603)	
1000	6088	61021	CCFC.ADMIN.1000	Program Specialist Sr	708733	(0.12)	(9,173)	(2,893)	(2,479)	(14,545)	
32082	9400	61021	CCFC.ADMIN.32082	Staff Assistant	708733	(0.87)	(72,428)	(21,671)	(21,805)	(115,904)	
32049	6021	61021	CCFC.ADMIN.32049	Program Specialist	713703	(0.45)	(24,439)	(7,307)	(8,970)	(40,716)	
23470	6021	61021	CCFC.SCHOOL.23470	Program Specialist	713703	(0.45)	(24,439)	(7,307)	(7,928)	(39,674)	
32466	6341	61021	CCFC.POV.32466	Program Aide	714876	(1.00)	(28,033)	(8,158)	(15,117)	(51,308)	
32466	6341	61021	CCFC.POV.32466	Program Aide	714877	(0.80)	(22,426)	(6,526)	(12,093)	(41,045)	
20710	6088	65075	SCPC.CCFC.POV.20710	Program Specialist Sr	703338	0.71	51,569	15,832	14,122	81,523	
32082	6088	65075	SCPC.CCFC.ADMIN.32082	Program Specialist Sr	703338	0.03	2,409	740	659	3,808	
32466	6088	65075	SCPC.CCFC.POV.32466	Program Specialist Sr	703338	0.06	4,428	1,359	1,213	7,000	
21490	6088	65076	SCPS.CCFC.YOUTH.21490	Program Specialist Sr	707832	0.32	20,420	5,942	6,162	32,524	
23470	6088	65076	SCPS.CCFC.SCHOOL.23470	Program Specialist Sr	707832	0.54	34,457	10,027	10,399	54,883	
32082	6088	65076	SCPS.CCFC.ADMIN.32082	Program Specialist Sr	707832	0.11	6,895	2,007	2,081	10,983	
32533	6088	65076	SCPS.CCFC.STFARM.32533	Program Specialist Sr	707832	0.03	2,038	593	615	3,246	
23470	6021	65076	SCPS.CCFC.SCHOOL.23470	Program Specialist	713703	0.45	25,032	7,284	8,371	40,687	
23980	6021	65076	SCPS.CCFC.EC.23980	Program Specialist	713703	0.01	552	161	184	897	
32049	6021	65076	SCPS.CCFC.EC.32049	Program Specialist	713703	0.44	24,479	7,123	8,187	39,789	
32466	6341	65075	SCPC.CCFC.POV.32466	Program Aide	714876	0.79	23,590	6,865	13,102	43,557	
32507	6341	65075	SCPC.CCFC.POV.32507.12	Program Aide	714876	0.05	1,340	391	744	2,475	
32507	6341	65075	SCPC.CCFC.POV.32507.13	Program Aide	714876	0.16	4,836	1,408	2,686	8,930	
32466	6341	65075	SCPC.CCFC.POV.32466	Program Aide	714877	0.68	21,609	6,288	11,411	39,308	
32507	6341	65075	SCPC.CCFC.POV.32507.12	Program Aide	714877	0.04	1,117	325	590	2,032	
32507	6341	65075	SCPC.CCFC.POV.32507.13	Program Aide	714877	0.08	2,541	740	1,342	4,623	
23470	6005	65075	SCPC.CCFC.SCHOOL.23470	Administrative Specialist	704421	0.08	3,216	936	1,389	5,541	
32049	6005	65075	SCPC.CCFC.ADMIN.32049	Administrative Specialist	704421	0.19	7,638	2,223	3,300	13,161	
32082	6005	65075	SCPC.CCFC.ADMIN.32082	Administrative Specialist	704421	0.73	29,346	8,540	12,678	50,564	
32082	9400	610021	CHSBS.CCFC.ADMIN.32082	Staff Assistant	708733	0.52	42,315	12,738	12,594	67,647	
32082	6030	65287	CHSBS.CCFC.ADMIN.32082	Finance Specialist 2	704817	0.50	25,275	7,354	8,507	41,136	
TOTAL ANNUALIZED CHANGES							0.11	(4,353)	(2,366)	2,856	(3,863)

CURRENT YEAR PERSONNEL DOLLAR CHANGE											
Calculate costs/savings that will take place in this FY; these should explain the actual dollar amounts being changed by this Bud Mod.											
							CURRENT YEAR				
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32082	6030	65287	CHSBS.CCFC.ADMIN.32082	Finance Specialist 2	704817	0.38	19,209	5,589	6,465	31,263	
TOTAL CURRENT FY CHANGES							(0.01)	(10,419)	(4,131)	814	(13,736)