

COUNTY OF SACRAMENTO
OFFICE OF CHIEF FINANCIAL/OPERATIONS OFFICER
Inter-Department Correspondence

Date: March 3, 2009

To: Members, Board of Supervisors

From: Linda Foster-Hall
County Budget Officer

Subject: **SUMMARY OF ACTIONS TAKEN DURING 2008-09 MIDYEAR FINANCIAL REPORT**

10:30 A.M.

I. IN-HOME SUPPORTIVE SERVICES (IHSS) AUTHORITY BUDGET

Bernadette Lynch, Executive Director, presented a summary of the Fiscal Year 2008-09 Recommended Midyear reductions.

Action Taken: Approved

II. GENERAL OVERVIEW

The County Executive, Chief Operations Officer and County Budget Officer presented a summary of the Midyear Financial Report.

III. REPORT BACKS PRESENTED

Department of Personnel Services – “Vacation Over Max” - Presentation by Dave Devine
Department of General Services – Home Retention Vehicles - Presentation by Michael Morse

IV. LOCAL PUBLIC SAFETY FUNDS (PROPOSITION 72)

Presentations by: John McGinness, Sheriff
Jan Scully, District Attorney
Verne Speirs, Probation

V. ACTIONS TAKEN

- a. The use of Interfund Transfers in the amount of \$17,288,947 to the General Fund from the Municipal Service Agency’s Internal Service Fund (Attachment II) to fund public safety programs approved.

SUMMARY OF ACTIONS TAKEN DURING RECOMMENDED FISCAL YEAR 2007-08
FINAL BUDGET HEARINGS – THROUGH DAY 1

Page 2

- b. Appropriation Adjustment Request (AAR) No. 29-023 making the necessary reductions in various departments (Sheriff, \$400,000; District Attorney, \$62,859; Probation, \$89,528) to offset the reduced collections in sales taxes, vacant positions and reductions in operating accounts. (Attachment I)

RECESSED AT 1:25 P.M.

RECONVENED AT 2:00 P.M.

VI. REPORT BACKS PRESENTED

Department of Human Assistance – General Assistance Program to offer employment services to eligible recipients on a voluntary basis - Bruce Wagstaff

Department of Health and Human Services – Services Billed to Medi-Cal, Geographic Managed Care, Family Planning Access Care and Treatment, and Private Insurance Companies for Tuberculosis, Sexually Transmitted Diseases Control and Immunization Services - Lynn Frank

VII. TRANSIENT OCCUPANCY TAX (TOT) REDUCTIONS

Presentation by: Rob Leonard

Public Testimony taken

VIII. GENERAL GOVERNMENT

Public Testimony taken

IX. MUNICIPAL SERVICES

Public Testimony taken

PUBLIC HEARINGS CLOSED AT 4:40 P.M.

X. REPORT BACKS ARE REQUESTED FROM:

DEPARTMENT OF HEALTH AND HUMAN SERVICES:

- Feasibility of re-structuring the Department to open clinics to provide services and reduce costs in the Medical Treatment Budget – Due at the Fiscal Year 2009-10 Proposed Budget Hearings.

SUMMARY OF ACTIONS TAKEN DURING RECOMMENDED FISCAL YEAR 2007-08
FINAL BUDGET HEARINGS – THROUGH DAY 1

Page 3

DEPARTMENT OF HUMAN ASSISTANCE

- Determine if there is any provision for funding the Self Help Housing program and SHRA through the Federal stimulus funds. – Due at the Fiscal Year 2009-10 Proposed Budget Hearings.

PROBATION

- Feasibility of contacting the cities within Sacramento County to propose sharing costs of Probation Officers operating within the cities. – Due at the Fiscal Year 2009-10 Proposed Budget Hearings.

GENERAL SERVICES

- Further utilization studies on Light Fleet vehicle usage. – Due at the Fiscal Year 2009-10 Proposed Budget Hearings.

PERSONNEL SERVICES

- Analysis of impact of backfilling to cover absences created by required vacation usage to minimize vacation over maximum payouts. – Due at the Fiscal Year 2009-10 Proposed Budget Hearings.

INTERNAL SERVICES AGENCY

- Provide a list of 71J and non-71J contracts eliminated or reduced. – Due at the Fiscal Year 2009-10 Proposed Budget Hearings.

XI ACTIONS TAKEN

- a. Appropriation Adjustment Request (AAR) No. 29-023 making the necessary reductions in various departments (\$7,386,884) to offset the reduced collections in sales taxes, vacant positions and reductions in operating accounts (Attachment I) with the exception of \$27,366 (Civil Service Commission) and \$112,081 (DHA for the WEAVE Program) approved.
- b. Use of Interfund Transfers in the amount of \$10,026,125 to the General Fund from the Municipal Service Agency's Internal Service Fund (Attachment II) with the addition of \$27,366 (Civil Service Commission) and \$112,081 (DHA for the WEAVE Program) approved.

SUMMARY OF ACTIONS TAKEN DURING RECOMMENDED FISCAL YEAR 2007-08
FINAL BUDGET HEARINGS – THROUGH DAY 1

Page 4

- c. AAR No. 29-024 to appropriate additional revenue (\$17,288,947) in Non-Departmental Revenues (Budget Unit 5700000) from Interfund Transfers to offset the reductions in Proposition 172 revenue and State Local Public Safety Grant Funds of \$10,870,910 to the Sheriff's Department (Budget Unit 7400000); \$4,568,420 to the Probation Department (Budget Unit 6700000); and \$1,849,617 to the District Attorney (Budget Unit 5800000) (Attachment III) approved.
- d. AAR No. 29-025 recognizing additional general purpose revenue \$10,026,125) in Non-Departmental Revenues (Budget Unit 5700000) from the Interfund Transfers to increase expenditure authority for Medical Treatment Payments (Budget Unit 7270000) (Attachment IV) approved.
- e. AAR No. 29-026 to reduce estimated collections (\$600,000) from the Transient Occupancy Tax (Budget Unit 4060000) and reducing the transfer to the General Fund (Budget Unit 5700000) and expenditures to various public/private entities that receive funding from this source approved with modifications to the reductions for Sacramento Convention and Visitors's Bureau, Sacramento Sports Commission and Sacramento Metropolitan Arts Commission approved. (Attachment V)
- f. Recommendation included in the Report Back on Countywide use of "Vacation Over Max" (Attachment VI) approved.
- g. Recommendations included in the Report Back on the use of Home Retention Vehicles (Attachment VII) approved.
- h. Recommendations regarding terminating the contract for Crossroads Rehabilitation Services approved.
- i. Recommendation for a policy change for the General Assistance Program to offer employment services to eligible recipients on a voluntary basis approved.
- j. Received and filed the Report Back on Services Billed to Medi-Cal, Geographic Managed Care, Family Planning Access Care And Treatment, and Private Insurance Companies For Tuberculosis, Sexually Transmitted Diseases Control and Immunization Services (Attachment XV).
- k. Recommendation that the Board authorize the County Executive or his designee to reduce or terminate those contracts entered into pursuant to section 71-J of the County Charter as may be necessary prior to affecting the lay-offs authorized or for which notice may be given pursuant to Recommendation 13 in Attachment VIII. Notice of reduction or termination must be given to affected contractors prior to any notice of lay-off of employees approved.

SUMMARY OF ACTIONS TAKEN DURING RECOMMENDED FISCAL YEAR 2007-08
FINAL BUDGET HEARINGS – THROUGH DAY 1

Page 5

- l. Recommendation that the Board authorize notices of lay-offs to employees in those positions identified for reduction in Attachment VIII of the Midyear Financial Report and the further recommendation that the Board authorize the commencement of the lay-off process, including contingent notice, for employees in any other positions identified as necessary to be laid-off as a result of midyear budget reductions (in the latter instance, notice will provide that lay-off is contingent upon formal action of the Board of Supervisors) is approved.
- m. Recommendation that, with respect to budget reductions made in February 2009, if the County Executive or this designee elected to reduce or terminate a non Section 71-J contract in lieu of a 71-J contract in order to avoid or mitigate layoffs, ratify the reduction or termination of those contracts that were previously approved by the Board as may be necessary prior to effecting the layoffs authorized or anticipated; and, with respect to other proposed budget reductions, authorize the County Executive or his designee to reduce or terminate those non Section 71-J contracts that were previously approved by the Board as may be necessary prior to effecting the layoffs authorized or anticipated is approved. (Notice of reduction or termination must be given to affected contractors prior to any notice or layoff of employees.)
- n. Recommendation to increase spending authority in the Department of Health and Human Services Treatment Account by \$9,485,670 and Covering a Realignment Revenue Shortfall of \$540,455 And Recognizing Additional General Purpose Revenue of \$10,026,125 in Budget Unit 5700000 (Health and Human Services) is approved.