



**COUNTY OF SAN MATEO**  
**Inter-Departmental Correspondence**

County Manager's Office

**DATE:** September 23, 2009  
**BOARD MEETING DATE:** September 29, 2009  
**SPECIAL NOTICE/HEARING:** None  
**VOTE REQUIRED:** Majority

**TO:** Honorable Board of Supervisors  
**FROM:** David S. Boesch, County Manager  
**SUBJECT:** Final Budget Changes to the Fiscal Year 2009-10 Recommended Budget

**RECOMMENDATION:**

Approve the following actions related to final budget changes to the Fiscal Year 2009-10 Recommended Budget:

1. Adopt resolutions:
  - a. approving the County of San Mateo budget as to the expenditures for Fiscal Year 2009-10 and making appropriations therefore;
  - b. approving the County of San Mateo budget as to the means of financing for Fiscal Year 2009-10;
  - c. establishing appropriation limit for the County of San Mateo for Fiscal Year 2009-10;
2. Adopt an ordinance amending the Master Salary Ordinance for changes related to the Fiscal Year 2009-10 budget; and
3. Accept reports related to budget items discussed during June Budget Hearings.

**Discussion**

The Board's public hearings on the FY 2009-10/2010-11 Recommended Budget were conducted from June 22 through June 24, 2009. The FY 2009-10 Recommended Budget adopted by the Board in June was \$1.76 billion with 5,724 positions.



As a result of the County's financial year-end closing activities and availability of updated information, \$6.4 million in reductions are proposed to the Recommended Budget. These consist of \$18.6 million in final Fund Balance adjustments, and a reduction of \$25.0 million in September Revisions, with a net decrease of 98 positions. The revised County Budget with these changes is \$1.76 billion with 5,626 positions.

Community Outcomes	FY 2009-10 Recomm Budget	Final F/B Adjust (Attach C)	September Revisions (Attach D)	FY 2009-10 Final Budget	FY 2009-10 Final Positions
Healthy Community	936,272,894	5,963,540	2,653,759	944,890,193	3,605
Prosperous Community	219,346,803	776,228	(5,982,893)	214,140,138	951
Livable Community	49,648,940	93,943	(947,539)	48,795,344	203
Environmentally Conscious Community	193,311,667	8,898,047	(419,184)	201,790,530	376
Collaborative Community	363,184,283	2,915,519	(20,328,288)	345,771,514	491
<b>Total All Community Outcomes</b>	<b>1,761,764,587</b>	<b>18,647,277</b>	<b>(25,024,145)</b>	<b>1,755,387,719</b>	<b>5,626</b>

### **Final Fund Balance Adjustments**

As adopted by Board Resolution, final Fund Balance adjustments are included in the Recommended Budget and comply with County Reserves Policy guidelines. Following FY 2008-09 year-end closing activities, additional Fund Balances of \$18.1 million for all County funds (\$9.4 million in the General Fund and \$8.7 million in Other Funds) are included in the budget. In addition, adjustments are made to revenue accounts to offset or cover shortfalls in final Fund Balance figures, resulting in a net increase of \$567,080 in revenue appropriations. Of the \$18.6 million, \$7.5 million has been appropriated for one-time purposes and \$11.1 million has been set-aside in Reserves. These adjustments are summarized in Attachment C.

### **Final Budget Changes (September Revisions)**

Final budget changes for all County funds (Attachments D) result in a reduction to the County Budget of \$25.0 million and a net decrease of 98 positions. The decreases in net positions occur in the Health System (54), Human Services Agency (40), Sheriff's Office (3), and Probation Department (1). Fifteen of these positions are filled. The Human Resources Department is currently reviewing seniority to identify the at-risk employees. As has been the County's practice, all measures will be taken to place employees that are at risk of being laid off. Attachment B contains a summary of position changes.

**State Budget Reductions** – Final budget changes described above include known State revenue reductions of \$10.5 million and the elimination of 53 positions, of which six are filled. These changes also include the Proposition 1A / 8% State borrowing of local property taxes totaling \$22.9 million (\$20.7 million in the General Fund and \$2.2 million in Other Funds). The County is weighing its options with regard to the California Communities securitization of the Proposition 1A borrowing, should legislation be passed to allow the process to move forward. There are additional State cuts that are not being made at this time pending formal notification from the

State. (The Health System and the Human Services Agency are waiting on State allocation letters that could bring additional cuts of \$15 million.) Also not included in these September revisions are the deferral of AB 3632 Mental Health Services for Special Education Pupils of \$2.5 million and delays in Highway Users Tax and Proposition 42 road funds of \$7.5 million. Behavioral Health and Recovery Services has sufficient AB 3632 reserves to backfill the deferral of AB 3632 funding in FY 2009-10 and Public Works expects to receive the Highway Users Tax and Proposition 42 road funds by fiscal year-end. We anticipate that further reductions may be brought to the Board over the next several months.

### **General Fund Reserves and Net County Cost Adjustments**

The September revisions result in the one-time use of General Fund Reserves of \$22,549,577, as follows: the Proposition 1A / 8% State borrowing of local property taxes of \$20,959,833, which includes a portion of Structural Fire's share; the Redwood City Parking Structure Solar Panel Installation Project of \$1,500,000; and La Honda Fire Brigade Rescue Vehicle of \$62,244. These one-time uses are partially offset by savings from Capital and IT reappropriations of \$1,564,215 and partial repayment to Non-Departmental Services from the Sheriff's Office for the Southwest Border Initiative loan of \$756,961.

The ongoing Net County Cost decreases by \$276,829 due to reductions in the Health System of \$271,683 and the Human Services Agency of \$338,850, offset by increases in the Sheriff's Office of \$239,108 for the Jail Planning Sergeant and Memberships and Contributions of \$94,596 for the Fatherhood Collaborative. In addition, an ongoing reduction of \$581,387 is made to the "Triple Flip" sales tax revenue estimate based on recent information received from the State Board of Equalization.

### **Key September Revisions (see Attachment D)**

- All Funds – Prop. 1A / 8% State Borrowing of Local Property Taxes (\$22,854,343)
- Health System – Reduction in AIDS Programs (\$1,081,409)
- Health System – Reduction in Community Health (\$969,737)
- Health System – Reduction in Managed Care (\$937,500)
- Health System – Reduction in Prop. 36 Substance Abuse Funds (\$373,814)
- Health System – Reduction in San Mateo Medical Center (\$571,132)
- Human Services – Reductions in State Allocations (\$5,723,493)
- Human Services – Addition of ARRA/TANF Emergency Contingency (\$723,493)
- Sheriff's Office – Addition of Jail Planning Unit Sergeant (\$239,108)
- Sheriff's Office – Addition of Radio Interoperability Project (\$2,411,009)
- Sheriff's Office – Reduction in Court Funding for Security Services (\$770,805)
- Capital Projects – Addition of Solar Installation Project (\$2,927,250)
- Non-Departmental Services – Reduction in Ongoing Net County Cost (\$276,829)
- Non-Departmental Services – Reduction in "Triple Flip" Sales Tax Rev (\$581,387)

The approval of these final budget changes contributes to the Shared Vision outcome of a Collaborative Community by ensuring that the County budget is adopted in

accordance with the law, and that resources are appropriated in all programs to ensure the effective delivery of services that contribute to achieving County goals, the improvement and maintenance of long-term capital assets and payment of debt, and compliance with the County's Fund Balance and Reserves Policies.

### **Fiscal Impact**

For FY 2009-10, the impact of all September changes on all funds is a net decrease of \$6.4 million. The impact on the General Fund is a net decrease of \$11.3 million (one-time Fund Balance adjustments of \$10 million offset by ongoing expenditure reductions of \$21.3 million). The ongoing Net County Cost decreases by \$276,829 and general purpose revenues decrease by \$581,387 due to declining "Triple Flip" sales tax revenues.

### **Report Back Items**

Attachment A contains a cover memo and the following reports requested at the June Budget Hearings:

- Reports
  - Jail Planning Sergeant
  - Contract with Santa Clara County for Jail Beds for Mental Health Inmates
  - Staffing Mix at Burlingame Long Term Care
  - Use of Workforce Investment Act (WIA) Stimulus Money
  - School Based Services Across County Departments
  - Intergenerational Activities
  - CORA Funding Distributions
  
- Updates
  - County Reserves Policy
  - Investigations Unit at San Francisco International Airport
  - Impact of State Budget on County Parks
  - Board of Supervisors District Budgets
  - Review of Countywide Expense Reimbursement Policy
  - Census 2010 Staffing
  - Elections Staffing

### **ATTACHMENTS**

Attachment A – Report Back Items

Attachment B – Position Changes Summary

Attachment C – Final Fund Balance Adjustments

Attachment D – September Revisions (Final Budget Changes)

**FY 2009-11 Final Budget Hearing  
ATTACHMENT A**

**SEPTEMBER REPORT BACK ITEMS**



**COUNTY OF SAN MATEO**  
**Inter-Departmental Correspondence**

County Manager's Office

**DATE:** September 12, 2009  
**BOARD MEETING DATE:** September 29, 2009  
**SPECIAL NOTICE/HEARING:** None  
**VOTE REQUIRED:** None

**TO:** Honorable Board of Supervisors  
**FROM:** David S. Boesch, County Manager  
**SUBJECT:** FY 2009-11 Recommended Budget Hearings Report Backs

**RECOMMENDATION:**

Accept this report and the attached responses to the report back items requested by the Board of Supervisors during the FY 2009-11 Recommended Budget Hearings conducted in June 2009.

**BACKGROUND:**

During the June 2009 budget hearings, the Board directed staff to report back on a number of issues affecting current and future budgets and County operations. This brief report provides updates on the status of each report back with completed responses attached.

**DISCUSSION:**

Status updates are provided below for each of the report backs. For those items that have been completed, the response will indicate "See attached report."

**Report Back Item:** Update the County's Reserves Policy to incorporate best practices from other jurisdictions and outline consequences for departments that fall below the two percent reserves requirement.

**Response:** A Reserves Policy Workgroup comprised of Fiscal Officers from a cross section of large and small departments has been convened to review the Policy and provide updates that incorporate best practices and standards, ensuring that adherence to the Policy maintains healthy reserve levels to reduce the negative impact on the County during times of economic uncertainty, revenue declines and



reduced funding from other governmental agencies. Departments represented on the Workgroup include the Health System, Sheriff's Office, Probation Department, District Attorney's Office, Coroner's Office, Human Services Agency, and the Parks Department. The plan is to provide the Board's Finance and Operations Committee and Executive Council with a first draft of the revised Policy in November 2009 and a final draft to the full Board with the Mid-Year Budget Update in February 2010.

**Report Back Item:** Review the feasibility of keeping the Jail Planning Sergeant; funding for 6 months is \$120,000 and \$240,000 ongoing.

**Response:** See attached report.

**Report Back Item:** Explore reimbursement from City and County of San Francisco for the Investigations Unit at SFO, which staffs 5 employees at a cost of \$993,280.

**Response:** Sheriff's staff requests additional time to research and provide a response to this item.

**Report Back Item:** Explore alternative solutions to the two-year contract with Santa Clara County for \$2.0 million for jail beds for mental health inmates

**Response:** See attached report.

**Report Back Item:** Review staffing and skills mix at Burlingame Long Term Care and Clinics as a result of staffing reductions and impact on services.

**Response:** See attached report.

**Report Back Item:** Track use of WIA and subsidized employment services stimulus money to ensure that dollars are used effectively and with emphasis on sustainable jobs in the future.

**Response:** See attached report.

**Report Back Item:** Review school based services for efficiencies across departments.

**Response:** See attached report.

**Report Back Item:** Add to the Housing, Health, and Human Services Standing Committee Standing Committee a discussion/report on how the County can integrate intergenerational activities into existing programs and achieve cost savings.

**Response:** See attached report.

**Report Back Item:** Add to the Environmental Quality Standing Committee a discussion about how County parks are being impacted by State budget cuts and State park closures.

**Response:** Park closures have not been fully identified by the state. This item will be discussed at the Environmental Quality Committee in October 2009.

**Report Back Item:** Add to the Criminal Justice Standing Committee a discussion about the contribution to CORA and revisit the funding distribution with cities so that

funding for FY 2010-11 and ongoing can be determined.

**Response:** See attached report.

**Report Back Item:** Add to the Finance and Operations Standing Committee agenda a report and discussion of Board of Supervisors district budgets with recommendations for creating greater consistency, commonality, and transparency among the five district budgets. Explore budget reductions opportunities.

**Response:** Work sessions are currently in progress to review the creation of core budgets for each of the five Districts. Board Districts will submit recommendations and budget reduction scenarios to the committee for their consideration in the October-November time frame.

**Report Back Item:** Add to the Finance and Operations agenda a report and discussion of the countywide employee expense reimbursement policy.

**Response:** This recommendation and other alternatives will be forwarded to the committee for their consideration in the October-November time frame.

**Report Back Item:** Add to the Housing, Health, and Human Services Standing Committee agenda a report about ways to staff the County's role in the Census 2010 process.

**Response:** This item was discussed at the September 22, 2009 meeting of the Housing, Health and Human Services Standing Committee. The County Manager's Office will hire a Census Coordinator that will oversee the County's census outreach efforts through mid-2010. Appropriation of \$100,000 will be added to the FY 2009-10 budget through an Appropriation Transfer Request (ATR) in October of 2009.

**Report Back Item:** Provide periodic reports to the Board about staffing in anticipation of upcoming elections.

**Response:** The Assessor/County-Clerk/Recorder/Elections will provide staffing updates to the Board's Finance and Operations Standing Committee prior to countywide elections. The first report will be provided in October 2009.

**FISCAL IMPACT:**

There is no fiscal impact in accepting this summary report and attachments.





**COUNTY OF SAN MATEO**  
**Inter-Departmental Correspondence**

Sheriff's Office

**DATE:** Sept. 2, 2009  
**BOARD MEETING DATE:** Sept. 29, 2009  
**SPECIAL NOTICE/HEARING:** None  
**VOTE REQUIRED:** N/A

**TO:** Honorable Board of Supervisors  
**FROM:** Sheriff Greg Munks *GM*  
**SUBJECT:** Jail Planning Sergeant

**RECOMMENDATION:**

Accept this report and approve the addition of a Sheriff's Sergeant to the Jail Planning Unit.

**BACKGROUND:**

The Jail Planning Unit (JPU) was initially staffed with three positions from the Sheriff's Office, with the intent to monitor work capacity as the project progresses. The Sheriff's Office was originally given funding for one Correctional Officer, one Management Analyst, and one Legal Office Specialist (LOS). The Sheriff's Office has funded one Lieutenant's position by not filling a Detective Sergeant's position. As a cost saving measure, we have eliminated the LOS position and a jail Management Analyst position.

**DISCUSSION:**

The California Corrections Standards Authority (CSA) guidelines on corrections planning largely begins with establishing a participatory planning structure, identifying current correctional system problems, developing a mission statement and goals, and preparing action plans. Customarily this dedicated staff arrangement is established during the functional programming stage, also known as the pre-architectural stage, the stage we are currently in. In order to best support the new replacement jail project, a Jail Planning Sergeant, also referred to as the Operations Track Manager by the National Institute of Corrections (NIC) is needed. Currently the Jail's Classification Sergeant is assisting JPU due to the additional workload.



The JPU Sergeant would oversee the following planning needs:

- Assist with the staffing plan analysis;
- Work with the Corrections Standards Authority (CSA) on facility design and operation compliance;
- Provide supervisory level experience, technical and classification knowledge, and skills to the unit in operational implementation;
- Oversee the Functional Planning Group (FPG) of approximately 20 employees to date;
- Work closely with our functional programming consultants in scenario development;
- Be involved in decisions that impact budget; schedule and program;
- Evaluate facility in light of operations and identify critical changes;
- Be the point person on specialized issues and studies for this track;
- Oversee all transition activities and development of the maintenance program.

These responsibilities differ from that of the Public Work's Project Manager who is primarily responsible for reporting on construction activities and issues; attending construction meetings in order to monitor progress; being involved in decisions that impact cost, schedule, and program; acting as the point person on specialized issues or studies; interfacing with the contractor on items supplied outside the general contract; being involved in contract administration; and dealing with change orders, warranties, permits, and agency approvals.

Attached to this report is the Organizational Chart for the Replacement Jail Project. This chart depicts both the Facility and Operational Tracks and the supervisor responsibility for each track.

The Facility Development Process attachment is a roadmap for the jail project, depicting the nine phases of development. We are currently in phase three of the process.

Accepting this report back item contributes to the Shared Vision outcome of a Collaborative Community, where leaders forge partnerships, inform and engage residents, and demonstrate fiscal stewardship by sustaining core services for future generations and for the most vulnerable members of our community.

#### **FISCAL IMPACT:**

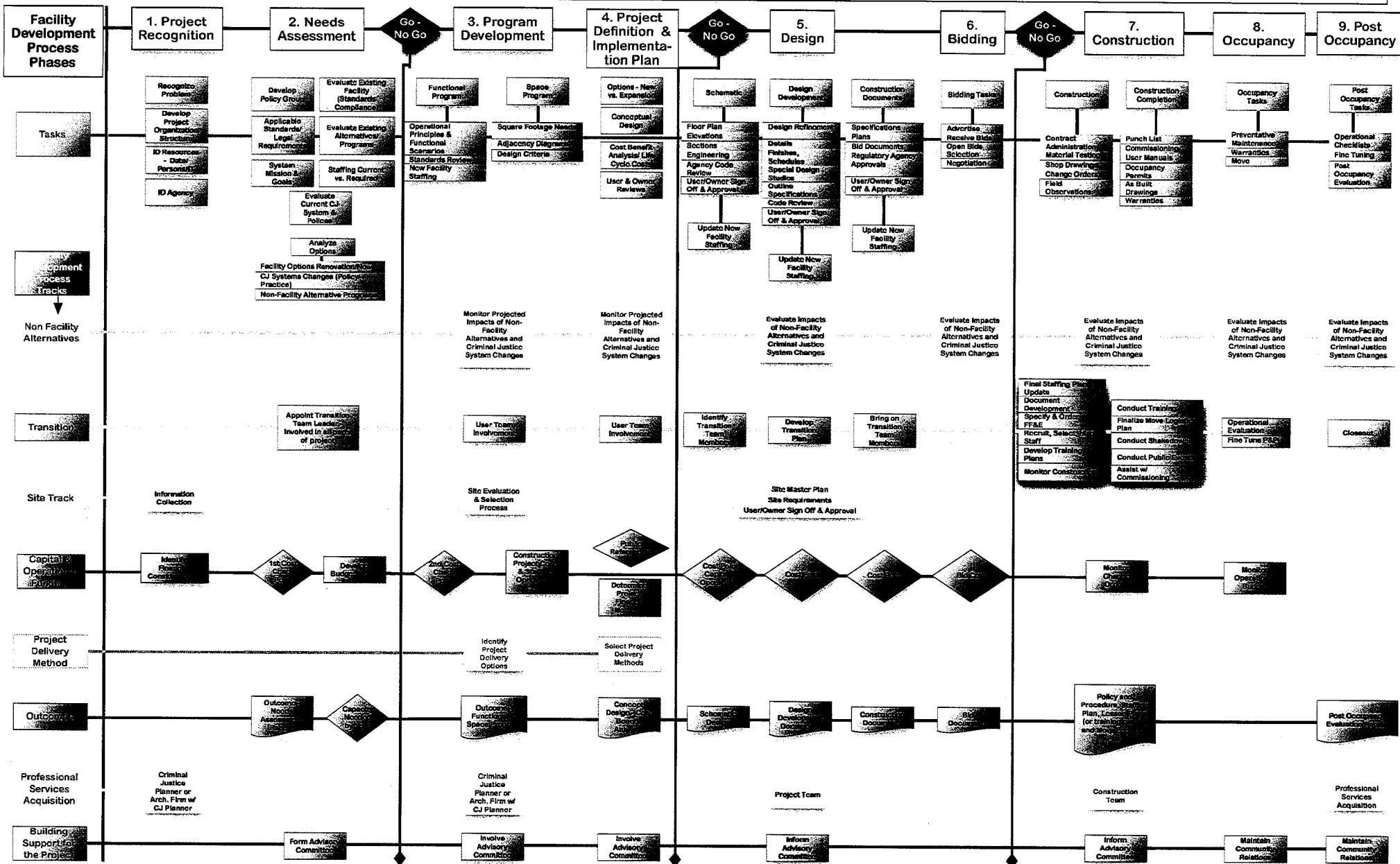
The FY 2009-10 cost for the Jail Planning Unit Sergeant is \$120,000, which is for six months, beginning January 1, 2010. The ongoing annual cost in future years is estimated at \$240,000.

The fiscal impact for the Sheriff's budget for FY 2009-10 is an increase of \$120,000 requiring a transfer in General Fund reserves to the Sheriff's budget. These funds will be appropriated as a September Revision.

The fiscal impact for FY 2010-11 is expected to be an annualized ongoing net county cost increase of \$240,000 in the Sheriff's budget.

Once the new facility is completed, this new position, as well as the existing Correctional Officer and Management Analyst positions currently assigned to the Jail Planning Unit will be assigned to the new facility, offsetting some of the anticipated staffing requirements.

# Facility Development Process



Developed by Dennis Liebert, Gail Elias and James Robertson for the National Institute of Corrections



# Operations Track Manager Responsibilities

- Involved in decisions that impact dollars, schedule & Functional program
- Liaison between owner, operator & construction team
- Reports on transition activities
- Acts as transition coordinator
- Responsible for overall transition duties
- Evaluates building in light of operations-identifies critical changes
- Point person on specialized issues & studies for this track
- Maintenance program



# Replacement Jail Project

Board of Supervisors

Sheriff Munks

Asst. Sheriff Sanchez

Lt. Deborah Bazan  
JPU Commander

Manager's Office  
David Boesch

## Facility Track

## Operations Track

Sam Lim  
Project Manager

Architect

Construction  
Manager

Functional  
Program  
Consultant

Operation's Manager  
Sergeant

Functional planning  
Group

Transition Team


New Replacement  
Jail



**COUNTY OF SAN MATEO**  
**Inter-Departmental Correspondence**

Health System

**DATE:** September 4, 2009  
**BOARD MEETING DATE:** September 29, 2009  
**SPECIAL NOTICE/HEARING:** None  
**VOTE REQUIRED:** None

**TO:** Honorable Board of Supervisors  
**FROM:** Jean S. Fraser, Chief, Health System   
**SUBJECT:** Correctional Health Inpatient Mental Health Treatment Options

**RECOMMENDATION:**

Accept the report-back on inpatient mental health treatment options for County inmates.

**BACKGROUND:**

Correctional Health is responsible for health and mental health services (including inpatient mental health treatment) for all inmates housed in County correctional and detention facilities. Some seriously mentally ill inmates require intense psychiatric care while incarcerated. At one time, all inpatient mental health services were provided at the San Mateo Medical Center. Services were provided in a locked ward that is no longer available. In 1994 an inpatient Correctional Treatment Center (CTC) was opened at the Maguire facility, however in August 1996 the CTC was closed to achieve budget savings. The County entered into a contract with Santa Clara County Department of Corrections to place inmates in its inpatient psychiatric jail unit since that time.

The use of CTC services is measured in terms of available beds. The initial contract with Santa Clara County was for four guaranteed beds at the rate of \$166 per bed per day. For many years, the County was able to contract for the four beds more cost-effectively than through operating an internal CTC. In 2004 the cost of beds at Santa Clara increased drastically, by 621%, and the contract was reduced to two guaranteed beds. Since then use has averaged 1.71 beds per year. Costs have increased each year to the current rate of \$1,350 per bed per day. Due to the escalating costs of the contract, your Board requested the Health System examine



alternatives for providing inpatient psychiatric treatment for inmates.

**DISCUSSION:**

Following the direction of your Board, staff investigated alternatives to the Santa Clara contract. After interviewing other Bay Area counties, staff have determined there are currently no other contractors providing inpatient psychiatric treatment for inmates. Several other Bay Area counties, including Marin and Alameda, also contract with Santa Clara. An independent contractor in Merced County is in the beginning stages of building an inpatient forensic psychiatric facility. The facility is not yet licensed and will not be ready for at least a year. Additionally, the remote location is problematic in terms of transporting inmates to and from the potential facility. Staff will continue to monitor the status of this facility as it may be a future alternative.

Given the lack of alternative contractors, the only way to potentially reduce CTC costs for the County as a whole would be to have acutely mentally ill prisoners treated at the San Mateo Medical Center (SMMC) acute psychiatric ward. After internal discussions within the Health System, we believe the contract with Santa Clara could be amended to include only one bed and many of the inmates with less severe mental illness could be treated at the SMMC. One Santa Clara bed would need to be retained for violent inmates until the program is established and it is determined that the new system works for Correctional Health, SMMC, and Sheriff's Office staff.

The Health System has initiated discussions with the Sheriff's Office, which has raised legal issues that are now being explored with County Counsel and ultimately with the court. A resolution of these issues is anticipated by the end of the calendar year so a decision can be reached.

**FISCAL IMPACT:**

Staff is currently analyzing the cost of providing CTC services for one bed per year for inmates at the San Mateo Medical Center. The estimated cost per bed day is \$1,462, slightly higher than the Santa Clara contract. However, Correctional Health would only need to purchase bed days as needed, rather than commit to payments for beds for the entire year. Additionally, staff and resources at SMMC could provide care for acutely mentally ill inmates rather than paying Santa Clara staff to provide the service.





**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
Health System

**DATE:** September 8, 2009

**TO:** Honorable Board of Supervisors

**FROM:** Jean S. Fraser, Chief, Health System  
Susan P. Ehrlich, MD, MPP, Chief Executive Officer, San Mateo  
Medical Center

**SUBJECT:** Impact of the nurse staffing changes in the SMMC 2009 -10 budget

**RECOMMENDATION:**

Accept the report-back on the status of the implementation of the skill mix changes approved for San Mateo Medical Center at the June, 2009 budget hearings.

**BACKGROUND:**

During the June, 2009 budget hearings your Board approved skill mix changes in clinic operations at the San Mateo Medical Center (SMMC). The proposal included rebalancing specific responsibilities in clinics operations between Staff Nurses and Medical Services Assistants. The budget also addressed staffing levels of nurses at Burlingame Long Term Care and on 3AB. During the budget hearings in June your Board requested that a status report be prepared for the September budget hearings.

**DISCUSSION**

This is a preliminary report to your Board. It is too soon to report on the impact of the skill mix changes in clinics because we are still in the transitional phase of the effort.

This report outlines the changes to date:

- The transition at Burlingame Long Term Care is complete;
- The transition at 3AB is complete and we have consistently been effective in meeting the RN-to-patient ratio requirement;
- Aside from transitional issues, clinics are operating as planned;
- Nursing transfers are complete. Transitions and reassignments were more complicated than anticipated as the result of the broad class of Staff Nurse which has unintended consequences because it is not designed to take special nursing skills, training or bilingual ability into account;



- There will be significant unanticipated expenses for training and backfill for some staff who transferred to positions that require special training;
- There were several staff resignations as a direct result of the transfers.

Below is a detailed description of the budget package implementation status.

### **DEPARTMENT OF PSYCHIATRY**

On 3AB, SMMC eliminated 3.8 FTE LVN's, affecting four individual nurses. Because they were fairly senior, these staff members were transferred from 3AB to other SMMC sections. The purpose of this change was to reflect staffing for a lower census. The transition went smoothly and we have consistently been effective in meeting the RN-to-patient ratio.

### **AMBULATORY CARE CLINICS**

The purpose of this change was to implement a less costly staffing mix that more closely reflected community standards. We eliminated 6.1 FTE Staff Nurses in the clinics, affecting 9 individual nurses. To offset this reduction, we added 9 Medical Service Assistant II (MSA) positions. The reductions occurred at the Daly City Clinic; South San Francisco; San Mateo Main Campus Clinics, including Specialty Clinics and Innovative Care Clinic (ICC); Fair Oaks Clinics; and Willow Clinic. Hiring MSA positions is still underway and as a result clinics are still in a transitional period.

#### **North County**

Both the South San Francisco and Daly City sites are in transition due to delays in hiring MSA positions.

#### **San Mateo Campus Clinics**

A Clinical Nurse Position was eliminated in the Cancer Detection Program, an MSA will continue the non-nursing functions with anticipated minimal impact to the program.

#### **South County**

Willow Clinic is in a transitional period and should be operating as expected when MSA positions are filled. Fair Oaks has transitioned, and because the clinic was able to quickly hire an MSA general clinic flow and care teams have been maintained.

### **BURLINGAME LONG TERM CARE**

We eliminated 2 FTE Staff Nurses at BLTC. This change affected 4 individual nurses, including a Minimum Data Set (MDS) Coordinator and the Admissions Coordinator/ Case Manager. There was minimal impact on Unit 2 as there was enough staff to absorb the patient load of this Staff Nurse and remain within the State-mandated hours of care.

### **IMPACTS ON OTHER PARTS OF THE HEALTH SYSTEM**

There were unintended consequences of the budget reductions, and it resulted in some disruptions. Some of the difficulties are related to the broad definitions of some of the positions that were reduced. In particular, the Staff Nurse position is

broadly defined, and doesn't fully identify or support the specific training and skills required in various assignments of employees in Staff Nurse positions. For example three clinic staff from ambulatory care clinics were transferred to vacant positions in the Inpatient areas of Operating Room, Intensive Care and 2AB. Each of those placements will require extensive training (up to six months) for the transferred staff. Similarly, clinic nurses were assigned to work in Correctional Health, which has special security requirements in addition to special training needs.

Another consequence of the reductions is that it resulted in the transfer of staff with bilingual capability. The outcome is that there are some losses in productivity because use of alternatives, such as Health Care Interpreter Network, takes longer than when key staff members are themselves bilingual.


We will be working with partners in Human Resources and with labor representatives to propose changes to improve the processes and to consider alternatives to some broad classes of employees.



**COUNTY OF SAN MATEO**  
**Inter-Departmental Correspondence**

County Manager's Office

**DATE:** September 22, 2009  
**BOARD MEETING DATE:** September 29, 2009  
**SPECIAL NOTICE/HEARING:** None  
**VOTE REQUIRED:** N/A

**TO:** Board of Supervisors  
**FROM:** David S. Boesch, County Manager   
**SUBJECT:** Tracking Workforce Investment Act (WIA) and subsidized employment services federal stimulus money

**RECOMMENDATION:**

Accept the following information regarding the use of federal stimulus funding to create sustainable jobs through training and subsidized employment.

**BACKGROUND:**

During the June budget hearings, the Board requested that the County Manager's Office look for opportunities to strengthen our system of care by targeting federal stimulus funds provided through the American Recovery and Reinvestment Act of 2009. Since the federal funds expire at the end of federal Fiscal Year 2009, the Board was interested in how the funds would be utilized to support sustainable employment in the County.

On September 22<sup>nd</sup>, this item was vetted through the Housing, Health and Human Services Committee. The recommendation from the committee was to move this item for the full Board's consideration.

**DISCUSSION:**

The Human Services Agency and its partner, the San Mateo County Workforce Investment Board (WIB) have made great strides in distributing our WIA stimulus funding quickly and effectively. In April 2009, the WIB received \$4,400,000 in stimulus funding to provide increased workforce services to assist our youth and adults.

- The WIB made available \$750,000 in funding for career training and support.
- The WIB approved \$800,000 in summer youth funding and 160 youth were employed this summer as a result.

### Rapid Deployment of Funding

HSA and the WIB are working closely together to insure that their stimulus funds will result in sustainable jobs for our residents. The first step is to insure that our federal stimulus funds are rapidly utilized for programs serving unemployed, displaced workers and youth seeking employment opportunities. This process began 10 months ago, through meetings with the WIB, our colleges, and community partners, and is continuing today. Over \$1 million in workforce stimulus funding has already been distributed within our County.

### Targeted Industry Sectors

HSA and the WIB are collaborating with community partners to create training programs that build skills for occupations forecasted to experience growth. For example, the WIB convened a Green Jobs workgroup in January 2009. This workgroup brought together key stakeholders and is forming the connections and building the relationships needed to create new green career pathways. As a result, the WIB was awarded a \$900,000 grant to provide green oriented training, service opportunities, and career connections to 150 youth throughout San Mateo County.

The WIB also allocated \$450,000 of stimulus funding to our community colleges to expand the training opportunities available in selected industry sectors. In choosing these sectors, the WIB reviewed labor market information from the California Employment Development Department that projected long term career opportunities in these fields. These trainings will prepare laid off workers for occupations that:

- Have an average Bay Area median hourly wage of \$21.00
- Projected to employ 20,000 people from \*2006-2012
- Projected employment growth from \*2006-2012 is an average of 5.1%

\*Time period used from the EDD Labor Market Data site for San Mateo County Occupation Projections

### TANF Stimulus Funds

Assistance for Needy Families (TANF) provisions of the Recovery Act have created funding for three categories of assistance: Basic Assistance, Short-term Payments, and Subsidized Employment. Adults who meet the qualifications can receive benefits through local programs. HSA will launch a subsidized employment program that combines supportive services with competitive wages and benefits for needy residents. Collaboration with community based organizations, private sector employers and service agencies will create employment opportunities during the funding period through September 2010. HSA will present an informational memo to the Board describing the scope, services, and delivery systems.

### Next Steps

The WIB will be tracking and reporting on the effectiveness of its stimulus funding in enabling residents to secure sustainable employment. That reporting will include the average wage at placement and the percentage of clients placed in jobs. HSA will perform reviews to ensure compliance to federal regulations for the use of stimulus funding for the TANF Emergency Contingency Funds. Although outcomes are not

necessarily included in the federal reporting, HSA plans to develop an internal measure that tracks the number of CalWORKs clients placed in jobs as a result of the stimulus infrastructure project.

Accepting this report back item contributes to the Shared Vision outcome of a Prosperous Community by fostering innovation in all sectors including growth industries, creates jobs, builds community and educational opportunities for all residents.

**FISCAL IMPACT:**


There is no fiscal impact associated with accepting this report.



**COUNTY OF SAN MATEO**  
**Inter-Departmental Correspondence**

County Manager's Office

**DATE:** September 18, 2009  
**BOARD MEETING DATE:** September 29, 2009  
**SPECIAL NOTICE/HEARING:** None  
**VOTE REQUIRED:** N/A

**TO:** Honorable Board of Supervisors  
**FROM:** David S. Boesch, County Manager   
**SUBJECT:** School Based Services Report Back

**RECOMMENDATION:**

Accept this report back regarding school based services within San Mateo County

**BACKGROUND:**

During the June budget hearings, your Board requested that the County Manager's Office conduct a review and inventory of school based services provided within the County for the purpose of finding efficiencies across departments.

**DISCUSSION:**

As requested by the Board of Supervisors, staff reviewed the school based services that are offered by the Health System, the Human Services Agency, the Probation Department, and the Sheriff's Office. Currently, there are eighteen programs within the county that provide school based services to youth and their parents. A wide variety of services are offered to both the youth and their parents that include, but are not limited to; counseling, parent education, medical care, nutrition education, mental health assessment, dental education, and gang prevention education. In addition to these services, youth can also participate in team sports through the Sheriff's Activities League (SAL).

For the purposes of this memorandum, the county was divided into four geographic regions: North, Central, South, and Coastside. North County includes the cities of Daly City, Colma, Brisbane, South San Francisco, Pacifica, San Bruno, Millbrae and Broadmoor. Central County includes the cities of Burlingame, Hillsborough, San



Mateo, Belmont, and San Carlos. South County includes the cities of Redwood City, Woodside, Atherton, Menlo Park, East Palo Alto, and Portola Valley. Coastsides County includes the cities of Half Moon Bay, Montara, Moss Beach, Princeton, El Granada, Miramar, San Gregorio, Pescadero, and La Honda.

Of the eighteen programs identified in the attached table, ten serve a specific geographic region or regions and eight serve the entire county. The programs that are specific to a region or regions may offer similar services to meet a wide variety of community needs. For example, the Health System's California Children's Services is located in both north and south county and provides medical care and rehabilitation as well as direct services through the Medical Therapy Program. Another example is the Sheriff's Activities League (SAL), which is separated into a bayside league that serves north, central, and south county and a coastsides league that serves the coastal areas.

The programs that are designated as Countywide offer services in multiple locations throughout the County. For example, the Sheriff's Drug Abuse and Resistance Education (DARE) and Gang Resistance Education and Training (GREAT) programs are taught at multiple junior high schools within the county. Additionally, the Human Services Agency's Prevention and Early Intervention efforts offer eligibility determination, counseling, support and education services at multiple locations throughout the county.

The County provides a wide range of school-based services to children and families. A thorough review of these services will be conducted during the upcoming budget cycle to ensure that services are either available countywide or focused on the neediest populations and that redundant services are eliminated to improve efficiencies.

Accepting this report back item contributes to the Shared Vision outcome of a Collaborative Community, where leaders forge partnerships, inform and engage residents and demonstrate fiscal stewardship by sustaining core services for future generations and for the most vulnerable members of our community.

**FISCAL IMPACT:**

There is no fiscal impact associated with accepting this report.



**SUMMARY TABLE OF SCHOOL BASED SERVICES**

**HEALTH SYSTEM**

<b>Program Name</b>	<b>Types of Services</b>	<b>Region</b>
AIDS Program	Educational classes and Positive Speakers program	Countywide
Child Health and Disability Prevention – Dental Program	Dental education and periodic examination by health care providers and linking children to identified services	Countywide
Children’s Health Initiative	Health Insurance Enrollment	Countywide
School Based Mental Health Team	Enhanced school based mental health services and case management	Countywide based on individual need
UC Cooperative Extension	Education programs	Countywide
California Children’s Services	Arranges, authorizes and pays for medical care, equipment and rehabilitation, and provides direct services through Medical Therapy Program.	Northern and Southern county
Network for a Healthy California – Nutrition Program	Nutrition education for low-income families	Northern and Southern county

**HUMAN SERVICES AGENCY**

<b>Program Name</b>	<b>Types of Services</b>	<b>Region</b>
Prevention and Early Intervention	Eligibility determination; counseling, support; and education services.	Countywide
	Young children and their families access to health, education and social services with a focus on education.	North County
	Mental Health Assessment and individual, group and family counseling to children and families.	Coastside
	Support for the “Parent involvement Programs” offered at three schools.	South County
	A 10-week parent education program; information and referral assistance; basic need assistance; and case management.	South County
	Family Resource Centers: Children's education, improving the health, safety, and academic, social, and emotional success of children from pre-Kindergarten to third grade.	South County

**PROBATION**

<b>Program Name</b>	<b>Types of Services</b>	<b>Region</b>
Community and Court Schools	A staff of 4 group supervisors assigned to community schools are used to intervene to de-escalate conflict, counsel students, respond to emergency situations, and supervise youth during lunches and after-school detention.	Countywide

**SHERIFF'S OFFICE**

<b>Program Name</b>	<b>Types of Services</b>	<b>Region</b>
Drug Abuse and Resistance Education (DARE)	Ten week program instructed by Sheriff's Deputies and providing information to 5 <sup>th</sup> graders about drug abuse, the consequences of drug abuse and skills for resisting peer pressure to experiment with drugs, alcohol, and tobacco.	Countywide but not taught at every school
Gang Resistance Education and Training (GREAT)	Thirteen week program instructed by Sheriff's Deputies to 7 <sup>th</sup> graders with the objective to teach the students prevention and also act as an immunization against delinquency, youth violence, and gang memberships.	Countywide but not taught at every school
Parent Project	The Sheriff's Office sponsors a 10-week program for parents of "strong-willed" kids. The classes focus on parenting techniques, consistency, and discipline.	Countywide
Prevention Classes	The Sheriff's Office provides a prevention specialist for the Cabrillo School District who instructs students on a wide variety of health and safety topics including bullying, gang awareness, and drug and alcohol prevention.	Countywide when time and funding are available
Sheriff's Training and Recreation (STAR) Camp	A four-day overnight camp offered to 5 <sup>th</sup> to 8 <sup>th</sup> graders who live in our jurisdiction or attend a school in the County. Some programs offered at the camp include swimming, arts and crafts, archery, boating, and gang prevention.	Countywide
Sheriff's Activities League (SAL) Bayside	Provides after school sports activities such as basketball, soccer, flag football, and street hockey, throughout the year as well as arts and crafts and dance classes.	Bayside
Sheriff's Activities League (SAL) Coastside	Provides after school sports activities such as soccer, are played in a competitive league. Also offered are dance, guitar, martial arts, and spa classes. Summer field trips are conducted weekly and a yearly multi-day overnight camping trip.	Coastside
School Resource Officer	The Sheriff's Office has 5 Deputy Sheriff's assigned as school resource officers that work with school staff, business, and the community in order to make the school and surrounding communities a safer place.	Bayside and Coastside
Cuhna Strengthening Summit	The program addresses respect, school climate, and the potential for gang activity by asking students to identify areas of strength and weaknesses on campus and creating action plans for those weaknesses.	Coastside



**COUNTY OF SAN MATEO**  
**Inter-Departmental Correspondence**

County Manager's Office

**DATE:** September 23, 2009  
**BOARD MEETING DATE:** September 29, 2009  
**SPECIAL NOTICE/HEARING:** None  
**VOTE REQUIRED:** N/A

**TO:** Honorable Board of Supervisors  
**FROM:** David S. Boesch, County Manager  
**SUBJECT:** Intergenerational Opportunities

**RECOMMENDATION:**

Accept this report back with an update regarding intergenerational opportunities.

**BACKGROUND:**

During the June budget hearings, your Board requested that the County Manager's Office investigate ways to integrate intergenerational activities into existing programs and achieve cost savings.

On September 22<sup>nd</sup> an update was provided to the Housing, Health and Human Services Committee.

**DISCUSSION:**

On September 16<sup>th</sup>, a committee of stakeholders including First 5, the Human Services Agency, the Health System and the San Mateo County Youth Commission met to discuss intergenerational opportunities. The committee requests more time to research, review and identify areas that are prime for further investigation and possible implementation in the County. An update will be provided to the Board of Supervisors in early 2010.

Accepting this report back item contributes to the Shared Vision outcome of a Collaborative Community, where leaders forge partnerships, inform and engage residents and demonstrate fiscal stewardship by sustaining core services for future generations and for the most vulnerable members of our community.



**FISCAL IMPACT:**


There is no fiscal impact associated with accepting this report.



**COUNTY OF SAN MATEO**  
**Inter-Departmental Correspondence**

County Manager's Office

**DATE:** September 14, 2009  
**BOARD MEETING DATE:** September 29, 2009  
**SPECIAL NOTICE/HEARING:** None  
**VOTE REQUIRED:** N/A

**TO:** Honorable Board of Supervisors  
**FROM:** David S. Boesch, County Manager   
**SUBJECT:** Community Overcoming Relationship Abuse (CORA) Funding Report Back

**RECOMMENDATION:**

Accept this report back and provide direction on staff's recommendation to utilize option #2 for the CORA Emergency Response Program (ERP) funding within San Mateo County.

**BACKGROUND:**

During the June budget hearings, your Board requested that the County Manager's Office conduct a review of the current funding distribution by Cities and Unincorporated San Mateo County for the CORA ERP. CORA ERP is a vital lifeline collaboration with 21 police departments in the County and the Sheriff's Office. In conjunction with law enforcement, trained CORA counselors provide 24-hour emergency, critical incidence response and advocacy to de-escalate crisis situations involving domestic violence.

On August 12<sup>th</sup>, this item was vetted through the Criminal Justice Committee. The recommendation from the committee was to move this item for the full Board's consideration.

**DISCUSSION:**

The current method that CORA uses to distribute ERP funding is based on a formula where cities provide 50% of the funding based on population and assessed valuation and Unincorporated San Mateo County pays the remaining 50%. This is the same



formula that is used to allocate costs for the Emergency Response Services Joint Powers Authority and was also previously used to allocate costs of the Criminal Justice Counsel.

In FY 2008-09, the total ERP funding was \$172,000 of which \$86,000 was shared amongst twenty one cities and the County paid the other \$86,000. As a comparison, the City of Redwood City with a slightly larger population and a similar assessed valuation, contributed \$10,010 based on CORA's current ERP funding distribution plan.

Based on the population and assessed valuations and use of CORAs funding distribution for ERP, the following three alternatives are offered for the FY 2010-11 funding distribution:

- 1) Continue to use the current cost share formula. See Table 1 for reference.
- 2) Utilize a similar cost share formula that includes cities and Unincorporated San Mateo County to share in the cost according to population and assessed valuations. Had the cities and Unincorporated San Mateo County shared proportionally in the cost of \$172,000 in FY 2008-09 based on the assessed value and population, then the County's contribution would have been \$17,200, or 10%. By comparison, City of Redwood City's contribution would have been \$18,016, or approximately 11%. See Table 2 for reference information.
- 3) Distribute costs based on the number of calls to the Emergency Response Program. In calendar year 2008, the total calls originating within the County were 2,176 for a cost per call of \$79.04. Under this proposal and a call volume of 67, Unincorporated San Mateo County's contribution would have been \$5,296 or 3.1%. See Table 3 for reference information.

Table 4 provides a comparison look at the costs for each scenario.

As a next step and if the Board accepts the recommendation, the County will notify and assist cities that will be impacted by the change in the ERP funding distribution in FY 2010-11.

Accepting this report back item contributes to the Shared Vision outcome of a Collaborative Community, where leaders forge partnerships, inform and engage residents and demonstrate fiscal stewardship by sustaining core services for future generations and for the most vulnerable members of our community.

**FISCAL IMPACT:**

There is no fiscal impact associated with accepting this report.

**Table 1 - Current Allocation**

Agency Base Share = \$43,000

Cost Share Factors

Population Factor: \$43,000 / 723,453

0.065246518

Assessed Value Factor: \$43,000 / \$115,865,885

0.000417437

Agency	Population	Population Percent	Population Cost Share	Assessed Valuation	Assessed Value Percent	Assessed Value Cost Share	Total Cost Share
Atherton	7,256	1.1%	\$473	\$4,515,148	4.4%	\$1,885	\$2,358
Belmont	25,470	3.9%	\$1,662	\$3,808,848	3.7%	\$1,590	\$3,252
Brisbane	3,724	0.6%	\$243	\$1,366,355	1.3%	\$570	\$813
Burlingame	28,280	4.3%	\$1,845	\$5,714,700	5.5%	\$2,386	\$4,231
Colma	1,567	0.2%	\$102	\$582,319	0.6%	\$243	\$345
Daly City	104,661	15.9%	\$6,829	\$7,465,719	7.2%	\$3,116	\$9,945
East Palo Alto	32,202	4.9%	\$2,101	\$1,593,296	1.5%	\$665	\$2,766
Foster City	29,876	4.5%	\$1,949	\$5,538,445	5.4%	\$2,312	\$4,261
Half Moon Bay	12,688	1.9%	\$828	\$1,940,258	1.9%	\$810	\$1,638
Hillsborough	10,983	1.7%	\$717	\$5,206,027	5.1%	\$2,173	\$2,890
Menlo Park	30,648	4.7%	\$2,000	\$8,005,880	7.8%	\$3,342	\$5,342
Millbrae	20,708	3.1%	\$1,351	\$2,713,112	2.6%	\$1,133	\$2,484
Pacifica	38,678	5.9%	\$2,524	\$3,663,132	3.6%	\$1,529	\$4,053
Portola Valley	4,538	0.7%	\$296	\$1,827,842	1.8%	\$763	\$1,059
Redwood City	75,986	11.5%	\$4,958	\$12,103,017	11.7%	\$5,052	\$10,010
San Bruno	42,215	6.4%	\$2,754	\$4,125,843	4.0%	\$1,722	\$4,477
San Carlos	28,190	4.3%	\$1,839	\$5,561,822	5.4%	\$2,322	\$4,161
San Mateo	94,212	14.3%	\$6,147	\$13,588,277	13.2%	\$5,672	\$11,819
South San Francisco	61,661	9.4%	\$4,023	\$10,398,671	10.1%	\$4,341	\$8,364
Woodside	5,496	0.8%	\$359	\$3,290,791	3.2%	\$1,374	\$1,732
Total City Contributions	659,039	100.0%	\$43,000	\$103,009,502	100.0%	\$43,000	\$86,000
Unincorporated SMC	64,414	--	\$43,000	\$12,856,383	--	\$43,000	\$86,000
Combined City and County Contributions	723,453	100.0%	\$86,000	\$115,865,885	100.0%	\$86,000	\$172,000

**Table 2 - Cities and Counties Share Total Cost**

Agency Base Share = \$86,000

Cost Share Factors

Population Factor: \$86,000 / 723,453

0.118874343

Assessed Value Factor: \$86,000 / \$115,865,885

0.000742237

Agency	Population	Population Percent	Population Cost Share	Assessed Valuation	Assessed Value Percent	Assessed Value Cost Share	Cost Share
Atherton	7,256	1.0%	\$863	\$4,515,148	3.9%	\$3,351	\$4,214
Belmont	25,470	3.5%	\$3,028	\$3,808,848	3.3%	\$2,827	\$5,855
Brisbane	3,724	0.5%	\$443	\$1,366,355	1.2%	\$1,014	\$1,457
Burlingame	28,280	3.9%	\$3,362	\$5,714,700	4.9%	\$4,242	\$7,603
Colma	1,567	0.2%	\$186	\$582,319	0.5%	\$432	\$618
Daly City	104,661	14.5%	\$12,442	\$7,465,719	6.4%	\$5,541	\$17,983
East Palo Alto	32,202	4.5%	\$3,828	\$1,593,296	1.4%	\$1,183	\$5,011
Foster City	29,876	4.1%	\$3,551	\$5,538,445	4.8%	\$4,111	\$7,662
Half Moon Bay	12,688	1.8%	\$1,508	\$1,940,258	1.7%	\$1,440	\$2,948
Hillsborough	10,983	1.5%	\$1,306	\$5,206,027	4.5%	\$3,864	\$5,170
Menlo Park	30,648	4.2%	\$3,643	\$8,005,880	6.9%	\$5,942	\$9,586
Millbrae	20,708	2.9%	\$2,462	\$2,713,112	2.3%	\$2,014	\$4,475
Pacifica	38,678	5.3%	\$4,598	\$3,663,132	3.2%	\$2,719	\$7,317
Portola Valley	4,538	0.6%	\$539	\$1,827,842	1.6%	\$1,357	\$1,896
Redwood City	75,986	10.5%	\$9,033	\$12,103,017	10.4%	\$8,983	\$18,016
San Bruno	42,215	5.8%	\$5,018	\$4,125,843	3.6%	\$3,062	\$8,081
San Carlos	28,190	3.9%	\$3,351	\$5,561,822	4.8%	\$4,128	\$7,479
San Mateo	94,212	13.0%	\$11,199	\$13,588,277	11.7%	\$10,086	\$21,285
South San Francisco	61,661	8.5%	\$7,330	\$10,398,671	9.0%	\$7,718	\$15,048
Woodside	5,496	0.8%	\$653	\$3,290,791	2.8%	\$2,443	\$3,096
Unincorporated SMC	64,414	8.9%	\$7,657	\$12,856,383	11.1%	\$9,542	\$17,200
<b>Total</b>	<b>723,453</b>	<b>100.0%</b>	<b>\$86,000</b>	<b>\$115,865,885</b>	<b>100.0%</b>	<b>\$86,000</b>	<b>\$172,000</b>



**Table 3 - Cost Per Call Volume**

Agency base share = \$172,000

Agency	Call Volume	Other Calls*	Total Billable Call Volume	Cost Per Call	Total Cost	Percent of Total Cost
Atherton	4	0	4	\$79	\$345	0.20%
Belmont	44	4	48	\$79	\$3,799	2.21%
Brisbane	8	1	9	\$79	\$691	0.40%
Broadmoor	0	0	0	\$79	\$0	0.00%
Burlingame	39	4	43	\$79	\$3,367	1.96%
Colma	4	0	4	\$79	\$345	0.20%
Daly City	614	57	671	\$79	\$53,016	30.82%
East Palo Alto	101	9	110	\$79	\$8,721	5.07%
Foster City	16	1	17	\$79	\$1,382	0.80%
Half Moon Bay	31	3	34	\$79	\$2,677	1.56%
Hillsborough	4	0	4	\$79	\$345	0.20%
Menlo Park	5	0	5	\$79	\$432	0.25%
Millbrae	19	2	21	\$79	\$1,641	0.95%
Moss Beach	4	0	4	\$79	\$345	0.20%
Pacifica	127	12	139	\$79	\$10,966	6.38%
Portola Valley	0	0	0	\$79	\$0	0.00%
Redwood City	226	21	247	\$79	\$19,514	11.35%
San Bruno	166	15	181	\$79	\$14,333	8.33%
San Carlos	20	2	22	\$79	\$1,727	1.00%
San Mateo	248	23	271	\$79	\$21,414	12.45%
Sheriff**	67	6	73	\$79	\$5,785	3.36%
South San Francisco	245	23	268	\$79	\$21,155	12.30%
Woodside	0	0	0	\$79	\$0	0.00%
<b>Total</b>	<b>1992</b>	<b>184</b>	<b>2,176</b>		<b>\$172,000</b>	<b>100.00%</b>

\*Other calls were distributed among the agencies using a ratio of agency call volume divided by total call volume multiplied by total other calls

\*\*Sheriff is designated as unincorporated San Mateo County

**Table 4 - Side by Side Comparison of the Three Cost Allocation Scenarios**

<b>Agency</b>	<b>Scenario 1: Current Allocation Costs</b>	<b>Scenario 2: Cities / County Share Total Cost</b>	<b>Scenario 3: Cost per Call Volume</b>
Atherton	\$2,358	\$4,214	\$345
Belmont	\$3,252	\$5,855	\$3,799
Brisbane	\$813	\$1,457	\$691
Broadmoor	\$0	\$0	\$0
Burlingame	\$4,231	\$7,603	\$3,367
Colma	\$345	\$618	\$345
Daly City	\$9,945	\$17,983	\$53,016
East Palo Alto	\$2,766	\$5,011	\$8,721
Foster City	\$4,261	\$7,662	\$1,382
Half Moon Bay	\$1,638	\$2,948	\$2,677
Hillsborough	\$2,890	\$5,170	\$345
Menlo Park	\$5,342	\$9,586	\$432
Millbrae	\$2,484	\$4,475	\$1,641
Moss Beach	\$0	\$0	\$345
Pacifica	\$4,053	\$7,317	\$10,966
Portola Valley	\$1,059	\$1,896	\$0
Redwood City	\$10,010	\$18,016	\$19,514
San Bruno	\$4,477	\$8,081	\$14,333
San Carlos	\$4,161	\$7,479	\$1,727
San Mateo	\$11,819	\$21,285	\$21,414
Sheriff / Unincorporated County	\$86,000	\$17,200	\$5,785
South San Francisco	\$8,364	\$15,048	\$21,155
Woodside	\$1,732	\$3,096	\$0
<b>Total</b>	<b>\$172,000</b>	<b>\$172,000</b>	<b>\$172,000</b>

**FY 2009-11 Final Budget Hearing  
ATTACHMENT B**

**SUMMARY - POSITION CHANGES**

DEPARTMENT/DIVISION	DESCRIPTION	CLASSIFICATION	ADD	DEL
<b>Sheriff's Office</b>	<b>Delete:</b> Court Security	Deputy Sheriff		(4)
	<b>Add:</b> Jail Planning Unit	Sheriff's Sergeant	1	
<b>Probation Department</b>	<b>Delete:</b> Juvenile Services	Probation Services Manager II		(2)
	<b>Add:</b> Juvenile Services	Probation Services Manager II	1	
	<b>Delete:</b> Institution Services	Utility Worker II		(1)
	<b>Add:</b> Institution Services	Storekeeper I	1	
	<b>Delete:</b> Risk Prevention Program (RPP)	Deputy Probation Officer III		(5)
	<b>Add:</b> To Adult Services from RPP	Deputy Probation Officer III	3	
	<b>Add:</b> To Institution Services from RPP	Deputy Probation Officer III	2	
<b>Health Administration</b>	<b>Delete:</b> Health Administration	Administrative Secretary II		(1)
<b>Health Policy and Planning</b>	<b>Add:</b> Transfer to Health Policy and Planning	Patient Services Specialist	1	
	<b>Add:</b> Transfer to Health Policy and Planning	Health Benefits Analyst II	17	
	<b>Add:</b> Transfer to Health Policy and Planning	Lead Health Benefits Analyst	3	
	<b>Add:</b> Transfer to Health Policy and Planning	Health Benefits Supervisor	1	
<b>Aging and Adult Services</b>	<b>Delete:</b> AIDS Case Management	Public Health Nurse		(1)
	<b>Delete:</b> AIDS Case Management	Social Worker II		(1)
	<b>Delete:</b> Managed Security Services Providers (MSSP)	Social Worker Supervisor		(1)
<b>Environmental Health</b>	<b>Delete:</b> Vector Control	Environmental Health Tech II		(2)
	<b>Delete:</b> Vector Control	Hazardous Materials Specialist III		(1)
<b>Behavioral Health and Recovery Services</b>	<b>Delete:</b> Transfer to Human Services Agency	Supervising Mental Health Clinician		(1)
	<b>Delete:</b> Reconcile with SOA	Staff Physician		(1)
	<b>Delete:</b> Mental Health Youth Services	Community Worker II		(2)
	<b>Add:</b> Mental Health Youth Services	Community Worker II	1	
<b>Community Health</b>	<b>Delete:</b> Client Services	Community Worker II		(3)
	<b>Delete:</b> Client Services	Community Program Specialist III		(1)
	<b>Delete:</b> Communicable Disease	Administrative Secretary III		(1)
	<b>Delete:</b> Communicable Disease	Medical Office Specialist		(1)
	<b>Delete:</b> Education and Prevention	Community Program Specialist II		(3)
	<b>Delete:</b> General Administration	Community Program Specialist III		(1)
	<b>Delete:</b> Mobile Clinic	Community Worker II-U		(1)
	<b>Delete:</b> Mobile Clinic	Nurse Practitioner-U		(1)
	<b>Delete:</b> Mobile Clinic	Patient Services Assistant II		(1)
	<b>Delete:</b> Mobile Clinic	Staff Nurse		(1)
	<b>Delete:</b> Public Health Lab	Medical Office Assistant II		(1)
	<b>Delete:</b> STD Control	Community Program Specialist III		(1)
	<b>Delete:</b> Tobacco Prevention	Community Program Specialist III		(1)

DEPARTMENT/DIVISION	DESCRIPTION	CLASSIFICATION	ADD	DEL
<b>Family Health</b>	<b>Delete:</b> California Children Services Administration	Supervising Physician		(1)
	<b>Delete:</b> Child Health	Community Worker II		(2)
	<b>Delete:</b> Family Health Administration	Community Program Specialist III-U		(1)
	<b>Delete:</b> Pre-to-Three	Community Worker II		(1)
	<b>Delete:</b> Public Health Nutrition	Community Worker II		(1)
	<b>Add:</b> Transfer from Human Services Agency	Public Health Nurse	3	
	<b>Delete:</b> Transfer to Human Services Agency	Community Program Specialist II		(1)
	<b>Delete:</b> California Children Services Administration	Social Worker III		(1)
	<b>Add:</b> California Children Services Administration	Benefits Analyst II	1	
<b>San Mateo Medical Center</b>	<b>Delete:</b> 39th Avenue Clinics	Medical Services Assistant II		(1)
	<b>Delete:</b> Access and Care for Everyone (ACE)	Patient Services Assistant II-U		(2)
	<b>Delete:</b> Acute Psych	Staff Nurse		(1)
	<b>Delete:</b> Burlingame Long Term Care	Medical Services Assistant II		(6)
	<b>Delete:</b> Burlingame Long Term Care	Public Services Specialist		(1)
	<b>Delete:</b> Burlingame Long Term Care	Licensed Vocational Nurse		(1)
	<b>Delete:</b> Emergency Room (ER)	Charge Nurse		(1)
	<b>Delete:</b> Magnetic Resonance Imaging (MRI)	Patient Services Assistant II		(1)
	<b>Delete:</b> North County Clinics	Patient Services Assistant II		(1)
	<b>Delete:</b> Outpatient Business Office	Fiscal Office Assistant II		(1)
	<b>Delete:</b> Patient Accounting	Office Assistant II		(1)
	<b>Delete:</b> Quality Assurance	Office Assistant II		(1)
	<b>Delete:</b> Radiology	Patient Services Assistant II		(1)
	<b>Delete:</b> Radiology	Radiology Assistant		(1)
	<b>Delete:</b> Recreational Therapy	Therapy Aide		(1)
	<b>Delete:</b> Ron Robinson Senior Care Center	Dietician		(1)
	<b>Delete:</b> Trials and Research	Community Program Specialist II		(1)
	<b>Delete:</b> Trials and Research	Management Analyst III		(1)
	<b>Delete:</b> Transfer to Health Policy and Planning	Patient Services Specialist		(1)
	<b>Delete:</b> Transfer to Health Policy and Planning	Health Benefits Analyst II		(17)
	<b>Delete:</b> Transfer to Health Policy and Planning	Lead Health Benefits Analyst		(3)
	<b>Delete:</b> Transfer to Health Policy and Planning	Health Benefits Supervisor		(1)
	<b>Delete:</b> Coastside Clinic	Patient Services Assistant II-U		(1)
	<b>Delete:</b> Access and Care for Everyone (ACE)	Psychiatric Social Worker-U		(1)
	<b>Add:</b> Fair Oaks Family Health Center	Public Health Educator-U	1	
	<b>Add:</b> Fair Oaks Children's Clinic	Staff Nurse	1	
	<b>Add:</b> Coastside Clinic	Patient Services Assistant II	1	
<b>Human Services Agency</b>	<b>Delete:</b> Benefit Analyst Training Unit	Benefits Analyst II-U		(5)
	<b>Delete:</b> Business Systems Unit	Office Specialist		(1)
	<b>Delete:</b> Children and Family Services	Human Services Manager I		(1)
	<b>Delete:</b> Children and Family Services	Human Services Manager II		(1)
	<b>Delete:</b> Children and Family Services	Management Analyst III		(1)
	<b>Delete:</b> Children and Family Services	Administrative Secretary II		(1)
	<b>Delete:</b> Children and Family Services	Transportation Officer		(1)

DEPARTMENT/DIVISION	DESCRIPTION	CLASSIFICATION	ADD	DEL
	Delete: CalWin	Department Systems Analyst		(1)
	Delete: CalWORKs	Office Assistant II		(1)
	Add: ARRA / TANF Subsidized Employment Program	Human Services Manager I-U	1	
	Add: ARRA / TANF Subsidized Employment Program	Management Analyst III-U	1	
	Delete: Child Welfare Services	Community Worker II		(3)
	Delete: Child Welfare Services	Public Health Nurses		(4)
	Delete: Child Welfare Services	Public Health Nurses		(3)
	Delete: Child Welfare Services	Social Worker III		(9)
	Delete: Eligibility Determination	Office Assistant II		(1)
	Delete: Vocational Rehab Services (Courthouse Cafe')	Rehab Production Supervisor II		(1)
	Delete: Fair Hearings	Benefits Analyst II-U		(1)
	Delete: Office of the Agency Director / Fiscal Unit	Fiscal Office Assistant II		(1)
	Delete: Health Care Outreach Project	Fraud Investigator II		(3)
	Delete: Office of the Agency Director / Support	Executive Secretary-C		(1)
	Delete: Prevention Management	Human Services Manager II		(1)
	Delete: Prevention Management	Management Analyst III		(1)
	Delete: Receiving Home	Senior Shelter Care Counselor-E		(1)
	Delete: Workforce Investment Act (WIA) Program	Employment Services Specialist II		(1)
	Add: Transfer from Behavioral Health	Supervising Mental Health Clinician	1	
	Add: Transfer from Family Health	Community Program Specialist II	1	
		<b>TOTAL POSITION CHANGES</b>	<b>42</b>	<b>(140)</b>
		<b>Net Position Changes</b>	<b>(98)</b>	

**FY 2009-11 Final Budget Hearing  
ATTACHMENT C**

**FINAL FUND BALANCE ADJUSTMENTS**

Budget Unit ID	Budget Unit Name	AMOUNT Final Fund Balance Adjustment	Description of Change
1100D	Board of Supervisors	\$ 70,219	Set aside in Reserves and miscellaneous operating appropriation
1200B	County Manager's Office	611,919	Set aside in Reserves
1220B	Real Property	101,545	Appropriate for leases and service chargers
1240B	Public Safety Communications	268,353	Set aside in Reserves \$12,853; one-time kitchen remodel \$60,000; one-time purchase of accreditation software \$170,000; one-time purchase of equipment and vehicle \$25,500
1300D	Assessor-Clerk-Recorder	1,222,009	Set aside in Reserves \$1,103,009; one-time projects for servers and computer equipment rental \$89,000; AS-400 upgrade and digital mapping \$30,000
1400B	Controller's Office	45,997	Set aside in Reserves for future computer purchases and upgrades
1500B	Tax Collector/Treasurer	756,704	Set aside in Reserves \$285,643; appropriate \$471,061 one-time projects for professional contracts, computer equipment and automation, telephone services and equipment, and supplies
1600B	County Counsel	456,008	Set aside in Reserves for deferred database replacement
1700B	Human Resources	(45,616)	Appropriate an increase in one-time reimbursement from Human Resources trust fund receipts to offset decrease in Fund Balance
1800B	Information Services Department	4,250,251	Appropriate rollover project costs for Human Services Agency moves, Criminal Justice System (CJIS) migration project and middleware costs, mainframe elimination projects, IFAS upgrades, facility improvements, training expenditures, proprietary software, and telephone system upgrades
1920B	Grand Jury	0	No change
1940B	Message Switch	87,550	Set aside in Reserves \$78,810 and appropriate rollover of NetMotion Client licenses \$8,740
2510B	District Attorney/Public Administrator	151,216	Set aside in Reserves
3000B	Sheriff's Office	3,046,944	Set aside in Reserves
3200D	Probation Department	(266,644)	Increase revenue \$395,948 from the County Office of Education to offset decrease in Fund Balance and set aside in Reserves \$129,304
3300B	Coroner's Office	226,254	Set aside in Reserves \$126,254 and appropriate \$100,000 for equipment and supplies for the morgue remodel
3570B	Local Agency Formation Commission	38,544	Reduce revenue contributions from cities 2/3 and County 1/3
3580B	Fire Protection Services	0	No change
3800B	Planning and Building	(240,515)	Reduce Reserves by \$152,715 and increase fee revenue \$87,800



Budget Unit ID	Budget Unit Name	AMOUNT Final Fund Balance Adjustment	Description of Change
3900B	Parks Department	(150,000)	Increase revenue in concessions and leases and from the new online reservation system
4510P	Administrative Services	0	No change
4600P	Engineering Services	182	Set aside in Reserves
4730P	Facilities Services	1,292,669	Set aside \$334,000 in Reserves and appropriate repayment of PG&E rebate and Solid Waste loans of \$481,725, transfer additional facility surcharge of \$257,000 to Capital Projects, and the balance for miscellaneous one-time items of \$219,944
4840B	Utilities	162,245	Set aside in Reserves
5500B	Health Administration	380,078	Appropriate for capital projects
5550B	Health Policy and Planning	111,458	Appropriate for capital projects
5700B	Aging and Adult Services	12,887	Set aside in Reserves
6100B	Behavioral Health and Recovery Services	171,359	Set aside in Reserves for future automation and technology for the Alcohol and Other Drug Short-Doyle Medi-Cal Phase II project
6200B	Community Health	585,754	Set aside in Environmental Health Reserves \$301,258, Public Health Reserves \$83,563, and Agricultural Weights and Measures Reserves \$151,536, and appropriate \$51,397 for the remainder of the GIS project and other small technology projects
6240B	Family Health Services	29,310	Set aside in Reserves
6300B	Correctional Services	106,328	Set aside in Reserves \$91,328 and appropriate \$15,000 for capital projects
7000D	Human Services Agency	776,228	Set aside in Reserves
7900B	Department of Housing	0	No change
8000B	Non-Departmental Services	(4,873,636)	Reserves are reduced due to year-end Fund Balance adjustments made to General Fund operating departments, including Public Safety Sales Tax (Prop. 172) revenue shortfalls, retiree health hold harmless adjustments, and retirement/terminal pay cash-outs
	<b>Subtotal General Fund</b>	<b>\$ 9,385,600</b>	
3550B	Structural Fire	192,659	Set aside in contract - Fire Protection account to offset increased costs in contract and other ancillary services
3560B	County Service Area #1	187,671	Set aside in Reserves

Budget Unit ID	Budget Unit Name	AMOUNT Final Fund Balance Adjustment	Description of Change
3700B	County Library	321,610	Set aside in Reserves
3950B	Fish and Game	1,961	Set aside in Reserves
3960B	Off-Highway Vehicle License Fees	(37,250)	Reduce appropriation for contract services
3970B	Parks Acquisition and Development	1,286,178	Set aside in Reserves
3980B	Coyote Point Marina	(72,037)	Decrease Reserves
4520B	Road Construction and Operations	(240,889)	Decrease Reserves
4740B	Construction Services	182,220	Set aside in Reserves
4760B	Vehicle and Equipment Services	(330,794)	Decrease Capital Reserves
4820B	Waste Management	779,212	Set aside in Capital Reserves
4830B	Transportation Services	215,223	Appropriate a new transit ticket provider
4840B	Utilities	4,287,072	Set aside in Reserves
4850B	Airports	1,004,483	Set aside in Reserves
5630B	Emergency Medical Services Fund	275,206	Set aside in Reserves for payments to physicians and hospitals
5800B	IHSS Public Authority	(3)	Decrease Reserves
8200B	Accumulated Capital Outlay Fund	(390)	Decrease Reserves
8300B	Courthouse Construction Fund	1,310	Set aside in Reserves
8400B	Criminal Justice Construction Fund	44,634	Set aside in Reserves
8500D	Capital Projects Fund	367,572	Appropriate for facility surcharge projects
8900B	Debt Service Fund	228,949	Set aside in Reserves
	<b>Subtotal Non-General Funds</b>	<b>\$ 8,694,597</b>	
	<b>TOTAL ALL FUNDS</b>	<b>\$ 18,080,197</b>	
1950B	First 5 San Mateo County (Information Only)	598,855	Set aside in Reserves
2000B	Retirement Office (Information Only)	0	No change

**FY 2009-11 Final Budget Hearing  
ATTACHMENT D**

**SEPTEMBER REVISIONS  
(Final Budget Changes)**

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**September Revisions:**
**FY 2009-10 Recommended Budget**
**1. Contract Dispatch Reductions**

Budgeted revenues have been reduced to reflect a lower than projected contract renewal amount with the Fire Joint Powers Authority and the elimination of anticipated funding from cities and the Sheriff's Office for overtime costs associated with the dispatching for Gang Task Force activities. To offset the reductions, a one-time purchase of the Emergency Police Dispatch Protocol will be eliminated and appropriations in service charges will be reduced. In addition, Reserves will be used to cover Gang Task Force overtime staffing for one year.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(128,375)	(128,375)	30,000	(30,000)	0	0

**FY 2010-11 Recommended Budget**

No change.

## September Revisions:

## FY 2009-10 Recommended Budget

**1. Reduction in Services Provided to the Courts**

As part of a service level reduction requested by the San Mateo County Superior Court, four vacant Deputy Sheriff positions responsible for court security have been deleted.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(770,805)	(770,805)	0	0	0	(4)

**2. Federal Stimulus - COPLINK / Urban Area Security Initiative (UASI) Grants**

In July 2009, the Sheriff's Office, through the Northern California High Intensity Drug Trafficking Area (NCHIDTA) and the Northern California Regional Terrorist Threat Assessment Center (NCRTTAC), received a supplemental grant as part of the Federal Stimulus Program. The grant is administered through the 2007 UASI Homeland Security grant and will be used to develop and implement an integrated law enforcement sharing system, called COPLINK, to combat criminal activity stemming from the southern border. This grant appropriation will fund the purchase and development of the COPLINK database.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
999,825	999,825	0	0	0	0

**3. Radio Interoperability Project**

In October 2007, San Francisco was awarded the Urban Area Security Initiatives (UASI) Grant from the Federal Department of Homeland Security. San Mateo County is a sub-grantee of this award and received funding for a two-year countywide radio interoperability project. This is the third and final grant that will be used to complete this project.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
2,411,009	2,411,009	0	0	0	0

**4. Southwest Border Initiative Debt Payment**

During FY 2008-09, the County reached a settlement agreement with the United States Department of Justice for unallowable claims submitted by the Sheriff's Office for the Southwest Border Initiative. The General Fund paid the settlement totaling \$1,513,921. The Sheriff's Office has agreed to reimburse Non-Departmental Services over the next five fiscal years. Sheriff's Office Reserves generated through savings in FY 2008-09, will be used to repay half of the settlement in FY 2009-10.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	756,961	0	(756,961)	0	0

**5. Urban Area Security Initiative (UASI) Grant**

Additional funding has been received from the 2008 Urban Area Initiatives (UASI) Grant to reflect the County's portion of the regional UASI Homeland Security funding.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
254,962	254,962	0	0	0	0

**6. Jail Planning Unit Sergeant**

The Sheriff's Office has added one new Sergeant position to improve support in the planning process for the new jail replacement project. This position is designated as the Operations Track Manager by the National Institute of Corrections (NIC) and will be responsible for conducting a staffing plan analysis, working with the Corrections Standard Authority (CSA) on facility design and operation compliance; providing supervisory level experience, technical, and classification knowledge for operational implementation; overseeing the functional planning group; and developing an operational maintenance procedure for the new facility.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	120,000	0	0	120,000	1

**7. Countywide Reentry Grant - County Match**

In order to support the Countywide re-entry efforts, funding has been transferred from Non-Departmental Services to the Sheriff's Office for additional Extra-Help staff to conduct preliminary assessments for candidate eligibility for the re-entry programs.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	55,000	(55,000)	0	0	0

**8. Medium Security Facility Emergent Repairs**

Due to budget constraints, the men's Medium Security Facility (MSF) in La Honda was closed in December 1999. In February 2008, the re-opening of MSF was proposed to the Board as a temporary solution to housing male inmates displaced during the construction of a replacement jail facility as well as a facility to house overflow inmates from the Maguire Correctional Facility. The MSF has since been rehabilitated. In addition, the Department of Public Works identified a need to establish an emergent repairs fund while MSF remains in a standby stage. Savings from the Jail Management System project has been eliminated and appropriation has been added for emergent repairs. The Sheriff's Office will submit a request to the Department of Public Works for an ongoing emergent repairs allocation in the FY 2010-11 Capital Projects Budget.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	(50,000)	50,000	0	0	0
0	50,000	(50,000)	0	0	0

**9. National Institute of Justice Appropriation for DNA Backlog**

In the past, the Sheriff's Office hired contract workers to complete the backlog of work. New guidelines that become effective October 1, 2009 require all DNA backlog work to be done by employees not contractors. In order to comply with the new requirements, contract appropriation has been reduced and Extra-Help appropriation has been increased.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	(34,090)	0	0	(34,090)	0
0	34,090	0	0	34,090	0

**10. Sequoia Health District Grant**

In May 2009, the Sequoia Healthcare District Board of Directors awarded a grant to the San Mateo County Sheriff's Activities League (SAL) to develop the Academicos Futbol Club, a soccer academy for youth in North Fair Oaks. The grant will serve an estimated 100 students and cover the costs of uniforms, sporting equipment, and other supplies for the Club.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
25,000	25,000	0	0	0	0

**11. California Fish and Game Grant**

In July 2009, the Board of Supervisors authorized the Sheriff's Office to execute an agreement with the California Department of Fish and Game for the purchase of an Oil Spill Response Equipment Trailer for use in responding to oil and other water contaminants within the San Francisco Bay Area.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
25,000	25,000	0	0	0	0

**12. Kelly Family Fund Donation to Community Alliance to Revitalize Our Neighborhood (CARON) Program**

The Kelly Family Fund, which is registered with the Silicon Valley Community Foundation, donated to the CARON Program youth projects. Sheriff's Office School Resource Officers and the CARON grant funded Community Program Specialist will use the donation to administer supplemental youth programs.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
5,000	5,000	0	0	0	0

**TOTAL FY 2009-10 SEPTEMBER REVISIONS**

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
2,949,991	3,881,952	(55,000)	(756,961)	120,000	(3)

**FY 2010-11 Recommended Budget****13. Radio Interoperability Project**

One-time funding for the Radio Interoperability Project has been removed.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(2,411,009)	(2,411,009)	0	0	0	0

**14. COPLINK Grant - Southborder Initiative**

One-time funding for the COPLINK Grant - Southborder Initiative project has been removed.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(999,825)	(999,825)	0	0	0	0

**15. Southwest Border Initiative Debt Payment**

One-time debt payment for the Southwest Border Initiative settlement has been removed.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(756,961)	(756,961)	0	0	0	0

**16. Annualization of the Jail Planning Unit Sergeant**

The new Sergeant position for the Jail Planning Unit was a partial year add in FY 2009-10. Appropriation has been added for FY 2010-11 to include the full year cost of the position.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	119,108	0	0	119,108	0

**17. Medium Security Facility (MSF) Emergent Repairs**

A one-time transfer from Non-Departmental Services for funding for MSF emergent repairs has been removed.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	(50,000)	50,000	0	0	0

**18. Sequoia Healthcare District Grant**

One-time Sequoia Healthcare District Grant for the SAL Academicos Futbol Club has been removed.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(25,000)	(25,000)	0	0	0	0

**19. California Fish and Game Grant**

One-time State funding from the California Department of Fish and Game has been removed.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(25,000)	(25,000)	0	0	0	0

**20. Kelly Family Fund Donation to CARON Program**

A one-time donation from the Kelly Family Fund to the CARON Program has been removed.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(5,000)	(5,000)	0	0	0	0

**TOTAL FY 2010-11 SEPTEMBER REVISIONS**

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(4,222,795)	(4,153,687)	50,000	0	119,108	0



## September Revisions:

## FY 2009-10 Recommended Budget

**1. Reduction in Juvenile Services**

One vacant part-time Probation Services Manager and one filled part-time Probation Services Manager have been deleted. One new full-time Probation Services Manager position has been added. The incumbent in the filled part-time position will move into the new full-time position.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	(137,649)	0	0	(137,649)	(2)
0	137,649	0	0	137,649	1

**2. Staffing Adjustment - Housekeeping**

In order to more accurately reflect the responsibilities of the position, one vacant full-time Utility Worker position has been deleted and one new full-time Storekeeper has been added. Savings have been set aside in Reserves.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	(66,139)	0	0	(66,139)	(1)
0	55,999	0	8,181	64,180	1

**3. Proposition 36 Reimbursement for Substance Abuse Treatment**

Reimbursement from Behavioral Health and Recovery Services for Proposition 36 services has been increased to partially offset staffing costs for FY 2009-10. Future year reimbursements will be based on availability of state funds.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	0	(81,041)	0	(81,041)	0

**4. Increase in Food Services Charges at Camp Glenwood**

Due to an increase in population at the Glenwood Boys Camp in La Honda, food services charges from Correctional Health for labor and food costs have increased.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	83,000	0	0	83,000	0

**TOTAL FY 2009-10 SEPTEMBER REVISIONS**

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	72,860	(81,041)	8,181	0	(1)

## FY 2010-11 Recommended Budget

No change.

## September Revisions:

## FY 2009-10 Recommended Budget

1. La Honda Rescue Vehicle

A new rescue vehicle for the La Honda Volunteer Fire Brigade will be purchased and will be partially offset with revenue from the Structural Fire Fund. A contribution from the Mid-Peninsula Open Space District set aside in Reserves has been reduced to offset a portion of the cost. The following funding sources were appropriated to the Fire Protection Fund to offset the remaining amount of the purchase: \$37,500 from a state Office of Traffic Safety grant; \$25,000 from the La Honda Volunteer Fire Brigade, and \$62,244 from Non-Departmental reserves. The vehicle will improve the ability of the La Honda Volunteer Fire Brigade to respond to emergencies in the unincorporated areas.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
124,744	174,744	0	(50,000)	0	0

2. Proposition 1A State Borrowing of 8% Property Taxes

The State has suspended Proposition 1A, triggering an 8% borrowing of local property taxes by the State. The 8% is applied against Secured, Unsecured and Supplemental property taxes received in FY 2008-09. This represents a one-time borrowing that must be paid back within three years with interest. The County is currently weighing its options with regard to the California Communities securitization of the Proposition 1A borrowing, should legislation be passed to allow the process to move forward.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(399,797)	0	0	(399,797)	0	0

## TOTAL FY 2009-10 SEPTEMBER REVISIONS

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(275,053)	0	0	(449,797)	0	0

## FY 2010-11 Recommended Budget

3. La Honda Rescue Vehicle

One-time purchase of a rescue vehicle for the La Honda Volunteer Fire Brigade and funding has been eliminated.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(174,744)	(174,744)	0	0	0	0

4. Proposition 1A State Borrowing of 8% Property Taxes

The one-time 8% borrowing of local property taxes is eliminated as well as the increased contribution from Non-Departmental.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
138,744	0	0	138,447	0	0

## TOTAL FY 2009-10 SEPTEMBER REVISIONS

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(36,297)	(174,744)	0	138,447	0	0

## September Revisions:

## FY 2009-10 Recommended Budget

**1. Proposition 1A State Borrowing of 8% Property Taxes**

The State has suspended Proposition 1A, triggering an 8% borrowing of local property taxes by the State. The 8% is applied against Secured, Unsecured and Supplemental property taxes received in FY 2008-09. This represents a one-time borrowing that must be paid back within three years with interest. The County is currently weighing its options with regard to the California Communities securitization of the Proposition 1A borrowing, should legislation be passed to allow the process to move forward.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(164,205)	0	0	(164,205)	0	0

## FY 2010-11 Recommended Budget

**2. Proposition 1A State Borrowing of 8% Property Taxes**

The one-time 8% borrowing of local property taxes is eliminated.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
164,205	0	0	164,205	0	0

## September Revisions:

## FY 2009-10 Recommended Budget

1. La Honda Rescue Vehicle

A new rescue vehicle for the La Honda Volunteer Fire Brigade will be purchased and will be partially offset with revenue from the Structural Fire Fund. The following funding sources were appropriated to the Fire Protection Fund to offset the remaining amount of the purchase: \$37,500 from a state Office of Traffic Safety grant; \$50,000 from the Mid-Peninsula Open Space District; \$25,000 from the La Honda Volunteer Fire Brigade, and \$62,244 from Non-Departmental reserves. The vehicle will improve the ability of the La Honda Volunteer Fire Brigade to respond to emergencies in the unincorporated areas.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
174,744	174,744	0	0	0	0

## FY 2010-11 Recommended Budget

2. La Honda Rescue Vehicle

One-time purchase of a rescue vehicle for the La Honda Fire Brigade and funding has been eliminated.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(174,744)	(174,744)	0	0	0	0

**September Revisions:****FY 2009-10 Recommended Budget****1. Reduction in Administrative Support**

A review of administrative support for the management team of the Health System was recently conducted. As a result, tasks will be reassigned and one filled Administrative Secretary II position has been deleted. Savings will be set aside in Reserves in anticipation of state funding reductions.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	(67,632)	0	67,632	0	(1)

**2. Capital Projects Reimbursement**

Health Policy and Planning and Correctional Health Services will reimburse Health Administration for one-time capital projects to be completed in FY 2009-10.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	126,458	(126,458)	0	0	0

**TOTAL FY 2009-10 SEPTEMBER REVISIONS**

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	58,826	(126,458)	67,632	0	(1)

**FY 2010-11 Recommended Budget****3. Capital Projects**

One-time capital projects completed in FY 2009-10 and funding has been eliminated.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	(126,458)	126,458	0	0	0

**September Revisions:****FY 2009-10 Recommended Budget****1. Coverage Unit Staff Consolidation**

The Coverage Unit within Health Policy and Planning provides eligibility, enrollment and retention efforts for children's health insurance. There are 22 Health Benefits Analysts in the San Mateo Medical Center that provide similar services. In order to unify the Health System's efforts, these 22 positions from the San Mateo Medical Center will be transferred to Health Policy and Planning to create a single Coverage Unit. Operating costs associated with this unit has also been moved.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
275,000	1,520,546	0	0	1,245,546	22

**2. Evaluation Grant from Blue Shield of California Foundation**

On August 4, 2009, the Board of Supervisors accepted an evaluation grant from the Blue Shield of California Foundation in the amount of \$200,000 and awarded a contract with the Urban Institute in the same amount to perform an evaluation study related to the new Innovative Care Clinic at the San Mateo Medical Center. This action aligns the budget with the previously approved items.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
200,000	200,000	0	0	0	0

**TOTAL FY 2009-10 SEPTEMBER REVISIONS**

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
475,000	1,720,546	0	0	1,245,546	22

**FY 2010-11 Recommended Budget****3. Evaluation Grant from Blue Shield of California Foundation**

One-time funding from the Blue Shield of California Foundation for the evaluation study has been eliminated.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(200,000)	(200,000)	0	0	0	0

## September Revisions:

## FY 2009-10 Recommended Budget

**1. Elimination of AIDS Case Management / Waiver Programs**

The AIDS Case Management / Waiver Program has been eliminated. As a result, one vacant Social Worker III and one Public Health Nurse, contract services, and corresponding revenue have been eliminated. In addition, one vacant Social Work Supervisor from Case Management programs has been eliminated. The Net County Cost of Aging and Adult Services has been reduced through the elimination of the AIDS Case Management Program in anticipation of future funding reductions.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(167,667)	(457,331)	230,303	0	(59,361)	(3)

## FY 2010-11 Recommended Budget

No change.

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 September Revisions:

## FY 2009-10 Recommended Budget

1. Coverage Unit Staff Consolidation

In order to unify eligibility, enrollment and retention efforts, 22 positions from the San Mateo Medical Center along with other Health Benefits Analysts from the Children's Health Initiative have been consolidated into a single Coverage Unit. The non-labor expenditure budget also has been moved. Reductions have been made to the General Fund subsidy for the Medical Center while there is a corresponding Net County Cost increase in Health Policy and Planning, for no Net County Cost change.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	(1,245,546)	0	0	(1,245,546)	0

## FY 2010-11 Recommended Budget

No change.



**September Revisions:****FY 2009-10 Recommended Budget****1. Reduction in Managed Care Mental Health Services**

The state allocation for Managed Care Outpatient Services has been reduced. BHRS Reserves include contingency for the Managed Care program and will be used in the future to offset a portion of the reduction in funding. An estimated 400 adults will lose services through the provider network.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(937,500)	(937,500)	0	0	0	0

**2. Reduction in Substance Abuse and Crime Prevention Act**

Funding for services provided through the Substance Abuse and Crime Prevention Act Proposition 36 program has been reduced. Approximately 200 clients may be impacted.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(373,814)	(373,814)	0	0	0	0

**3. Reduction in CalWORKs Single Allocation**

The CalWORKs single allocation and Medi-Cal Federal Financial Participation (FFP) funding have been reduced. As a result, services provided through the Treatment Services Program have been reduced and approximately 300 clients may be impacted.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(263,424)	(263,424)	0	0	0	0

**4. Family Resource Center Position Transfer**

One full-time Supervising Mental Health Clinician in Behavioral Health and Recovery Services (BHRS) supervises Psychiatric Social Workers at the Family Resource Centers within the Human Services Agency. This position has been transferred from BHRS to the Human Services Agency to align costs with function. There is no impact to service delivery or clients.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(14,087)	(143,829)	129,742	0	0	(1)

**5. Staffing Adjustment - Mental Health Youth Services**

Two vacant part-time Community Worker II positions have been deleted and one full-time position has been added. This change is necessary to better align staffing to service needs.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
435	435	0	0	0	(1)

**6. Staffing Adjustment - Mental Health Adult Services**

During FY 2008-09, one full-time and one part-time Staff Physician position was eliminated and one full-time Adult Psychiatrist was added. These position changes were approved on April 28, 2009. This adjustment corrects the FY 2009-10 Salary Ordinance.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	0	0	0	0	(1)

**TOTAL FY 2009-10 SEPTEMBER REVISIONS**

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(1,588,390)	(1,718,132)	129,742	0	0	(3)

**FY 2010-11 Recommended Budget**

No change.

## September Revisions:

## FY 2009-10 Recommended Budget

**1. Reduction in Community Health**

In anticipation of funding reductions, 11 vacant positions have been eliminated. Savings have been set aside in Reserves. There is no further impact to current service delivery levels.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	(969,737)	0	757,415	(212,322)	(11)

**2. Reduction in AIDS Program**

State funding for education, testing, prevention, case management, outreach services to high-risk residents, medical care, laboratory costs, and social services for HIV-positive residents has been eliminated. As a result, the following six filled positions have been eliminated: three Community Program Specialist II, two Community Program Specialist III, and one Community Worker.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(624,078)	(624,078)	0	0	0	(6)

**3. Reduction in Vector Control**

The Vector Control Program was fully funded by the Solid Waste Fund. Funding was reduced in FY 2008-09 with additional reductions in FY 2009-10. The workload for these positions was transferred to the San Mateo County Mosquito and Vector Control District in FY 2008-09 through Resolution 069344. As a result, one vacant Hazardous Materials Specialist III and two vacant Environmental Health Technician IIs have been eliminated.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(281,667)	(281,667)	0	0	0	(3)

**4. Countywide Emergency Ambulance Service Agreement**

The County has entered into a new agreement with the San Mateo County Pre-Hospital Emergency Medical Services Group (JPA) to be a Designated Paramedic First Response Provider. The Board of Supervisors approved the agreement with the JPA on June 23, 2009, for a term to run concurrently with the term of the County's agreement with American Medical Response West (AMR) as approved by the Board of Supervisors March 3, 2009. County's payments to the JPA are fully offset by payments to the County from AMR. There is no increase in Net County Cost resulting from this agreement.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
3,743,544	3,743,544	0	0	0	0

**5. Extended Producer Responsibility Grant**

San Mateo County was awarded a grant from the California Integrated Waste Management Board for Extended Producer Responsibility efforts and to make improvements to the permanent Household Hazardous Waste (HHW) facility at Tower Road. Extended Producer Responsibility is a product stewardship program which holds the producer responsible for disposal. The grant funding will be used to pave the HHW facility at Tower Road will enable the program to better serve the public.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
311,501	311,501	0	0	0	0

**6. Countywide Forensic Phlebotomy Services Agreement**

A new agreement with the Central Medical Laboratory to provide forensic phlebotomy services has been added. The cost is fully offset through reimbursements from other divisions within the Health System. This contract will be transferred from Emergency Medical Services to the Sheriff's Office in FY 2010-11 to align the contract with service delivery.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	174,000	(174,000)	0	0	0

**7. Weed Abatement Grant**

A one-time Weed Abatement Grant has been awarded.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
17,161	17,161	0	0	0	0

**TOTAL FY 2009-10 SEPTEMBER REVISIONS**

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
3,166,461	2,370,724	(174,000)	757,415	(212,322)	(20)

**FY 2010-11 Recommended Budget****8. Extended Producer Responsibility Grant Adjustment**

One-time funding in FY 2009-10 for the Extended Producer Responsibility Grant has been eliminated.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(311,501)	(311,501)	0	0	0	0

**9. Phlebotomy Contract**

The phlebotomy contract added in FY 2009-10 has been transferred from Emergency Medical Services to the Sheriff's Office to align the contract with service delivery.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	(174,000)	174,000	0	0	0

**10. Weed Abatement Grant Adjustment**

One-time funding in FY 2009-10 for the Weed Abatement Grant has been eliminated

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(17,161)	(17,161)	0	0	0	0

**TOTAL FY 2010-11 SEPTEMBER REVISIONS**

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(328,662)	(502,662)	174,000	0	0	0

**September Revisions:****FY 2009-10 Recommended Budget****1. Reduction in Family Health**

In anticipation of future funding reductions, six vacant positions have been eliminated. Savings have been set aside in Reserves. There is no further impact to current service delivery levels.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	(586,209)	0	586,209	0	(6)

**2. Staffing Adjustment - California Children's Services**

One vacant Social Worker III has been eliminated and one new Benefits Analyst II has been added to ensure an appropriate skills mix in California Children's Services. Savings have been set aside in Reserves.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	(104,937)	0	0	0	(1)
0	84,729	0	20,208	0	1

**3. Fatherhood Collaborative- Position Transfer**

The Fatherhood Collaborative is an advisory board that supports the importance of men and fathers in the well-being of children and families. Administration of the program, which includes one Community Program Specialist II position and operating costs, has been moved from the Health System to the Human Services Agency to align the program with other programs and services within Child Welfare Services.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	(119,596)	119,596	0	0	(1)

**4. Increase in Public Health Nurse Supervision**

In order to provide increased clinical supervision and direction for Public Health Nurses now based in Child Welfare Services in the Human Services Agency (HSA), three Public Health Nurse positions and overhead costs have been transferred from HSA to Family Health Services. The full cost of these three positions and overhead costs will be reimbursed by HSA.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	540,504	(540,504)	0	0	3

**TOTAL FY 2009-10 SEPTEMBER REVISIONS**

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	(185,509)	(420,908)	606,417	0	(4)

## FY 2010-11 Recommended Budget

5. Fatherhood Collaborative

Remaining appropriation and reimbursement for the Fatherhood Collaborative has been removed from the FY 2010-11 budget.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	(5,394)	5,394	0	0	0

## September Revisions:

## FY 2009-10 Recommended Budget

1. Increase in Camp Glenwood Meals

The June 2009 Recommended Budget for Food Services at Camp Glenwood was reduced in order to minimize costs and assumed a decreased number of meals provided. The population of juveniles at the Camp has since increased, making it necessary to increase Extra-Help staffing and food expenditures at the Camp. Expenditure increases are fully offset through a reimbursement from the Probation Department.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	83,000	(83,000)	0	0	0

## FY 2010-11 Recommended Budget

No change.

## September Revisions:

## FY 2009-10 Recommended Budget

**1. Reduction in Medical Center Positions**

One vacant Fiscal Office Assistant II and two vacant Office Assistant II positions have been deleted from Administrative and Quality Management Services. One vacant Charge Nurse in Patient Care Services and a vacant part-time Staff Nurse in Psychiatry have been deleted. Two vacant Patient Services Assistant II positions, one vacant Radiology Assistant and one vacant Therapy Aid have been deleted in Clinical and Ancillary Services. One filled Management Analyst III and one filled Community Program Specialist have been deleted as a result of the closure of the Clinical Trials and Research Unit. Four vacant part-time and two vacant full-time Medical Services Assistant II positions have been deleted along with one vacant Public Services Specialist and one part-time Licensed Vocational Nurse in Long-Term Care Services. One Patient Services Assistant II, one Medical Services Assistant I and one Dietician have been deleted in Ambulatory Services. Quality of services is not expected to be impacted with these deletions. The savings generated from these deletions will be offset by salary savings that have been appropriated in the Recommended Budget.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	(1,309,977)	0	0	(1,309,977)	(22)
0	777,896	0	0	777,896	0

**2. Reduction in Clinics**

One vacant Medical Services Assistant II position has been deleted and one new Licensed Vocational Nurse has been added to better serve the needs of the Urgent Care Clinic. Two unclassified full-time Patient Services Assistant II positions and one part-time Patient Services Assistant II have been deleted from Ambulatory Services. One part-time Patient Services Assistant II has been added to support the Urgent Care Clinic. In addition, one Medical Services Assistant (MSA) II has been deleted from Long-Term Care Services and added to the Pediatric Clinic for the Comprehensive Perinatal Services Program. This MSA II will support revenue generating activities in the future. One full-time Staff Nurse position has been deleted and replaced with two part-time Staff Nurse positions to provide better patient service as well as to meet the working needs of the Fair Oaks Children's Clinic. The increase in position costs will be offset by reductions in Extra-Help and other operating costs.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	(39,051)	0	0	(39,051)	(1)

**3. Coverage Unit Staff Consolidation**

In order to unify eligibility, enrollment and retention efforts, 22 positions from the San Mateo Medical Center have been consolidated into a single Coverage Unit in Health Policy and Planning. This unit currently includes Health Benefits Analysts that support the Children's Health Initiative. The non-labor expenditure budget is also being moved.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(1,520,546)	(1,520,546)	0	0	0	(22)

**4. Staffing Adjustments - Coastside Clinic**

One vacant unclassified Medical Services Assistant II and one vacant unclassified Patient Services Assistant II has been deleted and one classified Medical Services Assistant II and one classified Patient Services Assistant II has been added to provide ongoing and continuous services at the Coastside Clinic.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	(143,466)	0	0	(143,466)	(2)
0	143,466	0	0	143,466	2



**5. Sequoia and Stanford Grants**

The Sequoia Healthcare District approved a grant that covers the services of an Extra-Help Public Health Nurse for the Sequoia Teen Wellness Center. In addition, Stanford has approved a grant for three years for a Public Health Educator and related operating costs. One vacant Psychiatric Social Worker position has been deleted and one new unclassified Public Health Educator position has been added. This position will be responsible for providing outreach related to healthy living interventions and education for Latino adult patients with diabetes.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	(107,925)	0	0	(107,925)	(1)
193,264	301,189	0	0	107,925	1

**6. Increase in Bad Debt**

Bad debts are expected to be higher than originally budgeted primarily as a result of the current economic situation, which has resulted in higher unemployment and more clients without health insurance. Revenue projections have been adjusted to correct the conservative allocation of bad debt.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(571,132)	0	0	0	571,132	0

**TOTAL FY 2009-10 SEPTEMBER REVISIONS**

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(1,898,414)	(1,898,414)	0	0	0	(45)

**FY 2010-11 Recommended Budget**

No change.

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**September Revisions:**
**FY 2009-10 Recommended Budget**
**1. Additional Funding for Shared Services Call Center**

The California Department of Child Support Services will provide additional funding for the new Shared Services Call Center. The increased funding will result in reduced participation in the Federal Financial Participation Program and will offset facility rental charges, automation and Extra-Help costs. The Department will decrease local match dollars from \$250,000 to \$138,607.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
111,393	0	111,393	0	0	0

**FY 2010-11 Recommended Budget**

No change.

## September Revisions:

## FY 2009-10 Recommended Budget

## September Revisions:

**1. American Recovery and Reinvestment Act (ARRA)**

The American Recovery and Reinvestment Act (ARRA), TANF Emergency Contingency Funds program requires staff to oversee and manage the program. The program will be administered by one new unclassified Human Services Manager I and one new unclassified Management Analyst III. Funding and the cost for these two positions has been added from November 1, 2009 forward. The Department has created a specific organization and account number to track the use of ARRA funding.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
166,154	166,154	0	0	0	2

**2. Reduction in Funding - State Allocations for Child Welfare Services (CWS), CalWORKs and MediCal**

The state allocation for CWS, CalWORKs and MediCal has been reduced. As a result, one vacant Office Specialist position within Program Support has been deleted. Program Support reimburses the Office of the Agency Director for two positions but will no longer be able to provide that reimbursement. Other reductions include: facilities projects, space reconfiguration projects, furniture replacements, maintenance, and deferral of ADA compliance projects. Reductions in training include: contract costs that include Licensed Clinical Social Worker Program for individual and group supervision that was used to attract and retain Social Workers. Computer and automation training sessions previously offered by HSA to augment sessions offered by the County Human Resources Department (HRD) will no longer be offered. Supplemental tuition reimbursements for HSA employees beyond the amount offered by HRD have been reduced. Personnel recruitment services have been reduced as job recruitments have declined significantly. Reimbursements from other Programs within HSA to Program Support have been reduced.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(180,500)	(837,801)	902,703	0	245,402	(1)

**3. Reduction in Funding - Child Welfare Services**

The state allocation for CWS has been reduced. As a result, the following seventeen vacant positions have been eliminated: nine Social Workers, three Community Workers, one Human Services Manager I, one Human Services Manager II, one Management Analyst III, one Transportation Officer II, and one Administrative Secretary II. Other reductions include: tenant improvement projects, contracted services, motor vehicle charges, training, and other operating costs. The elimination of the Social Worker positions may reduce the ability to provide timely services to children and families and will increase caseloads. The elimination of the Community Worker positions and the Administrative Secretary position may result in a workload increase for staff who provide supportive services to social work functions. The elimination of the Human Service Manager positions may result in an increased workload for staff who monitor and review policy. The elimination of the Management Analyst and Transportation Officer positions will have little or no impact to clients.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(2,240,711)	(2,240,711)	0	0	0	(17)

**4. Reduction in State Allocations - Economic Self Sufficiency**

State allocations have been reduced. As a result, the following eleven vacant positions have been eliminated: six Benefits Analyst, three Fraud Investigators, one Department Systems Analyst, and one Office Assistant II. Other reductions include: overtime, facility improvements, and a contract services with Public Allies of Silicon Valley for Americorps, and other operating and overhead costs. The elimination of the Benefits Analyst positions may have minimal impact to client wait times. The elimination of the Fraud Investigator positions will increase the workload

for remaining Fraud Investigators. The elimination of the Department Systems Analyst may result in increased wait times for non-critical help-desk tickets. The elimination of the Office Assistant position will have minimal impact on eligibility determination.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(2,277,908)	(2,644,981)	0	0	(367,073)	(11)

#### 5. Reduction in State Allocations - Office of the Agency Director

The state allocation for CWS, CalWORKs and MediCal has been reduced. Revenue reductions are reflected in other Programs within HSA. As a result of these funding reductions, one vacant Fiscal Office Assistant and one vacant Executive Secretary have been deleted. Other reductions include: advertising and publishing, CMO legislative staff, and contract services. The elimination of the Fiscal Office Assistant position will increase the workload for existing staff in accounting and claiming services. The elimination of the Executive Secretary will create a slight increase in administrative functions for existing staff.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	(245,402)		0	(245,402)	(2)

#### 6. Reduction in State Allocations - Economic Self Sufficiency

State allocations have been reduced. One vacant Employment Services Specialist II and one vacant Office Assistant II have been eliminated. Reductions also have been made to administrative overhead and facility improvements. The elimination of these vacant positions may result in increased wait times for clients and an increase in administrative workload for existing staff.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(253,661)	(256,033)	0	0	(2,372)	(2)

#### 7. Reduction in CalWORKs State Allocation - Economic Self Sufficiency

The state allocation for CalWORKs has been reduced. One vacant Rehabilitation Production Supervisor II position and other operating costs have been eliminated. The elimination of this position should have no impact to the client.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(178,733)	(162,224)	0	0	16,509	(1)

#### 8. Declining Occupancy Rates at the Receiving Home and Tower Road Facilities

As a result of declining occupancy rates at the Receiving Home and Tower Road facilities, one vacant Shelter Care Counselor has been deleted. An agreement between HSA and the San Mateo Medical Center for a Nurse Practitioner for Shelter Care will be eliminated. The duties of the Nurse Practitioner will be diverted to the San Mateo County Keller Center. State and federal allocations used to offset these costs has been eliminated.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(223,428)	(223,428)	0	0	0	(1)

#### 9. Reduction in Workforce - Child Welfare Nursing Services

Child Welfare Services Nursing Services recently completed a reorganization to build efficiencies and address the changes in Public Health Nurse referrals. Three Public Health Nurses have been transferred to the Health System and four filled Public Health Nurse positions have

been deleted. The Agency will retain services for these three positions through an interagency agreement with Health System that includes administrative overhead charges. This change will have little or no impact to clients.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(523,124)	(523,124)	0	0	0	(7)

#### 10. Reduction in Workforce - Prevention and Early Intervention

One vacant Human Services Manager II and one vacant Management Analyst III have been deleted. These positions have been held vacant during the hiring freeze. Job responsibilities already have been distributed to existing staff.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	(266,754)	266,754	0	0	(2)

#### 11. Staffing Adjustment - Child Welfare Services

Two Psychiatric Social Workers will be transferred to Child Welfare Services from the Family Resource Centers (FRC) in Prevention and Early Intervention to align function with program needs in the In Home Intensive Services and Therapeutic Foster Care services to clients.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	221,214	0	0	221,214	2

#### 12. Staffing Adjustment - Child Welfare Services

Two Psychiatric Social Worker positions have been transferred from the Family Resource Centers (FRC) in Prevention and Early Intervention to Child Welfare Services to align function with program needs in In Home Intensive Services and Therapeutic Foster Care. One Psychiatric Social Worker has been transferred from Out of Home Placement in Child Welfare Services to the Family Resource Centers in Prevention and Early Intervention.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	(107,925)	0	0	(107,925)	(1)

#### 13. Staffing Adjustment - Prevention and Early Intervention

One Psychiatric Social Worker position will move from Out of Home Placement in Child Welfare Services to the Family Resource Center (FRC) in Prevention and Early Intervention. In June 2009 this position was initially expected to provide services to the Shelter Care population however, the needs have changed and the position will provide services to the FRCs.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	(113,289)	0	0	(113,289)	(1)

#### 14. Staffing Adjustment - Prevention and Early Intervention

Through an agreement between Behavioral Health and Recovery Services (BHRS) and HSA, one Supervising Mental Health Clinician in BHRS supervises Psychiatric Social Workers at the Family Resource Centers (FRC) within HSA. The Supervising Mental Health position has been transferred from BHRS to HSA and the cost of the agreement has been eliminated. There will be no impact to clients.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	14,087	0	0	14,087	1

**15. Fatherhood Collaborative**

The Fatherhood Collaborative is an advisory board that supports the importance of men and fathers in the well-being of children and families. Administration of the program, which includes one Community Program Specialist II position and operating costs, has been moved from the Health System to the Human Services Agency to align the program with other programs and services within Child Welfare Services. The County Manager's Office Memberships and Contributions budget will reimburse the Human Services Agency for the position and minor ancillary costs.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	119,596	(119,596)	0	0	1

**16. Fostering the Future Contract Elimination**

The Fostering the Future contract has been eliminated due to state allocation reductions in Child Welfare Services. This contract provides services such as housing and legal advocacy for emancipated foster youth and the administration of the Youth Financial Independence program.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(43,525)	(43,525)	0	0	0	0

**17. Career Closet**

A contract is currently in place with the Career Closet that provides professional interview clothing for low income clients. The contract is offset with CalWORKs funding, which has been eliminated. The contract will continue with Workforce Investment Act funding. There is no impact to the client.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(15,000)	0	0	0	(15,000)	0
15,000	0	0	0	15,000	0

**18. Health Telecenter Remodeling Project**

The Health Telecenter will be moving to Building C at the Harbor complex in Belmont, which is being vacated by HSA administrative staff. This move includes remodeling and furniture costs. Reserves will be used to fully offset these costs.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	560,000	0	(560,000)	0	0

**19. Supportive Housing Unit for Emancipated Foster Youth**

The Human Services Agency will provide partial funding for the purchase of a second housing facility for Emancipated Foster Youth. This facility will be located in the southern part of the county.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	500,000	0	(500,000)	0	0

**TOTAL FY 2009-10 SEPTEMBER REVISIONS**

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(5,755,436)	(6,084,147)	1,049,861	(1,060,000)	(338,850)	(40)

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 FY 2010–11 Recommended Budget

**1. Health Telecenter Remodeling Project**

One-time funding for the remodeling and furniture costs has been eliminated.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(560,000)	(560,000)	0	0	0	0

**2. Supportive Housing Unit for Emancipated Foster Youth**

One-time funding for a second housing facility for Emancipated Foster Youth has been eliminated.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(500,000)	(500,000)	0	0	0	0

**TOTAL FY 2010-11 SEPTEMBER REVISIONS**

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(1,060,000)	(1,060,000)	0	0	0	0

## September Revisions:

## FY 2009-10 Recommended Budget

**1. Proposition 1A State Borrowing of 8% Property Taxes**

The State has suspended Proposition 1A, triggering an 8% borrowing of local property taxes by the State. The 8% is applied against Secured, Unsecured and Supplemental property taxes received in FY 2008-09. This represents a one-time borrowing that must be paid back within three years with interest. The County is currently weighing its options with regard to the California Communities securitization of the Proposition 1A borrowing, should legislation be passed to allow the process to move forward.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(1,300,000)	0	0	(1,300,000)	0	0

**2. Automation and Library Facility Improvements**

Facility and space enhancements designed to streamline processes and improve the customer experience will be implemented and include the installation of automated material handling systems at the Foster City, Millbrae, Belmont and San Carlos libraries; replacement of the bookmobile with implementation in the current year and completed by FY 2010-11; data, electrical and wiring upgrades needed with the installation of computers and automated material handling systems; and furniture and equipment purchases. Reserves will be used to offset these purchases.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	1,005,000	0	(1,005,000)	0	0

**3. Adjustment to Support Service Charges**

Minor changes based on year-end closing activities include distribution of cost-applied support charges to the branch libraries and updated donation of Friends of the Library-funded services.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
24,999	397,385	(372,386)	0	0	0

**TOTAL FY 2009-10 SEPTEMBER REVISIONS**

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(1,275,001)	1,402,385	(372,386)	(2,305,000)	0	0

## FY 2010-11 Recommended Budget

**4. Elimination of One-Time Revenues / Expenditures**

One-time automation and library facility improvements, donations from friends organizations and other one-time revenues and expenditures will be eliminated.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
1,290,000	(1,554,772)	372,386	2,472,386	0	0



**September Revisions:****FY 2009-10 Recommended Budget****1. New Current Planning Fees**

New fees will be implemented to cover the cost of services that Current Planning previously provided at no cost. The primary new fees are planning reviews for building permits, Williamson Act Program contract amendments, and a General Plan Update surcharge. The new fees will take effect in December 2009. The estimated revenue has been added for the remainder of FY 2009-10.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
87,800	87,800	0	0	0	0

**2. Reappropriation of Deferred Revenue**

Deferred revenue has been reappropriated from FY 2008-09 for ongoing project-related contracts funded by applicants and developers.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
239,662	239,662	0	0	0	0

**TOTAL FY 2009-10 SEPTEMBER REVISIONS**

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
327,462	327,462	0	0	0	0

**FY 2010-11 Recommended Budget****3. Elimination of Deferred Revenue**

Revenue deferred in FY 2009-10 for ongoing project-related contracts funded by applicants and developers has been eliminated.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(239,662)	(239,662)	0	0	0	0

## September Revisions:

## FY 2009-10 Recommended Budget

**1. Crystal Springs Dam Demolition Contribution**

The existing bridge over the Crystal Springs Dam on Skyline Boulevard will be demolished. The bridge is structurally deficient to withstand a maximum credible earthquake, has reached the end of its useful life, and must be replaced. The bridge will be removed and San Francisco Public Utilities Commission (PUC) will proceed with dam modifications to increase the capacity of the reservoir. Contributions from County Roads funds will be used for this project.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	500,000	0	(500,000)	0	0

## FY 2010-11 Recommended Budget

**2. Elimination of Crystal Springs Dam Demolition Contribution**

The one-time County Roads funds contribution to the Crystal Springs Dam Demolition projects has been eliminated.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(500,000)	(500,000)	0	0	0	0

## September Revisions:

## FY 2009-10 Recommended Budget

1. Janitorial Service for the North County Courts Contract

A new contract for janitorial service will be required for County occupied space at the North County Court facility. Due to the transfer of North County Court to the State of California's Administrative Office of the Courts (AOC), the County is separating custodial support for County spaces from the AOC's custodial contract. The County will realize greater accountability and cost savings as a result of directly managing the service contract.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	59,760	0	0	59,760	0
0	(59,760)	0	0	(59,760)	0

## FY 2010-11 Recommended Budget

No change.

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 September Revisions:

## FY 2009-10 Recommended Budget

1. Transit Ticketing Revenue

A new appropriation from the Half-Cent Transportation Fund is required due to higher participation in the Commute Alternatives Program (CAP) program, greater revenues received for the funding of the program, and the need to migrate to a new transit ticket supplier used to supply tickets for participants in the CAP.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
491,655	491,655	0	0	0	0

## FY 2010-11 Recommended Budget

No change.

## September Revisions:

## FY 2009-10 Recommended Budget

**1. County Sanitation Districts Rate Increases**

On July 14, 2009, the Board of Supervisors approved an increase in the rates to the Crystal Springs County Sanitation District and the Burlingame Hills Sewer Maintenance District. Revenues generated by increased rates will be used to cover the costs of operating and maintaining the districts, waste water treatment costs, capital improvement projects, and paying the districts' proportionate share of downstream capital projects.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
262,544	262,544	0	0	0	0

**2. Sewer Equipment Purchases**

Increased revenue from all Sewer Districts administered by the County will fund the replacement of older sewer equipment that is no longer functional, requires updates with modern technology, or will more effectively maintain the sewer district lines. These purchases will improve maintenance and functionality of the sewer system.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
125,366	250,732	0	(125,366)	0	0

**3. CSA #8 Garbage Collection Rate Increase**

Staff costs related to garbage collection have increased and will be offset with Reserves and garbage collection rate increases.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
1,632	16,960	0	(15,328)	0	0

**4. Proposition 1A Reductions**

The State has suspended Proposition 1A, triggering an 8% borrowing of local property taxes by the State. The 8% is applied against Secured, Unsecured and Supplemental property taxes received in FY 2008-09. This represents a one-time borrowing that must be paid back within three years with interest. The County is currently weighing its options with regard to the California Communities securitization of the Proposition 1A borrowing, should legislation be passed to allow the process to move forward.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(403,276)	0	0	(403,276)	0	0

**TOTAL FY 2009-10 SEPTEMBER REVISIONS**

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(13,734)	530,236	0	(543,970)	0	0

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 FY 2010–11 Recommended Budget

**5. Sewer Equipment Purchases**

One-time purchase sewer equipment and revenue has been eliminated.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(125,366)	(125,366)	0	0	0	0

**6. Proposition 1A State Borrowing of 8% Property Taxes**

The one-time 8% borrowing of local property taxes is eliminated.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
403,276	0	0	403,276	0	0

**TOTAL FY 2010-11 SEPTEMBER REVISIONS**

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
277,910	(125,366)	0	403,276	0	0

**September Revisions:****FY 2009-10 Recommended Budget****1. Solar Genesis Project**

The General Fund and a Federal earmark will contribute to the solar genesis project to be installed on top of the County Government Center parking garage. The Federal Government will provide partial financing through Energy Efficiency Community Block Grant funding. The County's October 2007 adoption of the Cool Counties Declaration committed the County to an 80% reduction in greenhouse gas emissions by 2050. The solar genesis project will provide the County with a renewable source of energy and related cost savings.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
2,927,250	2,927,250	0	0	0	0

**2. Completed and Reappropriated Capital Projects**

Appropriation and funding has been reduced for completed projects and eliminated for canceled projects.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(3,824,355)	(3,824,355)	0	0	0	0

**TOTAL FY 2009-10 SEPTEMBER REVISIONS**

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(897,105)	(897,105)	0	0	0	0

**FY 2010-11 Recommended Budget****3. Solar Genesis Project**

One-time appropriation and funding for the solar panel project has been eliminated.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(2,927,250)	(2,927,250)	0	0	0	0

**4. Elimination of Completed Projects**

One-time projects completed in FY 2009-10 and funding has been eliminated.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(62,157)	(62,157)	0	0	0	0

**TOTAL FY 2010-11 SEPTEMBER REVISIONS**

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(2,989,407)	(2,989,407)	0	0	0	0

## September Revisions:

## FY 2009-10 Recommended Budget

1. Fatherhood Collaborative

The Fatherhood Collaborative is an advisory board that supports the importance of men and fathers in the well-being of children and families. Administration of the program, which includes one Community Program Specialist II position and operating costs, has been moved from the Health System to the Human Services Agency to align the program with other programs and services within Child Welfare Services. In the past, Memberships and Contributions made a contribution to the Fatherhood Collaborative Trust Fund and the Health System used Trust Fund revenue to offset operating costs including staff costs. Beginning in FY 2009-10, Memberships and Contributions will reimburse the Human Services Agency for the cost of the staff position and operating costs not covered by other contributions.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	(25,000)	0	0	(25,000)	0
0	119,596	0	0	119,596	0

## FY 2010-11 Recommended Budget

No change.



## September Revisions:

## FY 2009-10 Recommended Budget

1. Reclassification of Election Expenditures

The Controller's Office issued new procedures for the processing of non-County employee election workers' payroll. As a result, Uniform District Election and Gubernatorial Primary Elections expenditures have been reclassified to comply with the new guidelines. There is no impact to performance.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	(728,232)	0	0	(728,232)	0
0	728,232	0	0	728,232	0

## FY 2010-11 Recommended Budget

No change.

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September Revisions:

FY 2009-10 Recommended Budget

1. Reduction in Operating Costs

In anticipation of funding reductions, operating costs for automation and contracts have been reduced. Savings have been set aside in Reserves.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	(135,000)	0	135,000	0	0

FY 2010-11 Recommended Budget

No change.

## September Revisions:

## FY 2009-10 Recommended Budget

1. Re-Appropriation of Information Technology Projects

The following projects were started but not completed in FY 2008-09 and funding has been reappropriated for FY 2009-10: Automated Timekeeping System (ATKS), eGov Projects, e-Mail retention, ID Management and network improvements, and various projects requested by the Health System.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
461,049	3,349,319	(2,888,270)	0	0	0

## FY 2010-11 Recommended Budget

2. Re-Appropriation of Information Technology Projects

The funding for the following projects appropriated in FY 2009-10 have been eliminated: Automated Timekeeping System (ATKS), eGov Projects, e-Mail retention, ID Management and network improvements, and various projects requested by the Health System.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(461,049)	(3,349,319)	2,888,270	0	0	0

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 September Revisions:

## FY 2009-10 Recommended Budget

1. Adjustment to Reflect Retirement Board Adopted Budget

On May 26, 2009, the Retirement Board adopted an operating budget for FY 2009-10. A realignment of appropriations resulted in additional costs that have been fully offset by revenue from the Retirement trust fund.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
9,342	9,342	0	0	0	0

## FY 2010-11 Recommended Budget

No change.

**September Revisions:****FY 2009-10 Recommended Budget****1. Proposition 1A State Borrowing of 8% Property Taxes**

The State has suspended Proposition 1A, triggering an 8% borrowing of local property taxes by the State. The 8% is applied against Secured, Unsecured and Supplemental property taxes as well as local property and sales taxes in-lieu of Vehicle License Fees (VLF) received in FY 2008-09. This represents a one-time borrowing that must be paid back within three years with interest. General Fund reserves are reduced to offset the revenue reduction. The County is currently weighing its options with regard to the California Communities securitization of the Proposition 1A borrowing, should legislation be passed to allow the process to move forward.

The Proposition 1A suspension also applies to the County Library, Structural Fire and the Utility Districts. Structural Fire has insufficient reserves to absorb the entire 8% reduction, therefore, the County contribution to Structural Fire is increased by \$261,350.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(20,698,483)	261,350	0	(20,959,833)	0	0

**2. Net County Cost Adjustments**

Ongoing Net County Cost decreases of \$271,683 in the Health System and \$338,850 in the Human Services Agency have been made as part of September revisions. These adjustments will be applied to each department's 10/20/30 reduction targets as part of the County's three-year plan to eliminate the structural budget deficit. These reductions are partially offset by ongoing Net County Cost increases of \$120,000 in the Sheriff's Office to fund the first six months of the new Jail Planning Sergeant and \$94,596 in Memberships and Contributions for the Fatherhood Collaborative.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	0	0	395,937	395,937	0

**3. Reduction in "Triple Flip" Sales Tax Revenue**

In 2004 the Legislature adopted a mechanism commonly known as the "Triple Flip" to fund economic recovery bonds with 1/4 cent of sales tax. The loss in sales taxes to local government is made up by a transfer of funds from each county's Education Revenue Augmentation Fund (ERAF). The Department of Finance recently notified the Controller's Office that the allocation for FY 2009-10 would be \$4,203,180, a decrease of \$581,387 from the amount appropriated in the Recommended Budget.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(581,387)	0	0	(581,387)	0	0

**4. Solar Panel Installation Project**

The County will be installing solar panels above the fifth floor of the Redwood City Government Center parking structure to help generate renewable energy and decrease the County's carbon footprint. The estimated project cost is \$3 million with half of the funding coming from a Federal earmark and the balance representing County match from General Fund Reserves. Corresponding adjustments have been made in Capital Projects (8500D).

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	1,500,000	0	(1,500,000)	0	0

**5. Capital Project Reappropriations**

There is a reduction in General Fund capital project contributions of \$1,319,760 as more projects were completed in FY 2008-09 than originally anticipated. Corresponding adjustments have been made in Capital Projects (8500D).

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	(2,172,687)	0	2,172,687	0	0

**6. Information Technology Project Reappropriations**

This adjustment reappropriates countywide IT projects that were not completed in FY 2008-09, including Automated Time Keeping System (ATKS), e-Gov projects, E-Advice Project, E-mail retention, IT security, and network infrastructure. Corresponding adjustments have been made in the Information Services Department (1800B).

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	608,472	0	(608,472)	0	0

**7. Repayment of Southwest Border Initiative Loan**

During FY 2008-09, the County reached a settlement agreement with the United States Department of Justice with regard to unallowable claims submitted by the Sheriff's Office for the Southwest Border Initiative. Non-Departmental Services paid the settlement totaling \$1,513,921. The Sheriff's Office has agreed to reimburse Non-Departmental Services over the next five fiscal years. Due to additional Fund Balance at year-end, the Sheriff's Office will repay half of the settlement in FY 2009-10. A corresponding adjustment has been made in the Sheriff's Office (3000B).

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	0	(756,961)	756,961	0	0

**8. La Honda Fire Brigade Rescue Vehicle**

Through a cost sharing agreement with the La Honda Fire Brigade, the County and the Fire Brigade will each be providing \$43,622 towards the purchase of a rescue vehicle. The County will initially provide \$18,622 for a portion of the Fire Brigade's share that will be repaid. The cost of the vehicle, which totals \$174,744, will also be funded by a one-time contribution of \$50,000 from the Mid-Peninsula Open Space District and an Office of Traffic Safety grant of \$37,500. Corresponding adjustments have been made in Structural Fire (3550B) and Fire Protection (3580B).

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	62,244	0	(62,244)	0	0

**9. Executive Leadership Academy Training Fund**

During FY 2008-09, the County held its inaugural Executive Leadership Academy. Eleven participants successfully graduated from the Academy. A Training Fund is being established in Non-Departmental Services to support the continued development of the graduates.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	27,500	0	(27,500)	0	0

**TOTAL FY 2009-10 SEPTEMBER REVISIONS**

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(21,279,870)	259,379	(756,961)	(20,386,351)	395,937	0

## FY 2010-11 Recommended Budget

**10. Proposition 1A State Borrowing of 8% Property Taxes**

The one-time 8% borrowing of local property taxes is removed as well as the increased contribution to Structural Fire.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
20,437,133	(261,350)	0	20,698,483	0	0

**11. Elimination of Other One-Time Items**

One-time items added in FY 2009-10 are removed, as follows: solar panel installation, IT reappropriations, partial repayment of the Southwest Border Initiative loan, and the La Honda Fire Brigade rescue vehicle contribution.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
(1,414,055)	(2,171,016)	756,961	0	0	0

**12. Net County Cost Adjustments**

The Jail Planning Sergeant added in FY 2009-10 is annualized for a full year, resulting in a Net County Cost increase in the Sheriff's Office of an additional \$119,108.

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
0	0	0	(119,108)	(119,108)	0

**TOTAL FY 2010-11 SEPTEMBER REVISIONS**

Revenue/Sources	Appropriations	Intrafund Transfers	Reserves	Net County Cost	Positions
19,023,078	(2,432,366)	756,961	20,579,375	(119,108)	0