

# Budget Brief – Executive Director Operations

NUMBER DHS-09-02

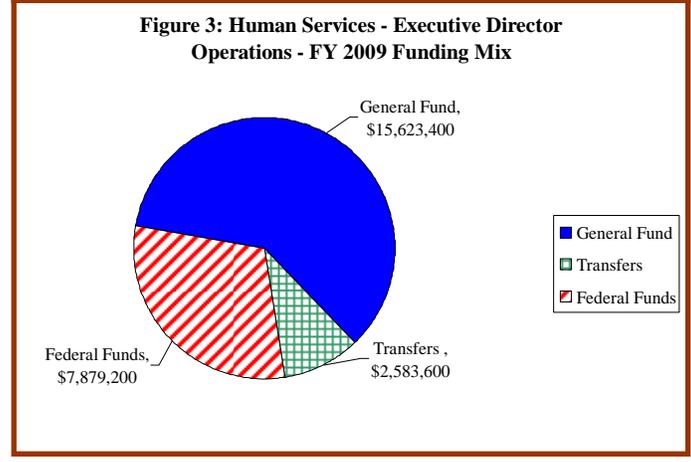
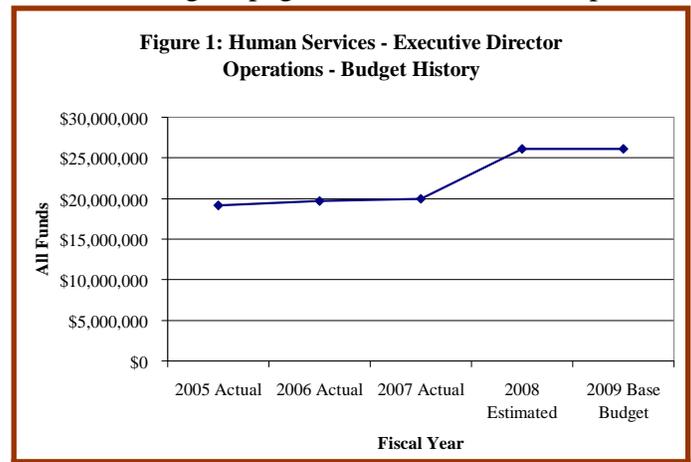
## EXECUTIVE DIRECTOR OPERATIONS

The Executive Director Operations (EDO) in the Department of Human Services includes the Department Director’s Office and offices that serve the other divisions such as Fiscal Operations, Legal Affairs (including the Office of Public Guardian), and administrative support services like the Office of Licensing. EDO also includes programs that work independently of the other department divisions, but for which the Department provides administrative support. These programs include the Utah Developmental Disabilities Council and the Foster Care Citizen Review Board. For additional information on the Executive Director Operations, please refer to the Compendium of Budget Information for the 2008 General Session starting on page 5 in Tab 14 of the Department of Human Services’ binder.

One of the programs in EDO’s budget is the Drug Offenders Reform Act (DORA) which was a two-year pilot ending in FY 2007. The 2007 Legislature provided \$4.8 million from the General Fund for substance abuse treatment for DORA to continue (Senate Bill 50).

Passage of House Bill 109, “Information Technology Governance Amendments” and House Bill 269, “Human Resource Management Amendments,” established the Departments of Technology Services (DTS) and Human Resource Management (DHRM) effective in FY 2007. DTS is the statewide internal service fund agency for information technology services and DHRM is the statewide internal service fund agency for human resource functions. This change is reflected in the FY 2007 base budget. The information technology and human resource program in DHS except three full-time equivalent employees (FTE) with the associated expenditures was moved to DTS and DHRM. Funding of \$4.4 million and \$1.9 million was left in DTS and DHRM respectively to cover the service rates.

The FY 2009 recommended base budget totals \$26,086,200 with \$15,623,400 (59.9 percent) from the General Fund, \$7,879,200 (30.2 percent) from federal funds and the balance of \$2,583,600 from transfers.



**LEGISLATIVE ACTION**

The Executive Appropriations Committee requests that the subcommittee adopt base budgets for each agency under the subcommittee's purview, fund subcommittee priorities by reallocating revenue among programs, and provide a prioritized list of desired items for funding. The subcommittee should consider the following items in its deliberations:

***Transfer of the DORA Program to the Division of Substance Abuse and Mental Health***

The Drug Offenders Reform Act (DORA) started as a two-year pilot program providing substance abuse treatment services in Salt Lake County. The DORA program was initially placed in EDO's budget even though it was overseen by the Division of Substance Abuse and Mental Health (DSAMH). During the 2007 General Session, Senate Bill 50, "Drug Offenders Reform Act" (DORA) changed DORA from a pilot to an ongoing statewide program for substance abuse treatment. Since this program is administered by the DSAMH, it would be a better fit to move this program from EDO to DSAMH.

***Base Budget Adoption***

Adoption of the base budget enables the programs to continue for the next fiscal year at approximately the same level as the current fiscal year. Some changes in the base budgets may occur, namely non-state fund increases or decreases (i.e. federal funds, transfers, dedicated credits and non-lapsing balances) and program shifts within a line item.

***Funding Requests for Consideration***

EDO only has one General Fund building block request for FY 2009. The programmatic needs for EDO will be discussed in detail with the Analyst's recommendation and total plan of financing in the following issue brief:

1. Foster Care Citizen Review Board Caseload –Issue Brief DHS-09-07.

**BUDGET DETAIL**

The following table shows the budget history for EDO line item including the base budget for adoption:

Human Services - Executive Director Operations						
Sources of Finance	FY 2007 Actual	FY 2008 Appropriated	Changes	FY 2008 Revised	Changes	FY 2009* Base Budget
General Fund	9,703,200	15,623,400	0	15,623,400	0	15,623,400
General Fund, One-time	642,000	(606,300)	0	(606,300)	606,300	0
Federal Funds	7,080,300	8,319,600	(364,900)	7,954,700	(75,500)	7,879,200
Transfers - H - Medical Assistance	415,300	340,800	91,700	432,500	(40,000)	392,500
Transfers - Other Agencies	2,199,800	2,193,500	115,200	2,308,700	(117,600)	2,191,100
Beginning Nonlapsing	487,300	0	401,300	401,300	(401,300)	0
Closing Nonlapsing	(401,300)	0	0	0	0	0
Lapsing Balance	(150,500)	0	0	0	0	0
<b>Total</b>	<b>\$19,976,100</b>	<b>\$25,871,000</b>	<b>\$243,300</b>	<b>\$26,114,300</b>	<b>(\$28,100)</b>	<b>\$26,086,200</b>
<b>Programs</b>						
Executive Director's Office	1,815,600	1,497,400	30,000	1,527,400	(1,300)	1,526,100
Legal Affairs	1,387,600	1,475,800	86,400	1,562,200	25,000	1,587,200
Information Technology	4,396,800	4,949,600	(14,900)	4,934,700	(537,900)	4,396,800
Fiscal Operations	3,894,400	4,403,600	(44,300)	4,359,300	200	4,359,500
Human Resources	1,766,800	1,870,400	10,500	1,880,900	(12,000)	1,868,900
Local Discretionary	1,265,800	1,202,000	101,100	1,303,100	(101,100)	1,202,000
Services Review	1,045,300	1,176,000	38,700	1,214,700	0	1,214,700
Office of Licensing	2,501,800	2,675,900	131,400	2,807,300	0	2,807,300
Developmental Disabilities Council	641,100	1,111,100	(105,600)	1,005,500	0	1,005,500
Foster Care Citizens Review Boards	591,000	659,200	10,000	669,200	(7,300)	661,900
Drug Offender Reform Act - Pilot	669,900	4,850,000	0	4,850,000	606,300	5,456,300
<b>Total</b>	<b>\$19,976,100</b>	<b>\$25,871,000</b>	<b>\$243,300</b>	<b>\$26,114,300</b>	<b>(\$28,100)</b>	<b>\$26,086,200</b>
<b>Categories of Expenditure</b>						
Personal Services	9,568,400	10,084,300	98,400	10,182,700	(119,300)	10,063,400
In-State Travel	109,500	133,900	10,100	144,000	(2,800)	141,200
Out of State Travel	37,900	65,400	(7,500)	57,900	(2,400)	55,500
Current Expense	3,446,700	4,139,800	(214,400)	3,925,400	(1,882,700)	2,042,700
DP Current Expense	4,537,500	4,784,800	229,700	5,014,500	(395,000)	4,619,500
Other Charges/Pass Thru	2,276,100	6,662,800	127,000	6,789,800	2,374,100	9,163,900
<b>Total</b>	<b>\$19,976,100</b>	<b>\$25,871,000</b>	<b>\$243,300</b>	<b>\$26,114,300</b>	<b>(\$28,100)</b>	<b>\$26,086,200</b>
<b>Other Data</b>						
Budgeted FTE	136.7	137.9	1.6	139.6	0.0	139.6
Vehicles	25.0	30.0	(5.0)	25.0	0.0	25.0

\*Does not include amounts in excess of subcommittee's state fund allocation that may be recommended by the Fiscal Analyst.

**RECOMMENDATIONS**

The Analyst recommends that the base budget for FY 2009 for the Executive Director Operations of \$26,086,200 with the plan of financing shown in the above table be adopted by the Health and Human Services Appropriations Subcommittee. It is further the recommendation of the Analyst that the budget of \$5,456,300 for the DORA program be transferred to the Division of Substance Abuse and Mental Health as its own program. The Subcommittee may want to consider reallocation of the base budget revenues in this division to meet departmental funding priorities in addition to the adoption of the base budget. The Analyst also recommends the Inter-country Adoption funding of \$150,000 in General Funds be reallocated for the following purposes:

Inter-Country Adoption Reallocation				
Division	Program	Explanation	Issue Brief	Amount
EDO	Office of Licensing	To hire 1 tech for processing of background screenings	DHS-09-06	\$54,500
DCFS	Child and Family Treatment Services	To provide additional treatment services for children in foster care because of caseload growth.	DHS-09-07	\$95,500
<b>Total</b>				<b>\$150,000</b>