

Office of the  
Legislative Fiscal Analyst

## **FY 2001 Budget Recommendations**

Joint Appropriations Subcommittee for  
Health and Human Services

Utah Department of Human Services  
**Executive Director Operations**

Contents:

- 1.0 Summary
- 2.0 Issues
- 3.0 Programs
- 4.0 Additional Information



**1.0 Summary: Executive Director Operations**

The Executive Director Operations (EDO) division includes the Department Director’s Office and various bureaus that serve other divisions in the department, such as Fiscal Operations, Human Resource Management, and the Office of Technology. It also includes programs that are independent of the other department divisions such as the Governor’s Council on People with Disabilities, Foster Care Citizens Review Board, and the Office of Children’s Ombudsman.

**Financial Summary**

The Fiscal Analyst recommends a total FY 2001 appropriation of approximately \$19 million for the EDO budget. This includes \$8.2 million from the General Fund, with most of the balance coming from federal sources.

	<b>Analyst FY 2001 Base</b>	<b>Analyst FY 2001 Changes</b>	<b>Analyst FY 2001 Total</b>
<b>Financing</b>			
General Fund	\$8,113,600	\$41,700	\$8,155,300
Federal Funds	8,284,000		8,284,000
Dedicated Credits Revenue	30,100		30,100
Transfers - H - Medical Assistance	407,300		407,300
Transfers - Internal	1,761,600		1,761,600
Transfers - Other Agencies	322,800		322,800
<b>Total</b>	<u>\$18,919,400</u>	<u>\$41,700</u>	<u>\$18,961,100</u>
<b>Programs</b>			
Executive Director's Office	\$2,396,100		\$2,396,100
Legal Affairs	1,100,300		1,100,300
<i>Transfer of Public Guardian</i>		\$41,700	41,700
Information Technology	3,832,700		3,832,700
Administrative Support	3,117,600		3,117,600
Fiscal Operations	2,650,800		2,650,800
Human Resources	1,253,500		1,253,500
Local Discretionary	1,501,000		1,501,000
Special Projects	841,600		841,600
Children's Ombudsman	403,700		403,700
Developmental Disabilities Council	740,200		740,200
Foster Care Citizens Review Boards	1,081,900		1,081,900
<b>Total</b>	<u>\$18,919,400</u>	<u>\$41,700</u>	<u>\$18,961,100</u>
<b>FTE</b>	227.6	2.0	229.6

**2.0 Issues: Executive Director Operations**

**2.1 Division Budget Summary**

<b>EXECUTIVE DIRECTOR OPERATIONS</b>		
<b>SUMMARY OF ANALYST RECOMMENDATIONS - FY 2001</b>		
	<b>General Fund</b>	<b>Total Funds</b>
<b>FY 2000 AUTHORIZED</b>	\$8,341,900	\$19,600,300
Non-General Fund revenue estimate revisions		(330,800)
<b>FY 2001 BASE BUDGET</b>	\$8,341,900	\$19,269,500
Adjustment for 16 less work hours	(46,000)	(79,000)
State ISF Rate Changes	(108,100)	(178,900)
State Retirement Rate Reductions	(25,400)	(43,400)
Risk Mgt Rate Redistribution (from FY 2000)	(48,800)	(48,800)
<b>FY 2001 ADJUSTED BASE BUDGET</b>	\$8,113,600	\$18,919,400
Transfer of Public Guardian function from DAAS	41,700	41,700
<b>FY 2001 ANALYST RECOMMENDED BUDGET</b>	<u>\$8,155,300</u>	<u>\$18,961,100</u>
(Without Compensation Adjustment)		

**2.2 Adjustments to Base Budget**

The Fiscal Analyst has adjusted the base budget for FY 2001 to reflect the shortened work year by 16 hours (\$46,000 General Fund reduction), change in the retirement rate (\$25,400 General Fund reduction), and changes in the rates charged by the State’s internal service funds (\$108,100 General Fund reduction). These reductions are part of the budget recommendations for various programs in EDO.

The Analyst is also including a re-distribution of funds appropriated for FY 2000 for Risk Management liability premium increases (\$48,800 reduction for EDO). This was appropriated to one program in EDO, but should have been part of the budgets of all programs and divisions in the Department.

**2.3 Transfer of Public Guardian Staff and Resources**

The Fiscal Analyst included a requested transfer of \$41,700 (General Fund) from the Division of Aging and Adult Services budget, along with two FTE’s. This represents the transfer of the public guardian function to the newly created Office of Public Guardianship.

## 2.4 Transfers of TANF Surplus Funds to the SSBG

Last year the Legislature transferred \$30,000 from federal TANF (Temporary Assistance to Needy Families) “surplus” funds to the Social Services Block Grant (SSBG) to fund programs in the EDO budget. These funds are one-time in nature and must eventually be replaced with State funds or services will be reduced.

## 2.5 Federal Fund Reductions

The impact to EDO of Congress’ reduction of the Social Services Block Grant is currently estimated to be \$177,500. These reductions affect funding for staff and services in various administrative programs and funds passed through to local governments.

## 2.6 Legislative Intent Language

The 1999 Legislature included the following intent language in the FY 2001 EDO appropriation for the Department of Human Services.

*“It is the intent of the Legislature that the Department of Human Services present to the Legislative Fiscal Analyst’s Office detailed outcome measures for each budget area in each division within the Department. These outcome measures shall be, wherever possible, reported in terms of outcomes achieved with the population served in addition to the report of total numbers served. The report shall include those who are statistically eligible but did not need or accept state-funded services. The Legislative Fiscal Analyst Office shall include the department’s report including measurements within their budget presentation on an item by item basis.”*

The Department has provided the Fiscal Analyst with a publication entitled “DHS Outcomes: Results Oriented Information.” Data from this publication and from other sources have been included in the Analyst’s reports on a division level. The Department will report in greater detail during subcommittee hearings.

*“It is the intent of the Legislature that the Office of the Legislative Fiscal Analyst (LFA) develop a performance based budget for a division or divisions within the Department of Human Services during the 1999 interim. This agency review fulfills the provisions of UCA Section 36-17-3. The final report will be presented to both the Process Committee and the Executive Appropriations Committee during October, 1999.”*

The Fiscal Analyst presented this report to the Executive Appropriations Committee in October and to the Process Committee in November 1999. The report is available in hardcopy and on the Internet.

### 3.0 Programs: Executive Director Operations

**Performance Measures**

The Analyst is not including any performance measures directly related to functions in the Executive Director’s Office. All measures used in the divisions are an indirect reflection of the effectiveness of this office. The Executive Director will report in greater extent to the subcommittee on the department’s outcome and performance measures.

### 3.1 Executive Director’s Office

**Recommendation**

The Analyst recommends that \$2,396,100 be appropriated to the Director’s Office for FY 2001. This includes \$1,186,300 from the General Fund. The recommendation includes adjustments for the 16-hour work year reduction, internal service fund rate changes, the retirement rate change, and the adjustment to redistribute last year’s appropriation for Risk Management’s liability premium increase.

	<b>FY 1999</b>	<b>FY 2000</b>	<b>FY 2001</b>	<b>Est/Analyst</b>
<b>Financing</b>	<b>Actual</b>	<b>Estimated</b>	<b>Analyst</b>	<b>Difference</b>
General Fund	\$1,245,881	\$1,196,600	\$1,186,300	(\$10,300)
Federal Funds	1,036,753	1,010,400	994,400	(16,000)
Dedicated Credits Revenue	29,050	58,500	30,100	(28,400)
Transfers - H - Medical As	80,100	74,500	73,900	(600)
Transfers - Internal		57,000		(57,000)
Transfers - Other Agencies	20,000	111,900	111,400	(500)
Beginning Nonlapsing	10,001			
<b>Total</b>	<b>\$2,421,785</b>	<b>\$2,508,900</b>	<b>\$2,396,100</b>	<b>(\$112,800)</b>
<b>Expenditures</b>				
Personal Services	\$1,689,067	\$1,733,200	\$1,715,700	(\$17,500)
In-State Travel	18,390	32,300	32,300	
Out of State Travel	12,066	14,600	14,600	
Current Expense	357,771	464,100	369,100	(95,000)
DP Current Expense	94,491	64,700	64,400	(300)
Other Charges/Pass Thru	250,000	200,000	200,000	
<b>Total</b>	<b>\$2,421,785</b>	<b>\$2,508,900</b>	<b>\$2,396,100</b>	<b>(\$112,800)</b>
<b>FTE</b>	28.3	27.3	27.3	

**Purpose**

Programs funded in the Executive Director Operation’s budget:

*Executive Director’s Office* is responsible for the overall direction of the Department. This includes administration and support, constituent services, public relations, legislative liaison, planning and policy development.

*F.A.C.T. Administration:* Families, Agencies, and Communities Together (FACT) is a program to provide flexible preventive services to families with children at-risk of failing in school, and to prevent abuse and neglect. Two staff members in the DHS Executive Director's Office administer this program. The program involves the Departments of Human Services, Health, Public Education, and the Juvenile Courts.

*DCFS Compliance Unit* coordinates and monitors the Department's efforts to comply with requirements of state and federal regulations, court rulings, and division policy. This includes audits and activities of the Bureau of Services Review and the Implementation Section.

*The Bureau of Service Review* performs quality control reviews of Child Protective Services and Foster Care cases in the Division of Child and Family Services. Cases are audited for accuracy, and conformance to existing laws, policies and procedures.

### **3.2 Legal Affairs**

#### **Recommendation**

The Analyst's recommended FY 2001 budget totals \$1,142,000, including \$528,900 from the General Fund. The FY 2001 budget recommended by the Fiscal Analyst includes a transfer of \$41,700 in General Fund (and 2 FTEs) from the Division of Aging and Adult Services (DAAS). These funds were used by DAAS for services that now will be assumed by the Office of Public Guardian. Also included are adjustments for the 16-hour work year reduction, internal service fund rate changes, the retirement rate change, and the adjustment to redistribute last year's appropriation for Risk Management's liability premium increase.

	<b>FY 1999</b>	<b>FY 2000</b>	<b>FY 2001</b>	<b>Est/Analyst</b>
<b>Financing</b>	<b>Actual</b>	<b>Estimated</b>	<b>Analyst</b>	<b>Difference</b>
General Fund	\$472,964	\$490,100	\$528,900	\$38,800
Federal Funds	162,091	431,000	415,400	(15,600)
Transfers - H - Medical A:	38,385	30,500	30,500	
Transfers - Internal		160,000	135,900	(24,100)
Transfers - Other Agencies:	58,044	31,400	31,300	(100)
Beginning Nonlapsing	4,574			
<b>Total</b>	<b>\$736,058</b>	<b>\$1,143,000</b>	<b>\$1,142,000</b>	<b>(\$1,000)</b>
<b>Expenditures</b>				
Personal Services	\$616,564	\$843,300	\$858,100	\$14,800
In-State Travel	6,908	15,500	15,500	
Out of State Travel	745	3,800	3,800	
Current Expense	89,618	237,200	227,900	(9,300)
DP Current Expense	22,223	43,200	36,700	(6,500)
<b>Total</b>	<b>\$736,058</b>	<b>\$1,143,000</b>	<b>\$1,142,000</b>	<b>(\$1,000)</b>
<b>FTE</b>	10.0	16.5	18.5	2.0

**Purpose**

This Office (formerly called Administrative Hearings) is made up of the following units and offices:

*Administrative Hearings* conducts hearings required by state and federal law where persons may appeal decisions of administrative agencies in the Department. Among the programs served are child support enforcement, foster care due process, licensing, and disciplinary proceedings by Division of Youth Corrections. The Office also hears departmental employee grievances.

*The Office of Legal Counsel* provides services to the Executive Director and the divisions about legal issues and public policy matters.

*The Consumer Hearing Panel* was created to hear and resolve consumer complaints in the Division of Child and Family Services.

*The Office of Public Guardian* was created by the 1999 Legislature. Its functions include serving as a guardian or conservator for individuals found to be incapacitated when no other person is willing and available to do so, and educating the public about the role and function of guardians and conservators.



### 3.3 Information Technology

**Recommendation** The Analyst recommends that approximately \$3.8 million be appropriated to this office for FY 2001. This includes \$1,001,800 from the General Fund. The recommendation includes adjustments for the 16-hour work year reduction, internal service fund rate changes, the retirement rate change, and the adjustment for distributing last year’s Risk Management premium increase.

	<b>FY 1999</b>	<b>FY 2000</b>	<b>FY 2001</b>	<b>Est/Analyst</b>
	<b>Actual</b>	<b>Estimated</b>	<b>Analyst</b>	<b>Difference</b>
<b>Financing</b>				
General Fund	\$1,182,214	\$1,030,900	\$1,001,800	(\$29,100)
Federal Funds	1,353,336	1,143,700	1,105,200	(38,500)
Transfers - H - Medical A:	148,801	100,000	100,000	
Transfers - Internal	1,567,405	1,661,000	1,625,700	(35,300)
Transfers - Other Agencies:	298,073			
Beginning Nonlapsing	61,487	25,000		(25,000)
Closing Nonlapsing	(25,000)			
<b>Total</b>	<b>\$4,586,316</b>	<b>\$3,960,600</b>	<b>\$3,832,700</b>	<b>(\$127,900)</b>
<b>Expenditures</b>				
Personal Services	\$2,214,491	\$2,380,100	\$2,365,200	(\$14,900)
In-State Travel	34,397	36,400	36,400	
Out of State Travel	13,186	8,900	8,900	
Current Expense	303,047	246,900	232,600	(14,300)
DP Current Expense	1,875,851	1,288,300	1,189,600	(98,700)
DP Capital Outlay	95,520			
Capital Outlay	49,824			
<b>Total</b>	<b>\$4,586,316</b>	<b>\$3,960,600</b>	<b>\$3,832,700</b>	<b>(\$127,900)</b>
<b>FTE</b>	<b>38.0</b>	<b>37.0</b>	<b>37.0</b>	

**Purpose** This office is responsible for the support and maintenance of the department’s data processing network, including program development, system design, and data security. It also manages the Unified Social Services Delivery System (USSDS).

### 3.4 Administrative Support Services

**Recommendation** The Fiscal Analyst recommends an appropriation of \$3.1 million (including \$1.8 million from the General Fund) for FY 2001. The recommendation includes adjustments for the 16-hour work year reduction, internal service fund rate changes, the retirement rate change, and the adjustment for distributing last year’s Risk Management premium increase.

	<b>FY 1999</b>	<b>FY 2000</b>	<b>FY 2001</b>	<b>Est/Analyst</b>
<b>Financing</b>	<b>Actual</b>	<b>Estimated</b>	<b>Analyst</b>	<b>Difference</b>
General Fund	\$1,842,035	\$1,876,100	\$1,840,900	(\$35,200)
Federal Funds	1,055,123	1,241,700	1,177,600	(64,100)
Transfers - Other Agencies	136,141	100,000	99,100	(900)
Beginning Nonlapsing	16,218			
<b>Total</b>	<b>\$3,049,517</b>	<b>\$3,217,800</b>	<b>\$3,117,600</b>	<b>(\$100,200)</b>
<b>Expenditures</b>				
Personal Services	\$2,450,257	\$2,604,300	\$2,551,200	(\$53,100)
In-State Travel	46,411	46,500	46,500	
Out of State Travel	3,577	5,400	5,400	
Current Expense	357,419	443,100	409,100	(34,000)
DP Current Expense	191,853	118,500	105,400	(13,100)
<b>Total</b>	<b>\$3,049,517</b>	<b>\$3,217,800</b>	<b>\$3,117,600</b>	<b>(\$100,200)</b>
<b>FTE</b>	53.6	56.0	55.7	(0.3)

**Purpose**

This bureau is responsible for facilities management and planning, risk management, “Americans with Disabilities Act” coordination, and emergency management. It provides such general services as mailing, distribution, forms, motor pool, and copy services. This office also manages the Office of Licensing, and the Social Services Block Grant. The Bureau is responsible for conducting the random moment sample used to allocate workers time between federal programs.

**3.5 Fiscal Operations**

**Recommendation**

The Analyst recommends an appropriation of approximately \$2.65 million (including \$1.1million General Fund) be appropriated for this office for FY 2001. The recommendation includes adjustments for the 16-hour work year reduction, internal service fund rate changes, the retirement rate change, and the adjustment for distributing last year’s Risk Management premium increase.

	<b>FY 1999</b>	<b>FY 2000</b>	<b>FY 2001</b>	<b>Est/Analyst</b>
<b>Financing</b>	<b>Actual</b>	<b>Estimated</b>	<b>Analyst</b>	<b>Difference</b>
General Fund	\$1,019,500	\$1,159,800	\$1,145,400	(\$14,400)
Federal Funds	1,263,092	1,535,400	1,505,400	(30,000)
<b>Total</b>	<b>\$2,282,592</b>	<b>\$2,695,200</b>	<b>\$2,650,800</b>	<b>(\$44,400)</b>
<b>Expenditures</b>				
Personal Services	\$1,949,128	\$2,276,200	\$2,252,300	(\$23,900)
In-State Travel	8,316	20,800	20,800	
Out of State Travel	2,248	7,800	7,800	
Current Expense	217,299	274,500	257,900	(16,600)
DP Current Expense	105,601	115,900	112,000	(3,900)
<b>Total</b>	<b>\$2,282,592</b>	<b>\$2,695,200</b>	<b>\$2,650,800</b>	<b>(\$44,400)</b>
<b>FTE</b>	34.0	38.1	38.1	

**Purpose**

This office provides financial services and information to the department. The Bureau of Budget oversees the appropriation request and budgeting process. The Bureau of Finance is responsible for cost allocations for federal grants, purchasing, accounting, cash management, and payroll services. The Bureau of Internal Review and Audit reports to department management on fiscal accountability, efficiency, economy, and effectiveness of programs and services. Internal Review also functions as liaison between the Department of Human Services and the Division of Health Care Financing and oversees federal fund utilization and managed care strategies. The new Contract Monitoring Unit will oversee, process, and review all department contracts and procedures.

**3.6 Human Resources**

**Recommendation**

The Analyst recommends the Legislature appropriate \$1.3 for the Department’s Human Resources Office for FY 2001, including \$539,900 from the General Fund. The recommendation includes adjustments for the 16-hour work year reduction, the retirement rate change, and the adjustment for distributing last year’s Risk Management premium increase.

	<b>FY 1999</b>	<b>FY 2000</b>	<b>FY 2001</b>	<b>Est/Analyst</b>
<b>Financing</b>	<b>Actual</b>	<b>Estimated</b>	<b>Analyst</b>	<b>Difference</b>
General Fund	\$539,100	\$546,600	\$539,900	(\$6,700)
Federal Funds	665,025	728,000	713,600	(14,400)
Transfers - Internal	6,745			
Beginning Nonlapsing	898			
<b>Total</b>	<u>\$1,211,768</u>	<u>\$1,274,600</u>	<u>\$1,253,500</u>	<u>(\$21,100)</u>
<b>Expenditures</b>				
Personal Services	\$1,011,790	\$1,074,500	\$1,063,200	(\$11,300)
In-State Travel	5,920	6,000	6,000	
Out of State Travel	381	500	500	
Current Expense	147,930	142,600	132,800	(9,800)
DP Current Expense	45,747	51,000	51,000	
<b>Total</b>	<u>\$1,211,768</u>	<u>\$1,274,600</u>	<u>\$1,253,500</u>	<u>(\$21,100)</u>
<b>FTE</b>	19.5	18.5	18.5	

**Purpose**

This bureau is responsible for classification, compensation, recruitment, employee assistance, corrective discipline, grievance resolution, training, volunteer coordination, ADA and sexual harassment resolution. During the 1999 calendar year, the Bureau was responsible for services to the approximate 5,141 employees in the Department. Its staff of 29 processed 1,534 new hires and 873 employees who left the Department. Eleven of the staff members work and are funded in the Developmental Center and the State Hospital.

**3.7 Local Discretionary Pass-through**

**Recommendation**

For FY 2001, the Fiscal Analyst recommends an appropriation of \$ 1.5 million of federal funds, which will be passed through to the various local social service agencies in the State and to Ogden City.

	<b>FY 1999</b>	<b>FY 2000</b>	<b>FY 2001</b>	<b>Est/Analyst</b>
<b>Financing</b>	<b>Actual</b>	<b>Estimated</b>	<b>Analyst</b>	<b>Difference</b>
Federal Funds	\$1,603,596	\$1,597,500	\$1,501,000	(\$96,500)
<b>Total</b>	<u>\$1,603,596</u>	<u>\$1,597,500</u>	<u>\$1,501,000</u>	<u>(\$96,500)</u>
<b>Expenditures</b>				
Other Charges/Pass Thru	\$1,603,596	\$1,597,500	\$1,501,000	(\$96,500)
<b>Total</b>	<u>\$1,603,596</u>	<u>\$1,597,500</u>	<u>\$1,501,000</u>	<u>(\$96,500)</u>

**Purpose**

This budget includes the Social Services Block Grant (SSBG) portion passed through to local governments. Since the early 1990's, the division has passed through about nine percent of the grant. Since FFY 1997 (Federal Fiscal Year), this block grant has been reduced approximately 23%, from \$2.5 billion to \$1.9 billion in FFY 1999 and is being cut again in FY 2000 and 2001. The portion passed on to local entities has likewise been reduced. For FY 2000 and FY 2001, the SSBG passed through is expected to be \$1,257,000 and \$1,211,000 respectively.

This program also includes an estimated \$290,000 expected from a federal urban enterprise grant. This is a ten year grant that the Department passes through to Ogden City for a variety of urban issues such as efforts to reduce drug abuse, increase effectiveness of law enforcement, improved access, etc.

**3.8 Special Projects**

**Recommendation**

For FY 2001, the Fiscal Analyst recommends an appropriation of \$840,200 from the General Fund, plus \$1,400 in federal funds. This recommendation reflects a reduction of \$70,000 for reduced rates charged by the State's internal service funds. It is also reduced by \$51,500 (General Fund) which was first appropriated to this program in FY 2000 for increased Risk Management premiums. This amount is being redistributed to the agencies in the Department incurring liability risk premiums.

	<b>FY 1999</b>	<b>FY 2000</b>	<b>FY 2001</b>	<b>Est/Analyst</b>
	<b>Actual</b>	<b>Estimated</b>	<b>Analyst</b>	<b>Difference</b>
<b>Financing</b>				
General Fund	\$939,345	\$961,700	\$840,200	(\$121,500)
Federal Funds		1,500	1,400	(100)
Lapsing Balance	(92,905)			
<b>Total</b>	<u>\$846,440</u>	<u>\$963,200</u>	<u>\$841,600</u>	<u>(\$121,600)</u>
<b>Expenditures</b>				
Current Expense	<u>\$846,440</u>	<u>\$963,200</u>	<u>\$841,600</u>	<u>(\$121,600)</u>
<b>Total</b>	<u>\$846,440</u>	<u>\$963,200</u>	<u>\$841,600</u>	<u>(\$121,600)</u>

**Purpose**

No staff is funded directly in this program. The appropriated funds are used for special projects such as:

*F.A.C.T.* Funding for various FACT related projects is budgeted under this program unit. The administration of FACT is budgeted in the Executive Director's Office.

*Carousel Project:* This is a flexible funding source for difficult placements of children who have been in programs in more than one area and have failed. These children have typically been in Family Services, Mental Health, and Youth Corrections programs.

*Single Audit:* This is a billing from the State Auditor for expenses incurred in the financial audit required by the Federal Government.

*Dual Diagnosis:* This program is for court-ordered placement of individuals with a dual diagnosis such as mental illness and mental retardation.

### 3.9 Office of Children’s Ombudsman

#### Recommendation

The Fiscal Analyst recommends \$403,700 (including \$291,100 General Fund) be appropriated for the Office of Children’s Ombudsman for FY 2001. The amounts include adjustments for the 16-hour work year reduction, internal service fund rate changes, the retirement rate change, and the adjustment for distributing last year’s Risk Management premium increase.

	<b>FY 1999</b>	<b>FY 2000</b>	<b>FY 2001</b>	<b>Est/Analyst</b>
	<b>Actual</b>	<b>Estimated</b>	<b>Analyst</b>	<b>Difference</b>
<b>Financing</b>				
General Fund	\$235,139	\$293,400	\$291,100	(\$2,300)
Federal Funds	59,811	71,600	70,700	(900)
Transfers - H - Medical A:	36,204	42,100	41,900	(200)
Transfers - Other Agencies:	20,000			
<b>Total</b>	<u>\$351,154</u>	<u>\$407,100</u>	<u>\$403,700</u>	<u>(\$3,400)</u>
<b>Expenditures</b>				
Personal Services	\$297,492	\$337,800	\$334,400	(\$3,400)
In-State Travel	1,281	1,400	1,400	
Out of State Travel	988	1,300	1,300	
Current Expense	37,413	50,800	50,800	
DP Current Expense	13,980	15,800	15,800	
<b>Total</b>	<u>\$351,154</u>	<u>\$407,100</u>	<u>\$403,700</u>	<u>(\$3,400)</u>
<b>FTE</b>	7.0	7.0	7.0	

#### Purpose

In January 1996, the Department created an Ombudsman Office for children in the child welfare system. The purpose of the office is to investigate and resolve complaints and concerns from parents, relatives, and others interested in child welfare.

**3.10 Governor’s Council for People with Disabilities**

**Recommendation**

The Analyst recommends that \$740,200 (including \$75,400 General Fund) be appropriated for FY 2001. Federal funds make up most of the Council’s budget. The recommendation includes adjustments for the 16-hour work year reduction, the retirement rate change, and the adjustment for distributing last year’s Risk Management premium increase.

	<b>FY 1999</b>	<b>FY 2000</b>	<b>FY 2001</b>	<b>Est/Analyst</b>
<b>Financing</b>	<b>Actual</b>	<b>Estimated</b>	<b>Analyst</b>	<b>Difference</b>
General Fund	\$73,500	\$75,600	\$75,400	(\$200)
Federal Funds	539,331	584,500	583,800	(700)
Transfers - Other Agencies	87,315	81,000	81,000	
Beginning Nonlapsing	6,823			
<b>Total</b>	<b>\$706,969</b>	<b>\$741,100</b>	<b>\$740,200</b>	<b>(\$900)</b>
<b>Expenditures</b>				
Personal Services	\$232,695	\$282,400	\$279,400	(\$3,000)
In-State Travel	8,834	9,400	9,400	
Out of State Travel	8,883	9,700	9,700	
Current Expense	87,582	103,000	104,300	1,300
DP Current Expense	19,918	12,600	12,600	
DP Capital Outlay	10,800			
Capital Outlay	8,527			
Other Charges/Pass Thru	329,730	324,000	324,800	800
<b>Total</b>	<b>\$706,969</b>	<b>\$741,100</b>	<b>\$740,200</b>	<b>(\$900)</b>
<b>FTE</b>	<b>5.5</b>	<b>6.5</b>	<b>6.5</b>	

**Purpose**

Federal law requires that states have councils to serve as coordinating, advocacy and long range planning bodies for people with disabilities. The Utah Council monitors the range, scope, and size of programs and evaluates their effectiveness. A major function of the Council is to make grants of federal funds for pilot service programs. Federal funding requires the State to match 25 percent of the administrative cost.

The Council also administers the “Access Utah Network” program. This information delivery program is funded jointly by the State Offices of Education and Rehabilitation, and the Departments of Health and Human Services. Its purpose is to meet the information needs of persons with disabilities and their families. Areas of information maintained include, but are not limited to, services available for people with disabilities, working knowledge of the Americans with Disabilities Act (ADA), assistive technology and programs located throughout the state for individuals with disabilities. It operates a toll-free telephone service, maintains an Internet home page, a Cooperative Service Directory of program service providers, a used equipment data bank, an ADA resource library, and a listing of assistive technology equipment available nationwide.

**3.11 Foster Care Citizens’ Review Boards**

**Recommendation**

The Analyst’s FY 2001 recommended budget for the FCCRB system totals approximately \$1.1 million. The recommendation includes \$705,400 from the General Fund. The recommended budget also includes adjustments for the 16-hour work year reduction, internal service fund rate changes, the retirement rate change, and the adjustment for distributing last year’s Risk Management premium increase.

	<b>FY 1999</b>	<b>FY 2000</b>	<b>FY 2001</b>	<b>Est/Analyst</b>
<b>Financing</b>	<b>Actual</b>	<b>Estimated</b>	<b>Analyst</b>	<b>Difference</b>
General Fund	\$535,020	\$711,100	\$705,400	(\$5,700)
Federal Funds	208,422	217,600	215,500	(2,100)
Transfers - H - Medical As	166,738	162,600	161,000	(1,600)
<b>Total</b>	<b>\$910,180</b>	<b>\$1,091,300</b>	<b>\$1,081,900</b>	<b>(\$9,400)</b>
<b>Expenditures</b>				
Personal Services	\$603,605	\$807,100	\$798,800	(\$8,300)
In-State Travel	21,630	25,000	25,000	
Out of State Travel	5,681	6,400	6,400	
Current Expense	195,384	215,100	214,000	(1,100)
DP Current Expense	83,880	37,700	37,700	
<b>Total</b>	<b>\$910,180</b>	<b>\$1,091,300</b>	<b>\$1,081,900</b>	<b>(\$9,400)</b>
<b>FTE</b>	15.5	21.0	21.0	

*Transfer of TANF surplus funds*

Last year the Legislature included \$30,000 from federal TANF (Temporary Assistance to Needy Families) “surplus” funds transferred to the Social Services Block Grant (SSBG) to fund the cost of requested lease space needed by these volunteer boards. These funds are one-time in nature and must eventually be replaced with State funds or services will be reduced.4.0  
 Additional Information: Executive Director Operations



**Purpose**

The Foster Care Citizens' Review Board (FCCRB) was started as a pilot project in 1993 to evaluate an alternative method of reviewing foster care cases. Federal statute requires that the status of all children in foster care be reviewed at least every six months. Prior to the establishment of the FCCRB system, an administrative review process in the Division performed these reviews. Last year, the Legislature completed funding for the FCCRB program so it could serve the entire state. Currently, all of the planned 35 volunteer boards functioning, staffed by 341 volunteer board members. The project is governed by an 11-member steering committee representing the Legislature, the Department of Human Services, the juvenile court, the guardian ad litem, the Foster Parent Association, independent child advocates, and service providers. A full-time director and 13 other full-time and part-time employees provide support to the Boards. The citizen boards are advisory and can only make recommendations to the Department or to the courts.

**4.0 Additional Information: Executive Director Operations**

**4.1. Funding History**

	<b>FY 1997</b>	<b>FY 1998</b>	<b>FY 1999</b>	<b>FY 2000</b>	<b>FY 2001</b>
<b>Financing</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Analyst</b>
General Fund	\$6,598,752	\$8,034,999	\$8,106,398	\$8,341,900	\$8,155,300
Federal Funds	7,214,756	7,450,407	7,946,580	8,562,900	8,284,000
Dedicated Credits Revenue	7,500	25,885	29,050	58,500	30,100
Transfers - H - Medical Assistance	237,377	120,259	470,228	409,700	407,300
Transfers - Internal	104,205	1,666,136	1,574,150	1,878,000	1,761,600
Transfers - Other Agencies	1,706,313	702,631	619,573	324,300	322,800
Beginning Nonlapsing	265,682	140,071	121,309	25,000	
Closing Nonlapsing	(140,070)	(121,308)	(25,000)		
Lapsing Balance	(50,907)	(41,178)	(112,666)		
<b>Total</b>	<b>\$15,943,608</b>	<b>\$17,977,902</b>	<b>\$18,729,622</b>	<b>\$19,600,300</b>	<b>\$18,961,100</b>
<b>% Change</b>		12.8%	4.2%	4.6%	-3.3%
<b>Programs</b>					
Executive Director's Office	\$1,818,100	\$2,254,743	\$2,421,785	\$2,508,900	\$2,396,100
Legal Affairs	382,500	573,491	736,058	1,143,000	1,142,000
Information Technology	3,924,692	3,846,130	4,586,316	3,960,600	3,832,700
Administrative Support	2,553,900	2,846,525	3,049,517	3,217,800	3,117,600
Fiscal Operations	2,213,300	2,273,378	2,282,592	2,695,200	2,650,800
Human Resources	1,135,100	1,177,764	1,211,768	1,274,600	1,253,500
Local Discretionary	1,934,131	1,928,958	1,603,596	1,597,500	1,501,000
Special Projects	875,472	915,937	846,440	963,200	841,600
Children's Ombudsman	231,765	361,152	351,154	407,100	403,700
Developmental Disabilities Council	627,478	677,164	706,969	741,100	740,200
Foster Care Citizens Review Boards	124,430	698,360	910,180	1,091,300	1,081,900
DHS Exec Dir Extra	122,740	424,300	23,247		
<b>Total</b>	<b>\$15,943,608</b>	<b>\$17,977,902</b>	<b>\$18,729,622</b>	<b>\$19,600,300</b>	<b>\$18,961,100</b>
<b>Expenditures</b>					
Personal Services	\$8,775,024	\$10,653,037	\$11,080,950	\$12,338,900	\$12,218,300
In-State Travel	199,772	186,441	152,190	193,300	193,300
Out of State Travel	35,666	56,448	47,755	58,400	58,400
Current Expense	2,622,638	2,830,085	2,646,133	3,140,500	2,910,200
DP Current Expense	2,094,591	1,773,860	2,454,597	1,747,700	1,555,100
DP Capital Outlay		39,567	106,320		
Capital Outlay	6,423		58,351		
Other Charges/Pass Thru	2,209,494	2,438,464	2,183,326	2,121,500	2,025,800
<b>Total</b>	<b>\$15,943,608</b>	<b>\$17,977,902</b>	<b>\$18,729,622</b>	<b>\$19,600,300</b>	<b>\$18,961,100</b>
<b>FTE</b>	255.3	214.1	211.5	227.8	229.6

**4.2. Federal Funds**

<b>Program</b>	<b>FY 1999 Actual</b>	<b>FY 2000 Authorized</b>	<b>FY 2001 Analyst</b>
Title XX Soc Svc Block Required State Match	\$356,678	\$1,051,000	\$1,012,000
Totals for this grant/contract	<u>\$356,678</u>	<u>\$1,051,000</u>	<u>\$1,012,000</u>
Title XX Local Discr. (SSBG) General Funds	\$1,352,505	\$1,257,000	\$1,211,000
Totals for this grant/contract	<u>\$1,352,505</u>	<u>\$1,257,000</u>	<u>\$1,211,000</u>
Title IVD Child Support General Funds	\$41,328	\$42,000	\$40,000
Totals for this grant/contract	<u>\$41,328</u>	<u>\$42,000</u>	<u>\$40,000</u>
Title IVE AFDC FC General Funds	\$508,481	\$721,500	\$716,100
Totals for this grant/contract	<u>508,481</u>	<u>721,500</u>	<u>716,100</u>
Totals for this grant/contract	<u>\$1,016,962</u>	<u>\$1,443,000</u>	<u>\$1,432,200</u>
Dev Disability Grants * General Funds	\$539,331	\$584,500	\$563,500
Totals for this grant/contract	<u>\$539,331</u>	<u>\$584,500</u>	<u>\$563,500</u>
<i>*For administration, state match is 35%. Grant recipients must provide their own match.</i>			
Title IVE Adoptions General Funds	\$18,977	\$37,400	\$36,800
Totals for this grant/contract	<u>18,977</u>	<u>37,400</u>	<u>36,800</u>
Totals for this grant/contract	<u>\$37,954</u>	<u>\$74,800</u>	<u>\$73,600</u>
DHS Other Grants General Funds	\$4,878,189	\$4,579,500	\$4,414,600
Totals for this grant/contract	<u>4,878,189</u>	<u>4,579,500</u>	<u>4,414,600</u>
Totals for this grant/contract	<u>\$9,756,378</u>	<u>\$9,159,000</u>	<u>\$8,829,200</u>
Urban Enterprise Grant General Funds	\$251,091	\$290,000	\$290,000
Totals for this grant/contract	<u>\$251,091</u>	<u>\$290,000</u>	<u>\$290,000</u>
<b>Total Federal Funds</b>	\$7,946,580	\$8,562,900	\$8,284,000
<b>Total State Matching Funds</b>	<u>5,405,647</u>	<u>5,338,400</u>	<u>5,167,500</u>
<b>Total Funds</b>	<u>\$13,352,227</u>	<u>\$13,901,300</u>	<u>\$13,451,500</u>

**Future Impact of  
Current Federal  
Fund Decisions**

The future of the Social Services Block Grant is tenuous. It has been reduced significantly over the past few years, and will likely be reduced in the future. The Utah grant was reduced by approximately \$550,000 in FY 2000 and another \$1 million reduction is projected for FY 2001.

The State has been transferring TANF (Temporary Assistance for Needy Families) surplus funds for the past few years. For FY 2000, the Legislature provided \$30,000 of these transfers for programs in EDO (Foster Care Citizens Review Boards). The TANF surplus funds will probably not be available after FY 2002.

### 4.3 Fee Schedule

The fee schedule for licensure must be approved by the Legislature and included in the Appropriations Act. Fees collected are deposited with the General Fund. Actual collections in FY 1999 amounted to \$49,459. The following fee schedule is proposed for FY 2001. No changes are proposed in the current fee structure.

	<b>Current Fee</b>	<b>Department Changes FY 01</b>	<b>Estimated # Licenses</b>	<b>Estimated Revenue</b>	<b>Diff (+ or -)</b>
<b>Department of Human Services</b>					
Initial-new program	\$200	No Change	70	\$14,000	
Adult Day Care (0-50)	50	No Change	27	1,350	
Adult Day Care per cap	1.25	No Change	27	1,350	
Adult Day Care ((50+)	100.00	No Change	2	200	
Child Placing	150.00	No Change	95	14,250	
Day Treatment	75.00	No Change	205	15,375	
Outpatient Treatment	50.00	No Change	290	14,500	
Residential Support	50.00	No Change	70	3,500	
Residential Treatment	100.00	No Change	398	39,800	
Residential Treatment per cap	1.50	No Change	6,049	9,074	
Social Detoxification	100.00	No Change	8	800	
Life Safety Pre-inspection	100.00	No Change	65	6,500	
Outdoor Youth Program	100.00	No Change	6	600	
Outdoor Youth per cap	5.00	No Change	270	1,350	
Intermediate Secure Treatment	150.00	No Change	4	600	
FBI Fingerprint Checks	24.00	No Change	4,000	96,000	*
*Note: The fees collected for the FBI fingerprint checks will be passed through to the FBI.					