

Office of the
Legislative Fiscal Analyst

FY 2003 Budget Recommendations

Joint Appropriations Subcommittee for
Health and Human Services

Utah Department of Human Services
Executive Director Operations

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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 for People with Disabilities, Foster Care Citizens’ Review Boards, and the Office of Children’s Ombudsman. EDO also oversees the distribution of funds appropriated in the Drug Court / Drug Board line item.

Financial Summary

The Fiscal Analyst recommends an FY 2003 budget for EDO totaling approximately \$18.0 million, including \$7.4 million from the General Fund. The Analyst’s FY 2003 base General Fund budget is adjusted for FY 2002 supplemental reductions carried over into FY 2003 (\$1,075,100), reduction for ISF rate changes (\$27,000), market cost adjustments (\$76,300) and an increase of \$23,400 for the extra day in FY 2003.

The “Analyst’s FY 2003 Changes” includes additional reductions in the General Fund of \$285,500 for the incremental annualization of the FY 2002 administrative and across-the-board cuts. The FY 2002 add-backs to the subcommittee’s original reductions are not carried forward to FY 2003.

	Analyst FY 2003 Base	Analyst FY 2003 Changes	Analyst FY 2003 Total
Financing			
General Fund	\$7,643,800	(\$285,500)	\$7,358,300
Federal Funds	8,137,300	(207,900)	7,929,400
Dedicated Credits Revenue	76,000	(4,500)	71,500
Transfers-H-Medical Assistance	585,300	(21,400)	563,900
Transfers-Other Agencies	2,121,000	(1,500)	2,119,500
Total	\$18,563,400	(\$520,800)	\$18,042,600
Programs			
Executive Director's Office	\$2,117,500	(\$125,200)	\$1,992,300
Legal Affairs	1,022,100	(52,100)	970,000
Information Technology	3,927,900	(105,400)	3,822,500
Administrative Support	3,286,100	(46,300)	3,239,800
Fiscal Operations	2,535,600	(90,900)	2,444,700
Human Resources	1,270,300	(1,900)	1,268,400
Local Discretionary	1,492,000		1,492,000
Special Projects	671,800	(25,500)	646,300
Children's Ombudsman	338,600	(34,200)	304,400
Developmental Disabilities Council	712,400	(2,400)	710,000
Foster Care Citizens Review Boards	1,189,100	(36,900)	1,152,200
Total	\$18,563,400	(\$520,800)	\$18,042,600
FTE/Other			
Total FTE	212		212

2.0 Issues: Executive Director Operations

2.1 Legislative Intent Language:

The 2001 Legislature included the following intent language in the FY 2002 EDO appropriation for the Department of Human Services:

Outcome Measures

“It is the intent of the Legislature that the Department of Human Services present to the Office of Legislative Fiscal Analyst 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 Office of Legislative Fiscal Analyst shall include the department’s report including outcome measures within their budget presentation on an item-by-item basis.”

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

Administrative and Services Cost Report

“It is the intent of the Legislature that the budget analysis for the Department of Human Services be presented with a breakdown between costs of administration and services delivered and the number of citizens served and categorized by cost and type of service.”

This information will be presented to the subcommittee during one of its early committee meetings during the 2002 session.

Federal Medicaid match rate changes

“It is the intent of the Legislature that federal Medicaid match rate changes for the local mental health and substance abuse programs be considered by the Department of Human Services in its annual budget preparation.”

The Medicaid match rate is actually increasing in FY 2003. This is a reversal of the trend of a number of previous years. As a result, the Department will see approximately \$1,037,800 of “savings” from increased federal participation. The Analyst has not recommended that the locals take a negative appropriation reflecting this change in their FY 2003 recommended allocations.

***Extensive detail
budget presentation***

“It is the intent of the Legislature that at least one of the Division budgets of the Department of Health and the Department of Human Services be presented in extensive detail at the time of presentation at the annual budget hearing. The division which is to be examined with this scrutiny is to be selected by the co-chairs of Health and Human Services Appropriations Subcommittee by July of the preceding year”

The subcommittee chair decided that more detailed budget information on the Division of Aging and Adult Services be presented to the committee during the 2002 General Session. The fiscal analyst will present that information during that division’s regularly scheduled budget hearing.

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 an FY 2003 budget of approximately \$2.0 million including \$1.1 million from the General Fund. The FY 2002 Estimated amounts reflect budget reductions approved in the current budget year. The FY 2003 recommendation includes carry-over reductions from FY 2002 of \$295,300 (\$169,000 General Fund), and a net increase of \$6,000 (all General Fund) for the ISF adjustments, market cost adjustments and the extra day. It also includes a reduction of \$125,200 (\$67,000 General Fund) for the incremental annualization of FY 2002 administrative and across-the-board reductions.

	2001	2002	2003	Est/Analyst
	Actual	Estimated	Analyst	Difference
Financing				
General Fund	\$1,271,822	\$1,284,700	\$1,054,700	(\$230,000)
General Fund, One-time		(109,100)		109,100
Federal Funds	770,501	771,600	747,200	(24,400)
Dedicated Credits Revenue	104,010	73,900	71,500	(2,400)
Transfers - H - Medical Assistance	106,737	96,500	93,500	(3,000)
Transfers - Other Agencies	40,000	29,000	25,400	(3,600)
Total	\$2,293,070	\$2,146,600	\$1,992,300	(\$154,300)
Expenditures				
Personal Services	\$1,774,518	\$1,695,900	\$1,562,000	(\$133,900)
In-State Travel	15,445	17,700	16,900	(800)
Out of State Travel	16,598	16,000	15,400	(600)
Current Expense	391,605	346,000	328,000	(18,000)
DP Current Expense	94,904	71,000	70,000	(1,000)
Total	\$2,293,070	\$2,146,600	\$1,992,300	(\$154,300)
FTE/Other				
Total FTE	25	24	24	

Purpose Programs funded in the Executive Director Operations’ budget:

The 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: FACT (Families, Agencies, and Communities Together) is a program to provide flexible preventive services to families with children at-risk of failing in school, and to prevent abuse and neglect. One staff member in the DHS Executive Director's Office administers this program. The program involves the Departments of Human Services, Health, Public Education, Workforce Services 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 performing 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 recommends an FY 2003 appropriation for the Office of Legal Affairs totaling \$970,000, with \$381,900 coming from the General Fund. The FY 2002 Estimated amounts reflect budget reductions approved in the current budget year. The recommendation includes carry-over reductions from FY 2002 of \$187,000 (\$135,900 General Fund), and a net increase of \$2,400 (\$8,800 General Fund) for the ISF adjustments, market cost adjustments and the extra day. The FY 2003 Analyst recommended budget also includes a reduction of \$52,100 (\$33,800 General Fund) for the incremental annualization of FY 2002 administrative and across-the-board reductions.

	2001	2002	2003	Est/Analyst
	Actual	Estimated	Analyst	Difference
Financing				
General Fund	\$504,308	\$542,800	\$381,900	(\$160,900)
General Fund, One-time		(73,400)		73,400
Federal Funds	479,452	497,300	484,300	(13,000)
Transfers-H-Medical Assistance	43,108	31,600	26,900	(4,700)
Transfers-Other Agencies	72,990	83,900	76,900	(7,000)
Total	\$1,099,858	\$1,082,200	\$970,000	(\$112,200)
Expenditures				
Personal Services	\$874,858	\$923,700	\$826,500	(\$97,200)
In-State Travel	8,475	9,200	9,100	(100)
Out of State Travel	2,268	6,400	6,200	(200)
Current Expense	174,077	107,600	92,900	(14,700)
DP Current Expense	40,180	35,300	35,300	
Total	\$1,099,858	\$1,082,200	\$970,000	(\$112,200)
FTE/Other				
Total FTE	15	13	13	

Purpose

This office consists 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 abuse or neglect findings, child support enforcement, foster parent due process, licensing, and disciplinary proceedings by Division of Youth Corrections.

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 (\$865,800 General Fund) be appropriated to the Office of Information Technology for FY 2003. The FY 2002 Estimated amounts reflect budget reductions approved in the current budget year. The recommendation includes carry-over reductions from FY 2002 of \$454,200 (\$224,900 General Fund), and a net decrease of \$27,900 (\$17,700 General Fund) for the ISF adjustments, market cost adjustments and the extra day. The FY 2003 recommendation includes reductions of \$105,400 (\$46,400 General Fund) for the incremental annualization of FY 2002 administrative and across-the-board reductions.

	2001	2002	2003	Est/Analyst
	Actual	Estimated	Analyst	Difference
Financing				
General Fund	\$1,125,315	\$1,119,400	\$865,800	(\$253,600)
General Fund, One-time		(151,400)		151,400
Federal Funds	872,148	937,600	863,400	(74,200)
GFR-IT Innovation Fund	7,000			
Transfers-H-Medical Assistance	116,807	175,500	175,500	
Transfers-Other Agencies	2,028,298	1,947,800	1,917,800	(30,000)
Total	<u>\$4,149,568</u>	<u>\$4,028,900</u>	<u>\$3,822,500</u>	<u>(\$206,400)</u>
Expenditures				
Personal Services	\$2,533,044	\$2,475,100	\$2,349,700	(\$125,400)
In-State Travel	20,031	23,600	22,700	(900)
Out of State Travel	7,436	9,700	9,600	(100)
Current Expense	342,829	287,500	230,700	(56,800)
DP Current Expense	1,241,194	1,233,000	1,209,800	(23,200)
DP Capital Outlay	5,034			
Total	<u>\$4,149,568</u>	<u>\$4,028,900</u>	<u>\$3,822,500</u>	<u>(\$206,400)</u>
FTE/Other				
Total FTE	38	36	36	

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 Analyst’s FY 2003 recommendation for Administrative Support Services totals approximately \$3.2 million, with \$1.9 million from the General Fund. The FY 2002 Estimated amounts reflect budget reductions approved in the current budget year. The recommendation includes carry-over reductions from FY 2002 of \$150,200 (\$101,700 General Fund), and a net increase of \$9,100 (\$15,800 General Fund) for the ISF adjustments, market cost adjustments and the extra day. The FY 2003 recommendation includes reductions of \$46,300 (\$27,400 General Fund) for the incremental annualization of FY 2002 administrative and across-the-board reductions.

	2001	2002	2003	Est/Analyst
	Actual	Estimated	Analyst	Difference
Financing				
General Fund	\$1,919,600	\$2,021,100	\$1,907,800	(\$113,300)
General Fund, One-time		(60,000)		60,000
Federal Funds	1,265,363	1,346,600	1,332,000	(14,600)
Transfers - Other Agencies	100,500	10,400		(10,400)
Total	<u>\$3,285,463</u>	<u>\$3,318,100</u>	<u>\$3,239,800</u>	<u>(\$78,300)</u>
Expenditures				
Personal Services	\$2,707,687	\$2,792,600	\$2,728,500	(\$64,100)
In-State Travel	44,051	47,200	47,200	
Out of State Travel	672	1,400	(200)	(1,600)
Current Expense	381,499	344,400	334,000	(10,400)
DP Current Expense	151,554	132,500	130,300	(2,200)
Total	<u>\$3,285,463</u>	<u>\$3,318,100</u>	<u>\$3,239,800</u>	<u>(\$78,300)</u>
FTE/Other				
Total FTE	56	56	56	

Purpose

This bureau is responsible for facilities management and planning, risk management, “Americans with Disabilities Act” coordination, emergency management, and constituent services. It provides such general services as mailing, distribution and forms control. This office also manages the Office of Licensing, which is authorized to license public and private agencies that provide various human service programs. The Office proposes and enforces laws, rules and due process procedures in issuing and reviewing licenses.

3.5 Fiscal Operations

Recommendation

The Analyst’s FY 2003 recommended budget for the Office of Fiscal Operations totals approximately \$2.4 million, including \$1.0 million from the General Fund. The FY 2002 Estimated amounts reflect budget reductions approved in the current budget year. The FY 2003 recommendation includes carry-over reductions from FY 2002 of \$280,900 (\$149,100 General Fund), and a net increase of \$4,700 (\$18,200 General Fund) for the ISF adjustments, market cost adjustments and the extra day. It also include reductions of \$90,000 (\$39,400 General Fund) for the incremental annualization of FY 2002 administrative and across-the-board reductions.

	2001	2002	2003	Est/Analyst
	Actual	Estimated	Analyst	Difference
Financing				
General Fund	\$1,176,200	\$1,202,800	\$1,032,500	(\$170,300)
General Fund, One-time		(81,400)		81,400
Federal Funds	1,468,219	1,460,300	1,412,200	(48,100)
Transfers-Other Agencies		16,200		(16,200)
Total	<u>\$2,644,419</u>	<u>\$2,597,900</u>	<u>\$2,444,700</u>	<u>(\$153,200)</u>
Expenditures				
Personal Services	\$2,274,327	\$2,288,200	\$2,162,700	(\$125,500)
In-State Travel	12,683	16,400	15,900	(500)
Out of State Travel	5,788	9,300	9,100	(200)
Current Expense	243,824	184,900	159,300	(25,600)
DP Current Expense	107,797	99,100	97,700	(1,400)
Total	<u>\$2,644,419</u>	<u>\$2,597,900</u>	<u>\$2,444,700</u>	<u>(\$153,200)</u>
FTE/Other				
Total FTE	36	34	34	

Purpose

This office provides financial services and information to the department. The Bureau of Budget oversees the appropriation request and budgeting and forecasting 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 the liaison between the Department of Human Services and the Division of Health Care Financing regarding Medicaid rate issues and oversees federal fund utilization and managed care strategies. The Contract Monitoring Unit is responsible for oversight of all Department contract functions, including process, policy and monitoring of service contractors.

3.6 Human Resources

Recommendation

The Fiscal Analyst recommends the Legislature appropriate approximately \$1.3 million (\$557,300 General Fund) for this office for FY 2003. The FY 2002 Estimated amounts reflect budget reductions approved in the current budget year. The recommendation includes carry-over reductions from FY 2002 of \$43,900 (\$19,300 General Fund), and a net increase of \$3,200 (General Fund) for the ISF adjustments, market cost adjustments and the extra day. The FY 2003 recommendation includes reductions of \$1,900 (\$800 General Fund) for the incremental annualization of FY 2002 administrative and across-the-board reductions.

	2001	2002	2003	Est/Analyst
	Actual	Estimated	Analyst	Difference
Financing				
General Fund	\$595,987	\$574,200	\$557,300	(\$16,900)
General Fund, One-time		(12,100)		12,100
Federal Funds	682,884	710,100	711,100	1,000
Transfers-Other Agencies		1,800		(1,800)
Total	<u>\$1,278,871</u>	<u>\$1,274,000</u>	<u>\$1,268,400</u>	<u>(\$5,600)</u>
Expenditures				
Personal Services	\$1,090,562	\$1,100,900	\$1,097,200	(\$3,700)
In-State Travel	5,688	5,500	5,500	
Out of State Travel	1,634	1,500	1,200	(300)
Current Expense	125,192	119,600	118,900	(700)
DP Current Expense	55,795	46,500	45,600	(900)
Total	<u>\$1,278,871</u>	<u>\$1,274,000</u>	<u>\$1,268,400</u>	<u>(\$5,600)</u>
FTE/Other				
Total FTE	18	18	18	

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 2001 calendar year, the Bureau's 30 staff members were responsible for employee services to the approximate 5,650 employees in the Department and the processing of over 1,600 new hires during the year. Thirteen of the staff members work at the Developmental Center and the State Hospital and are funded in those respective budgets.

3.7 Local Discretionary Pass-through

Recommendation

The Analyst recommends an FY 2003 appropriation of nearly \$1.5 million, all from federal funding sources. As all funding is from federal grants, no budget reductions were made in the FY 2002 budget, nor recommended for FY 2003.

	2001	2002	2003	Est/Analyst
Financing	Actual	Estimated	Analyst	Difference
Federal Funds	\$1,607,793	\$1,492,000	\$1,492,000	\$0
Total	\$1,607,793	\$1,492,000	\$1,492,000	\$0
Expenditures				
Other Charges/Pass Thru	\$1,607,793	\$1,492,000	\$1,492,000	\$0
Total	\$1,607,793	\$1,492,000	\$1,492,000	\$0
FTE/Other				

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 state's 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 was cut again in FY 2001 and 2002. The portion passed on to local entities has likewise been reduced. For BOTH FY 2002 and FY 2003, the SSBG passed through is expected to be \$1,202,000 each year.

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

The Analyst recommends an appropriation of \$646,300, mostly General Funds, for this program for FY 2003. The FY 2002 Estimated amounts reflect budget reductions approved in the current budget year. The recommendation includes carry-over reductions from FY 2002 of \$83,300 (General Fund), and a decrease of \$6,300 (General Fund) for the ISF adjustments. It also includes a reduction of \$25,500 (General Fund) for the incremental annualization of FY 2002 administrative cuts.

	2001	2002	2003	Est/Analyst
	Actual	Estimated	Analyst	Difference
Financing				
General Fund	\$870,989	\$759,900	\$644,800	(\$115,100)
General Fund, One-time		(43,700)		43,700
Federal Funds		1,500	1,500	
Transfers-Other Agencies	17,706			
Lapsing Balance	(33,500)			
Total	<u>\$855,195</u>	<u>\$717,700</u>	<u>\$646,300</u>	<u>(\$71,400)</u>
Expenditures				
Personal Services	\$32,596	\$0	\$0	\$0
Current Expense	822,599	717,700	646,300	(71,400)
Total	<u>\$855,195</u>	<u>\$717,700</u>	<u>\$646,300</u>	<u>(\$71,400)</u>
FTE/Other				
Total FTE				

Purpose

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

Families, Agencies, Communities Together (FACT): Funding for various FACT related projects is budgeted under this program unit. Staff for the DHS FACT involvement 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.

3.9 Office Children’s Ombudsman

Recommendation

The Fiscal Analyst recommends \$304,400 (including \$206,200 in General Funds) be appropriated for this program in FY 2003. The FY 2002 Estimated amounts reflect budget reductions approved in the current budget year. The recommendation includes carry-over reductions from FY 2002 of \$104,200 (\$82,500 General Fund), and a net increase of \$200 (\$500 General Fund) for the ISF adjustments market cost adjustment and the extra day. It also includes a reduction of \$34,200 (\$24,300 General Fund) for the incremental annualization of FY 2002 administrative and across-the-board cuts.

	2001	2002	2003	Est/Analyst
	Actual	Estimated	Analyst	Difference
Financing				
General Fund	\$260,702	\$312,500	\$206,200	(\$106,300)
General Fund, One-time		(45,300)		45,300
Federal Funds	77,701	64,300	58,500	(5,800)
Transfers-H-Medical Assistance	66,474	43,500	39,700	(3,800)
Transfers-Other Agencies		400		(400)
Total	<u>\$404,877</u>	<u>\$375,400</u>	<u>\$304,400</u>	<u>(\$71,000)</u>
Expenditures				
Personal Services	\$342,934	\$335,800	\$273,700	(\$62,100)
In-State Travel	1,373	1,900	1,900	
Out of State Travel	364	1,500	1,500	
Current Expense	40,454	18,500	9,800	(8,700)
DP Current Expense	19,752	17,700	17,500	(200)
Total	<u>\$404,877</u>	<u>\$375,400</u>	<u>\$304,400</u>	<u>(\$71,000)</u>
FTE/Other				
Total FTE	6	4	4	

Purpose

In January 1996, the Department created the Office of Child Protection Ombudsman. The purpose of the Office is to investigate complaints filed against the Division of Child and Family Services and make recommendations regarding the findings of those investigations. The Office was codified in State statute during the 1998 legislative session (62A-4a-209).

3.10 Governor’s Council for People with Disabilities

Recommendation

The Fiscal Analyst recommends an FY 2003 appropriation of \$710,000, including \$83,600 from the General Fund. Federal funds make up most of the Council’s budget. The FY 2002 Estimated amounts reflect budget reductions approved in the current budget year. The recommendation includes carry-over reductions from FY 2002 of \$7,200 (\$1,800 General Fund), and a net decrease of \$200 (an increase of \$5,400 General Fund) for the ISF adjustments, market cost adjustment, and the extra day. It also includes a reduction of \$2,400 (\$600 General Fund) for the incremental annualization of FY 2002 across-the-board cuts.

	2001	2002	2003	Est/Analyst
	Actual	Estimated	Analyst	Difference
Financing				
General Fund	\$79,399	\$81,600	\$84,600	\$3,000
General Fund, One-time		(1,800)		1,800
Federal Funds	535,471	527,100	526,000	(1,100)
Transfers-Other Agencies	83,899	104,900	99,400	(5,500)
Total	<u>\$698,769</u>	<u>\$711,800</u>	<u>\$710,000</u>	<u>(\$1,800)</u>
Expenditures				
Personal Services	\$294,620	\$294,800	\$295,500	\$700
In-State Travel	15,274	14,600	13,800	(800)
Out of State Travel	14,309	13,600	13,300	(300)
Current Expense	75,176	88,200	87,200	(1,000)
DP Current Expense	23,183	23,900	23,500	(400)
Other Charges/Pass Thru	276,207	276,700	276,700	
Total	<u>\$698,769</u>	<u>\$711,800</u>	<u>\$710,000</u>	<u>(\$1,800)</u>
FTE/Other				
Total FTE	7	7	7	

Purpose

Federal law requires that every state has a council to serve as a coordinating, advocacy and long range planning body 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. The State must match 25 percent of the administrative cost.

The Council also administers the “Access Utah Network” program. The State Offices of Education and Rehabilitation, and the Departments of Health and Human Services fund this information delivery system jointly. Its purpose is to provide information to persons with disabilities and their families regarding services and programs available, the Americans with Disabilities Act (ADA), and availability of assistive technology. 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 Citizen’s Review Board

Recommendation The Analyst’s FY 2003 recommended budget for the Foster Care Citizen’s Review Board (FCCRB) system totals approximately \$1.2 million, with \$622,700 from the General Fund. The FY 2002 Estimated amounts reflect budget reductions approved in the current budget year. The recommendation includes carry-over reductions from FY 2002 of \$177,500 (\$107,600 General Fund), and a net increase of \$2,300 (\$3,400 General Fund) for the ISF adjustments, market cost adjustments and the extra day. It also includes reductions of \$36,900 (\$20,300 General Fund) for the incremental annualization of FY 2002 administrative and across-the-board reductions.

	2001	2002	2003	Est/Analyst
	Actual	Estimated	Analyst	Difference
Financing				
General Fund	\$720,578	\$747,200	\$622,700	(\$124,500)
General Fund, One-time		(59,700)		59,700
Federal Funds	341,103	310,200	301,200	(9,000)
Transfers-H-Medical Assistance	275,516	234,800	228,300	(6,500)
Transfers-Other Agencies		2,200		(2,200)
Beginning Nonlapsing		100,000		(100,000)
Closing Nonlapsing	(100,000)			
Total	<u>\$1,237,197</u>	<u>\$1,334,700</u>	<u>\$1,152,200</u>	<u>(\$182,500)</u>
Expenditures				
Personal Services	\$868,360	\$879,400	\$809,900	(\$69,500)
In-State Travel	12,781	15,700	15,400	(300)
Out of State Travel	7,901	10,800	10,600	(200)
Current Expense	267,425	206,700	196,200	(10,500)
DP Current Expense	80,730	222,100	120,100	(102,000)
Total	<u>\$1,237,197</u>	<u>\$1,334,700</u>	<u>\$1,152,200</u>	<u>(\$182,500)</u>
FTE/Other				
Total FTE	20	20	20	

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. There are 44 volunteer boards functioning, staffed by 402 volunteer board members. The boards are located throughout the State and meet monthly to review foster care cases in their areas. There are currently about 2,100 children in foster care. The project is governed by a 16-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, service providers, and FCCRB volunteers. A full-time director and 22 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

	1999	2000	2001	2002	2003
Financing	Actual	Actual	Actual	Estimated	Analyst
General Fund	\$8,106,398	\$8,250,800	\$8,524,900	\$8,646,200	\$7,358,300
General Fund, One-time				(637,900)	
Federal Funds	7,946,580	7,504,699	8,100,635	8,118,600	7,929,400
Dedicated Credits Revenue	29,050	80,450	104,010	73,900	71,500
GFR - IT Innovation Fund			7,000		
Transfers-H-Medical Assistance	470,228	538,626	608,642	581,900	563,900
Transfers-Other Agencies	619,573	2,747,842	2,343,393	2,196,600	2,119,500
Transfers-Within Agency	1,574,150				
Beginning Nonlapsing	121,309	25,000		100,000	
Closing Nonlapsing	(25,000)		(100,000)		
Lapsing Balance	(112,666)	(103)	(33,500)		
Total	\$18,729,622	\$19,147,314	\$19,555,080	\$19,079,300	\$18,042,600
Programs					
Executive Director's Office	\$2,421,785	\$2,392,669	\$2,293,070	\$2,146,600	\$1,992,300
Legal Affairs	736,058	969,946	1,099,858	1,082,200	970,000
Information Technology	4,586,316	3,978,614	4,149,568	4,028,900	3,822,500
Administrative Support	3,049,517	3,514,366	3,285,463	3,318,100	3,239,800
Fiscal Operations	2,282,592	2,637,601	2,644,419	2,597,900	2,444,700
Human Resources	1,211,768	1,227,599	1,278,871	1,274,000	1,268,400
Local Discretionary	1,603,596	1,416,566	1,607,793	1,492,000	1,492,000
Special Projects	846,440	896,221	855,195	717,700	646,300
Children's Ombudsman	351,154	350,115	404,877	375,400	304,400
Developmental Disabilities Council	706,969	621,644	698,769	711,800	710,000
Foster Care Citizens Review Boards	910,180	1,141,973	1,237,197	1,334,700	1,152,200
Monitoring Panel	23,247				
Total	\$18,729,622	\$19,147,314	\$19,555,080	\$19,079,300	\$18,042,600
Expenditures					
Personal Services	\$11,080,950	\$12,146,625	\$12,793,506	\$12,786,400	\$12,105,700
In-State Travel	152,190	159,133	135,801	151,800	148,400
Out of State Travel	47,755	63,867	56,970	70,200	66,700
Current Expense	2,646,133	3,058,528	2,864,680	2,421,100	2,203,300
DP Current Expense	2,454,597	1,695,694	1,815,089	1,881,100	1,749,800
DP Capital Outlay	106,320	114,164	5,034		
Capital Outlay	58,351	61,232			
Other Charges/Pass Thru	2,183,326	1,848,071	1,884,000	1,768,700	1,768,700
Total	\$18,729,622	\$19,147,314	\$19,555,080	\$19,079,300	\$18,042,600
FTE/Other					
Total FTE	212	216	221	212	212

4.2 Federal Funds

Program	FY 2001 Actual	FY 2002 Estimated	FY 2003 Analyst
Title XX Soc Svc Block	\$312,678	\$322,400	\$322,700
Required State Match	\$86,612	\$89,305	\$89,388
Totals for this grant/contract	\$399,290	\$411,705	\$412,088
Title IVD Child Support	\$71,507	\$75,000	\$75,300
General Funds	35,754	37,500	37,650
Totals for this grant/contract	\$107,261	\$112,500	\$112,950
Title IVE AFDC FC	\$991,096	\$1,066,900	\$1,012,600
General Funds	991,096	1,066,900	1,012,600
Totals for this grant/contract	\$1,982,192	\$2,133,800	\$2,025,200
Dev Disability Grants *	\$535,471	\$533,300	\$533,800
General Funds	176,705	175,989	176,154
Totals for this grant/contract	\$712,176	\$709,289	\$709,954
<i>*For administration, state match is 35%. Grant recipients must provide their own match.</i>			
Title IVE Adoptions	\$32,746	\$39,200	\$39,300
General Funds	32,746	39,200	39,300
Totals for this grant/contract	\$65,492	\$78,400	\$78,600
Title XX Local Discr. SSBG	\$1,309,374	\$1,202,000	\$1,102,000
General Funds	\$0	\$0	\$0
Totals for this grant/contract	\$1,309,374	\$1,202,000	\$1,102,000
DHS Other Grants	\$4,549,343	\$5,243,700	\$4,553,700
General Funds	4,549,343	5,243,700	4,553,700
Totals for this grant/contract	\$9,098,686	\$10,487,400	\$9,107,400
Urban Enterprise Grant	\$298,418	\$290,000	\$290,000
General Funds	0	0	0
Totals for this grant/contract	\$298,418	\$290,000	\$290,000
Total Federal Funds	\$8,100,633	\$8,772,500	\$7,929,400
Total State Matching Funds	5,872,256	6,652,594	5,908,792
Total Funds	\$13,972,889	\$15,425,094	\$13,838,192

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 possibly be reduced in the future. The current Congress appears to leave the block grant amount unchanged.

The State has been transferring TANF (Temporary Assistance for Needy Families) “surplus” funds for the past several years. There is currently budgeted \$30,000 of these transfers in the EDO operating budget. The Analyst has included the same amount in the FY 2003 recommended budget. However, these transfers are one-time in nature. Whether there will be funds available for FY 2004 is questionable.

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 2001 amounted to \$58,156. Fees are deposited into the General Fund. The following fee schedule is proposed for FY 2003. No changes are proposed in the current fee schedule. It should be noted that current department policy is to charge only one-half of these fees for second and subsequent licenses issued to the same provider.

	Current Fee	Changes for FY 03	Estimated # Licenses (FY03)	Estimated Revenue
Department of Human Services				
Initial-new program	\$ 200.00	No change	70	\$ 14,000
Adult Day Care (0-50)	50.00	No change	12	600
Adult Day Care per cap	1.25	No change	278	348
Adult Day Care (50+)	100.00	No change	2	200
Child Placing	150.00	No change	83	12,450
Day Treatment	75.00	No change	170	12,750
Outpatient Treatment	50.00	No change	272	13,600
Residential Support	50.00	No change	78	3,900
Residential Treatment	100.00	No change	225	22,500
Residential Treatment per cap	1.50	No change	4,839	7,259
Social Detoxification	100.00	No change	14	1,400
Life Safety Pre-inspection	100.00	No change	65	6,500
Outdoor Youth Program	100.00	No change	9	900
Outdoor Youth Program per cap	5.00	No change	628	3,140
Intermediate Secure Treatment	150.00	No change	5	750
FBI Fingerprint Checks *	24.00	No change	250	6,000
Present policy allows for a 1/2 fee for each additional license issued to same provider.				
<i>*Note: The fees collected for the FBI fingerprint checks are passed through to the FBI.</i>				