



County Administrator's Office

2 South Green Street, Sonora, California 95370
Telephone (209) 533-5511 - Fax (209) 533-5510
www.tuolumnecounty.ca.gov

Tracie Riggs
County Administrator

Eric Erhardt
Assistant County Administrator

Maureen Frank
Deputy County Administrator

June 2, 2020

TO: Board of Supervisors

FROM: Tracie Riggs, County Administrator
Eric Erhardt, Assistant County Administrator

SUBJECT: Consideration of providing staff direction on the final development of the Fiscal Year 2020-21 Recommended budget, including the addition of positions, the deletion of vacant position and issuance of layoff notices

During the June 2nd Board of Supervisors meeting, Staff will provide a presentation on the development of the Fiscal year 2020-21 Recommended Budget for all funds. Part of the presentation will include a request for the approval to issue lay off notices to affect employees. Those details are outlined in the attached documents. The intent of this presentation is also to get your Boards final direction on the development of the Fiscal Year 2020-21 Recommended budget which will be presented in its entirety on June 16th for approval.

Recommendation:

Staff recommends the following

1. Provide authorization to issue layoff notices to those employees identified in the attached documents
2. Provide final direction on the development of the Fiscal Year 2020-21 Recommended Budget.

We support the Board of Supervisors in achieving their goals through service and collaboration with County Departments and the Community.

Recommended Personnel Actions

| FUND | DEPARTMENT | ACTION | EFF. DATE | DESCRIPTION | INCUMBENTS | FINANCIAL IMPACT 20/21 | FY | FINANCIAL IMPACT Annually | FTE |
|-------------------------------|---------------------------|-----------|-----------|---|--------------------------------------|------------------------------|----|---------------------------------|---------------|
| General | Ag Commissioner | Eliminate | 06/21/20 | Deputy Ag Commissioner (1.0 FTE) | Greta Shutler | \$ (115,716) | | \$ (115,716) | (1.00) |
| General | Ag Commissioner | Add | 06/21/20 | Supervising Ag Commissioner (1.0 FTE) | vacant | \$ 89,535 | | \$ 89,535 | 1.00 |
| | | | | | SUBTOTAL | \$ (26,181) | | \$ (26,181) | 0.00 |
| General | Alternate Public Defender | Eliminate | 06/21/20 | Legal Assistant I (2 - 0.5 FTE's) | Danielle Delaney, vacant | \$ (46,108) | | \$ (46,108) | (1.00) |
| | | | | | SUBTOTAL | \$ (46,108) | | \$ (46,108) | (1.00) |
| General | Auditor-Controller | Eliminate | 06/21/20 | Account Clerk II (1.0 FTE) | vacant | \$ (77,925) | | \$ (77,925) | (1.00) |
| | | | | | SUBTOTAL | \$ (77,925) | | \$ (77,925) | (1.00) |
| General | District Attorney | Eliminate | 06/21/20 | DA Investigator (1.0 FTE) | Javier Ramos | \$ (134,963) | | \$ (134,963) | (1.00) |
| | | | | | SUBTOTAL | \$ (134,963) | | \$ (134,963) | (1.00) |
| General | Jail | Eliminate | 06/21/20 | Jail Sergeant (1.0 FTE) | vacant | \$ (93,259) | | \$ (93,259) | (1.00) |
| | | | | | SUBTOTAL | \$ (93,259) | | \$ (93,259) | (1.00) |
| General | Sheriff-Coroner | Add | 10/01/20 | Deputy Sheriff (3 - 1.0 FTE's) | vacant | \$ 187,095 | | \$ 248,268 | 3.00 |
| General | Sheriff-Coroner | Eliminate | 06/21/20 | Sheriff's Clerk I (2 - 1.0 FTE's) | vacant | \$ (117,008) | | \$ (117,008) | (2.00) |
| General | Sheriff-Coroner | Eliminate | 06/21/20 | Community Services Officer I (1.0 FTE) | vacant | \$ (60,032) | | \$ (60,032) | (1.00) |
| | | | | | SUBTOTAL | \$ 10,055 | | \$ 71,228 | 0.00 |
| General | Special District Admin | Eliminate | 06/21/20 | Engineering Technician I (1.0 FTE) | Tristan Tank | \$ (78,390) | | \$ (78,390) | (1.00) |
| | | | | | SUBTOTAL | \$ (78,390) | | \$ (78,390) | (1.00) |
| Public Works | Public Works -Engineering | Eliminate | 06/21/20 | Environmental Analyst (1.0 FTE) | Renee Hendry | \$ (99,941) | | \$ (99,941) | (1.00) |
| Public Works | Public Works -Engineering | Add | 06/21/20 | Permit Technician (0.5 FTE) | vacant | \$ 48,853 | | \$ 48,853 | 1.00 |
| | | | | | SUBTOTAL | \$ (51,088) | | \$ (51,088) | 0.00 |
| Purchasing | Purchasing | Eliminate | 06/21/20 | Mail Courier (1.0 FTE) | Peggy Sells | \$ (67,165) | | \$ (67,165) | (1.00) |
| | | | | | SUBTOTAL | \$ (67,165) | | \$ (67,165) | (1.00) |
| Behavioral Health | Behavioral Health | Eliminate | 06/21/20 | Accountant I/II (1.0 FTE) | vacant | \$ (94,259) | | \$ (94,259) | (1.00) |
| Behavioral Health | Behavioral Health | Add | 06/21/20 | Fiscal Technician (1.0 FTE) | vacant | \$ 75,641 | | \$ 75,641 | 1.00 |
| | | | | | SUBTOTAL | \$ (18,618) | | \$ (18,618) | 0.00 |
| Health | Public Health | Eliminate | 07/31/20 | Public Health Nurse (1.0 FTE) | vacant - retirement | \$ (109,378) | | \$ (109,378) | (1.00) |
| Health | Public Health | Convert | 06/21/20 | WIC Nutrition Assistant I/II to Health Program Technician I/II (2 - 1.0 FTEs) | Jennifer Schimer, Jessica Budesilich | \$ 5,604 | | \$ 5,604 | 0.00 |
| Health | Public Health | Convert | 06/21/20 | WIC Senior Nutrition Assistant to Senior Health Program Technician (1.0 FTE) | Ashley Craig | \$ 5,083 | | \$ 5,083 | 0.00 |
| Health | Public Health | Eliminate | 06/21/20 | Director of Public Health Nursing (1.0 FTE) | vacant | \$ (150,992) | | \$ (150,992) | 0.00 |
| Health | Public Health | Add | 06/21/20 | Director of Public Health (1.0 FTE) | internal recruitment | \$ 150,992 | | \$ 150,992 | 0.00 |
| Health | Public Health | Eliminate | 07/05/20 | Senior Accountant (1.0 FTE) | Janet Ang | \$ (105,585) | | \$ (109,809) | (1.00) |
| Health | Public Health | Add | 07/05/20 | Agency Fiscal Officer (1.0 FTE) | internal recruitment | \$ 112,221 | | \$ 116,709 | 1.00 |
| | | | | | SUBTOTAL | \$ (92,055) | | \$ (91,791) | (1.00) |
| Total Cost / (Savings) | | | | | | \$ (754,617.00) | | \$ (693,180.00) | (8.00) |

Recommended for Furlough

| FUND | DEPARTMENT | ACTION | EFF. DATE | DESCRIPTION | FTE |
|---------|---------------|----------|----------------|--------------------------------------|---------|
| General | Library | Furlough | 7/1/20-9/30/20 | Librarian II | (1.00) |
| General | Library | Furlough | 7/1/20-9/30/20 | Library Operations Supervisor | (1.00) |
| General | Library | Furlough | 7/1/20-9/30/20 | Senior Library Assistant | (3.50) |
| General | Library | Furlough | 7/1/20-9/30/20 | Library Assistant I/II | (4.00) |
| | | | | | (9.50) |
| General | Recreation | Furlough | 7/1/20-9/30/20 | Office Assistant I/II | (1.00) |
| | | | | | (1.00) |
| General | Standard Park | Furlough | 7/1/20-9/30/20 | Recreation Supervisor | (1.00) |
| General | Standard Park | Furlough | 7/1/20-9/30/20 | Groundskeeper II | (1.00) |
| | | | | | (2.00) |
| General | Youth Centers | Furlough | 7/1/20-9/30/20 | Youth Center Coordinators | (3.00) |
| | | | | | (3.00) |
| | | | | | |
| | | | | Total FTE's Recommended for Furlough | (15.50) |

Postions to be frozen for FY 2020-21

| FUND | DEPARTMENT | ACTION | EFF. DATE | DESCRIPTION | INCUMBENTS | FINANCIAL IMPACT FY 20/21 | FINANCIAL IMPACT Annually | FTE |
|-------------------|-----------------------|-----------|-----------|---|-------------------------------|---------------------------------|---------------------------------|----------------|
| General | Community Development | Eliminate | 06/21/20 | Environmental Health Specialist I (1.0 FTE) | vacant | \$ (78,920) | \$ (78,920) | (1.00) |
| | | | | | SUBTOTAL | \$ (78,920) | \$ (78,920) | (1.00) |
| General | Jail | Freeze | | Jail Deputy Sheriff (5 - 1.0 FTEs) | vacant | \$ (374,260) | \$ (374,260) | (5.00) |
| General | Jail | Freeze | | Jail Custody Technician (1.0 FTE) | vacant | \$ (60,935) | \$ (60,935) | (1.00) |
| | | | | | SUBTOTAL | \$ (435,195) | \$ (435,195) | (6.00) |
| Social Services | DSS | Freeze | | Social Worker I/II (2 - 1.0 FTE's) | vacant | \$ (144,236) | \$ (144,236) | (2.00) |
| Social Services | DSS | Freeze | | Eligibility Specialist (2 - 1.0 FTE's) | vacant | \$ (139,632) | \$ (139,632) | (2.00) |
| Social Services | DSS | Freeze | | Community Health Worker (2 - 1.0 FTE's) | vacant | \$ (110,717) | \$ (110,717) | (2.00) |
| Social Services | DSS | Freeze | | Eligibility Screener (1.0 FTE) | vacant | \$ (59,012) | \$ (59,012) | (1.00) |
| Social Services | DSS | Freeze | | Program Manager (1.0 FTE) | vacant | \$ (97,582) | \$ (97,582) | (1.00) |
| | | | | | SUBTOTAL | \$ (551,179) | \$ (551,179) | (8.00) |
| Behavioral Health | Behavioral Health | Freeze | | Behavioral Health Program Supervisor (1.0 FTE) | vacant | \$ (99,143) | \$ (99,143) | (1.00) |
| Behavioral Health | Behavioral Health | Freeze | | Behavioral Health Clinician I/II (2 - 1.0 FTEs) | vacant | \$ (164,480) | \$ (164,480) | (1.00) |
| Behavioral Health | Behavioral Health | Freeze | | Medical Office Assistant (1.0 FTE) | vacant | \$ (46,453) | \$ (46,453) | (1.00) |
| | | | | | SUBTOTAL | \$ (310,076) | \$ (310,076) | (3.00) |
| Public Works | Fleet | Freeze | | Equipment Technician (1.0 FTE) | vacant | \$ (70,085) | \$ (70,085) | (1.00) |
| | | | | | SUBTOTAL | \$ (70,085) | \$ (70,085) | (1.00) |
| Public Works | Engineering | Freeze | | Engineering Technician I (2 - 1.0 FTEs) | vacant | \$ (171,368) | \$ (171,368) | (2.00) |
| | | | | | SUBTOTAL | \$ (171,368) | \$ (171,368) | (2.00) |
| Public Works | Road Operations | Freeze | | Road Worker (2 - 1.0 FTEs) | vacant | \$ (129,322) | \$ (129,322) | (2.00) |
| | | | | | SUBTOTAL | \$ (129,322) | \$ (129,322) | (2.00) |
| | | | | | Total Cost / (Savings) | \$ (1,746,145.00) | \$ (1,746,145.00) | (23.00) |

The background image is a scenic view of a town, likely Colusa, California. In the foreground on the left is the Colusa Courthouse, a large, ornate building with a prominent clock tower featuring a red-tiled dome and a large clock face. The town is built on a hillside, with various residential and commercial buildings visible. In the background, there are rolling hills under a clear sky. The text "FY 2020/2021 General Fund Budget Final Direction" is overlaid in the center of the image.

FY 2020/2021 General Fund Budget Final Direction

Mission Statement

We commit to providing exceptional public service that:

**Creates a healthy and safe community,
Exercises natural, cultural and financial
resource stewardship,
Promotes economic prosperity, and
Enhances quality of life**

An aerial photograph of a town, likely in Tuolumne County, California. The town is nestled in a valley, surrounded by dense green forests. In the center, a prominent church with a tall, white steeple stands out. The town is built on a hillside, with various buildings, including houses and commercial structures, visible. The streets are paved, and there are some parked cars. The overall scene is peaceful and scenic.

California Constitution Article XIII, Section 35

“Public Safety is the first responsibility of local government” and “local officials have an obligation to give priority to the provisions of adequate public safety services”

Starting Point

May 19,2020 Projected Shortfall (\$4,614,000)

Key drivers to reduce costs:

- PERS Percentage & Fixed was lower than projected
- Salaries & Benefit Increase was slightly lower
- New jail operations were decreased significantly due to Sheriff recommendations for staffing. New opening date is now anticipated to be October.
- Department Re-Orgs
- Concession bargaining

May 29,2020 Projected Shortfall (\$2,657,783)

Key drivers to reduce costs:

- Concession bargaining
- Department Re-Orgs
- Later re-opening dates for Library, Recreation, Youth Ctrs and Standard Park

How did we balance?

Projected Shortfall (\$2,657,783)

- Concession bargaining with one remaining unit
- Furloughs, Layoffs and Freezing of vacant positions
- *Backed out the cost of:
 - Libraries
 - Recreation
 - Youth Centers
 - Standard Park

*To be discussed further during the Adopted Budget process in August

General Revenues

| | |
|---|--------------------|
| Sales Tax reduced by 10% for YE FY 2020 | (\$150,000) |
| and another 10% for Rec. FY 2021 | <u>(\$250,000)</u> |
| Reduction from 2019/20 Adopted Budget | (\$400,000) |
| TOT Reduced by 25% for YE FY 2020 | (\$1,250,000) |
| and another 23% for Rec. 2021 | <u>(\$650,000)</u> |
| Reduction from 2019/20 Adopted Budget | (\$1,900,000) |
| Total reduction due to COVID – 19 | (\$2,300,000) |

Board of Supervisors

- Voluntary Salary Reductions by Board Members
- Reduced Travel & Training
- Removed Costs Associated with Board Workshop

Auditor-Controller

Auditor Controllers Office

- Voluntary Elimination of Deferred Compensation Contribution by Employer
- Re-Organize Office
 - Eliminate Account Clerk II

Elections Office

- Reduced election cost by converting to vote centers and additional funding from State of California

County Clerks Office

- No Change

Assessor-Recorder

Assessor

- Voluntary Elimination of Deferred Compensation Contribution by Employer

Recorder Office

- Re-Organize Department
 - Elimination of Assistant Recorder (Executive Unit)
 - Addition of Supervising Recorder (Management Unit)

Treasurer-Tax Collector

Treasurer Tax Collector

- Voluntary Elimination of Deferred Compensation Contribution by Employer

Office of Revenue Recovery

- Re-Organize Office
 - Elimination of Revenue Recovery Manager
 - Eliminate Collection Officer
 - Addition of Revenue Recovery Supervisor

Treasurer Tax Collector Office

- Addition of Senior Accountant

District Attorney

District Attorney

- Voluntary Elimination of Deferred Compensation Contribution by Employer

District Attorney Office

- Elimination of DA Investigator
- Eliminate Part-Time Investigator
- Eliminate Part-Time Deputy District Attorney
- Maintained Fulltime Deputy District Attorney through use of Grant to partially offset general fund (Previously frozen and unfunded during FY 2019/2020)

Sheriff-Coroner

Sheriff

- Voluntary Elimination of Deferred Compensation Contribution by Employer

Sheriff's Department

- Addition of 3 Deputy Sheriffs for new Court House – Fully funded by Courts
- Eliminate 2.0 Sheriff's Clerk (vacant)
- Eliminate 1.0 Community Service Officer (vacant)

Jail

- Freeze 5.0 FTE Jail Deputy Sheriff
- Freeze 1.0 FTE Custody Support Technician
- Eliminate 1.0 Jail Sergeant

County Administrators Office

Facilities Management

- Reduced Buildings Repair and Maintenance funded at \$450,000
- Capital Projects funded at \$500,000
- Addition of 1.0 FTE Facilities Maintenance Worker-10/1/2020
- Addition of 1.0 Houskeeper-10/1/2020

Information Technology

- Freezing of IT Technician until 10/1/20
- Reduction of services and supplies of approx. \$300,000

Library, Standard Park, Recreation, Youth Centers

- Only includes funding to maintain facilities and mandated cost

Libraries, Recreation & Youth Centers

Per Board direction on 5/29/20, Libraries, Recreation and Youth Centers will remain closed through September 2020. All costs associated with these services (except for mandated costs) have been eliminated when possible.

Rents for two buildings remain in the budget at this time, unless directed to do otherwise.

| | |
|---------------------|-------------------|
| Twain Harte Library | \$24,000 annually |
|---------------------|-------------------|

| | |
|------------------------|-------------------|
| Jamestown Youth Center | \$11,400 annually |
|------------------------|-------------------|

Chief Probation Officer

Probation Department

- Freezing of Assistant Probation Chief

Motherlode Regional Juvenile Detention Facility

- Renegotiation of current MOU's with other counties for juvenile housing
 - Prepaid bed days
- Direct funding from Mariposa County

AG, Animal Control, Air Pollution Control

AG Commissioner

Elimination of Deputy AG Commissioner

Addition of Supervising AG Biologist

Animal Control

Elimination of all Part-Time salaries

Air Pollution Control

Addition of Air Pollution Control Specialist

Agriculture - Impacts

- Restructure Department
- Potential Loss of Unclaimed Gas Tax
- USDA Wildlife Services Specialist



Animal Control - Impacts

- Increase in Stress
- Animal Control Officers Cleaning Kennels – NOT in the Field
- Higher Euthanasia Rate for Healthy Animals.
- Insufficient Time to Complete Criminal Investigations
- Insufficient Time to Complete Licensing – Leads to Decreased Revenue
- Shelter Closed to Public 2 Days a Week
- Compassion Fatigue
- May not be able to Accommodate Vacation and Time Off Requests
- Receptionist
- Working with Sheriff to develop a program for inmate assistance



Air Pollution - Impacts

- Request for New Air Pollution Control Specialist
 - Succession Planning
 - Provide more Grant Funding Opportunities
 - Program Development
 - Retention

Public Defender

Public Defenders Office

- Reduction in supplies and training

Public Defender Conflict Division

- Elimination of two .50 FTE Legal Assistants
- Increase of \$100,000 to outside counsel for new pending cases and several misdemeanor appeals that have been assigned to outside counsel by the Courts.

Community Development Dept.

- Assumption to increase fees for large projects
- Freeze vacant Environmental Health Specialist
- Eliminate purchase of a vehicle

Special District Admin

Elimination of Engineering Technician and cost center from the General Fund

All services will continue to be provided through and by the Public Works Department

Public Works

Recommended
Budget and Impacts
to Services

Photo credit: Desiree Crain

Public Works Divisions and Funds

Public Works

Airports

Solid Waste

Surveying / GIS

Special Districts

Business

Fleet Services

Engineering

Road Ops

Enterprise Fund

Solid Waste Fund

General Fund

Road Fund

Airports

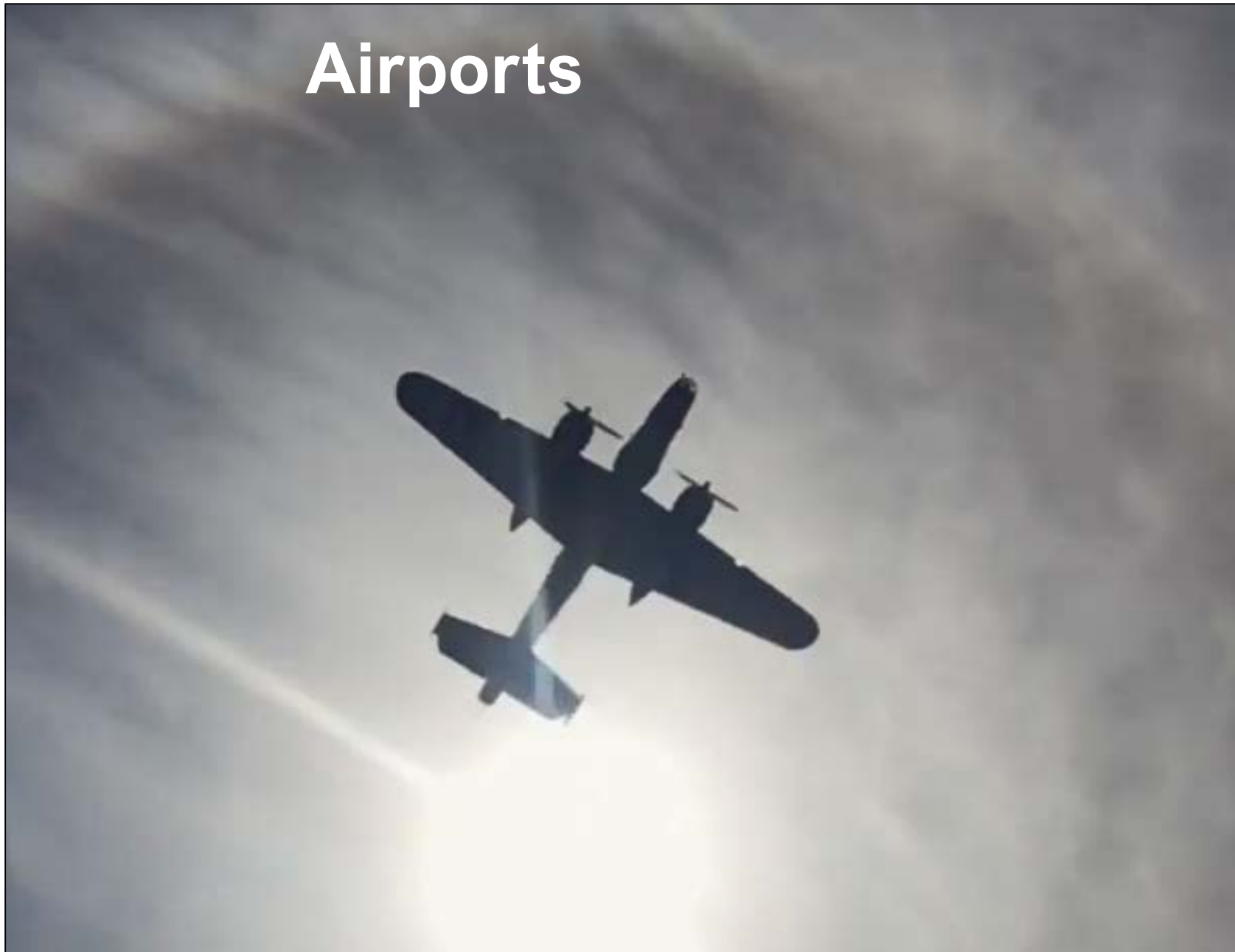
Columbia Airport

- Operating expenses
\$635,064

Pine Mntn Lk Airport:

- Operating expenses
\$113,915
- General Fund contribution
of ~\$60K

**No changes or actions
recommended**



Solid Waste

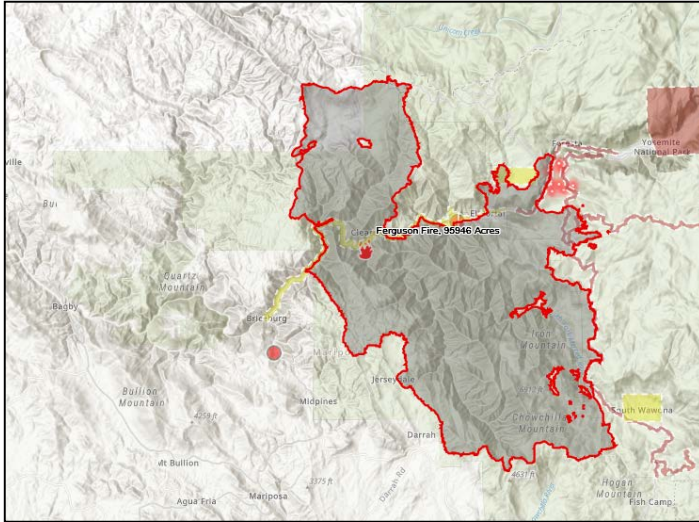


Operating expenses ~ \$1.2M

This varies depending on capital projects and landfill maintenance.

No changes or actions recommended

Surveying & GIS



Operating expenses \$541,309

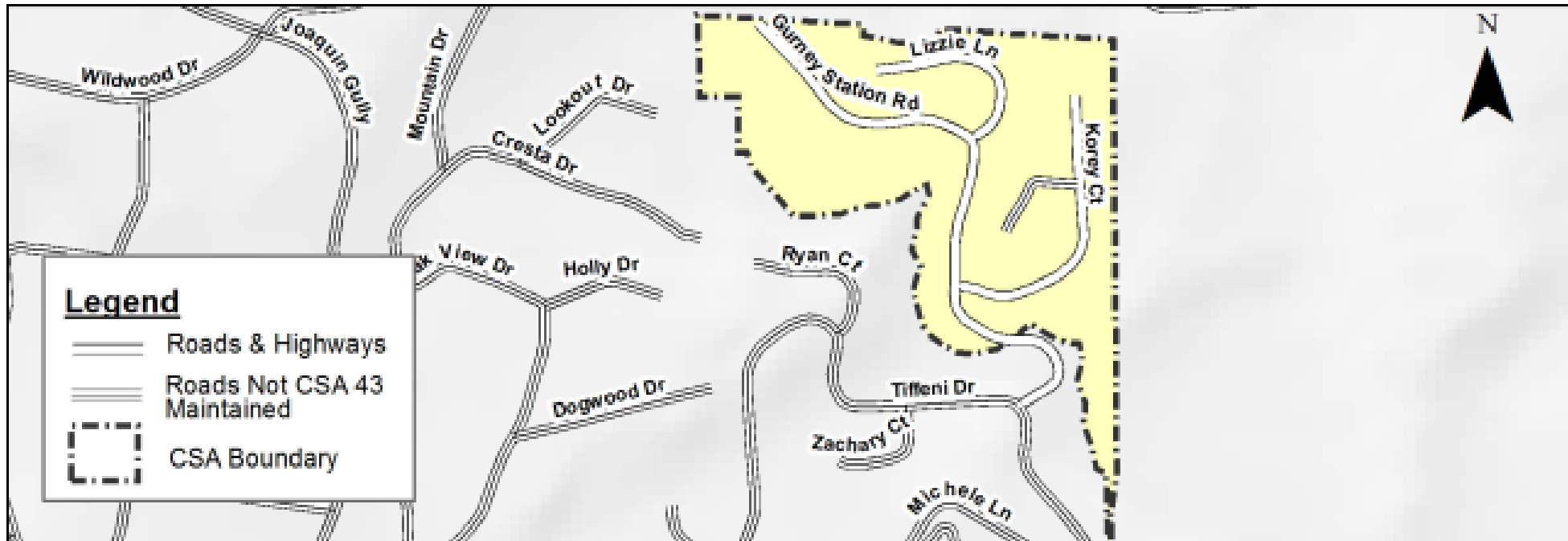
**No changes or actions
recommended**



Special Districts

County Service Areas & Permanent Road Divisions

- Operating expenses \$103,437



Engineering, Fleet and Road Operations



Operating expenses \$8,281,477

Capital Projects



COVID-19 and the Road Fund

- Decrease in vehicle travel estimated at 40-50% (April, CSAC)
- Decrease in gas tax revenues
 - Highway User Tax Account (HUTA)
 - Vehicle fuel tax and weight fees
 - Road Maintenance and Rehabilitation Account (RMRA)/SB-1
 - Vehicle fuel tax
 - Vehicle registration
 - Additional \$100 vehicle registration tax on ZEVs
 - Inflationary adjustments begin July 2020

20/21 Budget Proposal for Public Works

Public Works

| Airports | Solid Waste | Surveying / GIS | Special Districts | Business | Fleet Services | Engineering | Road Ops |
|-----------------|------------------|-----------------|-------------------|-----------|----------------|-------------|----------|
| Enterprise Fund | Solid Waste Fund | General Fund | | Road Fund | | | |

| | |
|---------------------|------------------|
| Fleet Services | \$ 71,731 |
| Engineering | \$275,147 |
| Road Ops | \$123,821 |
| Permit Tech (0.5) | (\$ 24,742) |
| Road Fund | \$445,957 |
| CSA/Eng Tech | \$ 80,245 |
| General Fund | \$ 80,245 |

CSA/Engr Tech★

Equipment Tech

Engineer Tech

Road Worker

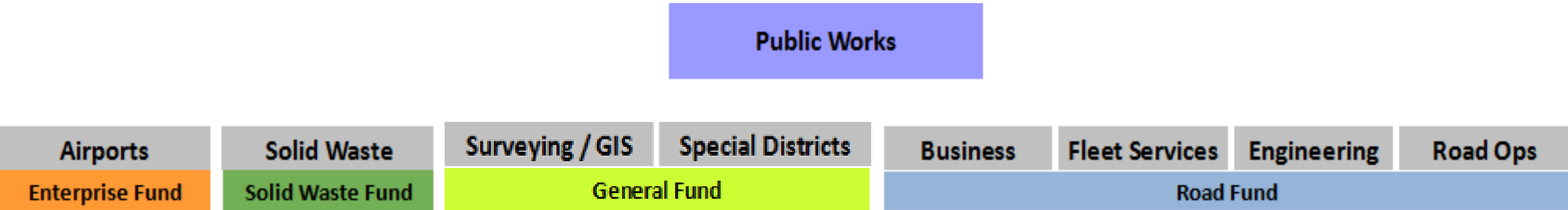
Engineer Tech★

Road Worker

Environ Analyst★

7 positions proposed for freezing or elimination★
0.5 position proposed for addition – Permit Tech

20/21 Budget Proposal for Public Works



Elimination of Special Districts – tasks to be absorbed by Junior Engineer

Impacts to Services

- Customer service
 - Delayed response time for road maintenance requests, permitting, grading inspections
 - Reduced hours of operation; possibly move to appt or online services
 - Reduced cross-functional support
- Capital and new development projects
 - Delays in project delivery
 - Possible lapsing funds
- Equipment reliability, aging fleet
- Potential loss of highly-skilled, knowledgeable staff

QUESTIONS?





Health & Human Services Agency

Recommended Budget FY 2020/21

Presenters: Lisa Hieb-Stock, Michael Wilson, Wendy Hoffman-Brady
Steve Boyack, and Rebecca Espino

June 2, 2020

Who We Are

Passionate, talented, inspired, hard working, and so much more!

- Public Health/Ambulance – 32.9 employees
- Behavioral Health – 63.9 employees
- Social Services – 108.5 employees

Largest County Department

- 205.3 employees
- 30 percent of the County

Non-General Fund Budgeting Protocols

HHSA Departments are required to balance our budgets **and** use no more than 50 percent of the prior year ending fund balance.

- Maintain services while being fiscally responsible and limiting exposure to General Fund
- Respond to unexpected financial obligations
 - Retirements – cash out leave balances
- Provides for funding for future years

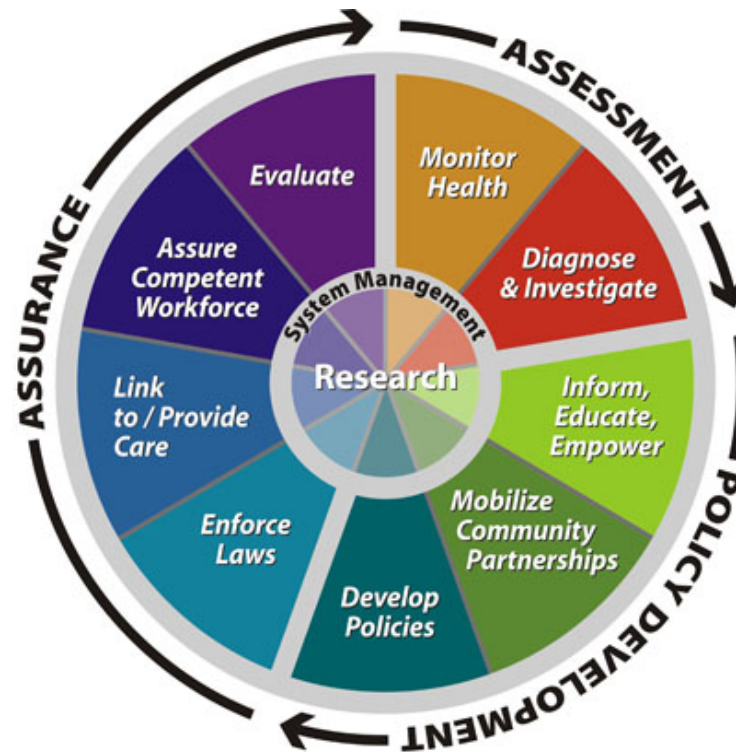


Public Health

Public Health Department

Mission

Promote and protect health and well-being in Tuolumne County



Who We Serve



Adult & Family Health

- Maternal, Child, Adolescent Health Program (MCAH)
- California Children's Services (CCS)
- Child Health & Disability Program (CHDP)



Clinic Services

- Immunization Clinic
- Tuberculosis Skin Testing



Emergency Preparedness

- Emergency Medical Services
- Pandemic Flu/Flu Clinics
- Public Health Emergency Preparedness Program
- Hospital Preparedness Program & Healthcare & Safety Coalition



Nutrition & Active Living

- Women, Infants, & Children Program (WIC)
- CalFresh Healthy Living Program
- Nutrition-Fitness Coalition



Health Education

- Tobacco Education & Prevention Program
- Keep Baby Safe Car Seat Program
- Lead Poisoning Prevention Program
- Communicable Disease
- Local Oral Dental Health Program(s)

Budget Challenges

Estimated Realignment Revenue Loss **\$444,203**

Increased County Mandated Expenses **\$144,379**

- A-87 28% = **\$60,302**
- PERS fixed 9.22% = **\$32,430**
- Leave Cash Outs 34% = **\$23,731**
- Workers Compensation 12% = **\$5,656**
- Unemployment Insurance 211% = **\$12,302**
- License-Enterprise Technology 6.38% = **\$3,295**
- Rents & Lease Phones 19% = **\$3,785**
- PS&S Insurance Service 25.39% = **\$2,878**

Increased Jail Medical Contract **\$75,580**

Projected budget shortfall \$664,162

Based on current expected Revenue/Expense

Mitigation Strategies

Increase revenue:

- Apply for new revenue enhancing grants

Decrease costs:

- Convert and delete positions
- Employee concessions (pending ratification)
- Reduce part-time/overtime salaries
- Eliminate non-mandated travel and training
- Eliminate all capital improvement projects
- Lease/Rental Costs

Impacts to Budget Mitigation Strategies

- Unable to draw down funding in regular Public Health grants due to COVID-19 demands
- Unable to draw down grant revenue due to furlough
- Anticipated increased WIC caseloads due to economic impacts
- Increase existing staff's workload due to deleted position and increased grants
 - Staff Turnover
 - Increased unanticipated leaves
 - Morale

Budget Risks

- Potential continued loss of realignment in excess of estimated loss
- Jail inmate and juvenile ward hospitalization costs
- Potential reduction to grant funding
 - Governor's May Revise budget proposal

Summary

Estimated Beginning Fund Balance \$1,142,519

Estimated Revenue \$5,775,119

Estimated Expenses \$6,336,411

Estimated Ending Fund Balance \$581,227

Meets 50 percent budgeting requirement

Behavioral Health

Mission Statement

- To provide respectful, culturally sensitive and strength-based behavioral health services which provide wellness, self-sufficiency and recovery from mental illness and/or addiction.

Board of Supervisor's Priority alignment

- Vulnerable Populations

Who We Serve

Behavioral Health:

- Serves as the Managed Care Plan & Provider of mental health and substance use services for Medi-Cal beneficiaries.
- County wide psychiatric emergency services for all residents.
- Prevention, Engagement, and Outreach

Behavioral Health:

- Outpatient Mental Health Services
- Managing clients placed long term
- Triage & Crisis Interventions & Assessments
- Supportive Housing
- Outreach and Engagement
- Peer Support
- Support the effort to address Homelessness
- In Custody & Judicial Services
- Outpatient Substance Use Disorder Services

Budget Challenges

Estimated Realignment Revenue Loss **\$472,763**

Increased Mandated Expenses **\$374,409**

- A-87 37.23% = **\$192,800**
- PERS fixed 17.25% = **\$100,607**
- Leave Cash Outs 29% = **\$26,361**
- Workers Compensation 15.76% = **\$24,506**
- Unemployment Insurance 166% = **\$21,115**
- Mandated Software Maintenance 9.7% = **2,496**
- License-Enterprise Technology 3.86% = **\$4,749**
- PS&S Insurance Service 7% = **\$1,775**

Projected shortfall \$847,172
With current projected revenue and expense

Mitigation Strategies

Increase Revenue

- Apply for new revenue enhancing grants
- Increase rates for service

Decrease Costs

- Freeze, convert and delay filling vacant positions
- Employee Concessions
- Reduce part-time/overtime salaries
- Eliminate non-mandated travel and training
- Remove all capital improvement projects

Impacts to Budget Mitigation

- Reactive instead of proactive
- Anticipated increased caseloads
 - COVID related impacts
- Increase existing staff's workload
 - Staff Turnover
 - Increased unanticipated leaves
 - Employee concessions (pending ratification)
 - Morale

Budget Risks

- Potential continued loss of funding beyond estimate
- Staff Performance Standards
- Prepare for Administrative Mandates
- Increase in Placement Costs
 - State Hospital/LPS/Incompetent to Stand Trial
- Impact of Drug Medi-Cal

Summary

Estimated Beginning Fund Balance \$1,527,254

Estimated Revenue \$10,777,450

Estimated Expenses \$11,551,745

Estimated Ending Fund Balance \$752,959

Currently at 49.3%

Social Services

Who We Serve

- Medi-Cal – 11,222 residents
- CalFresh – 5,200 residents
- CalWORKs – 751 adults and children/ HA - 78
- In-Home Supportive Services – 450 elderly/disabled
- Foster Care – 81 children
- Adoption – 248 children
- Child Protection Services– 800 referrals annually
- Adult Protection Services- 450 referrals annually
- Public Guardian - 31
- Contract with CBO – 45
- Customer visits to DSS – 21,988 (as of May 31, 2020)

Budget Challenges

Estimated Realignment Revenue Loss **\$1,130,823**

Increased Mandated Expenses **\$593,279**

- A-87 22.86% = **\$203,078**
- PERS fixed 25.37% = **\$251,278**
- Post Medical Retirement 25.7% = **\$21,109**
- Workers Compensation 33% = **\$45,870**
- Unemployment Insurance 211% = **\$38,553**
- Mandated Software Maintenance 22% = **\$8,316**
- License-Enterprise Technology 3.88% = **\$7,906**
- PS&S Insurance Service 17% = **\$17,169**

Projected shortfall \$1,724,102

With current revenue and expense

Mitigation Strategies

Increased revenue:

- Apply for new revenue enhancing grants

Decrease costs:

- Terminate contracts – CBO/State/General Fund
- Freeze vacant positions (8% reduction in staffing)
- Employee concessions (pending ratification)
- Reduce part-time/overtime salaries
- Eliminate non-mandated travel and training
- Eliminate capital improvement projects
- Lease/Rental Costs
- Delay Integration Re-Organization

Impact to Budget Mitigation

- Reactive instead of proactive
- Meeting mandates
 - Delay in risk assessment (Child/Adult)
 - Delay in Safety-Net services
 - Food Assistance
 - Medical Coverage
- Increase existing staff's workload
 - Staff turnover
 - Increased unanticipated leaves
 - Morale

Budget Risks

- Potential continued loss of realignment funding
- Potential decrease in state allocations – Governor's budget
- Increase in safety-net caseloads
- Increase in placement costs
 - Adoptions/ Foster Care

Summary

Estimated Beginning Fund Balance \$1,923,597

Estimated Revenue \$23,937,742

Estimated Expenses \$24,898,820

Estimated Ending Fund Balance \$962,519

Meets 50 percent budgeting requirement

Questions



Tuolumne County Fire Department Funding FY 20/21




Funding History

- 1972 - County/CDF study suggested .32% for every \$1000
- 1974 - Voters passed Rural Fire Tax. Set at .28%/\$1000
- 1977 - Station 51 Staffed
- 1978 - Proposition 13 passed reduced funding from .28% to .04% / \$1000
- 1993 - Voters approve Public Safety Fund Act Proposition 172
- 1994 - 22.1% of Prop 172 to TCFD
- 2005 - Prop 172 to TCFD reduced to 4.56%
- 2016 - Fire study reports average over 168 TRA is .0484%/\$1000

Tuolumne County Fire Department Funding Sources

- **Property Taxes**
 - **Licenses, Fees, Permits**
 - **Rents, Leases**
 - **Emergency Firefighting Reimbursements**
 - **Proposition 172**
 - **Federal and State Grants**
 - **Reimbursement for services**
 - **General Fund Support**
- 
- Several white lines of varying lengths and angles are positioned in the bottom right corner of the slide, creating a modern, abstract graphic element.

Expenses for Tuolumne County Fire Department

- Personnel Services and other mandated costs
 - Safety Equipment (PPE)
 - Vehicle/Tool/Facility Maintenance
 - Communications
 - Public Education
 - Fire Prevention
 - Volunteer Physicals/LOSAP/Incentives
 - Mandated and Professional Training
 - Fuel
 - Mandated Costs
- 

Cost Saving Measures

- **Salary Savings by leaving positions vacant**
- **Emergency Firefighting Reimbursement**
- **Fire Season Extended = Reduced Amador Costs**
- **Fund Balance**
- **Personnel Reductions**
- **Grants for critical needs**
- **No Replacement / Upgrade Plans – Only emergency repairs**
- **Making reductions to line items – FY 20/21 \$115,000**

Current Situation

- Current projections for FY 20/21 has a projected \$650,000 shortfall for the Tuolumne County Fire Department (TCFD) Budget.
- We were tasked with presenting to the Board, what options there are for cutting \$650,000 for FY 20/21.
- Relative to budget size and demographic of TCFD, we are extremely limited on what items to cut in order to meet this dollar figure.
- We are at the minimum or below minimum staffing levels in current positions.
- The following is not a recommendation, it is the only option to accomplish the request.

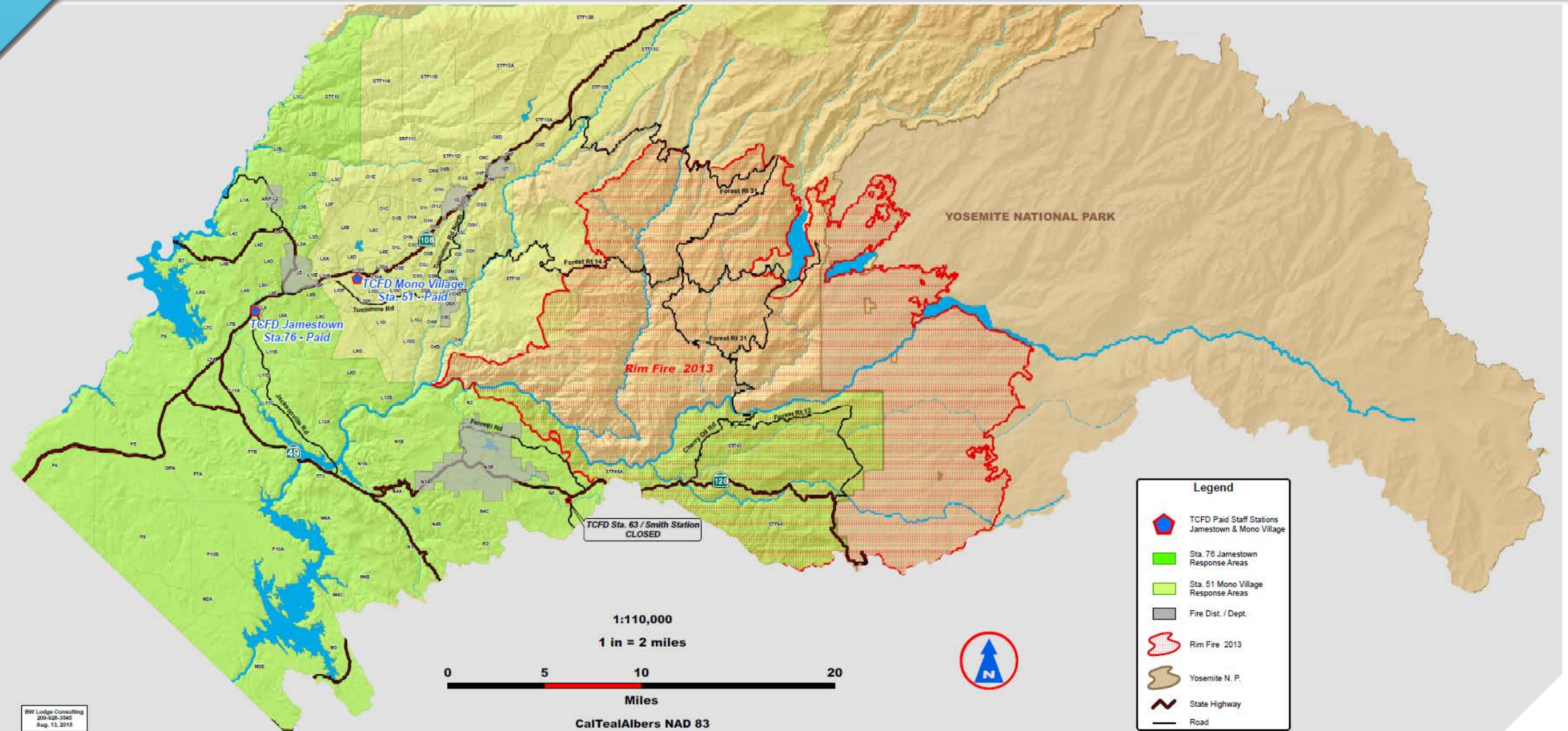
Current Situation Continued

- In order to meet the request of cutting \$650,000 from the TCFD Budget, we would need to cut a permanently staffed Fire Engine that encompasses 5 positions.
- Due to facilities and location, that cut would need to be Station 76, Jamestown.
- To maintain some coverage in that area of the county, we would need to add an additional Amador Engine at the Columbia Air Attack Base for the Winter Preparedness Period.
- This reduces the TCFD full time paid Engines by 50%.

What does this look like:

- 1,719 emergency calls for service would be re-allocated to Station 51 Mono Village or picked up by another agency under the Tuolumne County Automatic Aid Agreement. The emergency call volume for Jamestown Station 76 has increased by 23% over the last 10 years.
- Firefighter Safety is now a greater concern due to extended response time of emergency apparatus caused by the reduction in staffing.
- First in TCFD Full Time Paid Staffed Fire Engine to the Chinese Camp Area would be E51 out of Mono Village.
- This staffing model takes TCFD staffing backwards a decade to staffing levels in 2009.

Tuolumne County Fire Department Response Area Map



1719 Calls for service that will have to be redirected with longer response times.



Tuolumne County Fire

Staff recommends

1. Pull from reserve to fully fund fire service through FY 2020-21
2. Direct staff to return in July for a study session to include revenue options

Internal Service Funds

Unemployment: Charges to departments have been increased to insure adequate fund balance for claims

Leave Liability: Charges to departments have been increased to build adequate fund balance for PTO payouts

Liability: Allocations to departments were increased as premiums are higher by \$277,000

Purchasing: The Courier position is recommended to be eliminated this fiscal year. This will reduce allocations to departments.

What is not in this budget?

- Contingencies-Board policy requires 1% of General Fund operations
- Reserves-Board policy requires \$250,000 addition per year
- Libraries
- Recreation
- Standard Park
- Youth Centers
- No funding for deferred maintenance
- No funding for employee education (different from training)

Personnel Action

| | |
|---|----------------|
| • Layoffs and elimination – net change of | -8 FTE |
| • Positions Frozen | -23 FTE |
| • Furlough | <u>-14 FTE</u> |
| Total | -45 FTE |

As outline in Board Memo

Recommendation

Staff recommendations:

1. Provide authorization to issued layoff notices to those employees identified in the attached documents.
2. Provide final direction on the development of the Fiscal Year 2020-21 Recommended Budget.



Questions?