



San Bernardino County

Legislation Text

File #: 1441, Agenda Item #: 78

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
SITTING AS THE GOVERNING BOARD OF THE FOLLOWING
COUNTY OF SAN BERNARDINO
BOARD GOVERNED COUNTY SERVICE AREAS
SAN BERNARDINO COUNTY FLOOD CONTROL DISTRICT
AND RECORD OF ACTION**

**REPORT/RECOMMENDATION TO THE BOARD OF DIRECTORS
OF THE FOLLOWING
BIG BEAR VALLEY RECREATION AND PARK DISTRICT
BLOOMINGTON RECREATION AND PARK DISTRICT
COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY (CoIDA)
IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY
INLAND COUNTIES EMERGENCY MEDICAL AGENCY
SAN BERNARDINO COUNTY FIRE PROTECTION DISTRICT
AND RECORD OF ACTION**

December 17, 2019

FROM

GARY McBRIDE, Chief Executive Officer, County Administrative Office

SUBJECT

2019-20 First Quarter Budget Report and Personnel Actions

RECOMMENDATION(S)

1. Acting as the governing body of the County of San Bernardino, Board Governed County Service Areas, San Bernardino County Flood Control District, Big Bear Valley Recreation and Park District, Bloomington Recreation and Park District, County Industrial Development Authority, In-Home Support Services Public Authority, Inland Counties Emergency Medical Agency, and the San Bernardino County Fire Protection District:
 - a. Accept each entity's First Quarter Budget Report (Report) for fiscal year 2019-20.
2. Acting as the governing Body of the County of San Bernardino, Board Governed County Services Areas, San Bernardino County Flood Control District, Big Bear Valley Recreation and Park District, Inland Counties Emergency Medical Agency, and the San Bernardino County Fire Protection District:
 - a. Approve the budget adjustments as listed in each entity's Report and authorize the Auditor-Controller/Treasurer/Tax Collector to adjust appropriation, revenue, reserves, and use of net position as detailed in the Quarterly Budget Adjustments section of each entity's Report, allowing for minor technical changes limited to available budget within the budget unit (Four Votes Required).
3. Acting as the governing body of the County of San Bernardino, Board Governed County Service Areas,

San Bernardino County Flood Control District, Bloomington Recreation and Park District, and the San Bernardino County Fire Protection District:

- a. Authorize the purchase of previously unbudgeted fixed assets, as detailed under each entity's Fixed Asset Detail Recommended Adjustments section of the Report.
4. Acting as the governing body of the County of San Bernardino, Board Governed County Service Areas, San Bernardino County Flood Control District, and the Big Bear Valley Recreation and Park District:
 - a. Approve the 2019-20 budgeted staffing changes as listed in each entity's Budgeted Staffing and Personnel Action Section of the Report.
 - b. Approve the following classification actions described in each entity's Budgeted Staffing Section of the Report:
 - i. Reclassify positions (Attachment A - Pages 98-104, Attachment D - Page 8).
 - ii. Add new positions (Attachment A - Pages 79-97, Attachment B - Page 14, Attachment E - Page 4).
 - iii. Establish the classifications and salaries for the new classifications (Attachment A - Page 105, Attachment B - Page 15), as a Minute Order Amendment to the Salary Ordinance.
 - iv. Approve indicated Equity Adjustments for existing classifications (Attachment A - Page 106).
 - v. Approve indicated Technical Title Changes for existing classifications (Attachment A - Page 106, Attachment B - Page 15).
 - vi. Approve deleted classifications (Attachment A - Page 105).
 - vii. Direct the Clerk of the Board to amend the County Conflict of Interest Code List of Designated Employees to include the new classifications as detailed on Attachment A (Page 105), Attachment B (Page 15).

(Presenter: Matthew Erickson, County Chief Financial Officer, 387-5423)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Operate in a Fiscally-Responsible and Business-Like Manner.

FINANCIAL IMPACT

The First Quarter Budget Report includes increases to total Sources of \$51.59 million, increase to total Requirements of \$133.64 million, and a net use of \$82.05 in Contingencies/Reserves/Net Position. The General Fund portion of the requested changes includes \$25.37 million in increased Sources, \$34.39 million in increased Requirements, and a net use of \$9.02 million in General Fund Contingencies and Reserves. This includes a net use of General Fund Reserves of \$7.26 million and a use of General Fund Contingencies of \$1.76 million, as detailed later in this document.

	Sources	Requirements	Change in Contingencies/ Reserves/ Net Position
County General Fund	25.37	34.39	(9.02)
County General Fund - Restricted	(1.20)	-	(1.20)
County Special Revenue Funds	6.52	36.39	(29.87)
County Internal Service and Enterprise Funds	35.68	76.01	(40.33)
Board Governed Special Districts	(14.78)	(13.15)	(1.63)
Other Agencies	-	-	-
Total Adjustments:	51.59	133.64	(82.05)

Note: Numbers may not add due to rounding.

The Financial Impact of this item is provided in detail in each entity's attached First Quarter Budget Report as follows:

	Attachment
<u>County of San Bernardino:</u>	A
<u>Board Governed Special Districts:</u>	
Board Governed County Service Areas	B
San Bernardino County Fire Protection District	C
San Bernardino County Flood Control District	D
Big Bear Valley Recreation and Park District	E
Bloomington Recreation and Park District	F
<u>Other Agencies:</u>	
County Industrial Development Authority	G
In-Home Supportive Services	H
Inland Counties Emergency Medical Agency	I

BACKGROUND INFORMATION

The Chief Executive Officer is responsible for the preparation and administration of the County budget. Subsequent to adoption of the County Budget, adjustments are made via recommended adjustments, which are submitted by County Departments and consolidated into a comprehensive quarterly report by Finance and Administration. Quarterly budget reports are generated to provide the Board with the most current information on County revenues (Sources) and appropriation (Requirements) on which to base decisions.

The following report includes an overview of major recommended budgetary adjustments for all County funds and a review of the use of General Fund contingencies and reserves. Additionally, each entity's report includes countywide quarterly performance measure updates.

Major Recommended Budgetary Adjustments

The following includes a discussion of the more significant changes for which budget adjustments are requested.

Introduction

A number of factors contribute to the need for departments to request quarterly budget adjustments throughout the fiscal year. As an administrative arm of the State, the County is frequently required to make programmatic adjustments in order to maintain compliance with applicable federal and state law. Additionally, the County is continually seeking ways to use its own discretionary sources of funding to maximize services to the public, which often requires the implementation of projects and programs outside of the normal budget process. Furthermore, the County receives notification throughout the year of additional funds made available from grants for a variety of County projects and programs. Finally, unforeseen costs sometimes arise that require immediate attention that cannot wait for the budget cycle.

These factors have resulted in the following notable County adjustments, which are included in the 2019-20 First Quarter Budget Report:

Change in Available Discretionary General Funding

Final 2018-19 General Fund results of operations have been determined and provide an additional \$72.1 million of one-time fund balance. Per 2019-20 adopted budget action, adjustments to reflect final fund balance

in the General Fund are made to General Fund contingencies.

In spite of the positive 2018-19 results, due to other changes in costs impacting the multi-year forecast (Detentions, HS Programs, and Registrar of Voters costs) the multi-year forecast has swung to deficit in both ongoing and one-time funds.

Components of Change	Amount
Property Related Revenue in Excess of Estimates	11,944,883
Interest Revenue	22,697,344
Total Sales and Other Revenue	2,562,681
Property Tax Admin	3,087,376
Department Results of Operations - Return of Discretionary General Funding	23,251,658
All Other	8,591,116
Total	72,135,058

Property related revenue exceeded budget by \$11.9 million (1.95%) in 2018-19 primarily due to additional residual revenue related to the former redevelopment agencies (\$6.5 million) and VLF/Property Tax swap revenue (\$3.5 million). \$22.7 million in additional interest revenue is primarily due to higher cash balances and higher interest rates. Departments returned \$23.3 million more than estimated, reflecting cancellation of prior year encumbrances, salary savings, additional revenue, and conservative estimates.

This additional funding is placed in contingencies, and is not allocated for any specific purpose until Board direction is given. Recommendations for uses of General Fund contingencies are found in the Discretionary General Funding Section of this First Quarter Budget Report.

Arrowhead Regional Medical Center (ARMC) - \$70.7 million Increase in Requirements and Sources

The Arrowhead Regional Medical Center is requesting an increase in Requirements and Sources of \$70.7 million.

- \$46.6 million of this increase will fund additional software expenses, various medical supplies, physician services contracts and various fixed assets. Notably, this increase includes funding for the purchase, installation and maintenance of a fully integrated Electronic Health Record system (\$9.8 million).
- \$24.1 million of this increase will fund various CIP projects including roof replacement for the hospital (\$6.8 million), infrastructure and equipment study (\$0.5 million), emergency room expansion study (\$0.5 million), biplane cardiovascular system interventional x-ray suite (\$12.9 million), and other minor CIP projects (\$3.4 million).

These adjustments are recommended to be funded with additional revenue earned from the Managed Care Program (\$34.6 million) and the use of Available Unrestricted Net Position (\$36.1 million). ARMC is also requesting to add 36 positions funded with salary savings for this fiscal year, and will be funded with revenue from the Managed Care Program beginning in 2020-21.

Department of Behavioral Health - Mental Health Services Act and General Fund budget units - \$30.5 million Increase in Requirements, \$8.7 million Increase in Sources and \$21.8 Use of Available Reserves

The department's Mental Health Services Act budget unit is requesting an increase in Requirements of \$25.3 million primarily to comply with Provider Network (network) adequacy requirements as specified by the California Department of Health Care Services (DHCS). Effective July 1, 2018, DHCS required Mental Health

Plans (MHP) and Drug Medi-Cal Organized Delivery System (DMC-ODS) pilot counties, of which San Bernardino County Department of Behavioral Health (DBH) is both, to comply with state established network adequacy standards. The requested increase will be used to fund service delivery costs (including contract provider and staffing expenses) in order to comply with the network adequacy requirements as specified by the DHCS (\$20.4 million). Additionally, the department is requesting the one-time purchase of 14 new vehicles to support field based operations and the development of a Behavioral Health Management Information System and Electronic Health Records system (\$3.1 million), which will enable the department to more efficiently and accurately capture and retrieve client information. Lastly, an increase of \$1.7 million in Staffing Expenses will fund the partial year increase in costs associated with the net addition of 42 positions to support the expansion of homeless outreach, children's services, forensic outpatient services, intensive case management and crisis intervention, and the implementation of the new Innovative Remote Onsite Assistance Delivery (InnROADs) program.

These increases are recommended to be funded by a net increase in Sources resulting from additional Medi-Cal revenue and federal grants (\$3.5 million) and the Use of Available Reserves (\$21.8 million). The use of reserves is primarily funding the increase associated with meeting the DHCS requirements for network adequacy. It is anticipated that the Use of Reserves for these ongoing costs will also occur in the 2020-21 fiscal year until the MHSA and Medi-Cal revenue increase to eventually fund these costs. The department will monitor the use of Available Reserves for ongoing costs and recommend adjustments in the event increased ongoing revenue does not materialize to fund these costs.

The department's General Fund budget unit is also requesting a net increase in Requirements of \$5.2 million primarily to fund service contracts in an effort to comply with network adequacy requirements as previously discussed. This also includes an increase in Staffing Expenses to fund the partial year increase in costs associated with the net addition of 37 positions to support administrative activities, compliance monitoring, the Health Homes Program, and the implementation of network adequacy requirements. These increases are partially offset by a \$3.3 million decrease in Operating Transfers out to recognize a shift from the use of 2011 Realignment to the Use of Fund Balance in the MHSA budget unit. The remainder is funded by an increase in Sources (\$5.2 million) resulting from additional Medi-Cal revenue, agency revenue, State General Funds, and an increase to the Mental Health Block Grant.

Registrar of Voters - \$14.1 million Increase in Requirements, \$8.9 million Increase in Sources and \$5.2 million Use of General Fund Reserves

Registrar of Voters is requesting a \$14.1 million increase in Requirements to fund additional costs related to the implementation of the New Voting System and newly acquired leased warehouse space. This increase is funded by a combination of an \$8.9 million increase in Sources from the amended revenue agreement with the State of California Secretary of State for voting system replacement funds (approved by the Board on March 19, 2019, Item No. 35 and amended on November 5, 2019, Item No. 34) and a use of \$5.2 million of the New Voting System Reserve.

Sheriff/Coroner/Public Administrator - Operations and Detentions budget units - \$7.9 million Increase in Requirements, \$4.3 million Increase in Sources and \$3.6 million Use of General Fund Reserves

The Sheriff's Operations unit is requesting an increase in Requirements of \$2.4 million primarily for one-time expenditures which include transcription services (\$941,217) and software system upgrades to the records management system (\$259,544) funded with prior year Prop 172 revenue (\$1.2 million - reflected as negative Sources in the County General Fund - Restricted line of the table included in the Financial Impact section of this item); and an increase to the DNA Backlog Reduction Program funded by the US Department of Justice, National Institute of Justice Grant (\$384,923). The DNA Backlog Reduction Program enhances the Sheriff's ability to effectively analyze backlogged forensic DNA casework samples, as well as improve DNA laboratory infrastructure and analysis capacity. Also included is the use of County's Earned Leave Reserve for costs

associated with staff who separated from County employment in the first quarter of 2019-20 (\$699,854).

The Sheriff's Detentions unit is requesting an increase in Requirements of \$5.5 million. This includes costs for the Jail Based Competency Treatment (JBCT) program (\$2.6 million) funded by the California Department of State Housing (DSH). DSH is responsible for returning to competency individuals that have been charged with a felony and determined to be incompetent to stand trial by the California Superior Courts. To address a shortage of beds, DSH contracted with the Sheriff to administer the JBCT program at the West Valley Detention Center (WVDC) allowing the inmates to begin treatment faster, which decreases the length of incarceration due to a faster adjudication of their criminal charges. Also included is the use of the County Asset Replacement Reserve (\$2.8 million) for the purchase of radios for the WVDC and the use of the County's Earned Leave Reserve for costs associated with staff who separated from County employment in the first quarter of 2019-20 (\$74,018).

In addition, 42 health care related positions are being added at the WVDC to address the Consent Decree between the Sheriff/Coroner/Public Administrator and the Prison Law Office (PLO) where the department is implementing remedial measures to increase the level of physical and mental health care in the detention facilities. The requested positions are part of the implementation of a comprehensive staffing plan to add 111 additional health care positions to increase access and enhance services within the County's detention facilities. There are no budget adjustments associated with this increase as it is not anticipated that these positions will be filled this fiscal year due to the lengthy recruitment and background process. However, the department will hire temporary and/or contract staff to address these vacancies until the regular positions can be filled; contracted mental health services will also be increased by approximately 60 positions, and both of these actions will be presented to the Board for approval. It is anticipated that adjustments to Requirements and Net County Cost will be included in the Second Quarter Budget Report as costs associated with this become available.

Department of Public Works - Transportation - \$5.3 million Increase in Requirements, \$75,000 Increase in Sources and \$5.2 million Use of Available Reserves

Transportation is requesting to increase Requirements by \$5.3 million. The increase is primarily to fund one-time costs for various projects, including the Seven Oaks Road project and other road projects in the San Bernardino Mountains subarea (\$1.6 million), the Riverside Mill Drive and Overlay project in the San Bernardino Valley subarea (\$1.0 million), and the Crystal Creek Road project and other road projects in the Victor Valley subarea (\$2.3 million). Additionally, there is an increase of \$252,000 reflect vehicle and equipment purchases, including trackless tractors, utility trucks and various attachments. These increases are recommended to be funded by the Use of Available Reserves.

Also included is an increase in Requirements of \$75,000 to reflect the Flood Control District's share of cost for the purchase of a modular building. Sources are also increasing by \$75,000 due to a transfer from the Flood Control District.

Human Services Administrative Claim - \$2.1 million Increase in Requirements and \$2.5 million increase in Sources and a \$0.4 million decrease in the Use of Discretionary General Funding

The department is requesting the following adjustments, which result in an increase in Requirements and Sources of \$2.1 million.

The department requests 35 new positions within the Transitional Assistance Department, Children and Family Services, Aging and Adult Services and HS Administration due to workload increases in these departments. The department is requesting an increase of \$1.1 million in Requirements for these additional positions. This is funded with federal and state revenue.

In addition, the department requests a net increase in Requirements of \$1.0 million to purchase 166 new sedans and 3 cargo vans for the Transitional Assistance, Children and Family Services, and Aging and Adult Services departments to replace aging vehicles and add vehicles to the fleet due to recent increases in staffing. This is funded with federal revenue, wraparound reinvestment funding, and savings in vehicle liability insurance. The recognition of savings within the vehicle liability insurance expense requires a return of Discretionary General Funding of \$431,739 to reflect the General Fund's portion of savings.

Community Development and Housing Special Revenue Funds - \$1.5 million Increase in Requirements and Sources

Community Development and Housing is requesting to increase Requirements by \$1.5 million to fund the administration of the California Emergency Solutions and Housing Program (CESH) grant, which provides emergency and homelessness prevention services for families and individuals either experiencing homelessness or at risk of experiencing homelessness. The services to be provided shall include but are not limited to:

- Emergency shelter and motel vouchers for short-term housing options while permanent options are identified.
- Storage fees while clients are in temporary housing options.
- Essential and supportive services such as assistance obtaining documentation required to secure housing and public and social services/benefits.
- Rental assistance such as: security deposits, first and last month's rent, rental arrears and long-term rental assistance to help gain stability and self-sufficiency.
- Assistance with utility deposits and utility payments.
- Case management and other support services required to identify and secure permanent housing.
- Application and credit check fees.
- Housing essentials such as furniture and housewares.

This increase is funded by an increase in Sources of \$1.5 million from the grant award received from the State of California, Housing and Community Development Department.

San Bernardino County Fire Protection District - \$14.9 million Decrease in Requirements, \$16.1 million Decrease in Sources and \$1.2 million Use of Available Reserves

Due to a recommended accounting change, the Department is requesting a decrease in Requirements and Sources of \$17.5 million. This accounting change impacts the budget presentation of special taxes for Service Zone FP-5 (Helendale/Silver Lakes, Needles, San Bernardino, Twentynine Palms, Upland), Community Facilities District 94-01 (Hesperia), and Community Facilities District 1033 (San Bernardino).

This adjustment does not reflect a change in the total amount of revenue being received by the previously mentioned service areas. Historically, revenue generated from these special taxes has been budgeted in separate funds for transfer to the Department's operating funds. As a result, SBCFPD annually budgets Operating Transfers In/Out to move the special tax revenue between funds. Budgeting this revenue directly in the operating funds will eliminate the continued need to budget Operating Transfers In/Out for these special taxes. This change will allow SBCFPD to better reflect its Total Requirements and Financing Sources as presented in the annual budget book.

These decreases are offset by a net increase to Requirements of \$2.6 million to fund various capital improvement projects (\$868,000), disaster preparedness education costs (\$702,211), and various other expenditures (\$857,000). This increase in Requirements is recommended to be funded by a \$1.4 million increase in Sources and a \$1.2 million Use of Available Reserves.

Discretionary General Funding

General Fund Contingencies represent Discretionary General Funding that remains available for immediate and future needs. In the First Quarter the recommended adjustments result in an overall decrease to General Fund Contingencies of \$1.7 million and includes the following adjustments:

- A one-time allocation to the **County Administrative Office Litigation** budget unit (\$1.2 million) to fund increases resulting from additional litigation expenses.
- One-time allocations to the following reserves:
 - **Agenda Management System Reserve** (\$0.8 million) that reflects funding allocated to the Clerk of the Board in 2018-19 that remained unspent at year end and is recommended to be returned to the specific purpose reserve until needed.
 - **Asset Replacement Reserve** (\$2.0 million) to reflect proceeds from the disposition of assets that are included in the asset replacement inventory, approved by the Board on July 24, 2018 Item No. 46 and on January 29, 2019 Item No. 36.
- A one-time allocation to the **County Administrative Office** (\$0.10 million) that reflects funding allocated for Pilot Technology Projects in 2018-19 that remained unspent at year end and is recommended to be reallocated to the department.
- A decrease of \$0.3 million to fund a portion of various CIP projects that were budgeted with revenue in 2019-20, but received by the County in 2018-19. This adjustment is offset by a decrease in revenue and results in no net impact to the projects' budget.
- An increase of \$2.8 million to reflect funding that is no longer needed for a parking lot project that was included in the 2019-20 Adopted budget. The project at 222/268 West Hospitality was ultimately funded during 2018-19 in order to expedite completion of the project prior to the 2019 Winter season. As a result, the 2019-20 budget to fund this project can be returned to General Fund Contingencies.
- A one-time allocation to the **Land Use Services Code Enforcement Division** (\$0.5 million) to begin funding the removal of hazardous/derelict buildings in Trona. It is estimated that the project will require an additional \$1.5 million in one-time Discretionary General Funding. The department will continue to request additional one-time funding for this project at least through the 2021-22 fiscal year.
- A one-time allocation for **Real Estate Services - Project Management Division** (\$78,450) to complete the implementation of new project management software that was begun in 2018-19. This allocation reflects the use of both funding allocated in 2018-19 that remained unspent at year end (\$19,484) and additional funding (\$58,966).
- A one-time allocation to **Human Resources** (\$54,986) for funding allocated to the EMACS 9.2 Upgrade Project in 2018-19 that remained unspent at year end and is recommended to be reallocated to the department.
- An increase of \$0.4 million to reflect a decrease in ongoing Discretionary General Funding allocated to the **Human Services Administrative Claim** budget unit due to savings resulting from an update to the manner in which Human Services is charged vehicle liability insurance. The savings is recommended to be returned to General Fund Contingencies.

If approved, \$93.1 million in General Fund Contingencies will remain available for use (Attachment A - Page 4).

County General Fund Reserves represent Discretionary General Funding that has been set aside for specific projects and future needs, and also includes the General Purpose Reserve that is set aside for unforeseen economic downturns and extraordinary events. Changes to General Fund reserves are detailed below and in Attachment A (Pages 5-8):

- A use of the New Voting System Reserve to fund costs in the **Registrar of Voters** budget unit for the Voting System Replacement Project (\$5.2 million).
- A use of the Asset Replacement Reserve to fund costs in the **Sheriff's Department - Detentions** budget unit to fund the purchase of 500 radios for the West Valley Detention Center (\$2.8 million).

- A use of the December 2nd Reserve to fund costs in the **County Administrative Office** budget unit for the development and construction of the December 2nd Memorial (\$0.14 million).
- A use of the New Property Tax System Reserve to fund costs in the **Auditor-Controller/ Treasurer/ Tax Collector** budget unit for one-time costs associated with the implementation of a new property tax system (\$0.07 million).
- A use of the SSCA Reserve to fund costs in the **Assessor/Recorder/County-Clerk** budget unit for the match required for the SSCA grant that provides funding for the assessment and enrollment of newly constructed real property and to upgrade the department's property information management system, (\$0.4 million).
- A use of the Rim Forest Drainage Reserve to fund costs associated with **Flood Control's** Rim Forest Drainage project (\$0.10 million).
- A use of the Earned Leave Reserve to fund the Discretionary General Funding portion of costs incurred for departmental staff that have separated from County employment in the first quarter of 2019-20 (\$1.32 million).

All contributions to Reserves discussed in the General Fund Contingencies sections (totaling \$2.8 million) and uses discussed above result in an overall decrease in General Fund Reserves of \$7.3 million.

Summary of Budgeted Staffing

The First Quarter Budget Report includes a net increase of 259 positions as detailed in the following table. The General Fund is increasing by a net of 180 positions. Notable staffing changes within the General Fund include:

- An increase of **40** positions in Behavioral Health (all General Fund budget units) to support administrative activities, compliance monitoring, the Health Homes Program, and the implementation of network provider adequacy requirements as specified by the Department of Health Care Services.
- An increase of **33** positions in the Department of Public Health for various program workload increases, expanded services, and increased administrative support. This includes the addition of 6 positions funded by a Reimbursement from the Department of Behavioral Health. It also includes 27 positions that are funded by a combination of the department's existing Sources and salary savings for this fiscal year. In the future, these positions will be primarily funded by a combination of grant, fee, and other revenue.
- A net increase of **30** positions (addition of 35, deletion of 5) in the Human Services Administrative Claim due to workload increases in the Transitional Assistance Department, Children and Family Services, Aging and Adult Services and HS Administration.
- The Sheriff's Department (all General Fund budget units) is increasing by a net of **57** positions (addition of 70, deletion of 13) primarily in its Detentions budget unit for the West Valley Detention Center (WVDC) to address the Consent Decree between the Sheriff/Coroner/Public Administrator and the Prison Law Office (PLO).

All other funds (including County Special Revenue, County Internal Service/Enterprise Funds, Board Governed (BG) Special Districts and Other Agencies) are increasing a net of 79 positions which includes the following notable adjustments:

- The **Department of Behavioral Health** is adding a net of 42 positions within the Mental Health Services Act fund to support the expansion of homeless outreach, children's services, forensic outpatient services, intensive case management and crisis intervention, and the implementation of the new Innovative Remote Onsite Assistance Delivery (InnROADs) program.
- The **Arrowhead Regional Medical Center** is recommending a net increase of 36 positions to proactively address issues related to recent audits from the Center for Medicare and Medicaid Services (CMS), increased demand from high volumes in the inpatient setting, and address workload needs in multiple administrative programs.

- Other staffing changes within the group include increases in **Information Services** (3), **Printing Services** (1), **County Library** (1), **Department of Public Works - Transportation** (1), offset by decreases in the **Big Bear Valley Recreation and Park District** (2), **Workforce Development** (2), and **Preschool Services** (1).

AT A GLANCE

Summary of Budgeted Staffing Changes

	<u>County General</u>	<u>Other County</u>	<u>BG Special</u>	<u>Other Agencies</u>	<u>Total Staffing</u>
Adopted Budget Staffing as of 6/30/2019	14,955	7,238	1,403	201	23,797
Total First Quarter Recommended Adjustments	<u>180</u>	<u>81</u>	<u>(2)</u>	<u>0</u>	<u>259</u>
Recommended Budgeted Staffing as of 9/30/2019	<u>15,135</u>	<u>7,319</u>	<u>1,401</u>	<u>201</u>	<u>24,056</u>

Budgeted staffing adjustments are provided in each entity's attached First Quarter Budget Report, specifically in the Staffing Adjustments Section of each Report as follows: Attachment A - Pages 74-106, Attachment B - Pages 13-15, Attachment D - Pages 7-8, and Attachment E - Pages 3-4.

Performance Measure Update

First Quarter updates on progress towards achieving 2019-20 adopted performance measures are included in each entity's attached First Quarter Budget Report in the Performance Measure Section as follows: Attachment A - Pages 107-183, Attachment B - Pages 16-17, Attachment C - Pages 14-15, Attachment D - Page 9, Attachment H - Pages 4-5, and Attachment I - Page 4.

PROCUREMENT

N/A.

REVIEW BY OTHERS

Personnel changes in this report have been reviewed by Human Resources (John Wood, Interim Division Chief, 387-5570) on November 26, 2019. This item has been reviewed by County Counsel (Penny Alexander-Kelley, Chief Assistant County Counsel, 387-5545) on December 3, 2019; Auditor-Controller/Treasurer/Tax Collector (Ora Jex, Supervising Accountant, 382-3196) on December 3, 2019; Finance (Paloma Hernandez-Barker, Principal Administrative Analyst 387-5426) on November 21, 2019; County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on November 20, 2019.