

# Budget Hearings Board Inquiry Log

Inquiry No.	Date Received	Subject	BOS	Assigned to:	Status	Approved Date	Binder Color
01	04/03/15	FY 11-12 - FY1 6-17 Sheriff sworn officer FTEs	D2	Jayasinghe	Completed	04/09/15	White
02	04/06/15	Santa Barbara Juvenile court facility at SB Juvenile Hall.	D2	Morgantini	Completed	04/07/15	White
03	04/06/15	Provide history on Litigation Fund Balance	D2	Christiansson	Completed	04/07/15	White
04	04/03/15	What funds/accounts are outside of treasury/Auditor control?	D5	Jayasinghe	Completed	06/08/15	Green
05	04/06/15	Breakdown of \$35.1M existing maintenance funding	D4	Jayasinghe	Completed	06/01/15	White
06	04/06/15	Breakdown of recent hires between General Fund and non-GF	D5	Clementi	Completed	06/01/15	White
07	04/06/15	Fire Property Tax Shift target projection at 4% and 6%	All	Toney	Completed	04/07/15	White
08	04/06/15	Fire Fund Balance	All	Toney	Completed	04/07/15	White
09	04/06/15	Jail - Water costs included in capital	D3	Toney	Completed	04/09/15	White
10	04/06/15	Court Collections Amounts	D5	Morgantini	Completed	04/09/15	White
11	04/08/15	ADMHS Liabilities	D1	Toney	Completed	06/07/15	Green
12	04/08/15	Childcare Facilities Accreditation	D3	Christiansson	Completed	06/01/15	White
13	04/08/15	First 5 Funding of Children's Health Care	D5	Christiansson	Completed	06/01/15	White
14	04/08/15	County Funding of 211 Services	D4	Christiansson	Completed	06/01/15	White
15	04/08/15	County comparison of EW salaries and turnover rates	D1	Christiansson	Completed	06/09/15	Yellow
16	04/08/15	Breakdown in costs of Additional GFC beyond budgeted for ADMHS	D5	Toney	Completed	06/07/15	Green
17	04/10/15	Inmate Welfare Fund for inmate transportation costs	D2	Clementi	Completed	06/01/15	White
18	06/05/15	Roads Fund Balance for the Last 5 Years	D2	Jayasinghe	Completed	06/09/15	Yellow
19	06/07/15	Human Services Commission History of Funding	D1	Morgantini	Completed	06/09/15	Yellow
20	04/08/15	Options for Peak Season Night Rangers at Cachuma	D5	Jayasinghe	Completed	06/08/15	Green
21	06/08/15	CSD-Parks Budget-Positions	D2	Jayasinghe	Completed	06/09/15	Yellow
22	06/08/15	Animal Services Cost of Building and Staffing	D2	Morgantini	Completed	06/09/15	Yellow
23	06/08/15	Pre-Trial Services New Assessment tool's impact on Jail Population	D3	Morgantini	In Progress		
24	06/08/15	Library Funding	D1	Jayasinghe	Completed	06/09/15	Yellow
25	06/09/15	Probation	D2	Morgantini	Completed	06/09/15	Yellow
26	06/09/15	Public Defender - LOP expansion requests	D2	Toney	Completed	06/09/15	Yellow
27	06/09/15	Sheriff - IV Community Resource Deputy	D2	Jayasinghe	In Progress		
28	06/09/15	Sheriff Coroner's Building	D2	Morgantini	Completed	06/09/15	Yellow
29	06/09/15	Specific Population Housing	D2	Toney	Completed	06/09/15	Yellow
30	06/09/15	Close Government offices during winter holiday	D2	Morgantini	In Progress		
31	06/09/15	Ag Commissioner position changes	D2	Morgantini	Completed	06/09/15	Yellow
32	06/09/15	Community Choice Aggregation (CCA) and Energy and Climate Plan (ECAP) Staff Positions	D1	Jayasinghe	Completed	06/09/15	Yellow
33	06/09/15	SBCERS expected rate of return & current return fiscal year-to-date	D4	Alvarez	In Progress		
34							
35							

<b>Total No. of Board Inquiry Forms Received</b>				33
<b>Total No. In Progress</b>				4
<b>Total No. Pending Approval</b>				0
<b>Total No. Items Withdrawn</b>				0
<b>Total No. of Board Inquiry Forms Completed</b>				29

## Budget Workshop Board Inquiry Form

Board Member	
Carbajal	
Wolf	X
Farr	
Adam	
Lavagnino	

Inquiry Number: 01

Department: Sheriff  
 Date: April 6, 2015  
 Page(s) of Budget Book/PowerPoint:

**Request/Question:**

FY 11-12 - FY1 6-17 Sheriff sworn officer FTEs

Response Prepared by:

John Jayasinghe, CEO Fiscal & Policy Analyst  
 Doug Martin, Sheriff CFO

**Response:**

The Sheriff's Office staffing in FTEs by major job class is as follows:

	<b>SHERIFF'S OFFICE STAFFING BY ADOPTED BUDGET IN FTEs</b>				
	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
Law Enforcement Sworn	260.00	267.00	267.35	268.35	272.35
Custody Sworn	179.87	189.25	191.44	194.44	195.44
Civilian staff	177.75	185.25	184.75	183.75	183.75
<b>Total</b>	<b>617.62</b>	<b>641.50</b>	<b>643.54</b>	<b>646.54</b>	<b>651.54</b>
<i>Source - Salary Model</i>					

These numbers are derived from the Salary Model for the Adopted budgets in all years except FY15-16, which is the Recommended Budget. FY2016-17 is a mirror match to FY15-16.

# Budget Workshop Board Inquiry Form

Board Member	
Carbajal	
Wolf	X
Farr	
Adam	
Lavagnino	

Inquiry Number:02

Department: Courts/Probation/General Services

Date: 4/6/15

Page(s) of Budget Book/PowerPoint:

**Request/Question:** What's the status of the Santa Barbara Juvenile Courts (SBJC) facility adjacent to the SB Juvenile Hall as Courts has indicated they seek to move the SBJC cases to downtown Santa Barbara court rooms.

Response Prepared by: Richard Morgantini, Fiscal & Policy Analyst.

**Response:**

Probation has no plans to change its current operations of the Santa Barbara Juvenile Hall (SBJH) which is adjacent to the Santa Barbara Juvenile Court (SBJC) facility.

The SBJC building is owned by the State of California. It was transferred to the State under the Court Trial Court Facilities Act of 2002 with a transfer agreement approved by the Board of Supervisors on June 26, 2007. Future use of the facility is under the control of the State Administrative Office of the Courts and the local Superior Court.

# Budget Workshop Board Inquiry Form

Board Member	
Carbajal	
Wolf	X
Farr	
Adam	
Lavagnino	

Inquiry Number: 03

Department: County Counsel

Date: April 6, 2015

Page(s) of Budget Book/PowerPoint:

**Request/Question:** Provide 10-Year History of the Litigation Fund Balance account showing increases, decreases and current balance.

Response Prepared by: Jette Y. Christiansson, Fiscal & Policy Analyst

**Response:** See attached chart.

### Litigation Fund Balance History

Date	Beginning Balance	Increase	Decrease	Date	Ending Balance	Comments
7/1/2004	1,712,093.41	-	130,514.36	6/30/2005	1,581,579.05	County Counsel -\$106,382, General County Programs -\$24,133
7/1/2005	1,581,579.05	3,864,629.57	1,174,207.90	6/30/2006	4,272,000.72	County Counsel -\$174,208, P&D -\$1,000,000, General County Programs +\$3,864,630
7/1/2006	4,272,000.72	250,000.00	75,658.81	6/30/2007	4,446,341.91	County Counsel -\$75,659, General County Programs +\$250,000
7/1/2007	4,446,341.91	500,000.00	273,535.21	6/30/2008	4,672,806.70	County Counsel -\$273,535, General County Programs +\$500,000
7/1/2008	4,672,806.70	-	877,516.02	6/30/2009	3,795,290.68	County Counsel -\$877,516
7/1/2009	3,795,290.68	-	172,591.04	6/30/2010	3,622,699.64	County Counsel -\$172,591
7/1/2010	3,622,699.64	447,049.60	1,961,310.58	6/30/2011	2,108,438.66	County Counsel -\$267,333, General County Programs -\$1,246,928
7/1/2011	2,108,438.66	-	307,319.15	6/30/2012	1,801,119.51	County Counsel -\$307,319
7/1/2012	1,801,119.51	-	138,414.31	6/30/2013	1,662,705.20	County Counsel -\$124,577, Clerk-Recorder-Assessor -\$13,838
7/1/2013	1,662,705.20	-	433,156.92	6/30/2014	1,229,548.28	County Counsel -\$433,157
7/1/2014	1,229,548.28	-	293,147.00 *	6/30/2015	936,401.28 *	County Counsel -\$200,000, Clerk-Recorder-Assessor -\$93,147
7/1/2015	936,401.28	250,000.00 **	350,000.00 **	6/30/2016	836,401.28 **	County Counsel -\$250,000, Clerk-Recorder-Assessor -\$100,000, General County Programs +\$250,000

\* Estimated FY 2014-15 Litigation Fund Balance Activity

\*\* Estimated FY 2015-16 Litigation Fund Balance Activity

## Budget Workshop Board Inquiry Form

Board Member	
Carbajal	
Wolf	
Farr	
Adam	
Lavagnino	X

Inquiry Number:04

Department:

Auditor-Controller

Date:

4/6/2015

Page(s) of Budget Book/PowerPoint:

**Request/Question:**

What accounts are outside of the County Treasury/Auditor control?

Response Prepared by:

Julie A. Hagen, CPA, CPFO and Robert W. Geis, CPA, CPFO

**Response:**

It is required that all financial activity of the County is to be recorded in the books of the County and all deposits must be made directly to the County Treasury in a timely manner (California Government Code Section 24353).

There are some instances, where it is allowed by code section, that a bank account and related financial activity reside outside of the books of the County and the Treasury. Some examples of this are the Treasurer-Tax Collector's Public Administrator/Public Guardian Accounts and the Sheriff's Bail & Fine Account. There are some bank accounts that we have been made aware of that might not have authorization to be outside of the County. The Sheriff has asset seizure and forfeiture accounts and also custodial inmate and commissary accounts that don't appear to be permitted to be outside the County Treasury. Since these records are kept outside the County Treasury and the Auditor's Office, we are unaware of the activity or the amounts accumulated in these accounts. The Sheriff has been working with us to either identify the code sections that allow these accounts to be outside the County Treasury or to bring them into the County.

Related to this issue is a new Governmental Accounting Standards Board exposure draft which states that foundations (501c4) or non-profits (501c3) in certain circumstances should not be treated as independent of the County (as discussed in regard to the recent non-profit agency issues) and may be considered fiduciary and custodial activities of the County if their activities are beneficial to only the County. The agencies that are identified under this new GASB would need to bring this financial activity and these bank accounts into the County Treasury.

In addition there are a few other departmental bank accounts for immaterial amounts related to employee recognition programs or fundraising.

## Budget Workshop Board Inquiry Form

Board Member	
Carbajal	
Wolf	
Farr	
Adam	X
Lavagnino	

Inquiry Number:05

Department:

Date: 04/07/15

Page(s) of Budget Book/PowerPoint: B-31 of FY14-15 Budget Book

### Request/Question:

What are the funding sources for the current maintenance spending listed on page B-31 of the FY 2014-15 Recommended Operational Plan?

Response Prepared by:

John Jayasinghe, CEO Fiscal & Policy Analyst

### Response:

#### **2014-15 Page B-31 Maintenance Funding Sources**

Deferred Road Maintenance - \$3.6M, derived from Measure A and General Fund

Corrective Road Maintenance - \$10.4M, derived from Measure A, FLAP Match, Gas Tax

Facility Maintenance, including Parks - \$14.0M, derived from General Services and Parks General Fund and Federal & State capital grant funds. A portion also comes from Special Revenue funds, such as DSS or Public Health.

Additional GF for Roads - \$2.0M, General Fund

Federal Grant for Roads - \$3.7M, Federal grant

Facility Maintenance, CEO Expansion - \$1.4M, General Fund

Note: These sources are subject to change on a year-to-year basis.

## Budget Workshop Board Inquiry Form

Board Member	
Carbajal	
Wolf	
Farr	
Adam	
Lavagnino	X

Inquiry Number: 06

Department: All  
 Date: 4/6/15  
 Page(s) of Budget Book/PowerPoint:

**Request/Question:** Compare the growth in FTEs among General Fund Departments and non-General Fund Departments.

Response Prepared by: Paul Clementi, Fiscal & Policy Analyst

**Response:**

Since FY 2006-07, General Fund Departments have gone from 2,115.10 FTEs to 1,832.96 FTEs, a net decrease of 282.14, or -13.3%. Non-General Fund Departments have gone from 2,293.84 FTEs to 2,441.88 FTEs, a net increase of 148.04, or 6.5%. The countywide total is a decrease of 134.10, from 4,408.95 to 4,274.85.

Looking at FY 2011-12, the year with the lowest FTE count, General Fund Departments have gone from 1,744.53 FTEs to 1,832.96, a net increase of 88.43, or 5.1%. Non-General Fund Departments have gone from 2,072.69 to 2,441.88, a net increase of 369.20 FTEs, or 17.8%. Countywide, there has been a gain of 457.63 FTEs. The growth in non-GF Departments is due almost entirely to implementation of the federal Affordable Care Act.

To enable consistency, the FY 2015-16 and FY 2016-17 Operational Plan, pages C42 – C43 were utilized. Employee classification into General Fund or non-General Fund groups were determined by Department rather than individual.

Departments considered non-General Fund include:

- Fire
- Alcohol, Drug, and Mental Health Services
- Child Support Services
- First 5
- Public Health
- Social Services
- Public Works

Public Works and Public Health are included in the non-General Fund category, even though 8.5% and 14%, respectively, of their Salaries and Benefits in FY 2015-16 are in the General Fund.

All other Departments are considered General Fund.

See attached table.

### General Fund and Non-General Fund FTE Growth

	Adopted FY 06-07	Adopted FY 07-08	Adopted FY 08-09	Adopted FY 09-10	Adopted FY 10-11	Adopted FY 11-12	Adopted FY 12-13	Adopted FY 13-14	Adopted FY 14-15	Recommended FY 15-16	Change from 06-07 to 15-16	Change from 11-12 to 15-16
General Fund Depts	2,115.10	2,130.48	2,041.19	1,933.61	1,876.14	1,744.53	1,817.70	1,827.72	1,828.95	1,832.96	(282.14)	88.43
Increase from previous yr		15.37	(89.29)	(107.57)	(57.47)	(131.61)	73.17	10.02	1.23	4.01		
% over previous yr		0.7%	-4.2%	-5.3%	-3.0%	-7.0%	4.2%	0.6%	0.1%	0.2%	-13.3%	5.1%
Non-GF Depts*	2,293.84	2,333.17	2,225.45	2,184.00	2,146.16	2,072.69	2,109.40	2,316.10	2,414.41	2,441.88	148.04	369.20
Increase from previous yr		39.33	(107.72)	(41.45)	(37.85)	(73.47)	36.71	206.70	98.31	27.47		
% over previous yr		1.7%	-4.6%	-1.9%	-1.7%	-3.4%	1.8%	9.8%	4.2%	1.1%	6.5%	17.8%
<b>FTE Total</b>	<b>4,408.95</b>	<b>4,463.65</b>	<b>4,266.63</b>	<b>4,117.62</b>	<b>4,022.29</b>	<b>3,817.22</b>	<b>3,927.10</b>	<b>4,143.82</b>	<b>4,243.36</b>	<b>4,274.85</b>	<b>(134.10)</b>	<b>457.63</b>

\*Non-GF Depts include Public Works and Public Health, whose salaries and benefits are 8.5% and 14%, respectively, funded through the General Fund in 2015-16.

**Source:** FY2015-16 and FY2016-17 Recommended Operational Plan, pages C42 and C43.

# Budget Workshop Board Inquiry Form

Board Member	
Carbajal	
Wolf	
Farr	
Adam	
Lavagnino	

Inquiry Number: 07

Department: CEO

Date: 04/07/2015

Page(s) of Budget Book/PowerPoint: Additional Slide – Budget Overview

**Request/Question:**

What is the current projection for when the Fire Property Tax Shift will reach the 17% target?

Response Prepared by:

Joseph Toney, Fiscal & Policy Analyst

**Response:**

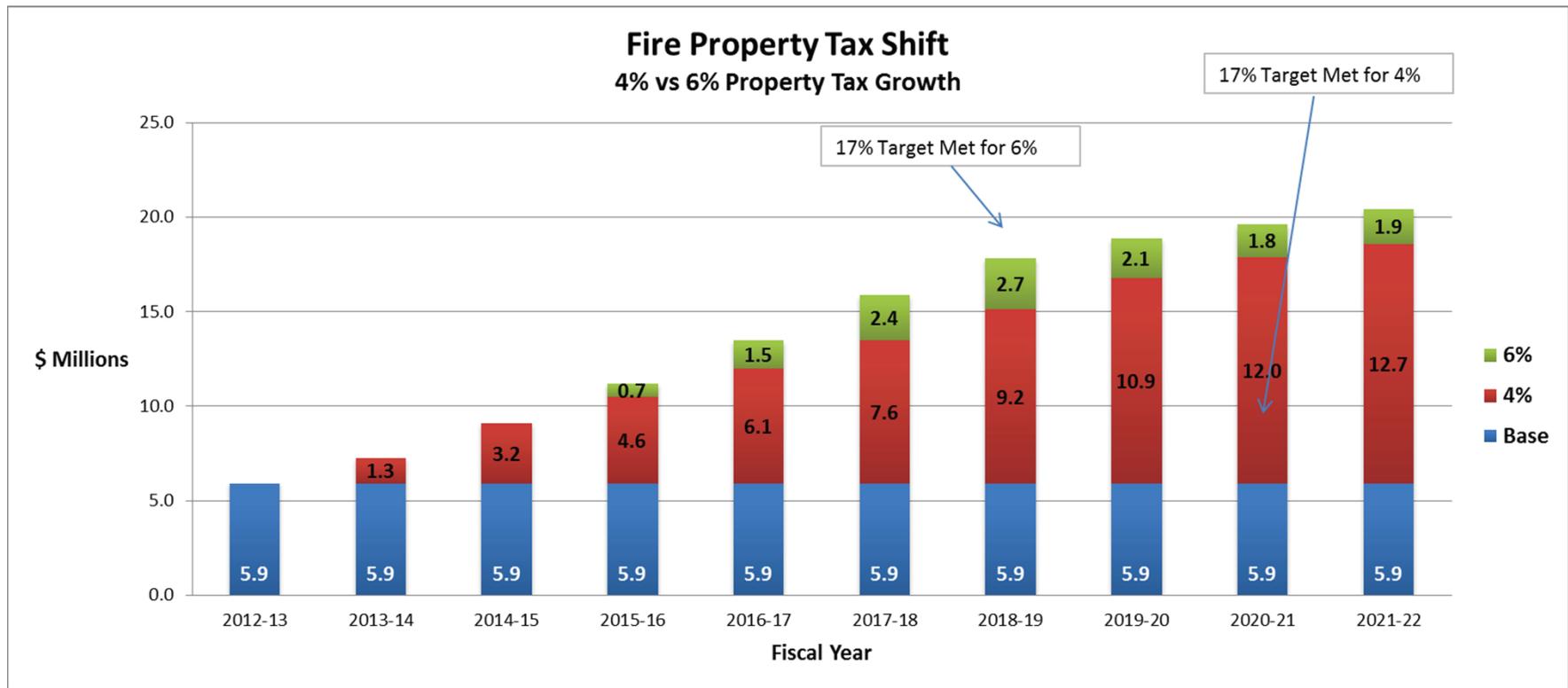
An additional slide was provided to the Board during the Budget Workshop on April 6, 2015, that displays the growth in property taxes at 4% and 6%, and when the 17% target will be reached for both. The additional slide/graph is attached.

The \$5.9M is the base amount of General Fund that Fire started with in FY 2012-13. Property Tax growth at a rate of 4% is in red. Growth at 6% is in green and would be the incremental increase over the 4%, so the two amounts would be combined for the 6% total.

Example, FY 2018-19 would be the year that the 17% target is met for 6% growth. The total Property Tax shift would be \$17.8M, with \$11.9M above the base. Conversely, the 4% growth will reach the target in FY 2020-21 with a total of \$17.9M, or \$12.0M above the base.

The original target was projected to be met in FY 2021-22.

# 17% Fire Tax Shift Projected @ 4% & 6%



## Budget Workshop Board Inquiry Form

Board Member	
Carbajal	
Wolf	
Farr	
Adam	
Lavagnino	

Inquiry Number: 08

Department: Fire  
 Date: 4/07/15  
 Page(s) of Budget Book/PowerPoint: NA

**Request/Question:**

What is left in the Fire District fund balance?

Response Prepared by:

Joseph Toney, Fiscal & Policy Analyst

**Response:**

During the Budget Workshops on April 6, 2015, the Board asked Fire what the District's remaining Fund Balance is? Fire responded that it is about \$7M. This BIF is just confirming the amount below:

**Fund Balance Summary**

	Estimated Fund Balances as of June 30, 2014	Recommended Revenues & Other Financing Sources	Recommended Expenditures & Other Financing Uses	Estimated Fund Balances as of June 30, 2015
<b>Governmental Funds</b>				
<b>Major Funds</b>				
General Fund	\$ 85,949,396	\$ 580,808,062	\$ 570,725,766	\$ 96,031,692
Flood Control Districts	63,337,224	19,323,233	26,845,315	55,815,142
Public Health	23,096,029	74,209,951	74,605,444	22,700,536
Fire Protection District	10,173,025	64,966,089	67,346,120	7,792,994

About \$700k is Nonspendable due to property tax assessment appeal impounds.

## Budget Workshop Board Inquiry Form

Board Member	
Carbajal	
Wolf	
Farr	X
Adam	
Lavagnino	

Inquiry Number: 09

Department: GS  
Date: 04/07/15  
Page(s) of Budget Book/PowerPoint: NA

**Request/Question:**

Do the capital costs of the Jail include costs of getting water?

Response Prepared by:  
Joseph Toney, Fiscal & Policy Analyst,  
Celeste Manolas, Manager, Facilities Capital Projects

**Response:**

The capital costs of physically getting water to the Jail site are included, both the offsite costs to bring potable and reclaimed water (roughly \$1.8M) from Laguna San and Golden State Water connection points to the south, as well as the onsite costs to extend water service from the street and distribute throughout the project site (roughly \$719K). The latter costs of distribution would typically be incurred by any new construction project, while the former to bring water service to the site, is unique to this site since it is undeveloped with no significant local points of connection.

Also, the Sheriff confirmed at the Budget Workshop on April 6, 2015, that an estimated \$100k per year is included within the operating funding plan for cost of Utilities pertaining to water.

## Budget Workshop Board Inquiry Form

Board Member	
Carbajal	
Wolf	
Farr	
Adam	
Lavagnino	X

Inquiry Number: 10

Department: Court Special Services

Date: 4/6/15

Page(s) of Budget Book/PowerPoint: Slide 8

**Request/Question:** What was the amount of delinquent debt collected by Court Special Services in previous years compared to the anticipated \$8.8 million for this fiscal year?

Response Prepared by: Casie Hill, Chief Financial Officer, Santa Barbara Superior Court

**Response:**

Below is a chart of Court Special Services current and past collections generated revenues for the Enhanced Collection Unit:

	FY 2009/2010	FY 2010/11	FY 2011/12	FY 2012/13	FY 2013/14	Projected FY 2014/15
Collected at the court	6,724,663	6,813,366	11,101,424	6,237,158	6,409,924	6,400,000
Collected by outside agency	65,043	2,179,498	2,283,422	2,435,004	2,390,142	2,400,000
<b>Total</b>	<b>6,789,706</b>	<b>8,992,864</b>	<b>13,384,846</b>	<b>8,672,162</b>	<b>8,800,066</b>	<b>8,800,000</b>

**Points to note:**

In FY 2009/10, Court Collections only used Franchise Tax Board for collections through an outside agency.

In FY 2011/12, there was a large amount of collection by the court. Part of this increase is from the amnesty program that was offered as of January 2012. Court Collections saw an increase in volume of people inquiring if their case qualified, and if it did not, they ended up paying their delinquent debt, if they did qualify, we collected 50% of their delinquent fine or bail amount and wrote off the remainder. During this fiscal year the court also assumed the responsibility for the collection of all Public Defender court ordered debt. These are only a part of the increase. Courts are researching into other factors that contributed to this increase in court collected revenues.

## Budget Workshop Board Inquiry Form

Board Member	
Carbajal	X
Wolf	
Farr	
Adam	
Lavagnino	

Inquiry Number: 11

Department: ADMHS  
 Date: 04/09/2015  
 Page(s) of Budget Book/PowerPoint: NA

**Request/Question:**

What is the ADMHS Nominal Fee Provider liability exposure?

Response Prepared by: Joseph Toney, Fiscal & Policy Analyst

**Response:**

Alcohol, Drug and Mental Health Services Department (ADMHS) originally reported to the BOS on December 10, 2013, the status of the department's liability exposure. As part of the report, the Department described the Nominal Fee Provider issue as a possible liability. The summary of the potential impact is below and the original Board Letter is attached.

***Nominal Fee Provider Exposure:** In addition to the new estimates for the cost reports and disallowances listed above, ADMHS has liability exposure if it is determined by the State that ADMHS does not qualify as a "nominal fee" provider and ADMHS' Medi-Cal reimbursement is limited to the lower of actual costs or Published Charges. The nominal fee provider exposure exists for FY 06-07 through FY 11-12 and is estimated to be \$2,761,729. ADMHS and County Counsel believe that ADMHS qualifies as a nominal fee provider, but DHCS has disallowed the nominal fee provider exemption in the FY 06-07 cost report audit. ADMHS has filed an appeal of the FY 06-07 audit findings. The nominal fee provider issue also affects ADMHS' ability to receive reimbursement from Medi-Cal for direct service costs that exceeded the State Maximum Allowance rates. If the County is not recognized as a nominal fee provider, then the County will not be eligible to receive additional Medi-Cal reimbursement.*

No liability was recorded at that time as the County believed and still believes that the County qualifies as a nominal fee provider. The State auditors recently completed the FY 2008/09 audit and disallowed \$1.6 million of nominal fee related costs. While the County will appeal this assessment, it is prompting the County to record the 2008/09 nominal fee assessed liability (\$1.6 million) plus the future years estimate of \$675k. In addition to the nominal fee issue there is an unrelated \$430k adjustment to the 2011/12 State Cost Settlement. The total of unfunded additional liabilities to be recorded totals \$2.7 million.

The Auditor-Controller will be recording an additional year end liability of \$2.7 million. Possible sources of funding are:

- Department (limited to potential for MHSA disallowed services and based on appropriate and available MHSA fund balances)
- Payment in Lieu of Taxes (PILT), estimated to be \$1.6M
- Pre-2004 Mandate Reimbursement (SB-90) \$7.9M

It is being recommended at the Budget Hearings that a portion of the Pre-2004 Mandate Reimbursement funds be used to fund this liability.

The Department will be providing the Board with an update of cost report and audit settlement liabilities on June 23, 2015. At that time we will also provide the recommended funding for these liabilities.

# Budget Workshop Board Inquiry Form

Board Member	
Carbajal	
Wolf	
Farr	X
Adam	
Lavagnino	

Inquiry Number: 12

Department: First 5

Date: April 9, 2015

Page(s) of Budget Book/PowerPoint:

**Request/Question:** How does First 5 plan on getting more licensed childcare facilities accredited? More detail.

Response Prepared by: Wendy Sims-Moten, First 5 Business Manager

**Response:**

In order to continue increasing the number of licensed child care programs in our county that achieve high quality through national accreditation, First 5 and partners outreach to sites not currently accredited and enroll them in our quality efforts as space becomes available. Once they are enrolled, they receive coaching, training, technical assistance and funding to support them in meeting accreditation standards. Currently there are 40 new programs preparing for first time accreditation, a process that takes 1-2 years, and 15 of those are expected to become accredited in 2015. Once a program becomes accredited, a space becomes available for another childcare facility to begin the process and receive support. Beginning in 2015-16, the funding for quality improvement and accreditation dramatically reduces, as two major grants will sunset. First 5 is working on identifying new funding sources for this important initiative, and is devising strategies to allow for some level of continued support to maintain high levels of accreditation. Some of these strategies involve local community organizations, government, funders and businesses aligning currently existing resources with accreditation, to incentivize and encourage new programs to participate. An example of this is a local funder that has mandated participation in First 5's quality efforts and accreditation for applicants wishing to apply for child care funding.

# Budget Workshop Board Inquiry Form

Board Member	
Carbajal	
Wolf	
Farr	
Adam	
Lavagnino	

Inquiry Number: 13

Department: First 5

Date: April 9, 2015

Page(s) of Budget Book/PowerPoint:

**Request/Question:** How many children are served with the funding First 5 provides for children's health care? What is the cost to the County? What is the total budget?

Response Prepared by: Wendy Sims-Moten, First 5 Business Manager

**Response:**

Seventy-eight (78) children 0-5 are being served with First 5 funding for health care. The annual cost for health care is \$1,612.80 per child. The FY 2014-15 budget is \$180,000 which includes dollars for premiums, outreach and enrollment activities.

## Budget Workshop Board Inquiry Form

Board Member	
Carbajal	
Wolf	
Farr	
Adam	X
Lavagnino	

Inquiry Number: 14

Department: Social Services  
 Date: April 8, 2015  
 Page(s) of Budget Book/PowerPoint:

**Request/Question:** What is the total County contribution to 211? What is the total budget and what has it been over the past couple of years?

Response Prepared by: Terri Nisich, Assistant CEO

**Response:**

In FY 2013/14, the total County contribution to support 211 was 67% of the \$142,700 Budget or \$95,300. This included \$31,900 (22% of total budget) in County General Fund Contribution provided via the Human Services Commission. Other non-General Fund Contributions came from Alcohol, Drug, & Mental Health Services (\$13,400), Social Services (\$20,000) and First 5 (\$30,000). Each of these funding sources was in place for several years to FY 2013/14 while the Family Service Agency hosted the 211 program.

In April of 2014, County staff provided the Board of Supervisors with a funding strategy for 211 helpline services which included an enhanced budget of \$189,940 to ensure an adequate program could be delivered. In addition, the funding strategy anticipated that all eight cities within the County would assist in the funding of the 211 program given the overall benefit and use throughout the County. Costs were distributed based on the percentage of calls made from each jurisdiction.

Under the proposed strategy presented to the Board for consideration for program funds for FY 2014-15, the County would fund 38% of the total budget, outside agencies (including First Five) 28% and cities 34%. The funding strategy was not embraced by all cities. However, both the City of Santa Barbara and the City of Carpinteria did contribute. In order to address the overall funding gap, the County Board of Supervisors allocated one-time funding of \$49,700 at the FY 2014/15 budget hearings. This brought the total County general fund contribution to 42% of the total budget. (GFC contribution increased from \$31,900 to \$79,700.) Total County funding increased from 67% in FY 2013-14 to 78% in FY 2014-15.

Efforts have been underway to increase grant and outside agency funding of 211 for fiscal year 2015-16. Efforts include applications to various city grant programs. Solicitation of funding from cities has not yet occurred. The Community Action Commission will report on the total funding secured and overall program status in a June 2015 presentation to the Board of Supervisors.

See reference chart attached.

2-1-1 2013 vs. 2014 FY Funding

2013-2014	2-1-1 Budget	2014-2015	2-1-1 Budget
\$ 142,700.00	\$ 142,700.00	\$ 189,940.00	\$ 189,940.00
GF Human Services Commission	\$ 31,900.00	GF Human Services Commission	\$ 30,000.00
<b>Total County General Fund</b>	<b>\$ 31,900.00</b>	County General Fund	\$ 49,700.00
County ADMHS, no GFC	\$ 13,400.00	<b>Total County General Fund</b>	<b>\$ 79,700.00</b>
County Social Services, no GFC	\$ 20,000.00	County ADMHS, no GFC	\$ 18,400.00
County First 5, no GFC	\$ 30,000.00	County Public Health, no GFC	\$ 10,000.00
<b>Total County no GFC</b>	<b>\$ 63,400.00</b>	County Social Services, no GFC	\$ 11,100.00
<b>Total County Funds</b>	<b>\$ 95,300.00</b>	County First 5, no GFC	\$ 28,440.00
City of Santa Barbara	\$ 20,000.00	<b>Total County no GFC</b>	<b>\$ 67,940.00</b>
San Diego Hot Line	\$ 10,000.00	<b>Total County Funds</b>	<b>\$ 147,640.00</b>
United Way SB	\$ 4,600.00	City of Santa Barbara	\$ 20,000.00
CalFresh Grant (County DSS)	\$ 10,800.00	San Diego Hot Line	\$ 10,000.00
City of Lompoc	\$ 2,000.00	United Way	\$ 4,600.00
<b>Other Funding Sources</b>	<b>\$ 47,400.00</b>	City of Carpinteria	\$ 1,200.00
<b>All Funding Sources</b>	<b>\$ 142,700.00</b>	Emergency Public Information	\$ 6,500.00
100%	100%	<b>Other Funding Sources</b>	<b>\$ 42,300.00</b>
		<b>All Funding Sources</b>	<b>\$ 189,940.00</b>
			100%

County General Fund Funding  
 County Non-General Fund Funding  
 Totals

# Budget Hearings Board Inquiry Form

Board Member	
Carbajal	X
Wolf	
Farr	
Adam	
Lavagnino	

Inquiry Number: 15

Department:  
Date:  
Page(s) of Budget Book/PowerPoint:

**Request/Question:** Please provide a comparison of Eligibility Workers salaries and turnover rates.

Response Prepared by: Don Nguyen, Human Resources

**Response:**

Data was collected by Human Resources to compare Santa Barbara County Eligibility Worker compensation vs. benchmark counties. The following table compares the average minimum and maximum hourly rate (including cash allowance) for Eligibility Workers among benchmark counties with Santa Barbara County.

**Eligibility Worker Hourly Compensation Comparison**

	Benchmark Average*		Santa Barbara County		\$ Variance		% Variance	
	Min	Max	Min	Max	Min	Max	Min	Max
<b>EW I</b>	\$21.41	\$25.20	\$18.34	\$21.76	-\$3.07	-\$3.44	-16.76%	-15.83%
<b>EW II</b>	\$23.63	\$28.23	\$19.96	\$23.75	-\$3.68	-\$4.48	-18.43%	-18.88%
<b>EW III</b>	\$25.25	\$30.16	\$21.76	\$25.94	-\$3.50	-\$4.23	-16.07%	-16.29%

\*Hourly Salary + Cash Allowance Used

Benchmark Co. = Marin, Monterey, Placer, SLO, Santa Cruz, Solano, Sonoma, Ventura

The above analysis is only looking as base wage rate and cash allowances and does not include other benefits. If benefits such as employer pension contributions and agency participation in FICA were included, it would be expected to change the analysis.

The following page contains data on Eligibility Worker turnover rates.

**Board Inquiry Form Cont'd.**

**Response cont'd:**

**ELIGIBILITY WORKER TURNOVER INCLUDING RETIREMENT**

<b>FISCAL YEAR</b>	<b>July 1 EW Count</b>	<b>FY VOL Separations</b>	<b>Turnover %</b>
11-12	218	11	5.05%
12-13	231	13	5.63%
13-14	262	12	4.58%
14-15 YTD	330	21	6.36%

**ELIGIBILITY WORKER TURNOVER EXCLUDING RETIREMENT**

<b>FISCAL YEAR</b>	<b>July 1 EW Count</b>	<b>FY VOL Separations</b>	<b>Turnover %</b>
11-12	218	9	4.13%
12-13	231	10	4.33%
13-14	262	11	4.20%
14-15 YTD	330	20	6.06%

**ELIGIBILITY WORKERS WHO CHANGED JOBS BY FISCAL YEAR**

<b>FISCAL YEAR</b>	<b>July 1 EW Count</b>	<b>EWs Changing Jobs</b>	<b>%</b>	<b>Description of Job Changes</b>
11-12	218	4	1.83%	One promoted to JIO, but returned to EW I after 8 mo, 1 promo to Elig Supv, 1 Demo to AOP, 1, Promo to Social Worker
12-13	231	1	0.43%	Promo to Eligibility Supv
13-14	262	21	8.02%	All but one stayed within in the department, 2 became AOP, 1 became Cust Deputy, 12 promo to Elig Supv, 3 became Soc Worker, 3 became CES
14-15 YTD	330	9	2.73%	Two left the department, 4 became Soc Worker, 2 became AOP, 1 became, Elig Supv, 1 became Career Employment Specialist, 1 became FOP

NOTE: For the people who left the EW series, the average years spent as an EW I, II, and III is 5.3 years. The median is 1.7.

# Budget Hearings Board Inquiry Form

Board Member	
Carbajal	
Wolf	
Farr	
Adam	
Lavagnino	5

Inquiry Number: 16

Department: ADMHS

Date: 04/08/15

Page(s) of Budget Book/PowerPoint: Workshop slide 8, Hearing slide 5

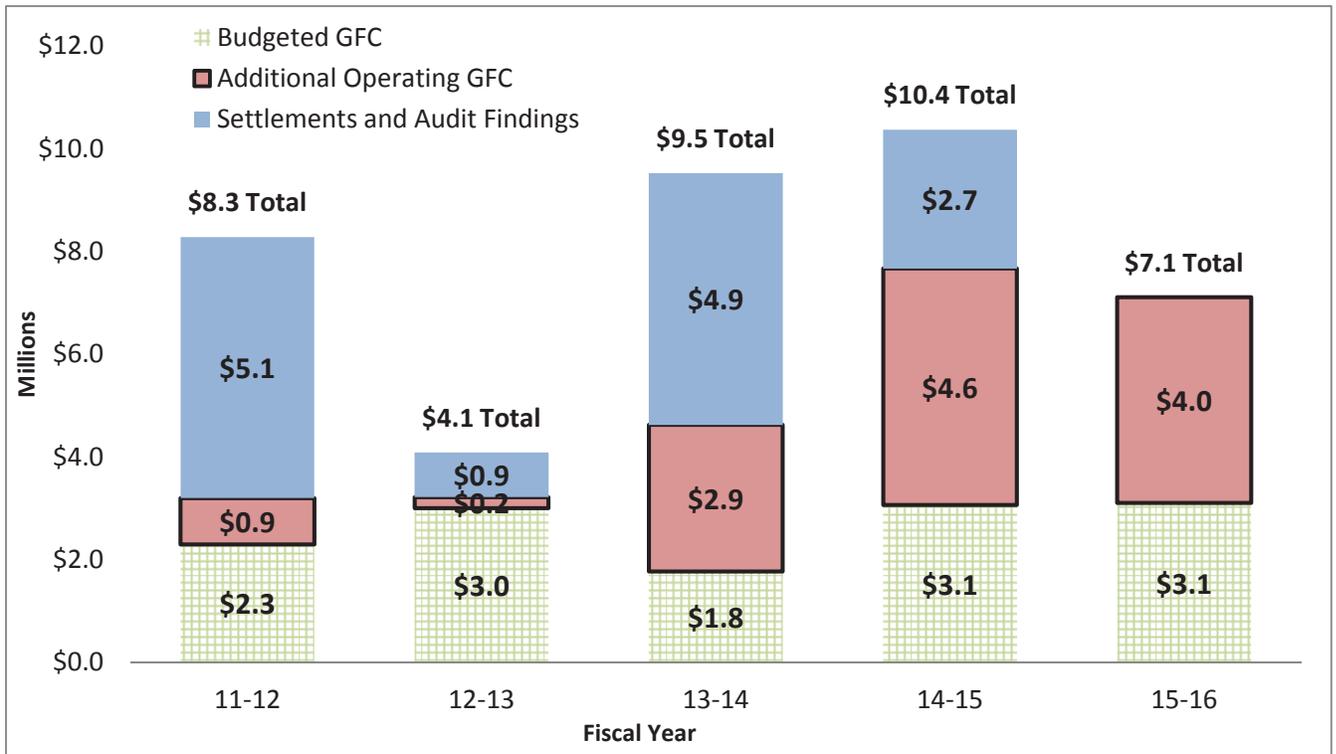
**Request/Question:** What is the breakdown in costs of additional GFC beyond budgeted for ADMHS?

Response Prepared by: Joseph Toney, Fiscal & Policy Analyst

**Response:**

Below is a chart displaying the amount of General Fund that ADMHS has received since FY 2011-12. In five years, the Department's base GFC was \$13.2M; additionally, they have received \$13.6M for State Settlements and Audit Findings, and \$12.6M for additional operational needs. The additional operating funding has mainly been caused by costs associated with added Inpatient Beds as has been detailed in previous reports to the Board.

Although this chart does not display years prior to FY 2011-12, the Department had received \$7.4M in Settlements between FY 2008-09 and FY 2010-11, and only \$300k for additional operating funds.



# Budget Hearings Board Inquiry Form

Board Member	
Carbajal	
Wolf	X
Farr	
Adam	
Lavagnino	

Inquiry Number: 17

Department: Sheriff

Date: 04/10/15

Page(s) of Budget Book/PowerPoint:

**Request/Question:** Can the Sheriff's Inmate Welfare Fund be used to fund inmate transportation?

Response Prepared by: Paul Clementi, CEO Fiscal & Policy Analyst

**Response:**

The Sheriff is authorized by California Penal Code section 4025(i) to use the Inmate Welfare Fund for, among other things, transportation expenses for indigent inmates.

Penal Code section 4025(i) reads as follows (bold added for emphasis):

(i) The sheriff may expend money from the inmate welfare fund to provide indigent inmates, prior to release from the county jail or any other adult detention facility under the jurisdiction of the sheriff, with essential clothing and **transportation expenses within the county or, at the discretion of the sheriff, transportation to the inmate's county of residence**, if the county is within the state or within 500 miles from the county of incarceration. This subdivision does not authorize expenditure of money from the inmate welfare fund for the transfer of any inmate to the custody of any other law enforcement official or jurisdiction.

# Budget Hearings Board Inquiry Form

Board Member	
Carbajal	
Wolf	XXX
Farr	
Adam	
Lavagnino	

Inquiry Number: 18

Department: Public Works  
Date: 6/5/15  
Page(s) of Budget Book/PowerPoint: N/A

**Request/Question:** What is the Roads Fund Balance for last 5 years?

Response Prepared by: Mark Paul, Deputy Director, Finance and Administration

**Response:**

In addition to the Department discussing the current Fund Balance at the Workshop, the projected fund balance at the end of the proposed two year budget was also provided and included in this analysis. See attached Road (Fund 0015-0017) Fund Balance by Fiscal Year.

The Purpose of Fund is used as operating reserves, for disasters and emergencies and used to balance the budget as annual operating expenditures currently exceed revenues. It also funds capital maintenance construction costs until reimbursement occurs for grant projects.

Current operational expenditures are being reduced to match current revenues but are not in balance with revenues with the loss of the current year gas taxes.

Roads will continue to manage expenditures to revenues; however, if a gas tax solution does not come between now and next budget cycle, reductions will need to be made in operations, eliminating existing positions and services provided. In addition corrective and preventive maintenance programs and projects will be reduced.



# Budget Hearings Board Inquiry Form

Board Member	
Carbajal	X
Wolf	
Farr	
Adam	
Lavagnino	

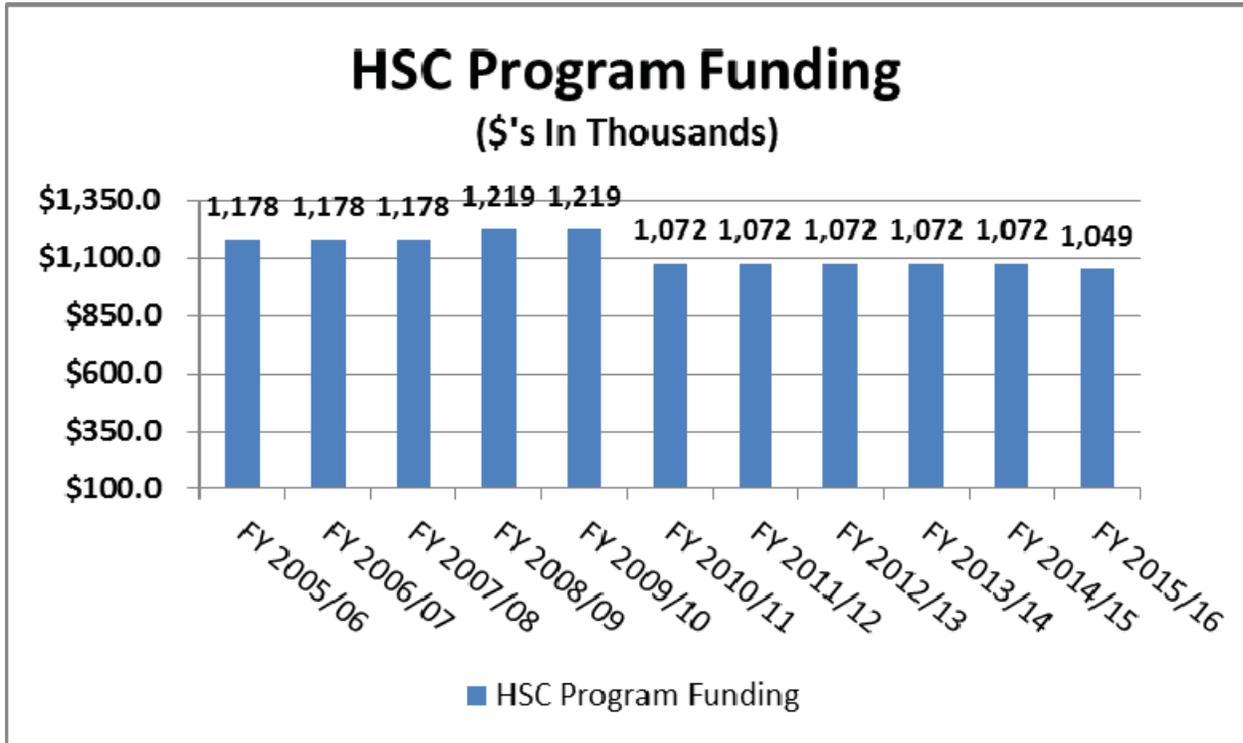
Inquiry Number: 19

Department: General County Programs  
 Date: 6/7/15  
 Page(s) of Budget Book/PowerPoint:

**Request/Question:** What is the history of the Human Services Commission funding for programs for the past few fiscal years?

Response Prepared by: Susan Foley and Richard Morgantini, Fiscal & Policy Analyst

**Response:** The graph below represents the program funding from the Human Services Commission from FY 2005-06 to FY 2015-16 (Recommended Budget). It does not include the costs of administration.



## Budget Workshop Board Inquiry Form

Board Member	
Carbajal	
Wolf	
Farr	
Adam	
Lavagnino	X

Inquiry Number:20

Department: Community Services  
 Date: 4/8/2015  
 Page(s) of Budget Book/PowerPoint: NA

**Request/Question:**

Are there other options for peak season night rangers at Cachuma?

**Response Prepared by:**

Renee Bahl, Assistant CEO/Interim CSD Director

**Response:**

Yes, it is possible with associated risks

Requesting Two Regular positions (FTE's)

Cost of FTE's

Options	Cost	Hours
2 FTE Rangers	\$ 199,000	4,160
1 FTE Ranger, 2 Extra Help Rangers	\$ 142,000	4,160
4 Extra Help Rangers	\$ 84,000	4,160

Extra Help (Seasonal) vs County FTE/ Human Resources Perspective

In winter Parks hires 4 extra help (seasonal) staff and in summer, 9. Human Resources has opined that when extra help employees, 1040 hour annual work limits are reached, we should not be hiring the employees back into other job classification where they will perform similar work or where there would be overlapping duties between two different job classes.

This indicates that we should have four more FTE's and only hire 5 extra helps for the summer. These should be permanent positions and not exacerbate the extra help issues. Knowing existing budget constraints, the Department is requesting 2.0 full time Ranger positions.

While the annual costs of extra help are less than a benefitted permanent position there are a number of advantages of having a qualified Ranger on site besides there are several hidden costs to hiring extra help. Qualified Rangers are:

- Often more mature and experienced
- Able to enforce county code and chapter 26
- Capable of speaking authoritatively for and on behalf of the County
- Able to handle larger groups of visitors where alcohol is an issue
- Cachuma is remote, having an FTE onsite saves approximately 25 minutes response time

Hidden costs of having extra help

- Hiring constantly
- Every seasonal requires training
- Interview process not as stringent
- High turnover of staff
- Investment made in training, medical costs, live scan etc. are lost when the seasonal reaches their 1040 hours
- Constant ongoing training required on the basics
- Could not easily enforce chapter 26 when problems arise
- Less likely to be "dependable" especially for the grave yard shift
- In the last 400 hours of their term they are less motivated as they know they are leaving
- Would more than likely have to call a permanent staff person for a decision (other than 911)

## Budget Hearings Board Inquiry Form

Board Member	
Carbajal	
Wolf	X
Farr	
Adam	
Lavagnino	

Inquiry Number: 21

Department:

CSD-Parks

Date:

6/8/2015

Page(s) of Budget Book/PowerPoint:

### Request/Question:

1. The current CSD/Parks budget/positions reflects a total of 24.0 Ranger FTEs  
Your expansion requests include 2 Rangers at Cachuma, and 1 Ranger at Jalama Beach.

Please provide a breakdown of the park assignments for the existing 24.0 rangers. e.g.: Rincon Park=.5, Tuckers Grove=2, etc.

2. How many Ranger positions were eliminated Countywide in the past several years [South/Mid/North

3. How is the 1 Park Planner position time allocated countywide?

4. How much time is devoted to trails within CSA3 open space/San Marcos Foothills trails and planning? If another position were to be added to address implementation of the San Marcos Foothills management plan, would that be best served by a planner or ranger position or ½ or ¼ time position?

Response Prepared by: P. Langlands

### Response:

**The Parks Division assigns Rangers to work on one or multiple parks in three geographic regions: North, Mid-County, or South.**

**1. North County – 4 rangers**

(Orcutt Community Park, Richardson, Waller, Miguelito, Ocean, Santa Rosa, Nojoqui, Santa Ynez, Los Alamos, Cobblestone, Domino, Lee West, Rice Ranch, Stonebrook, Falcon, Point Sal, **4 rangers**.)

**Mid-County: Jalama --3 Rangers**

**Mid-County: Cachuma -- 5 Rangers**

**South County – 12 Rangers**

- Courthouse managed by **1 Ranger**
  - CSA 3 (Calle Barquero, Kellogg Tennis, Lassen, Patterson, Rhoads, San Marcos Preserve, Tabano Hollow, Tarragona, Thunderbird, Town and Country, University Circle) -- **3 Rangers**
  - Rincon, Manning, Lookout, Toro Canyon, Ocean View, Santa Claus, Loon Point, Butterfly, Wallace-- **4 Rangers**
  - Goleta Beach, **2 rangers**
  - Tuckers Grove, **1 ranger**
  - Arroyo Burro, Rocky Nook, **1 ranger**
2. Ten ranger positions have been eliminated in the past ten years. There were 34 Rangers in 2005 and there are 24 in 2015. Jorgensen report recommends 46 additional ranger/maintenance staff for a Top Class park system.
3. Approximately 60% North and 40% South
4. Approximately 5% in CSA 3. Implementation would require ¼ FTE Ranger position.

# Budget Hearings Board Inquiry Form

Board Member	
Carbajal	
Wolf	X
Farr	
Adam	
Lavagnino	

Inquiry Number: 22

Department: PHD- Animal Services  
 Date: 6/8/15  
 Page(s) of Budget Book/PowerPoint:

**Request/Question:** 1. In addition to the expansion requests for Animal Services positions, could you specifically address the needs/costs required to replace or upgrade the "Pillsbury building" which was specifically identified in the AHA report as being in particular need of replacement or upgrade. Can you provide a breakdown of capital costs for such a project?

2. If an "Operations Manager" position were to be added, as some volunteers have requested, what would that look like, in terms of position description, salary range, etc. Does such a position statement even exist in SB County?

Response Prepared by: Public Health Department: Dr. Takashi Wada, Suzanne Jacobson, and Susan Klein-Rothschild

**Response:**

1. The American Humane Association (AHA) report recommended that the Pillsbury building be "demolished to provide room for other more needed structures". The PHD currently does not have a plan about what is needed for a new building. It is known that there is a need for veterinary space, isolation and quarantine space for animals, and additional meeting space for staff. Rather than advancing ahead of the process, the department intends to work closely with the new implementation team in order to ask for and receive broad input from city partners, community partners, staff, and other stakeholders, before moving forward with the disposition of the Pillsbury Building. Once more details are considered, the General Services Department will be consulted to develop estimates of the breakdown of capital costs. Some consideration has been given to following the successful model that was used to finance the construction of the Santa Maria Animal Shelter with regards to a rebuild or remodel of the Pillsbury facility whereby the County financed a portion of the costs and a private capital campaign financed the remainder.
  
2. In the department's initial analysis of an "Operations Manager" position, it was determined that the existing management classification of "Team/Project Leader" could be used. This classification is used for a manager that leads a certain project or team, but doesn't have the broad responsibility of Program/Business leader. The current Animal Services Director is classified as a Program/Business Leader. The salary for the Operations Manager could be set at the "anchor point" of the Team/Project Leader which is \$42.65 per hour. This is approximately \$145,000 a year (fully loaded) and 15% below the salary of the Animal Services Director (approximately \$170,000 fully loaded). The salaries of the three Animal Services Shelter Supervisors are approximately \$115,000 (fully loaded). As the position falls within the existing leadership project bands, a new job class would not need to be created. However, an informal position statement and description to define the scope of the position duties and discuss any specific knowledge, skills and abilities would need to be developed. In addition, if the new position of Operations Manager moves forward rather than the Dispatcher position, the total cost for the positions recommended will exceed the amount requested in the PHD's General Fund Expansion request by \$55,000. This is because the current request for the Dispatcher is \$90,000 (fully loaded) versus the estimated cost for the Operations Manager of approximately \$145,000. A funding source for the additional cost associated with the Operations Manager has not been identified.

# Budget Hearings Board Inquiry Form

Board Member	
Carbajal	X
Wolf	
Farr	
Adam	
Lavagnino	

Inquiry Number: 24

Department: CSD  
 Date: 6-8-2015  
 Page(s) of Budget Book/PowerPoint:

**Request/Question:**

1. How many unincorporated residents are within each of the 3 Zone Districts?
2. How many unincorporated residents are assigned to each specific library?
3. How is the current County per capita allocation distributed within each of the 3 Districts?
4. Can the Board allocate additional per capita funding specifically for unincorporated residents?

**Response Prepared by:** Renee Bahl, Assistant CEO / Interim CSD Director

**Response:**

1. How many unincorporated residents are within each of the 3 Zone Districts?
 

<ul style="list-style-type: none"> <li>• Zone 1                    81,485</li> <li>• Zone 2                    15,099</li> <li>• Zone 3                    36,833</li> </ul> <p>Source: County Surveyor 2010 Census</p>	<ul style="list-style-type: none"> <li>* Zone 1                    82,848</li> <li>* Zone 2                    17,939</li> <li>* Zone 3                    34,612</li> </ul> <p>Source: Library Directors 2015</p>
---	--

2. How many unincorporated residents are assigned to each specific library?
  - Zone 1
 

Carpinteria	2,924
Goleta	58,097
Montecito	10,036
Solvang	10,482
Not in tract data	1,309
  - Zone 2
 

Lompoc	8,172
Village	9,120
Buellton	647
  - Zone 3
 

Santa Maria	1,182
Cuyama	1,328
Los Alamos	1,890
Orcutt	30,212

Source: Library Directors

3. How is the current County per capita allocation distributed within each of the 3 Districts?
 

Overall, there is no direction from the County on how the Library zones should allocate the County funds, but each library zone has a long-standing system of how they operate and use those funds.

**Zone 1:** Carpinteria, Central, Goleta, Solvang numbers taken directly from Dept. of Finance census data. Unincorporated areas: Review is done tract by tract, comparatively using population data for Carpinteria, Goleta, Montecito, and Solvang. In regard to Central Library, everything west of the boundary of city of Santa Barbara to Goleta and everything north of the boundary to Goleta Branch. It is basically allocated on a per capita basis after 9% is set aside for administration.

**Zone 2:** Lompoc and Buellton are 100% census population; Vandenberg Village receives 100% of the Community Services District population. Approximately 4% is set aside for administration. (Note that for FY 15-16, Buellton will move into Zone 1.)

**Zone 3:** Maintains historical allocations for branches and extension services. Santa Maria and Guadalupe are 100% census population. The remaining unincorporated areas of Cuyama and Orcutt are allocated per historic pattern since Cuyama's population is not enough to support library services at the strict per capita level. County allocation in zone 3 is used to pay rent (\$55,000/year) for Orcutt building. (Zone 3 is only zone with rented library space.) Approximately 16% is set aside for administration (unique to Zone 3, payment of Black Gold member fee and research databases for branches are paid by main library).

4. Can the Board allocate additional per capita funding specifically for unincorporated residents?
 

The Board can choose to change the county funding methodology, but it is not recommended for the FY 15-16 agreement as it is so close to the start of the fiscal year. Staff recommends that the Board continue the same methodology of per capita distribution to Zones with the understanding the Zone directors, Library Advisory Committee and county staff will work on a number of different options on how funding could be distributed different for Board consideration in early 2016. If the Board wants to allocate certain libraries more than the per capita allocated to Zones, staff recommends that those libraries receive a specific one-time allocation in addition to the across-the-board per capita allocation.

# Budget Hearings Board Inquiry Form

Board Member	
Carbajal	
Wolf	X
Farr	
Adam	
Lavagnino	

Inquiry Number: 25

Department: Probation

Date: 6/9/15

Page(s) of Budget Book/PowerPoint:

**Request/Question:** How would the establishment of medium-level supervision caseloads reduce recidivism and increase rehabilitation? Are there any additional benefits?

Response Prepared by: Lupe Rabago, Chief Probation Officer, Damon Fletcher Probation Administrative Deputy Director.

## Response:

Analysis completed by the Washington State Institute for Public Policy (WSIPP) supports that matching adult criminal offenders' supervision and interventions to their risk for re-offense while focusing on the criminogenic needs will deliver an estimated 18.4% reduction in recidivism. Providing capacity for medium-level supervision will create a reduction in recidivism and added accountability for those targeted offenders. Additionally, it ensures that benefits achieved with high risk offenders are not lost through a step-down process that does not support their rehabilitation.

Additional benefits to the broader criminal justice system of providing for medium risk supervision include:

1. Support of Alcohol Drug and Mental Health Services (ADHMS) efforts to provide enhanced case management and treatment to offenders who have high mental health needs and moderate criminal risk.
2. Maintain the County's investment in high risk offenders through an appropriate step-down utilizing medium supervision; thus, avoiding diminished returns through abrupt premature reductions in supervision level.
3. Allows for referrals to treatment and intervention programs, and accountability that address criminogenic needs that cannot be accomplished on administrative caseloads with over 400 offenders.
4. Provides opportunities for collaboration with Pre-Trial Services and the Sheriff's Alternative Detention Programs that currently cannot be sustained by the administrative low/risk caseloads.

# Board Inquiry Form

Inquiry Number: 26

Board Member	
Carbajal	
Wolf	x
Farr	
Adam	
Lavagnino	

Department: Public Defender

Date: 6/9/2015

Page(s) of Budget Book: Enhancement requests

## Request/Question:

You are requesting two Legal Office Professionals, yet they are two different amounts [\$95,861 and \$75,772]. Please explain the different amounts and responsibilities for the requested positions, and if one were to be funded what are the most crucial tasks you are seeking?

## Response Prepared by:

Joseph Toney, Fiscal and Policy Analyst, CEO

Richard Stocker, Business Manager, Public Defender

## Response:

The two Legal Office Professional (LOP) positions requested reflect two different skill levels needed based on workload.

The **LOP I** is an entry-level position and will provide routine but essential legal support, general clerical, and other related tasks in one of our three offices (Santa Barbara, Santa Maria, or Lompoc).

The **LOP Senior** is an advanced level position and will provide complex legal support, general clerical, and other related tasks in one of our three offices (Santa Barbara, Santa Maria, or Lompoc). The LOP Senior will be responsible for petitions relating to Proposition 47, recently approved by the California electorate, and for the timely processing of expungement requests. The LOP Senior will also use his or her bilingual fluency to effect clear communication between the Office and our clients. Additionally, this position will be required to process petitions from all three of our offices and to function with minimal supervision.

The LOP Senior position is the most crucial of the two positions requested as the fast-paced work environment, combined with the increased demands of Prop. 47 and the reduction in staff in recent years, necessitate a skilled and committed employee able to make an immediate difference.

# Budget Hearings Board Inquiry Form

Board Member	
Carbajal	
Wolf	X
Farr	
Adam	
Lavagnino	

Inquiry Number: 28

Department: Sheriff

Date: 6/9/15

Page(s) of Budget Book/PowerPoint:

**Request/Question:** What has General Services determined to be the cost of upgrades/remodel to the Coroner's building that would address the needs identified in the grand jury report as discussed at the BOS hearing? Are these currently budgeted in the CIP or maintenance plans or Sheriff's budget?

Response Prepared by: Richard Morgantini, Fiscal & Policy Analyst

**Response:**

Mechanical Engineering Consultants (MEC) performed a study of the Sheriff-Coroner's Bureau facility in October 2013 (MEC Report). The MEC Report did identify several deficiencies in the ventilation system including a disabled make-up air unit, an undersized air conditioning unit and exterior exhaust ducting which does not comply with current code for this type of facility. Additional deficiencies were identified in the office and locker room areas of the facility. General Services (GS) has recently contacted MEC to obtain an up to date cost estimate for the work scope identified in the MEC Report and expect that estimate to be in the \$100,000-\$125,000 range. With the recommended new maintenance funding appropriations in the Fiscal Year 2015-2016 Budget, General Services will complete the scope of work identified in the MEC Report in Fiscal Year 2015-2016, with an estimated start date of summer of 2015, subject to MEC revisions.

In addition, an estimate of remodeling the Sheriff Coroner's Building was included in the Capital Improvement Program. The project detail page is a general estimate of the costs of remodeling the existing coroner's facility. This project was included in the May 27, 2015, presentation to the BOS during the adoption of the FY 2015 to 2020 CIP. This project is currently unfunded and is included on the following page for reference.



# Budget Hearings Board Inquiry Form

Board Member	
Carbajal	
Wolf	X
Farr	
Adam	
Lavagnino	

Inquiry Number: 29

Department: HCD  
 Date: 06/09/2015  
 Page(s) of Budget Book/PowerPoint: NA

**Request/Question:**

If a County department were to propose housing a specific population [ADMHS, Probation, etc.] what is the preferred process that they would follow?

Response Prepared by:

Dinah Lockhart, Deputy Director, County Housing and Community Development (HCD)

**Response:**

The following describes the County's existing process for an organization to seek HCD-administrated funds to create affordable housing:

1. The applicant requests a County affordable housing development funding application from HCD
2. Applications are accepted year round, and include funding from the federal HOME program, the County's In Lieu Fee Fund program, and the former successor agency (RDA) Housing Set-Aside fund. Federal CDBG funds cannot be used to assist new construction of housing unless carried out by a Community Based Development Organization (CBDO) as defined by HUD. Acquisition and rehabilitation under CDBG also carries certain restrictions.
3. County staff makes a determination on which County funding source is most appropriate for the development.
4. County staff works with developer to determine if there are any deadlines by which County funds must be reserved or committed to a project. This is because most affordable housing development projects use the low income housing tax credit (LIHTC) program, which has specific application deadlines.
5. Based on timing needs of the developer and whether 'LIHTC' will be used, County staff would underwrite (review) a funding 'reservation' (tentative) or 'commitment' (loan agreement) for the Board of Supervisor's consideration.
6. If federal HOME funds are being considered, County staff would also advise the City representatives of the participating jurisdictions in the County's HOME Consortium to determine if a City's HOME funds will be used.
7. The Application for County Affordable Housing Funds is reviewed by 3 separate groups of reviewers before it is recommended for either a funding 'reservation' or a funding 'commitment' and considered by the Board of Supervisors:
  - a. The Application is first reviewed by HCD program staff for compliance with HUD requirements, evaluating the project's eligibility, development team, underwriting the development budget, evaluating the 'gap' in the developer's project budget which justifies the need for public funds, the project's operating pro forma, and examining cost reasonableness. Staff also considers the type of long term monitoring the project may require;
  - b. Next, the Application is reviewed by a County Internal Finance Review Team, which consists of the Department's CFO and representatives from the Auditor Controller's office, the assistant CEO, and County Counsel. Their review is a more in-depth review of the developer's administrative capacity, their history of loan repayments with the County, and their development and project operating pro forma. They also review the developer's most recent audited financial statements to ensure they have the capacity to carry out the development plan;
  - c. The 3<sup>rd</sup> set of reviewers is the Capital Loan Committee, which is a group of reviewers established by the Board of Supervisors to provide an objective review of development proposals based on their expertise. The 9-member CLC includes 6 voting members which consist of North and South County lenders, City Housing Authority, Related Technical Field, County Treasurer rep, and a County Auditor Controller rep. The 3-non-voting members are from the County Housing Authority, a for-profit housing developer, and a non-profit housing provider.
8. County staff may ask the Board of Supervisors to consider a funding 'reservation' at the initial stages of financing and later, a funding 'commitment' for the same project at two different times in the financing process, as the developer assembles all the required financing for a project.

## Budget Hearings Board Inquiry Form

Board Member	
Carbajal	
Wolf	X
Farr	
Adam	
Lavagnino	

Inquiry Number: 31

Department: Ag Commissioner  
 Date: 6/9/15  
 Page(s) of Budget Book/PowerPoint:

**Request/Question:** The Board has received a multitude of letters and requests regarding the alleged service level impacts that would occur if the proposed Ag Commissioner budget is adopted, due to the elimination of the Plant Pathologist and Entomologist positions. Could you please provide a response to these assertions and your description of the benefits or impacts of the changes you propose?

Response Prepared by: Cathy Fisher, Agricultural Commissioner

**Response:**

The Ag Commissioner's budget proposal is attempting to address a workload need and improve efficiency of the use of departmental resources. The department's budget proposal does not eliminate the entomologist and pathologist positions. The department's budget proposal has the full time entomologist and pathologist positions being replaced with half time entomologist and pathologist positions at a cost of approximately \$68,000 each versus \$136,000 each full time. The salary savings from the entomologist and pathologist positions is being used to fund a new licensed biologist position at no additional cost to the department and will result in a \$57,000 salary savings. The entomologist and pathologist positions are non-licensed positions and have no regulatory authority. The department's FTE's will remain at 33.

The department is currently working with Human Resources to merge the two job specifications of the entomologist and pathologist positions into one full time position. The department will continue with providing entomology and pathology pest identification services more cost effectively and efficiently along with enhanced support from the California Department of Food & Agriculture (CDFA) laboratory.

Entomology pest identification screening services cost the department approximately \$97,000 in FY 13-14. The majority of the insect screenings handled by the department's entomologist are still required to be sent to the CDFA laboratory for final identification. The CDFA laboratory has always provided entomology pest identification services at no cost. The department will be utilizing available technology to expedite insect identification with the State lab.

Pathology pest identification services cost the department \$50,740 in FY 13-14. A portion of this time is provided by the pathologist conducting initial screenings for plant nematode samples (91 samples in FY 13-14), for outgoing shipments of nursery stock and then is required to send to the State lab for final confirmation. The State lab provides the same service at \$30 per sample.

After reviewing two years of timesheet reported hours, the department has identified several activities reported by the pathologist and entomologist that a biologist can handle at less of a cost. Therefore, the remaining core services provided by the pathologist and entomologist can continue to be provided by one full time position. The new position will need to go through the meet and confer process with the appropriate bargaining unit and then sent to the Board for review and approval. If the Board approves the new position, the staff member (entomologist or pathologist), who is most qualified for the combined position will be reclassified and the other will be reclassified as a Biologist. The reclassification to a biologist will result in a salary reduction.

## Budget Hearings Board Inquiry Form

Board Member	
Carbajal	X
Wolf	
Farr	
Adam	
Lavagnino	

Inquiry Number: 32

Department:

CSD

Date:

Page(s) of Budget Book/PowerPoint:

**Request/Question:**

To provide more detail about the specific duties and scope of work associated with the possible Community Services expansions of 1 FTE (\$150,000) for Energy and Climate Plan (ECAP) implementation and the 1.2 FTE (\$165,000) part of the Community Choice Aggregation (CCA) expansion.

Specifically –

- Could the proposed duties associated with both expansions be combined into one position or combined with existing positions to achieve cost savings and economies of scale?
- In addition to ECAP implementation and the CAC feasibility study, what other types of projects, if any, would these positions work on?
- Would one or both of these positions be available to work on other possible energy efficiency efforts such Commercial PACE?
- Would one or both of these positions be involved in working with General Services staff on internal County sustainability efforts such as energy and water efficiency improvements?

**Response Prepared by:**

Renee Bahl, Assistant CEO / Interim CSD Director

**Response:**

1. Could the proposed duties associated with both expansions be combined into one position or combined with existing positions to achieve cost savings and economies of scale?

No, the CCA position in particular will require utilizing all of its time on CCA related activities during the Phase 1, Feasibility Study; one additional position cannot be combined to do both jobs. The CCA positions would prepare RFP, select and manage for feasibility study contract, manage preparation of feasibility analysis including definition of objectives and jurisdictions to be included, answer inquiries, complete staff analysis, reports, presentations, administration, budget management, etc.

2. In addition to ECAP implementation and the CCA feasibility study, what other types of projects, if any, would these positions work on?

It is anticipated that the ECAP positions would support interdepartmental sustainability efforts including setting up and operating emission data and reporting systems, formalize and facilitate sustainability committee made up of multiple county departments, monitor policy, oversee interdepartmental projects and performance (but not implementation), pursue external funding sources and other revenue strategies, complete staff reports, and conduct limited public and stakeholder engagement and notification on ECAP implementation. Some of these suitability activities may support sustainability projects or programs outside of ECAP, but ECAP would be the main goal.

3. Would one or both of these positions be available to work on other possible energy efficiency efforts such Commercial PACE?

Depending on the Board's direction, we can spend less time on ECAP fund development and more time on direct implementation of specific emission reduction measures or reports. To best utilize the division's skill sets (i.e. finance, outreach, customer service, policy, contracts, etc), current staff would also support CCA and ECAP, and new staff would also support current emPower functions.

4. Would one or both of these positions be involved in working with General Services staff on internal County sustainability efforts such as energy and water efficiency improvements?

We would work with General Services, which would be one of the departments coordinated with/supported, but that level of funding is not sufficient to be responsible for implementation of other department's responsibilities. We would help seek external funding to support implementation in all departments. Depending on the Board's direction, we can spend less time on fund development and more time on direct implementation of specific emission reduction measures or reports.