

FY2023/24 SUPPLEMENTAL BUDGET ADJUSTMENTS – EXPLANATIONS AND JUSTIFICATIONS

Section 1 – Supplemental Adjustments to the Recommended Budget

The following supplemental adjustments represent new requests and increases to the FY2023/24 Recommended Budget.

General Fund – Fund 001

The FY2023/24 Recommended Budget for the General Fund is balanced. The increase in County General Fund appropriations included in the Supplemental Budget is \$1,684,127. This cost is funded by revenue of \$114,011 and a draw from Capital Renewal Reserve of \$1,517,000. The remaining net County General Fund cost of \$53,116 is recommended to be funded through available Fund Balance following the close of FY2022/23, and/or through a reduction in the transfer proposed to the Committed – Capital Renewal Reserve in FY2023/24.

Employee Development and Training – Fund 001 / BU 1103: \$63,960 increase in appropriations; no change in revenue, resulting in a \$63,960 increase in Net County Cost.

- \$63,960 increase in employee training costs to align funding with anticipated required trainings.

Registrar of Voters – Fund 001 / BU 1550: \$109,645 increase in appropriations; \$104,845 increase in revenue, resulting in a \$4,800 increase in Net County Cost.

- \$104,845 increase in costs to conduct a special vacancy election for the Vacaville Unified School District (VUSD) Trustee Area 4 on September 12, 2023.
- \$4,800 increase in Other Professional Services costs related to the implementation of a new camera monitoring system.
- \$104,845 increase in election services revenue which reflects VUSD's reimbursement of costs related to the special vacancy election.

General Expenditures – Fund 001 / BU 1903: \$1,501,356 increase in appropriations; \$1,517,000 increase in draw from General Fund – Capital Renewal Reserve, resulting in a \$15,644 decrease in Net County Cost.

- \$1,517,000 increase in Operating Transfer-Out to the Accumulated Capital Outlay Fund to address increases in projected costs for capital projects. (See Accumulated Capital Outlay Fund 006 / BU 1700) This is funded by an increased draw from the General Fund - Capital Renewal Reserve.
- \$147,959 decrease in Operating Transfer-Out to the Sheriff due to one-time unanticipated State Boating Financial Aid Augmentation revenue resulting in a decrease in County Contribution.
- \$112,115 increase in professional services costs to reflect the updated County's share of LAFCO's costs.
- \$20,200 increase in Operating Transfer-Out to Health and Social Services – Older and Disabled Adult Services (ODAS) to fund contracted software maintenance support services.

Office of Family Violence Prevention – Fund 001 / BU 5500: \$9,166 increase in both appropriations and revenues, resulting in no change in Net County Cost.

- \$9,166 increase in professional, marketing, and advertising services costs, offset by grant revenue due to a budget modification to the CalOES Family Justice Grant as approved by the Board on June 6, 2023.

Other Funds

Library – Fund 004 / BU 6300: \$138,000 increase in appropriations; no change in revenues and an increase of \$1,000,000 to reserves, resulting in a \$1,138,000 decrease in Fund Balance - Contingency.

- \$1,000,000 increase in Library Fund Reserves offset by a decrease to Fund Balance – Contingency to ensure adequate reserve levels in the event of an economic downturn.
- \$100,000 increase professional services costs for mass mailing marketing services and to reupholster chairs at the Fairfield Civic Center Library, offset by a decrease in Fund Balance - Contingency.
- \$42,000 increase in building improvement costs for the Fairfield Civic Center Library Parking Lot Improvement Project, offset by a decrease in Fund Balance - Contingency.
- \$4,000 decrease in Interfund Services – Postage, offset by a decrease in Fund Balance – Contingency.

FY2023/24 SUPPLEMENTAL BUDGET ADJUSTMENTS – EXPLANATIONS AND JUSTIFICATIONS

Accumulated Capital Outlay (ACO) – Fund 006 / BU 1700: \$2,093,695 increase in appropriations; \$1,567,000 increase in revenues, resulting in a \$526,695 decrease in Fund Balance - Contingency.

- \$1,517,000 to fund additional elevator project construction costs for two inmate and one visitor elevator at the Justice Center Detention Facility, funded with General Fund – Capital Renewal Reserve. This is an additional project recommended for delivery via Job Order Contracting.
- \$526,695 to purchase Capital Facilities Improvement Plan development software from OpenGov, offset with Fund Balance.
- \$50,000 increase in maintenance, buildings and improvement costs for the Public Health Biosafety Cabinet Replacement project, funded by an Operating Transfer-In from Public Health. (See Public Health Fund 902 – BU 7800)

Parks and Recreation – Fund 016 / BU 7000: \$118,850 increase in appropriations; \$48,850 increase in revenues, resulting in a decrease of \$70,000 in Fund Balance - Contingency.

- \$100,000 increase in buildings and improvement costs to repair or replace the boat launch dock at Sandy Beach Park, offset by a decrease in Fund Balance - Contingency.
- \$18,850 increase to install signage at Belden's Landing, offset by a State reimbursement from the Department of Water Resources.
- \$30,000 increase in recreation services revenue resulting from fee increases for camping, annual passes, group picnic areas, and boat launch facilities.

Fleet Management – Fund 034 / BU 3100: \$831,548 increase in appropriations; \$471,548 increase in revenues, resulting in a decrease of \$360,000 in Fund Balance - Reserve.

- \$402,048 for a mobile probation van to provide transient/unhoused clients with access to a one-stop shop for check-ins and various rehabilitative services, offset by an Operating Transfer-In from Probation. (See Probation Fund 900 - BU 6650)
- \$360,000 for the replacement of two F-550 chassis with mechanic truck boxes to replace existing service vehicles.
- \$69,500 for two new vehicles for the CARE Team in Behavioral Health, offset by an Operating Transfer-In from Health and Social Services. (See Behavioral Health Division Fund 902 – BU 7780)

Public Works – Fund 101 / BU 3010: \$1,185,000 increase in appropriations; \$353,985 decrease in revenues, resulting in a decrease of \$1,538,985 in Fund Balance – Contingency.

- \$1,100,000 increase in construction costs to replace the garage facilities at the Rio Vista corporation yard.
- \$85,000 to install a solar electric vehicle charger at the Fairfield corporation yard, partially offset by a grant from the Solano Transportation Authority in the amount of \$45,400.
- \$399,385 decrease in State revenue due to a delay in Department of Water Resources revenue for the Shaq Slough Bridge project.

First 5 Solano – Fund 153 / BU 9153: \$2,000,000 increase in contingency, resulting in a decrease in Fund Balance - Reserve.

- \$2,000,000 increase in contingency appropriation to address items that may transpire throughout the fiscal year, including costs related to the implementation of the Fairfield First 5 Center and the Vallejo Early Learning Center.

Napa/Solano Area Agency on Aging – Fund 216 / BU 2160: \$1,028,473 increase in both appropriations and revenues, resulting in no change in Fund Balance.

- \$1,028,473 increase in various contracted direct services; offset by increases in California Department of Aging for Planning and Service Area 28 (PSA 28) revenue, federal SNAP-Ed revenue for Older Americans Act services and an Operating Transfer-In from the Public Health Division to partially fund a fall prevention home repairs/modifications contract, and a decrease in COVID-19 State Pass-Through.

Library Special Revenue – Fund 228 / BU 2280: \$30,000 increase in appropriations; \$20,000 increase in revenues, resulting in a net decrease of \$10,000 in Fund Balance - Contingency.

FY2023/24 SUPPLEMENTAL BUDGET ADJUSTMENTS – EXPLANATIONS AND JUSTIFICATIONS

- \$30,000 increase in services and supplies primarily related to providing books and other supplies for various activities as part of the Lunch at the Library Program, partially funded by the California State Library.
- \$20,000 increase in State revenue for the Lunch at the Library Program and summer reading programs.

Department of Information Technology (DoIT) – Fund 370 / BU 1870: No change in appropriations or revenues.

The following position changes are recommended:

- Add 2.0 FTE Information Technology Analyst (Principal) to manage project managers and Infrastructure Engineers and provide functional oversight of DoIT operations.
- Delete vacant 2.0 FTE Information Technology Analyst IV.
- Add 1.0 FTE Information Technology Analyst IV to perform a full range of applications systems analysis and design of technological infrastructure development and support.
- Delete vacant 1.0 FTE Information Technology Specialist II.
- Delete vacant 1.0 FTE Information Technology Analyst IV assigned to Probation due to a shift in workload.

As the Information Technology Analyst IV position includes both an add and delete, the final position resolution reflects the addition of 2.0 FTE and the deletion of 3.0 FTE.

Mental Health Services Act (MHSA) – Fund 906 / BU 9600: \$1,130,715 increase in appropriations; no change in revenue, resulting in a decrease of \$1,130,715 in MHSA Restricted Fund Balance.

- \$1,130,715 increase in Operating Transfers-Out to Behavioral Health (BU 7780) for the purchase and annual maintenance costs of two vehicles for the Crisis Aftercare and Recovery Engagement (CARE) Team that supports clients following an in-patient hospitalization and various MHSA eligible funded contracts; offset by an increase in draw against the MHSA Restricted Fund Balance.

Public Safety Fund – Fund 900

District Attorney – Fund 900 / BU 6500: No change in appropriations or revenues.

The following position change is recommended:

- Reclassify 1.0 FTE Accounting Technician to 1.0 FTE Accountant to perform higher level, more complex duties needed to support the department. The department will absorb the additional cost within existing appropriations.

Sheriff – Fund 900 / BU 6550: No change in appropriations; \$147,959 increase in revenue, resulting in a \$147,959 decrease in County Contribution.

- \$147,959 increase in State Other revenue due to unanticipated one-time Boating Financial Aid Augmentation funds, resulting in a decrease in County Contribution. These unspent State funds are reallocated by the California Department of Parks and Recreation's Division of Boating and Waterways.

Probation – Fund 900 / BU 6650: \$1,576,851 increase in appropriations and revenues, resulting in no change in County Contribution.

- \$924,306 increase in Services and Supplies to support grant programs and contractual costs including, expanded contracted services for substance abuse, prevention, and early intervention services and for an executive leadership and mentorship contract funded with Youth Opioid Response (YOR), Justice Assistance Grant (JAG) and Mobile Probation grants as approved by the Board on June 6 and 13, 2023.
- \$402,048 increase in Operating Transfer-Out to the Fleet Fund (Fund 034) for the purchase of a mobile probation van to provide transient/unhoused clients with access to a one-stop shop for check-ins and various rehabilitative services, funded by the Mobile Probation grant as approved by the Board on June 6, 2023.
- \$211,647 increase in Salaries and Employee Benefits for the position changes included in the Supplemental Budget and extra help staffing to backfill position vacancies, funded by an increase in JAG grant revenues.

FY2023/24 SUPPLEMENTAL BUDGET ADJUSTMENTS – EXPLANATIONS AND JUSTIFICATIONS

- \$38,850 increase in Other Charges – Client Support Services to support the YOR grant and Mobile Probation grant clients' needs.
- \$1,576,851 increase in Intergovernmental Revenues as follows:
 - \$915,187 in State Grant revenue which reflects \$400,000 in funding received from the YOR grant to invest in prevention, harm reduction, treatment, and recovery services for youth with or at risk of an opioid use disorder and/or stimulant use disorder, and \$515,187 in funding received from the Mobile Probation grants to establish a mobile probation service center that will serve clients that are transient/unhoused and/or struggling to meet probation requirements.
 - \$476,051 increase in Federal Other revenues based on funding received from JAG to support a range of program areas including expansion of services for juvenile probation clients at the Youth Achievement Center and Juvenile Detention Facility and funds to develop a one-stop center for juvenile clients to support early intervention and prevention.
 - \$109,561 increase in unanticipated State Other revenues for Senate Bill (SB) 678 and SB 823 revenues.
 - \$76,052 increase in 2011 Public Safety Realignment (AB 109) revenues to offset expenditure increases, primarily in Salaries and Employee Benefits, not covered by grant revenues.

The following fixed asset is recommended:

- \$402,048 for a mobile probation van to provide transient/unhoused clients with access to a one-stop shop for check-ins and various rehabilitative services.

The following position changes are recommended:

- Add 1.0 FTE Clerical Operations Supervisor to accommodate operational needs of the department. This position is funded with JAG Grant revenues.
- Delete 1.0 FTE Legal Procedures Clerk (Sr) to partially offset costs of the 1.0 FTE Clerical Operations Supervisor.
- Add 1.0 FTE Project Manager Limited-Term through June 30, 2026 to manage grant-funded services related to the Justice JAG Grant and the Juvenile Justice Action Plan. This position is funded with JAG Grant revenues.

Health and Social Services (H&SS) Fund – Fund 902

Health and Social Services – Fund 902: \$7,795,902 net increase in appropriations; \$8,010,851 net increase in revenue (including an increase of \$20,200 in County General Fund Contribution), resulting in a reduction in use of Intergovernmental Transfer (IGT) funds of \$214,949. See details below:

Social Services Division – BU 7680: \$700,887 increase in appropriations; offset by increases in federal and State revenues.

Child Welfare Services (CWS):

- \$279,614 increase in Salaries and Employee Benefits for position changes included in the Supplemental Budget; offset by an increase in State revenues.
- \$22,493 increase for contracted and software maintenance support services based on final negotiated contracts; offset by increases in State, federal Title IV-E, and 1991 Realignment revenues.

The following position changes are recommended:

- Add 2.0 FTE Social Worker II Limited-Term through June 30, 2025 to support the reduction of Resource Family Approval (RFA) application processing timeframes. These positions are funded with a State General Fund allocation for this purpose.

Employment and Eligibility Services (EES):

- \$74,000 increase in Contracted Direct Services based on final negotiated contract with Goodwill Industries to provide subsidized employment services for Welfare-to-Work clients due to increases in client participation and cost-of-living increases in caseworker salaries; offset by an increase in federal revenues.

FY2023/24 SUPPLEMENTAL BUDGET ADJUSTMENTS – EXPLANATIONS AND JUSTIFICATIONS

Older and Disabled Adult Services (ODAS):

- \$20,200 increase in contracted software maintenance support services; offset by an increase in County General Fund Contribution.
- \$200,000 increase to recognize unanticipated California Department of Aging Local Aging and Disability Action Planning (LADAP) grant revenue to support the development of a local action plan to improve a community's livability and address the current, emerging, and future needs of California's older adults, people with disabilities, caregivers, and families through cross-sector collaboration; offset by increases in extra-help, consultant services, and community engagement services.
- \$140,000 increase in State Adult Protective Services revenue to fund increases in other professional services for a media campaign contract, Adult Protective Services decision-making tool for client intakes, and travel and training costs for seven staff members to attend the annual National Adult Protective Services Association conference.
- \$103,400 decrease in 1991 Realignment revenues due to increase in grant revenue to fund existing staffing costs.

Welfare Administration (WA):

The following increases/decreases in appropriations reflected in the Supplemental Budget result in no net change in total appropriations:

- \$67,980 increase in data processing services and software subscription costs associated with implementation of a new case management file system as the current system is no longer supported by the vendor; offset by increased federal funding.

Behavioral Health Division – BU 7780: \$4,567,124 increase in appropriations; offset by increases in federal and State revenues.

- \$2,851,239 increase in State Grant Revenue for the State Community Care Expansion Preservation Project grant received from California Department of Social Services; offset by increases in contracted and contracted direct services for implementation of the project.
- \$1,130,715 increase in MHSA funding; offset by increases for the purchase and annual maintenance costs for two vehicles for the Crisis Aftercare and Recovery Engagement (CARE) Team that supports clients following an in-patient hospitalization, increases to various contracts that support the MHSA Three-Year Plan, including expanding mobile crisis services, employment support services for adult clients, and technical assistance for CalAIM implementation activities.
- \$400,000 increase for Early and Periodic Screening, Diagnostic, and Treatment (EPSDT) outpatient contracts that provide mental health preventive services to children due to increases in cost and demand/need for services; offset by increases in federal Medi-Cal and 2011 Realignment-EPSDT revenues.
- \$75,000 increase in 1991 Realignment revenue; offset by increases in contracted services for grant writing services and education/training for mental health community events.
- \$110,170 increase in 2011 Realignment revenue; offset by increases in medical service for mobile phlebotomy services for clients in outpatient clinics and security service costs allocated to Behavioral Health.

The following fixed asset is recommended:

- \$69,500 for two new vehicles for the CARE Team that supports clients following an in-patient hospitalization.

Family Health Services (FHS) Division – BU 7580: \$999,281 increase in appropriations; offset by an increase in federal and State revenues.

- \$706,151 increase in Federal Other revenue (federal Community Project Funding initiative) for professional services and software maintenance/support costs for implementation of migrating the current electronic health record system to a new platform.
- \$293,130 increase in 1991 Realignment revenue to fund position changes recommended in the Supplemental Budget.

The following position changes are recommended:

- Add 1.0 FTE Office Supervisor to oversee the FHS Call Center funded with 1991 Realignment.

FY2023/24 SUPPLEMENTAL BUDGET ADJUSTMENTS – EXPLANATIONS AND JUSTIFICATIONS

- Add 1.0 FTE Planning Analyst (TBD), Limited-Term through June 30, 2025 to provide high-level data analysis for the Quality Assurance Team funded with 1991 Realignment.

Health Services Division – BU 7880: \$526,396 increase in appropriations; offset by increases in federal and State revenues and a decrease in the use of IGT funds.

- \$336,013 decrease in Salary Savings for position changes included in the Supplemental Budget; offset by increase in Future of Public Health (FoPH) revenue.
- \$120,383 increase in equipment for the Public Health Lab; offset by increase in Epidemiology and Laboratory Capacity for Prevention and Control of Emerging and Infectious Diseases (ELC) COVID-19 State Pass Through revenue.
- \$50,000 increase in Operating Transfer-Out to the Accumulated Capital Outlay Fund for the Public Health Biosafety Cabinet Replacement project; offset by ELC revenue.
- \$20,000 increase in Operating Transfer-Out to Napa / Solano Area Agency on Aging; offset by increase in Yocha Dehe Wintun Nation donation for the Senior Fall Prevention Program.

The following fixed assets for the Public Health Lab, funded with Epidemiology and Laboratory Capacity for Prevention and Control of Emerging and Infectious Diseases (ELC) COVID-19 State Pass Through revenues, are recommended:

- \$98,000 for Clear DX pathogen diagnostic instrument.
- \$22,383 for a microscope.

The following position changes are recommended:

- Add 1.0 FTE Health Assistant, Limited-Term through June 30, 2025, to expand Maternal Child and Adolescent Health (MCAH) program services for parenting families that participate in the CalWORKs Program. The position will be funded with CalWORKs Home Visiting Program revenue.
- Add 1.0 FTE Health Education Specialist (Supervising), Limited-Term through June 30, 2025, to expand MCAH services for parenting families that participate in the CalWORKs Program. The position will be funded with CalWORKs Home Visiting program revenue.
- Convert 2.0 FTE Health Assistants from Limited-Term to regular FTE. The two Limited-Term positions, funded with CDPH Future of Public Health (FoPH) funding, were approved by the Board on December 6, 2022; however, the positions must be regular FTE positions in order to be funded with FoPH.
- Delete 1.0 FTE Public Health Nutritionist and add 1.0 FTE Health Education Specialist. The Health Education Specialist will provide outreach, education and breastfeeding support to Women, Infants and Children (WIC) participants, including linkages to other services. The position will be funded with FoPH revenue.
- Delete 1.0 FTE Office Assistant. This position has been vacant and unfunded since 2020.

Section 2 – Re-budgeting of FY2022/23 Project/Program Costs to FY2023/24

The following adjustments represent re-budgeting of FY2022/23 appropriations or reductions in the FY2023/24 Recommended Budget due to the timing/status of FY2022/23 projects and programs. These projects and programs were previously approved by the Board.

Other Funds

Accumulated Capital Outlay (ACO) – Fund 006 / BU 1700: \$3,999,160 increase in appropriations; \$4,039,160 increase in revenue, resulting in an increase of \$40,000 in Fund Balance - Contingency.

- \$4,039,160 to re-budget construction costs and revenue for the Energy Conservation project funded by a grant from Pacific Gas & Electric's Self Generation Incentive Program (SGIP).
- \$40,000 decrease to re-budgeted project pre-planning professional services costs for unforeseen occurrences or conditions, as these funds were used FY2022/23.

FY2023/24 SUPPLEMENTAL BUDGET ADJUSTMENTS – EXPLANATIONS AND JUSTIFICATIONS

Health and Social Services (H&SS) Fund – Fund 902

Family Health Services Division – BU 7580: \$270,319 increase in both appropriations and revenues, resulting in no net change.

- \$225,319 increase in Contracted Services to re-budget placeholder contracts for COVID-19 response efforts, offset by a corresponding increase in Federal Direct – COVID-19 for rollover Health Resources and Services (HRSA) American Rescue Plan (ARP) Expanding COVID-19 Vaccination funding.
- \$45,000 increase in H&SS DoIT Time Study Costs to re-budget Uniform Data System enhancement effort services provided by DoIT; offset by unspent rollover HRSA-ARP funds.

Health Services Division – BU 7880: \$731,895 increase in both appropriations and revenues, resulting in no net change.

- \$731,895 increase in Special Departmental Expense to re-budget placeholder contracts for COVID-19 related response efforts; offset by an increase in Intergovernmental Revenues (CDPH Immunization and Vaccines for COVID-19 - Round 3 and California Government Operations (GovOps) grants).