



**Contra
Costa
County**

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: April 10, 2018

Subject: EHSD Appropriation Adjustment (SSI Advocacy Unit Transfer)

RECOMMENDATION(S):

APPROVE Appropriation Adjustment No. 5062 authorizing the transfer of wage and benefit appropriations between the Workforce Services Bureau (decreasing Department 0504 expenditures) and the Aging and Adult Services Bureau (increasing Department 0503 expenditures) to reflect the transfer of seven full-time positions engaged in Supplemental Security Income (SSI) Advocacy activities, effective April 1, 2018.

FISCAL IMPACT:

This action will adjust expenditure budgets to reflect an internal staffing transfer of the seven employees in the SSI Advocacy Unit out of the Workforce Services Bureau (WFS) into the Aging and Adult Services Bureau (AAS) for the remainder of FY 17/18 (April 1, 2018 - June 30, 2018). The net effect of these appropriation changes is an increase to the budgeted AAS Bureau salaries and benefits and a decrease in WFS Bureau salaries and benefits by \$200,001, with offsetting expenditure transfers in both AAS (0503) and WFS (0504). There are no revenue adjustments needed and there is no additional net county cost.

BACKGROUND:

As part of its FY 18/19 budget planning, the Employment and Human Services Department

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **04/10/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I
Supervisor
Candace Andersen, District II
Supervisor
Karen Mitchoff, District IV
Supervisor
Federal D. Glover, District V
Supervisor

ABSENT: Diane Burgis, District III
Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: April 10, 2018

David Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Richard Loomis,
608-4861

cc:

has moved the Supplemental Security Income (SSI) Advocacy Unit out of the WFS Bureau into the AAS Bureau for enhanced management oversight and improved administrative support. The Department desires to implement this staffing change for the remainder of the current Budget Year.

BACKGROUND: (CONT'D)

The SSI Advocacy Unit provides assistance to disabled adults to apply for SSI disability benefits. The program serves all adults, but it predominantly supports those adults without dependent children that are served in the General Assistance program. In order to improve coordination with the General Assistance program, the SSI Advocacy program is best placed within the Aging and Adult Services Bureau under the direction of the EHS Division Manager over the General Assistance Division.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, expenditure appropriations will not be properly allocated within EHSD to maximize efficiency in administering the SSI Advocacy program.

ATTACHMENTS

APOO #5062