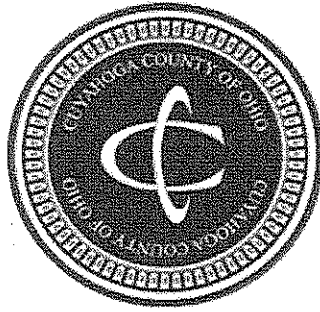


AGENDA
CUYAHOGA COUNTY HEALTH, HUMAN SERVICES & AGING COMMITTEE MEETING
THURSDAY, JUNE 30, 2011
CUYAHOGA COUNTY JUSTICE CENTER
COUNCIL CHAMBERS – 1ST FLOOR
1:00 PM

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES FROM JUNE 23, 2011
4. PUBLIC COMMENT RELATED TO THE AGENDA
5. MATTERS REFERRED TO COMMITTEE
 - a) **R2011-0219**: A Resolution authorizing the County Executive to enter into a contract with Emerald Development and Economic Network, Inc. in the amount not-to-exceed \$1,325,520.00 for the Shelter Plus Care Sponsor-based Rental Assistance Program in connection with the FY2009 Continuum of Care Homeless Assistance Programs for the period 12/1/2010 - 11/30/2015, and declaring the necessity that this Resolution become immediately effective.
 - b) **R2011-0217**: A Resolution amending the 2011 Annual Appropriation Measure by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts, and for cash transfers between budgetary funds, in order to meet the budgetary needs of various County departments, offices, and agencies; and declaring the necessity that this Resolution become immediately effective.
 - 1) Overview of budget impact of Health & Human Services reorganization – Rick Werner /Joe Gauntner
 - 2) Employment & Family Services – Rick Werner /Joe Gauntner
 - 3) Child Support Agency – Rick Werner/Joe Gauntner
 - 4) Senior & Adult Services – Rick Werner/Joe Gauntner
6. MISCELLANEOUS BUSINESS
7. OTHER PUBLIC COMMENT
8. ADJOURNMENT



MINUTES

CUYAHOGA COUNTY HEALTH, HUMAN SERVICES & AGING COMMITTEE MEETING
THURSDAY, JUNE 23, 2011
CUYAHOGA COUNTY JUSTICE CENTER
COUNCIL CHAMBERS – 1ST FLOOR
1:00 PM

1. CALL TO ORDER

The meeting was called to order by Vice Chairwoman Conwell at 1:06 p.m.

2. ROLL CALL

The Clerk called the roll. Committee members Conwell, Jones and Gallagher were in attendance and a quorum was determined. Mr. Brady and Ms. Simon were absent and excused by Ms. Conwell.

3. APPROVAL OF MINUTES FROM JUNE 9, 2011

A motion was made by Mr. Gallagher, seconded by Mr. Jones and approved by unanimous vote to approve the minutes of the June 9, 2011 meeting.

4. PUBLIC COMMENT RELATED TO THE AGENDA

There was no public comment.

5. MATTERS REFERRED TO COMMITTEE

- a) R2011-0209: A Resolution authorizing the County Executive to enter into an agreement with The Ohio State University on behalf of its Ohio State University Extension-Cuyahoga County in the amount not-to-exceed \$247,000.00 for educational program services for the period 1/1/2011 - 12/31/2011, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Health and Human Services

Ms. Marie Barni, County Director of the Ohio State University Extension – Cuyahoga County, addressed the Committee regarding this item. Discussion ensued. On a motion by Mr. Jones with a second by Mr. Gallagher, Resolution No. R2011-0209 was approved to be placed on the June 28, 2011 Council meeting agenda for 2nd reading adoption under suspension of rules.

- b) R2011-0208: A Resolution authorizing the County Executive to enter into memoranda of understanding with various social service providers designating them as approved providers in the Cuyahoga Tapestry System of Care Provider Services Network for the period 6/1/2011 - 12/31/2011, and declaring the necessity that this Resolution become immediately effective:

- 1) Ace Away Pest Control/Animal Man Wild Life Services, LLC
- 2) Building Bridges Murals, Inc.
- 3) Cleveland Eastside Ex-Offender Coalition
- 4) Cleveland Urban Minority Alcoholism Drug Abuse Outreach Project
- 5) Golden Ciphers
- 6) In the Hood Foundation Inc.
- 7) Jackson Express Services, LLC
- 8) L.E.V.Y. Social Programs, Inc.
- 9) Making a Difference Consulting, LLC
- 10) MGW Resource Center
- 11) No Limit Leaders
- 12) Quality Care Residential Homes, Inc.
- 13) The East End Neighborhood House Association
- 14) The Sanctuary Christian Entertainment Complex, Inc.
- 15) University Settlement Incorporated
- 16) V.O.I.C.E. Consulting (Vision, Opportunity, Investment, Commitment, Enterprise)

Sponsor: County Executive FitzGerald/Department of Health and Human Services

Ms. Karen Stormann, Operations Manager at the Cuyahoga Tapestry System of Care, addressed the Committee regarding this item. Discussion ensued.

On a motion by Ms. Conwell with a second by Mr. Jones, Resolution No. R2011-0208 was approved to be placed on the June 28, 2011 Council meeting agenda for 2nd reading adoption under suspension of rules.

6. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

7. OTHER PUBLIC COMMENT

There was no public comment.

8. ADJOURNMENT

With no further business to discuss, the meeting was adjourned by Vice Chairwoman Conwell at 1:57 p.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2011-0219

<p>Sponsored by: County Executive FitzGerald/Department of Health and Human Services/Office of Homeless Services</p>	<p>A Resolution authorizing the County Executive to enter into a contract with Emerald Development and Economic Network, Inc. in the amount not-to-exceed \$1,325,520.00 for the Shelter Plus Care Sponsor-based Rental Assistance Program in connection with the FY2009 Continuum of Care Homeless Assistance Programs for the period 12/1/2010 - 11/30/2015, and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive has submitted a contract with Emerald Development and Economic Network, Inc. (EDEN, Inc.) in the not-to-exceed \$1,325,520.00 for the Shelter Plus Care Sponsor-based Rental Assistance Program in connection with the FY2009 Continuum of Care Homeless Assistance Programs for the period 12/1/2010 – 11/30/2015; and,

WHEREAS, EDEN, Inc. is a non-profit agency that provides social services in the community; and,

WHEREAS, the Shelter Plus Care Program will provide rent subsidies to homeless persons with disabilities, who, but for this assistance, would continue to live in a shelter on the streets; and,

WHEREAS, the funding for this contract comes through the FY2009 S+C Grant Award from the U.S. Department of Housing and Urban Development.

WHEREAS, it is necessary that this resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County agency.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. The County Executive is hereby authorized to enter into a contract with Emerald Development and Economic Network, Inc. (EDEN, Inc.) in the amount not-to-exceed \$1,325,520.00 for the Shelter Plus Care Sponsor-based Rental Assistance Program in connection with the FY2009 Continuum of Care Homeless Assistance programs from the period 12/1/2010 – 11/30/2015.

County Council of Cuyahoga County, Ohio

Resolution No. R2011-0217

<p>Sponsored by: County Executive FitzGerald/Fiscal Officer/Office of Budget & Management</p>	<p>A Resolution amending the 2011 Annual Appropriation Measure by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts, and for cash transfers between budgetary funds, in order to meet the budgetary needs of various County departments, offices, and agencies; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, on October 28, 2010, the former governing body of Cuyahoga County adopted the 2011 Annual Appropriation Measure establishing the 2011 annual budgets for all County departments, offices and agencies;

WHEREAS, it is necessary to adjust the 2011 Annual Appropriation Measure to reflect budgetary funding increases, funding reductions, to transfer budget appropriations, and to transfer cash between budgetary funds, in order to accommodate the operational needs of certain County departments, offices, and agencies; and

WHEREAS, it is further necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of County departments, offices, and agencies.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the 2011 Annual Appropriation Measure be amended to provide for the following additional appropriation increases and decreases:

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
A. 01A001 – General Fund	BA1100542
LA000794 – Law Department	
Personal Services \$	375,000.00
Other Expenses \$	129,750.00
Capital Outlay \$	9,375.00

Funding Source: General Fund

B.	20A076 – Cuyahoga County Regional Forensic Science Lab	BA1100535
	CR180265 – Cuyahoga County Regional Forensic Science Lab	
	Personal Services	\$ 125,000.00

Funding Source: Funding is from contributions made by the participating partners, Sheriff's Office, Prosecutors Office and the County Coroner (lab fund).

C.	01A001 – General Fund	BA1100560
	IG030411 – Inspector General	
	Personal Services	\$ 323,000.00
	Other Expenses	\$ 52,000.00

Funding Source: General Fund.

D.	20A804 – Public Defender – Cleve Municipal Div	BA1100558
	PD141028 – Public Defender – Cleve Municipal Div	
	Personal Services	\$ 304,000.00
	Other Expenses	\$ 122,000.00

Funding Source: The funding source for the Public Defenders Cleveland Municipal Division is a cooperative agreement that became effective January 2004.

E.	24A430 – Executive Office HHS	BA1100625
	HS157289 – Executive Office HHS	
	Other Expenses	\$ 18,000.00

Funding Source: Health and Human Services Levy Fund.

F.	01A001 – General Fund	BA1100561
	SH351080 – Impact Unit/Community Policing	
	Personal Services	\$ 665,627.00
	Other Expenses	\$ 45,000.00
	Capital Outlay	\$ 289,373.00

Funding Source: General Fund.

G.	20A635 – Title IV-E Juvenile Court	BA1100536
	JC517326 – Title IV-E Administration Juvenile Court	
	Other Expenses	\$ 260,000.00

Funding Source: U.S. Department of Health and Human Services.

H.	24A601 – Senior and Adult Services	BA1100578
	SA138594 – Medicaid Benefits	
	Personal Services	\$ (2,012,147.00)
	Other Expenses	\$ (79,850.00)

Funding Source: Various public assistance allocations, as well as the County's Health and Human Services Levy Fund.

I.	24A510 – Work & Training Administration WT137463 – Virgil Brown	BA1100563
	Personal Services \$	2,012,147.00
	Other Expenses \$	79,850.00

Funding Source: Various public assistance allocations, as well as the County's Health and Human Services Levy Fund.

J.	01A001 – General Fund TR161059 – Treasurer Administration	BA1100595
	Personal Services \$	340,000.00
	Other Expenses \$	36,000.00

Funding Source: General Fund.

K.	20A301 – Real Estate Assessment AU800029 – Auditor Assessment Fund	BA1100596
	Other Expenses \$	700,000.00

Funding Source: Real Estate Assessment Fund funding is a percentage of property tax receipts

SECTION 2. That the 2011 Annual Appropriation Measure be amended to provide for the following appropriation transfers:

<u>Fund Nos. /Budget Accounts</u>	<u>Journal Nos.</u>
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A.	FROM:	01A001 – General Fund	BA1100551
		CC011213 – Clerk of the Board	BA1100550
		Personal Services \$	374,767.80
	TO:	01A001 – General Fund	
		CC012088 – Procurement and Diversity	
		Personal Services \$	328,167.80
		Other Expenses \$	46,600.00

Funding Source: General Fund

B.	FROM:	01A001 – General Fund	BA1100503
		DR391052 – Domestic Relations Court	
		Other Expenses \$	110,890.00
	TO:	01A001 – General Fund	
		DR495515 – Domestic Relations Child Support	
		Other Expenses \$	110,890.00

Funding Source: General Fund

C. FROM: 01A001 – General Fund **BA1100556**
DR391052 – Domestic Relations Court
Other Expenses \$ 1,000.00

TO: 01A001 – General Fund
DR495515 – Domestic Relation Child Support
Other Expenses \$ 1,000.00

Funding Source: General Fund.

D. FROM: 01A001 – General Fund **BA1100594**
AU800011 – Auditor General Fund
Other Expenses \$ 97,700.00

TO: 01A001 – General Fund
AU800011 – Auditor General Fund
Personal Services \$ 97,700.00

Funding Source: General Fund.

E. FROM: 20A301 – Real Estate Assessment **BA1100597**
AU800029 – Auditor Assessment Fund
Personal Services \$ 500,000.00

TO: 20A301 – Real Estate Assessment
AU800029 – Auditor Assessment Fund
Other Expenses \$ 500,000.00

Funding Source: Real Estate Assessment Fund funding is a percentage of property tax receipts

SECTION 3. That the 2011 Annual Appropriation Measure be amended to provide for the following cash transfers between County funds.

Fund Nos. /Budget Accounts

Journal Nos.

A1. FROM: 29A391 - 4.8 Mill Levy **JT1100090**
SU514414 – Senior & Adult Services Subsidy 4.8
Transfer Out \$ 2,974,675.00

29A390 2.9 Mill Levy
SU513994 – Senior & Adult Services Subsidy 2.9
Transfer Out \$ 2,974,675.00

TO: 24A601 - Senior & Adult Services
SA138321 – Administrative Services – SA
Revenue Transfer \$ 5,949,350.00

A2. FROM: 29A391 – 4.8 Mill Levy **JT1100090**

SU514299 – Children & Family Services Subsidy 4.8
Transfer Out \$ 6,956,798.00

29A390 – 2.9 Mill Levy
SU513960 – Children & Family Services Subsidy 2.9
Transfer Out \$ 6,956,798.00

TO: 24A301 – Children & Family Services
CF135467 - Administrative Services – CF
Revenue Transfer \$ 13,913,596.00

A3. FROM: 29A391 – 4.9 Mill Levy **JT1100090**
SU514315 – Children Services Fund – Bd & Care Subsidy
4.8
Transfer Out \$ 9,892,370.75

29A390 – 2.9 Mill Levy
SU513978 – Children Services Fund – Bd & Care Subsidy
2.9
Transfer Out \$ 9,892,370.75

TO: 20A303 – Children Services Fund
CF134049 – Purchased Congregate & Foster Care
Revenue Transfer \$ 19,784,741.50

Funding Source: Health and Human Services Levy Fund.

SECTION 4. This Resolution is hereby determined to be an emergency measure and that it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue, and to continue the usual and daily operation of County departments, offices and agencies. Provided that this Resolution receives the affirmative vote of eight members of Council, this Resolution shall become immediately effective upon the signature of the County Executive.

SECTION 5. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President Date

County Executive Date

Clerk of Council Date

First Reading/Referred to Committee:
Committee Assigned:

Journal _____
_____, 2011

MEMORANDUM

TO: Jeanne Schmotzer, Clerk of Council
FROM: Matthew Rubino, Office of Budget & Management
DATE: June 20, 2011
RE: Agenda Items

The Office of Budget & Management requests that the following fiscal items be presented to the members of County Council for their consideration at the meeting of June 28, 2011. The requested fiscal items including additional appropriations, appropriation transfers, and cash transfers meet agency budgetary needs.

Resolution: Additional Appropriations

A.	01A001 – General Fund			BA1100542
	LA000794 – Law Department			
	Personal Services	\$	375,000.00	
	Other Expenses	\$	129,750.00	
	Capital Outlay	\$	9,375.00	

Request to establish appropriation to support personnel and related expenses for the existing staff of the new Cuyahoga County Law Department, which includes three attorneys. This Department, established by the County Council, is supported by the County's General Fund. (See attached OBM Review document, Item F.)

B.	20A076 – Cuyahoga County Regional Forensic Science Lab			BA1100535
	CR180265 – Cuyahoga County Regional Forensic Science Lab			
	Personal Services	\$	125,000.00	

Provide additional appropriations for the Cuyahoga County Regional Forensic Science Laboratory for the second quarter. Funding is from contributions made by the participating partners, Sheriff's Office, Prosecutors Office and the County Coroner (lab fund). These appropriations are to cover the second, July 1, 2011 through September 30, 2011. Sufficient cash exists in the fund for this request.

C.	01A001 – General Fund			BA1100560
	IG030411 – Inspector General			
	Personal Services	\$	323,000.00	
	Other Expenses	\$	52,000.00	

An appropriation is requested to provide an initial budget for the Office of Inspector General. The County Executive appointed the Inspector General early in 2011 to create an independent body to investigate possible fraud, abuse, and waste. (See attached OBM Review document, Item O.)

D.	20A804 – Public Defender – Cleve Municipal Div		BA1100558
	PD141028 – Public Defender – Cleve Municipal Div		
	Personal Services	\$	304,000.00
	Other Expenses	\$	122,000.00

This increase in appropriations is to cover the increased transfer of payroll expenses from the General Fund and to cover estimated controlled charges. The funding source for the Public Defenders Cleveland Municipal Division is a cooperative agreement that became effective January 2004. The Cuyahoga County Public Defender and the Cleveland Municipal Court entered into this agreement to provide legal counsel to the indigent defendants in the Cleveland Municipal Court, when such defendants are charged with violations of the City's ordinances that may result in incarceration. These services are provided at the full expense of the City and reimbursed by the State of Ohio's Public Defender Commission at the rate of 35%, less a 3% administrative fee assessed by the County to cover the costs associated with processing the reimbursements. The contract for FY 2011 is estimated to be \$1,804,657. The fund currently has a deficit of \$162,181. This will be rectified when the Public Defender invoices the City of Cleveland and receives payment for the first two quarters of 2011, which will be approximately \$902,328.50.

E.	24A430 – Executive Office HHS		BA1100625
	HS157289 – Executive Office HHS		
	Other Expenses	\$	18,000.00

This appropriation increase is for a consulting contract to facilitate the planned reorganization of the Department of Health and Human Services. The funding is provided by the Health and Human Services Levy Fund. (See attached OBM Review document, Item R.)

F.	01A001 – General Fund		BA1100561
	SH351080 – Impact Unit/Community Policing		
	Personal Services	\$	665,627.00
	Other Expenses	\$	45,000.00
	Capital Outlay	\$	289,373.00

Request to increase appropriation to the Sheriff's Office in support of the Executive's community policing initiative, which involves the temporary deployment of impact units to various municipalities throughout the county based on immediate need and crime statistics. The budget supports 10 new deputies and one sergeant, as well as five vehicles and other related expenses. This initiative, totaling \$1 million in each year, was not anticipated in the original 2011 budget and is funded by the County's General Fund. (See attached OBM Review document, Item S.)

G.	20A635 – Title IV-E Juvenile Court		BA1100536
	JC517326 – Title IV-E Administration Juvenile Court		
	Other Expenses	\$	260,000.00

Additional appropriation is requested to cover contracted services. Sufficient funds are available for this request. Funding comes from Federal Title IV-E dollars under the Social Security Act for reimbursement of expenses related to the Court's placement of children in foster care. Funding is provided from the U.S. Department of Health and Human Services passed through the Ohio Department of Jobs and Family Services.

H.	24A601 – Senior and Adult Services		BA1100578
	SA138594 – Medicaid Benefits		
	Personal Services	\$	(2,012,147.00)
	Other Expenses	\$	(79,850.00)

Request to reduce appropriation to the Medicaid Benefits division of the Department of Senior and Adult Services to reflect the transfer of responsibility and staffing to the Department of Employment and Family Services. Both departments are supported by the various public assistance allocations, as well as the County's Health and Human Services Levy Fund.

I.	24A510 – Work & Training Administration		BA1100563
	WT137463 – Virgil Brown		
	Personal Services	\$	2,012,147.00
	Other Expenses	\$	79,850.00

Request to increase appropriation to the Department of Employment and Family Services to reflect the transfer of responsibility and staffing from the Medicaid Benefits division of the Department of Senior and Adult Services. Both departments are supported by the various public assistance allocations, as well as the County's Health and Human Services levies.

J.	01A001 – General Fund		BA1100595
	TR161059 – Treasurer Administration		
	Personal Services	\$	340,000.00
	Other Expenses	\$	36,000.00

Additional appropriation is requested to cover primarily payroll costs, but also some contracts. The shortfall results from the transfer of staff to the Board of Revision that was deemed a permanent transfer, with the Treasurer's budget being reduced. However, after the Treasurer's employees finished their work with the Board of Revision, the staff returned to the Treasurer's office. This item restores the appropriation to the Treasurer's General Fund account.

K.	20A301 – Real Estate Assessment		BA1100596
	AU800029 – Auditor Assessment Fund		
	Other Expenses	\$	700,000.00

Appropriation is requested to provide for the sexennial reappraisal contracts. The original budget did not include these expenses, which are estimated at \$1.2 million for each year 2011 and 2012. The source of funding for the Real Estate Assessment Fund is a percentage of property tax receipts (see appropriation transfer item B).

Resolutions: Appropriation Transfers

A.	FROM:	01A001 – General Fund		BA1100551
		CC011213 – Clerk of the Board		BA1100550
		Personal Services	\$	374,767.80
	TO:	01A001 – General Fund		
		CC012088 – Procurement and Diversity		
		Personal Services	\$	328,167.80
		Other Expenses	\$	46,600.00

A transfer of \$328,167.80 (BA1100550) is requested to move appropriation for salary and benefit costs for six employees who moved from Clerk of the Board to Office of Procurement and Diversity following county reform.

An appropriation transfer of \$46,600.00 (BA1100551) is requested to fund BuySpeed software customization to streamline and add transparency to the county's procurement practices. The funds will be transferred from the office of Clerk of the Board, which no longer has a staff due to the reorganization of county administrative divisions. (See attached OBM Review document, Transfer Item A1 and A2.)

B.	FROM:	01A001 – General Fund		BA1100503
		DR391052 – Domestic Relations Court		
		Other Expenses	\$	110,890.00
	TO:	01A001 – General Fund		
		DR495515 – Domestic Relations Child Support		
		Other Expenses	\$	110,890.00

To proper align resources between the two divisions within Domestic Relations Court to maximize Title IV-D reimbursements for data processing charges in the Child Support division. Funding is from the General Fund covering the period January 1, 2011 through December 31, 2011.

C.	FROM:	01A001 – General Fund		BA1100556
		DR391052 – Domestic Relations Court		
		Other Expenses	\$	1,000.00
	TO:	01A001 – General Fund		
		DR495515 – Domestic Relation Child Support		
		Other Expenses	\$	1,000.00

To provide sufficient appropriations in the Child Support Division of Domestic Relations Court for on going expenses so to maximize Title IV-D reimbursement. Funding is from the General Fund covering the period January 1, 2011 through December 31, 2011.

D.	FROM:	01A001 – General Fund		BA1100594
		AU800011 – Auditor General Fund		
		Other Expenses	\$	97,700.00
	TO:	01A001 – General Fund		
		AU800011 – Auditor General Fund		
		Personal Services	\$	97,700.00

A transfer is requested to cover payroll costs for the Fiscal Office, Auditor division. The division employed staff to ensure that the prior year State audits were completed, but these hires were not included in the budget.

E.	FROM:	20A301 – Real Estate Assessment		BA1100597
		AU800029 – Auditor Assessment Fund		
		Personal Services	\$	500,000.00
	TO:	20A301 – Real Estate Assessment		
		AU800029 – Auditor Assessment Fund		
		Other Expenses	\$	500,000.00

A transfer is requested to cover payroll costs for the Fiscal Office, Auditor division. The division employed staff to ensure that the prior year State audits were completed, but these hires were not included in the budget (see additional appropriation item B).

Resolutions: Cash Transfers

A1.	FROM:	29A391 - 4.8 Mill Levy SU514414 – Senior & Adult Services Subsidy 4.8 Transfer Out \$ 2,974,675.00	JT1100090
		29A390 2.9 Mill Levy SU513994 – Senior & Adult Services Subsidy 2.9 Transfer Out \$ 2,974,675.00	
	TO:	24A601 - Senior & Adult Services SA138321 – Administrative Services – SA Revenue Transfer \$ 5,949,350.00	
A2.	FROM:	29A391 – 4.8 Mill Levy SU514299 – Children & Family Services Subsidy 4.8 Transfer Out \$ 6,956,798.00	JT1100090
		29A390 – 2.9 Mill Levy SU513960 – Children & Family Services Subsidy 2.9 Transfer Out \$ 6,956,798.00	
	TO:	24A301 – Children & Family Services CF135467 - Administrative Services – CF Revenue Transfer \$ 13,913,596.00	
A3.	FROM:	29A391 – 4.9 Mill Levy SU514315 – Children Services Fund – Bd & Care Subsidy 4.8 Transfer Out \$ 9,892,370.75	JT1100090
		29A390 – 2.9 Mill Levy SU513978 – Children Services Fund – Bd & Care Subsidy 2.9 Transfer Out \$ 9,892,370.75	
	TO:	20A303 – Children Services Fund CF134049 – Purchased Congregate & Foster Care Revenue Transfer \$ 19,784,741.50	

These transfers from the Health and Human Services levies represent the first half of 2011 subsidy requirement for the Health & Human Services agencies within the public assistance funds. Levy funding is to support the children in custody, at risk families and children, our vulnerable seniors, and the working poor.

Recommendation for Appropriation Request

Request Description	Increase in General Fund Appropriation
Requesting Agency	Law Department
Funding Source	General Fund
Total Impact	\$ 514,125
Status	Recommended
Agenda Date	6.28.11

Summary of Request

Request to increase appropriation totaling approximately \$515,000 to support the 2011 costs associated with the existing staff in the newly established Cuyahoga County Law Department.

Background Information

Cuyahoga County Council established the Law Department under its authority in Article 3.09(2) in the Cuyahoga County Charter, adopted by voters in November 2009. The Law Department will provide counsel to both the County Executive and the County Council, though a recent OAG opinion has affirmed the role of the Prosecutor's Office as the legal representative for Cuyahoga County.

OBM Recommendation and Impact Statement

The Law Department represents an increase in General Fund expenses, but is mandated by the County Charter.

This appropriation requests covers the cost of the existing three staff, including the Director (new position), the Deputy Director (new position), and the Chief of the Employment and Labor Relations division (transfer of position from Human Resources).

The annual budget originally requested by the Law Director includes a total of 16 FTEs and reflects a combination of new positions and transfers from other General Fund agencies. It is not yet known how the OAG opinion will impact the requested staffing levels.

Recommendation for Appropriation Request

Request Description	Original Appropriation for Office of Inspector General
Requesting Agency	Inspector General
Funding Source	General Fund
Total Impact	\$ 375,000.00
Status	Recommended
Agenda Date	June 28, 2011

Summary of Request

The request is for an appropriation in the amount of \$ 375,000.00 to establish an Office of Inspector General. The County Executive appointed the Inspector General early in 2011 to create an independent body to investigate possible fraud, abuse, and waste.

Background Information

In this section provide information on the following items:

- Information on program budget
 The overall budget is less than OBM originally estimated because those estimates assumed that the staff would start earlier in the year.

 The personal services budget would cover the payroll costs for the Inspector General and a staff of ten. The Inspector General began work in February 2011, and the staff is anticipated to start mid-2011. Staff positions include a Deputy, Chief Investigator, two Investigators, two Finance Officers, an Auditor, a Paralegal, an Executive Assistant, and a Secretary.
- Funding source and related history
 The funding source would be the General Fund.
- Reason for request
 The County Executive appointed an Inspector General early in his term to avoid the types of the abuses and waste that have occurred in the past. The request would provide funding to establish the Office and hire a staff to perform investigations.

OBM Recommendation and Impact Statement

In this section provide the following:

- A complete and comprehensive analysis of the request
 The request would fund a fully functional Office of Inspector General as an independent office to investigate possible fraud, abuse, and waste and ultimately save dollars. This follows the exposure of past county corruption and

Recommendation for Appropriation Request

waste that may have been prevented had there been an independent Inspector General.

- General Fund and / or HHS levy impact
The general fund impact would be \$375,000 in 2011.
- Budgetary or funding issues
The appropriation request would use general fund, however, there may be a possibility of generating other revenues through the county contracting process to fund the Office.
- Impact on programmatic objectives
The appropriation would provide an independent investigative body to decrease fraud, abuse, and waste and to protect county funds.
- The recommendation for approval or non approval
OBM recommends the approval of this appropriation to provide better oversight of county affairs.

Recommendation for Appropriation Request

Request Description	Increase in Levy Appropriation for consultant contract
Requesting Agency	Office of HHS
Funding Source	HHS Levies
Total Impact	\$ 18,000
Status	Recommended
Agenda Date	6.28.11

Summary of Request

Request to increase appropriation totaling \$18,000 to support the 2011 costs associated with a consulting contract to facilitate the planned reorganization of the Department of Health and Human Services.

Background Information

The County is pursuing the reorganization of the Department of Health and Human Services. A request for help through consultancy for this reorganization has been made by the Health and Human Services management team.

OBM Recommendation and Impact Statement

The request assumes a one-time expenditure for consultancy on an important facet of County government. The reorganization of the Department of HHS is being done in order to effectively utilize resources and increase efficiency.

Recommendation for Appropriation Request

Request Description	Increase in Appropriation
Requesting Agency	Sheriff's Office
Funding Source	General Fund
Total Impact	\$ 1,000,000
Status	Recommended
Agenda Date	6.28.11

Summary of Request

Request to provide General Fund appropriation totaling \$1 million to the Sheriff's Office to support the Executive's Community Policing Initiative.

Background Information

The County Executive has prioritized law enforcement during his first year with Cuyahoga County. To demonstrate this commitment, the Executive and the Sheriff have proposed a community policing initiative that involves the temporary deployment of impact units to various municipalities throughout the county based on immediate need and crime statistics. The initiative's budget, and this appropriation requests, supports 10 new deputies and one new sergeant, as well as five vehicles and other related expenses. A second sergeant will be added in year two, though the overall cost will remain at \$1 million as the year one budget included the one-time cost for vehicles.

OBM Recommendation and Impact Statement

This initiative is solely supported by the General Fund without an identified offset. While the cost could arguably be absorbed by the surplus estimated in the 1st quarter review for the current year, deficits of more than \$10 million and \$6 million are estimated in 2012 and 2013, respectively. The Executive has made clear his intent to "right size" County government. That said, while a funding source has not been identified for years two and three, there is little doubt that the Executive will continue to cut expenses as and where needed to fund his priorities, such as the community policing initiative.

The Community Policing Initiative is being proposed at a time when local law enforcement agencies around the County are struggling with fewer staff and less resources to adequately respond to criminal activity. Impact units will be deployed based on data to assist local law enforcement. As safety is routinely reported as among residents' top concerns, it can be assumed that this initiative is an appropriate use of County resources.

Recommendation for Appropriation Request

Request Description	Payroll transfer from Clerk of the Board
Requesting Agency	Office of Procurement and Diversity (CC012088)
Funding Source	General Fund
Total Impact	\$ 328,167.80
Status	Recommended
Agenda Date	6/28/2011

Summary of Request

Request to increase appropriation in the amount of \$318,167.80, which would be transferred from the Clerk of the Board budget. The funds were appropriated for payroll for six employees who, following county reform reorganizations, moved from Clerk of the Board to Office of Procurement and Diversity (OPD). This request would transfer the appropriation for their payroll along with them.

Background Information

In this section provide information on the following items:

The payroll for six OPD employees was budgeted with their former agency, Clerk of the Board. They moved to OPD after county reform abolished the Board of Commissioners, and their duties and salaries have not changed.

OBM Recommendation and Impact Statement

In this section provide the following:

This request would not have an impact on funding and does not create budgetary, funding, or programmatic issues. It moves payroll appropriation to follow six employees who transferred to OPD. OBM recommends approval.

Recommendation for Appropriation Request

Request Description	BuySpeed Customization
Requesting Agency	Office of Procurement and Diversity
Funding Source	General Fund
Total Impact	\$46,600 (\$43,136.80 one-time, \$3,463.20 annually)
Status	Recommended
Agenda Date	June 28, 2011

Summary of Request

Request to transfer appropriation in the amount of \$46,600 in the Office of Procurement and Diversity contractual services from the personal services line of the Clerk of the Board budget. The appropriation would enable the County to post purchases on the county website to support the County Executive's transparency initiative and to comply with the Notification Requirements of the contracting ordinance (Ord. 2011-0014).

Background Information

- Information on program budget
 The original 2011 budget did not include appropriation for customization of the BuySpeed procurement software or additional licenses for the OnBase Program (OneLink), which would allow the County to post purchases on the county website in a timely manner.
- Funding source and related history
 The requested funds would be transferred from the personal services line of the Clerk of the Board budget. Those funds were appropriated for the position of Clerk of the Board, however that position was eliminated by county reform, and the appropriation is no longer needed for this purpose.
- Reason for request
 The request would support the County Executive's transparency initiative and would bring the County into compliance with the Notification Requirements of the Cuyahoga County Board of Control, Contracting and Purchasing Ordinance (Ord. 2011-0014).¹ The \$46,600 request includes \$24,250 for BuySpeed customization and 22,349.57 to purchase additional licenses and maintenance. This amount includes a \$3,463.20 annual maintenance fee. The BuySpeed customization would allow the public to browse and search county purchases on the website. The additional licenses for the OnBase Program (OneLink) would allow multiple users to simultaneously access the document management system to avoid unnecessary delays.
- Other pertinent information
 The Office of Procurement and Diversity would like to go live with OnBase as

¹ http://council.cuyahogacounty.us/pdf_council/en-US/BoardOfControl.pdf

Recommendation for Appropriation Request

soon as possible to improve transparency and comply with contracting regulations. Ord. 2011-0014 requires the County Executive to post a procurement database on a website and sets target deadlines. The procurement database must be searchable by purpose, vendor, purchase, dollar amount, funding source, department, transaction date, and other relevant factors. (Ord. 2011-0014 sec. 4.1). The database must include pending transactions \$50,000 or greater. (Ord. 2011-0014 sec. 4.3). The County must make its best efforts to make the databases operational by September 30, 2011 and searchable by March 31, 2012. (Ord. 2011-0014 sec. 4.6).

OBM Recommendation and Impact Statement

In this section provide the following:

- A complete and comprehensive analysis of the request
The request would develop the automation to enable the County to meet its legal requirements to provide better information to the public about its procurement practices. It would help the County earn the trust of residents and potential vendors by demonstrating that county reforms have resulted in greater transparency and internal review to prevent future corruption.
- General Fund and / or HHS levy impact
The request would impact the County General Fund by the amount of the appropriation increase. However, the purchases could result in long-term savings for all funds because the increased transparency could prevent waste and corruption.
- Budgetary or funding issues
None.
- Impact on programmatic objectives
The request would enable the Office of Procurement and Diversity to better monitor purchases, ensure compliance, and avoid unnecessary delays. It would also support the Small Business Enterprise program by accelerating procurement timelines and making procurement information more accessible, which would make it easier for small businesses to compete.
- The recommendation for approval or non approval
OBM recommends approval.



EDWARD FITZGERALD
Cuyahoga County Executive

OFFICE OF
**Budget &
Management**

MEMORANDUM

To: Wade Steen, County Fiscal Officer

From: Matt Rubino, Interim Director, OBM *MR*

Date: June 20, 2011

RE: **2011 Mid Year Fiscal Agenda**

The Council Finance Committee will be conducting a review of the mid-year budget commencing at the June 28th regular Council meeting. Pursuant to a request by Council a fiscal agenda has been prepared for submission as part of this review process.

The fiscal items including additional appropriations, appropriation transfers and cash transfers are required to implement mid-year changes to the County operating budget. The items in this agenda were selected as being germane to the mid-year budget process and include:

- Allocations for newly created programmatic budgets.
- Realignments of existing allocations as a result of the latest quarterly budget projection.
- Items that are normally transacted at the second quarter interval of the budget year.

It is our expectation that these items will be reviewed in conjunction with the mid-year budget process being conducted by the County Council. This agenda is expected to be considered and adopted by Council at the conclusion of that review process. It is important to note that these allocations are already included in the latest OBM projection estimates and resources have been committed.

CC: Matt Carroll, Chief of Staff
Dale Miller, Council Finance Committee Chairman

June 20, 2011

Clerk of County Council

Dear Ms. Schmotzer:

What follows is a brief summary of the fiscal items, which will be presented for your consideration at the Council meeting scheduled for June 28, 2011.

Additional Appropriation Summary – Additional appropriations are needed when there is a new or increased revenue source, or a revision to the original budget appropriation that is required to cover expenses that exceed the original estimate.

A reduction in appropriation is requested in conjunction with the close out of a program, grant, project or decertification of an encumbrance.

General Fund/Health & Human Services	Amount
Law Department – To establish appropriations for the Cuyahoga County Law Department. Funding is from the General Fund.	\$514,125.00
Inspector General – To appropriate funds for the Office of the Inspector General. Funding is from the General Fund.	\$375,000.00
Executive Office Health & Human Services – An additional appropriation to cover a consulting contract to facilitate the planned reorganization of the Department of Health & Human Services. Funding is from the Health & Human Services Levy Fund.	\$18,000.00
Sheriff – An additional appropriation to cover the new Community Policing Initiative. Funding is from the General Fund.	\$1,000,000.00
Senior & Adult Services – A decrease in appropriation from Medicaid Benefits division of Senior & Adult Services to the Department of Employment & Family Services to reflect the transfer of staff and responsibility. Funding is from various public assistance allocations and the Health & Human Services Levy Fund. (\$2,091,997.00.)	0.00
Fiscal Office -Treasurer – Additional appropriation to cover personal as well as contractual services. Funding is from the General Fund.	\$376,000.00
TOTAL	\$2,283,125.00

Other Operating Funds	Amount
Medical Examiner – To provide appropriations for the Cuyahoga Regional Forensic Science Laboratory for the second quarter. Funding is from contributions from the Sheriff's Office, Prosecutor's Office, and the Lab Fund.	\$125,000.00
Public Defender – An increase in appropriation to cover estimated personal services and other expenses for the Cleveland Municipal Division. Funding is from the City of Cleveland from reimbursements by the State of Ohio's Public Defender Commission.	\$426,000.00
Juvenile Court – Additional appropriation to cover contracted services. Funding is from the Federal Title IV-E dollars from the U.S. Department of Health & Human Services.	\$260,000.00
Fiscal Office Auditor Division – Additional appropriation to cover the sexennial reappraisal contracts. Funding for the Real Estate Assessment Fund is from a percentage of property tax receipts.	\$700,000.00
TOTAL	\$1,511,000.00

Grants/Projects	Amount
TOTAL	\$ 0.00

Total Additional Appropriations - All Funds	\$3,794,125.00
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The following represents the overall changes made to the 2011 Annual Appropriation Measure since its adoption on

October 28, 2010. The changes reflect the Additional Appropriations, Appropriation Transfers and Cash Transfers to the original adopted appropriation measure.

APPROPRIATION STATUS SUMMARY:

	<u>06/28 Agenda</u>	<u>Year to Date</u>	<u>Adjusted Annual Appropriation</u>
General Fund	\$ 2,265,125.00	\$ 25,276,952.75	\$ 330,209,104.75
Other Fund	\$ 1,529,000.00	\$ 73,800,412.77	\$ 1,482,794,141.77
Total	\$ 3,794,125.00	\$ 99,077,365.52	\$ 1,813,003,246.52

Appropriation Transfer Summary – Is a transfer of appropriation between two or more budget accounts or between different expenditure categories within the same budget account.

<u>General Fund/Health & Human Services</u>	<u>Amount</u>
Clerk of the Board/Procurement & Diversity – To cover the customization of the BuySpeed software and the purchase of software licenses. Funding is from the General Fund and is being transferred from the Clerk of the Board account.	\$374,767.80
Domestic Relations – To realign resources within the two divisions to maximize Title IV-D reimbursements. Funding is from the General Fund.	\$110,890.00
Domestic Relations – To realign appropriation to cover on-going expenses and maximize the Title IV-D reimbursements. Funding is from the General Fund.	\$1,000.00
Fiscal Office/Auditor's Division – Realigning appropriation to cover personal services. Funding is from the General Fund.	\$97,700.00
TOTAL	\$584,357.80

<u>Other Operating Funds</u>	<u>Amount</u>
Fiscal Office/Auditor's Real Estate Assessment Fund – Realigning appropriation to cover personal services. Funding is from a percentage of property tax receipts.	\$500,000.00
TOTAL	\$500,000.00

<u>Grants/Projects</u>	<u>Amount</u>
TOTAL	0

Total Appropriation Transfers - All Funds	\$1,084,357.80
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Cash Transfer Summary – Operating transfers support operating expenditures, related to a cash matches for a grants, transfer of taxes or fees to a debt service fund, transfers from the General Fund to a capital project fund or operating subsidies to special revenue funds, enterprise funds, or internal service funds. This type of transaction posts as an expenditure and sufficient appropriation must be available to process the transaction.

Residual Equity Transfers are non-recurring or non-routine transfers of cash between funds. They are used to close out a fund and to transfer remaining fund balance to another fund. This transaction only affects cash fund balance and does not post as a revenue or expenditure. No appropriation is required to process this type of transaction.

<u>General Fund/Health & Human Services</u>	<u>Amount</u>
Senior & Adult Services/Children & Family Services – To transfer the first half subsidy from the Health & Human Services Levy Fund to the agencies.	\$39,647,687.50
Total	\$39,647,687.50

<u>Other Operating Funds</u>	<u>Amount</u>
TOTAL	0

<u>Grants/Projects</u>	<u>Amount</u>
TOTAL	\$ 0.00

Total Cash Transfers - All Funds	\$39,647,687.50
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Thank you for your consideration regarding this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Matthew Rubino". The signature is written in a cursive style with a large, prominent circular flourish at the end.

Matthew Rubino
Office of Budget & Management
mrubino@cuyahogacounty.us
(216) 443-7448
Fax: (216) 443-7256

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