

Agency Information Sheet

County/City: Shasta County

Fiscal Year: 2017-18

Official Agency

Name:	Health & Human Services/Public Health	Address:	2650 Breslauer Way Redding, CA 96001
Health Officer	Andrew Deckert, MD, MPH		adeckert@co.shasta.ca.us

Public Health Director

Name:	Terri Fields Hosler, MPH, RD	Address:	2650 Breslauer Way Redding, CA 96001
Phone:	(530) 245-6869		
Fax:	(530) 225-3743	E-Mail:	tfieldshosler@co.shasta.ca.us

CCS Administrator

Name:	Brandy Isola	Address:	2650 Breslauer Way Redding, CA 96001
Phone:	(530) 245-6861		
Fax:	(530) 225-3743	E-Mail:	bisola@co.shasta.ca.us

CHDP Director

Name:	Andrew Deckert, MD, MPH	Address:	2650 Breslauer Way Redding, CA 96001
Phone:	(530) 225-5595		
Fax:	(530) 225-3743	E-Mail:	adeckert@co.shasta.ca.us

CHDP Deputy Director

Name:	Linda Reynolds, PHN	Address:	2650 Breslauer Way Redding, CA 96001
Phone:	(530) 225-5176		
Fax:	(530) 225-5017	E-Mail:	lreynolds@co.shasta.ca.us

Clerk of the Board of Supervisors or City Council

Name:	Lawrence G. Lees	Address:	1450 Court Street, Suite 308A Redding, CA 96001
Phone:	(530) 225-5561		
Fax:	(530) 229-8238	E-Mail:	llees@co.shasta.ca.us

Health & Human Services Agency Director

Name:	Donnell Ewert, MPH	Address:	2650 Breslauer Way Redding, CA 96001
Phone:	(530) 245-6269		
Fax:	(530) 225-3743	E-Mail:	dewert@co.shasta.ca.us

Chief Probation Officer

Name:	Tracie Neal	Address:	1525 Court Street, 1 st Floor Redding, CA 96001
Phone:	(530) 245-6217		
Fax:	(530) 245-6241	E-Mail:	tneal@co.shasta.ca.us

Children's Medical Services Plan and Fiscal Guidelines for Fiscal Year 2017-18

Agency Information Sheet

County/City: Shasta County

Fiscal Year: 2017-18

Children's Services Director

Name:	Dianna L. Wagner	Address:	1313 Yuba Street
Phone:	(530) 225-5965		Redding, CA 96001
Fax:	(530) 225-5190	E-Mail:	dwagner@co.shasta.ca.us

Children's Medical Services Plan and Fiscal Guidelines for Fiscal Year 2017-18

Certification Statement - California Children's Services (CCS)

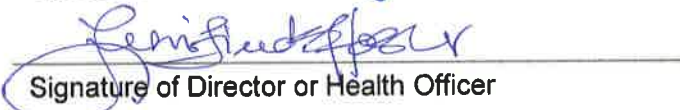
County/City: Shasta County

Fiscal Year: 2017-18

I certify that the CCS Program will comply with all applicable provisions of Health and Safety Code, Division 106, Part 2, Chapter 3, Article 5, (commencing with Section 123800) and Chapters 7 and 8 of the Welfare and Institutions Code (commencing with Sections 14000-14200), and any applicable rules or regulations promulgated by DHCS pursuant to this article and these Chapters. I further certify that this CCS Program will comply with the Children's Medical Services Plan and Fiscal Guidelines Manual, including but not limited to, Section 9 Federal Financial Participation. I further certify that this CCS Program will comply with all federal laws and regulations governing and regulating recipients of funds granted to states for medical assistance pursuant to Title XIX of the Social Security Act (42 U.S.C. Section 1396 et seq.) and recipients of funds allotted to states for the Maternal and Child Health Services Block Grant pursuant to Title V of the Social Security Act (42 U.S.C. Section 701 et seq.). I further agree that this CCS Program may be subject to all sanctions or other remedies applicable if this CCS Program violates any of the above laws, regulations and policies with which it has certified it will comply.


Signature of CCS Administrator

11/31/2018
Date Signed


Signature of Director or Health Officer

2/2/18
Date Signed

Signature and Title of Other – Optional

Date Signed

I certify that this plan has been approved by the local governing body.

Board of Supervisors
County of Shasta
State of California

_____, Chairperson

Date

APPROVED AS TO FORM
SHASTA COUNTY COUNSEL


Alan B. Cox
Deputy County Counsel

RISK MANAGEMENT APPROVAL

BY:  02/06/18
James Johnson

Risk Management Analyst
Issued 10/29/17

Children's Medical Services Plan and Fiscal Guidelines for Fiscal Year 2017-18

Certification Statement - Child Health and Disability Prevention (CHDP) Program

County/City: Shasta County

Fiscal Year: 2017-18

I certify that the CHDP Program will comply with all applicable provisions of Health and Safety Code, Division 106, Part 2, Chapter 3, Article 6 (commencing with Section 124025), Welfare and Institutions Code, Division 9, Part 3, Chapters 7 and 8 (commencing with Section 14000 and 14200), Welfare and Institutions Code Section 16970, and any applicable rules or regulations promulgated by DHCS pursuant to that Article, those Chapters, and that section. I further certify that this CHDP Program will comply with the Children's Medical Services Plan and Fiscal Guidelines Manual, including but not limited to, Section 9 Federal Financial Participation. I further certify that this CHDP Program will comply with all federal laws and regulations governing and regulating recipients of funds granted to states for medical assistance pursuant to Title XIX of the Social Security Act (42 U.S.C. Section 1396 et seq.). I further agree that this CHDP Program may be subject to all sanctions or other remedies applicable if this CHDP Program violates any of the above laws, regulations and policies with which it has certified it will comply.


Signature of CHDP Director

1-31-18
Date Signed


Signature of Director or Health Officer

2/2/18
Date Signed

Signature and Title of Other – Optional

Date Signed


I certify that this plan has been approved by the local governing body.

,Chairperson

Board of Supervisors
County of Shasta
State of California

Date

APPROVED AS TO FORM
SHASTA COUNTY COUNSEL


Alan B. Cox
Deputy County Counsel

RISK MANAGEMENT APPROVAL
BY:  02/06/18
James Johnson
Risk Management Analyst



Health and Human Services

Donnell Ewert, MPH, Director

Public Health

Terri Fields Hosler, MPH, RD, Branch Director

Andrew Deckert, MD, MPH, Health Officer

2650 Breslauer Way
Redding, CA 96001-4246

Phone: (530) 225-5591

Fax: (530) 225-3743

Toll Free: (800) 971-1999

CA Relay Service: (800) 735-2922

CALIFORNIA CHILDREN'S SERVICES CCS/CHDP/HCPFC/PMM&O

PROGRAM DESCRIPTION

The Shasta County Child Health and Disability Prevention (CHDP), California Children's Services (CCS), Health Care Program for Children in Foster Care (HCPFC), and Psychotropic Medication Monitoring and Oversight (PMM&O) programs are administered through the Public Health Branch of the Health and Human Services Agency, which is under the administration of the County of Shasta and the Shasta County Board of Supervisors.

The Public Health Branch is organized into five divisions that offer a wide variety of programs and services focusing on the health of the community. All the programs at Public Health focus on prevention of disease and promotion of healthy living and currently employ about 90 staff and has an operating budget of about \$17 million.

The CHDP Program is currently administered by the California Children's Services Program Manager, the CHDP Director (Health Officer), and the CHDP Deputy Director (the Supervising PHN). The CHDP staff also work in the Childhood Lead Poisoning Prevention Program (CLPPP), which is housed within the CHDP office.

The CHDP Program provides preventive medical services such as well child examinations and immunizations to children with family incomes at or below 266 percent of the federal poverty level.

Public Health oversees the delivery of CHDP services by over 70 private medical providers throughout the county. Public Health also provides outreach to increase the number of children who receive services, enroll new providers, and collaborates with the Regional Services Branch to inform Medi-Cal applicants of the availability of services.

CHDP staff provides trainings for newly hired eligibility workers. CHDP staff also work closely with CCS staff to increase the timeliness of diagnostic and treatment services needed by CCS eligible children. This is done in order to increase community awareness and utilization of both CHDP preventive and CCS treatment services, and decrease duplicate follow up activities by CHDP, CCS, and other community children's service providers.

"Healthy people in thriving and safe communities"

www.shastahhsa.net

The Health Care Program for Children in Foster Care (HCPCFC) is administered by a Clinical Division Chief in the Children's Services Branch which employs about 150 staff. Children's Services provides services to support children's safety, physical and mental well-being. This Branch investigates alleged abuse and neglect of children, licenses foster homes, provides child welfare services for families under the jurisdiction of the Juvenile Court and provides adoption services. This Branch also provides Specialty Mental Health Plan services for Medi-Cal beneficiaries up to 21 years of age.

(HCPCFC)/Social Services Nursing was initiated in Shasta County during FY 1999-00 after a joint effort of the State Departments of Social and Health Care Services sought to increase medical/health oversight of children in foster care. The Social Services Nursing Program consists of: Foster Care Intake and Assessment, Foster Care Case Management, and Options For Recovery. Public Health Nurses and support staff interact with local medical providers to ensure comprehensive health and dental care for each foster child.

HCPCFC staff oversee and update health passports providing public health nursing expertise in meeting the medical, dental, and health care needs of children in foster care, including those in out-of-county and out-of-state placements. Public Health nurses perform this work as part of a multidisciplinary, co-located team at Children's Services that provides a variety of supportive services for foster children. The Children's Services team includes Social Workers, Mental Health Clinicians, Public Health Nurses, Probation Officers, and the Shasta County Office of Education.

PMM&O was initiated in Shasta County during FY 2016-2017 and is to be used exclusively to hire or augment existing PHN staff to permit PHN monitoring and oversight of foster children and youth treated with psychotropic medications. PHNs under the general program will continue to address the needs of foster children youth and NMD.

The CCS program is administered as a partnership between county health departments and the California Department of Health Care Services (DHCS).

The CCS program provides diagnostic and treatment services, medical case management, and physical and occupational therapy services to children under age 21 with CCS-eligible medical conditions. Examples of CCS-eligible conditions include, but are not limited to, chronic medical conditions such as cystic fibrosis, hemophilia, cerebral palsy, heart disease, cancer, traumatic injuries, and infectious diseases producing major sequelae. CCS also provides medical therapy services that are delivered at public schools.

"Healthy people in thriving and safe communities"

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CHDP Administrative Budget Summary

No County / City Match

State and State / Federal

Fiscal Year 2017 ~ 2018County / City Name: Shasta County

Column	1	2	3	4	5
Category/Line Item	Total Budget (2 + 3)	Total County Budget	Total Medi-Cal Budget (4 + 5)	Enhanced State/Federal (25/75)	Nonenhanced State/Federal (50/50)
I. Total Personnel Expenses	\$ 240,993	\$ -	\$ 240,993	\$ 159,612	\$ 81,381
II. Total Operating Expenses	\$ 24,500	\$ -	\$ 24,500	\$ 1,250	\$ 23,250
III. Total Capital Expenses	\$ -	\$ -	\$ -		\$ -
IV. Total Indirect Expenses	\$ 65,912	\$ -	\$ 65,912		\$ 65,912
V. Total Other Expenses	\$ -	\$ -	\$ -		\$ -
Budget Grand Total	\$ 331,405	\$ -	\$ 331,405	\$ 160,862	\$ 170,543

\$ 331,405					
Column	1	2	3	4	5
Source of Funds	Total Funds	Total County Budget	Total Medi-Cal Budget	Enhanced State/Federal	Nonenhanced State/Federal
County Funds	\$ -	\$ -			
Medi-Cal Funds:	\$ 331,405		\$ 331,405		
State Funds	\$ 125,487		\$ 125,487	\$ 40,216	\$ 85,271
Federal Funds (Title XIX)	\$ 205,918		\$ 205,918	\$ 120,647	\$ 85,271

Robin M Harris, Accountant Auditor II

(530) 225-5918

rmharris@co.shasta.ca.us

Prepared By (Signature)

Prepared By

Date Prepared

Phone Number

Email Address

CHDP Director or Deputy Director (Signature)

CHDP Deputy Director

Date Signed

Phone Number

Email Address

Revised April 2005

CHDP Administrative Budget Worksheet
No County / City Match
State and State / Federal
Fiscal Year 2017 ~ 2018

County / City Name: Shasta County

Column	1A	1B	1	2A	2	3A	3	4A	4	5A	5
Category/Line Item	% or FTE	Annual Salary	Total Budget (1A x 1B or 2 + 3)	County % or FTE	Total County Budget	Total Medi-Cal %	Total Medi-Cal Budget (4 + 5)	% or FTE	Enhanced State/Federal (25/75)	% or FTE	Nonenhanced State/Federal (50/50)
I. Personnel Expenses											
PH Nutritionist - Ambrecht	20.14%	71,704	\$14,441			20.14%	\$14,441	80%	\$11,553	20%	\$2,888
PH Assistant - Boren	50%	33,402	\$16,701			50%	\$16,701	100%		100%	\$16,701
PHN III - Reynolds	70.143%	85,888	\$60,244			70.143%	\$60,244	80%	\$48,196	20%	\$12,049
SPHN - Greenwood	10%	75,000	\$7,500			10%	\$7,500	80%	\$6,000	20%	\$1,500
PHN I	100%	48,380	\$48,380			100%	\$48,380	80%	\$38,704	20%	\$9,676
TYPIST CLERK II	50%	21,172	\$10,586			50%	\$10,586			100%	\$10,586
Total Salaries and Wages			\$157,852				\$157,852		\$104,452		\$53,400
Less Salary Savings	3.003%										
Net Salaries and Wages			\$157,852				\$157,852		\$104,452		\$53,400
Staff Benefits (Specify %)	52.67%		\$83,141				\$83,141	66%	\$55,160	34%	\$27,981
I. Total Personnel Expenses			\$240,993				\$240,993		\$159,612		\$81,381
II. Operating Expenses											
1. Travel			\$1,500				\$1,500		\$750	50%	\$750
2. Training			\$1,000				\$1,000		\$500	50%	\$500
3. Communications			\$1,200				\$1,200				\$1,200
4. Household			\$500				\$500				\$500
5. Insurances			\$900				\$900				\$900
6. Rents/Maintenance of Equipment			\$750				\$750				\$750
7. Rents/Maintenance of Structures			\$600				\$600				\$600
8. Office Supplies/Sm Tools & Equip.			\$7,500				\$7,500				\$7,500
9. Prof Services & Educ. Materials			\$550				\$550				\$550
10. IT Services			\$9,000				\$9,000				\$9,000
11. General Travel/Veh Maint.			\$200				\$200				\$200
12. Utilities			\$800				\$800				\$800
II. Total Operating Expenses			\$24,500		\$0		\$24,500		\$1,250		\$23,250
III. Capital Expenses											
1.											
III. Total Capital Expenses			\$0		\$0		\$0		\$0		\$0
IV. Indirect Expenses											
1. Internal (Specify %)	24.5%		\$59,067				\$59,067				\$59,067
2. External (Specify %)	2.8%		\$6,844				\$6,844				\$6,844
IV. Total Indirect Expenses			\$65,912				\$65,912				\$65,912
V. Other Expenses											
1.											
V. Total Other Expenses			\$0		\$0		\$0		\$0		\$0
Budget Grand Total			\$331,405.02		\$0.00		\$331,405.02		\$160,862.05		\$170,542.98

Prepared By: Robin M Harris, Accountant Auditor IIDate Prepared: 8/7/2017Phone Number: (530) 225-5918Email Address: rmharris@co.shasta.ca.usPrepared By: 2/28/18Date Signed: 8/7/2017Phone Number: (530) 225-5918Email Address: rmharris@co.shasta.ca.usCHDP Deputy Director (Signature): Indira K. ArnoldDate Signed: 8/7/2017Phone Number: (530) 225-5918Email Address: rmharris@co.shasta.ca.us

Revised April 2005

CHDP Administrative No County Match Budget

**Shasta County
Budget Narrative
Fiscal Year 2017 - 2018**

I. PERSONNEL EXPENSES

Total Salaries	\$157,852	
Total Benefits	\$83,141	Benefit expenses are based on actuals.

Total Personnel Expenses	\$240,993	
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PH Nutritionist II - 20.14%	Same	Ambrecht
PHN I - 100%	Add PHN to the program	Vacant
Typist Clerk II - 50%	Add Typist Clerk to the program	Vacant
PH Assistant - 50%	Same	Boren
PHN III - 70.143%	Increased from 65.143% to 70.143% in order to maximize our allocations.	Reynolds
Supv PHN - 10%	Decreased from 59.72 % to 10% in order to add two new positions.	Greenwood

II. OPERATING EXPENSES

Travel	\$1,500	Includes per diem, private vehicle mileage associated with specific travel, auto rental, air fare, lodging, etc. Mileage is reimbursed at the <u>IRS rate of .54 cents per mile</u> . Expenses allow staff to attend regional & state meetings, conferences and trainings, and other program related travel. Extra travel is anticipated to keep up with program "focus" changes. Costs increased by approx. 20%
Training	\$1,000	Includes registration fees for trainings, seminars, conferences, etc. Extra travel is anticipated to keep up with program "focus" changes. Costs decreased by approx. 20%
Communications	\$1,200	<u>Total</u> program costs increased by approximately 100%. Costs include phone charges (land line and cell phone)
Household	\$500	<u>Total</u> program costs increased by approximately 69.49%. Costs include toilet paper, paper towels, hand soap, light bulbs, & miscellaneous supplies and custodial fees
Insurance	\$900	<u>Total</u> program costs increased by approximately 66.98%. Costs include liability insurance exposure.
Rent/Maintenance of Equipment	\$750	<u>Total</u> program costs increased by approximately 100%. Costs include rent and maintenance performed for photo copy machines.

CHDP Administrative No County Match Budget

**Shasta County
Budget Narrative
Fiscal Year 2017 - 2018**

Rent/Maintenance of Structures	\$600	<u>Total</u> program costs increased by approximately 19.52%. Costs include maintenance performed by Facilities Management.
Office Expense/Small Tools & Equipment/Postage	\$7,500	<u>Total</u> program costs decreased by approximately 17.42%. Costs include printing, mailing, postage, office supplies, new desks, and small equipment items (i.e. shredders, calculators, etc.)
Professional Services/Special Department Expense	\$550	<u>Total</u> program costs increased by approximately 10%. Costs include Vision & Hearing Exams, advertising & marketing costs for recruitment, and costs for Educational Materials.
Information Technology Services	\$9,000	<u>Total</u> program costs decreased by approximately 14%. Costs include I.T. Services and maintenance of computers.
Misc. Mileage - General staff travel & County vehicle maintenance	\$200	<u>Total</u> program costs stayed the same as FY 16/17 Costs include general mileage for work related travel and usage of county fleet vehicles.
Utilities	\$800	<u>Total</u> program costs increased by approximately 125.99%. Utility costs are allocated based on percentage of space occupied by staff in program.
Total Operating Expenses	\$24,500	

III. CAPITAL EXPENSES

Total Capital Expenses	\$0	None
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IV. INDIRECT EXPENSES

A. Internal @ 24.5%	\$59,067	Total Internal costs decreased by 30.48%. According to Cost Plan on file. COWCAP (County Wide Cost Allocation Plan) This rate is applied to Total Personnel Costs. The percentage will fluctuate pending the amount of Sales Tax & VLF allocated to the program during new year budget preparation. Total External costs decreased by 30.15%. According to Cost Plan on file. COWCAP (County Wide Cost Allocation Plan) This rate is applied to Total Personnel Costs.
B. External 2.8%	\$6,844	
Total Indirect Expenses	\$65,911	

V. OTHER EXPENSES

Total Other Expenses	\$0	None
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BUDGET GRAND TOTAL	\$331,404	
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HPCFC Administrative Budget Summary

Fiscal Year 2017-18

County/City Name: Shasta County**FINAL**

Category/Line Item	1 Total Budget (2 + 3)	2 Enhanced State/Federal (25/75)	3 Nonenhanced State/Federal (50/50)
I. Total Personnel Expenses	224,875	198,067	26,808
II. Total Operating Expenses	0	0	0
III. Total Capital Expenses			
IV. Total Indirect Expenses	12,709		12,709
V. Total Other Expenses			
Budget Grand Total	237,583	198,067	39,517

Source of Funds	1 Total Funds	2 Enhanced State/Federal (25/75)	3 Nonenhanced State/Federal (50/50)
State Funds	69,275	49,517	19,758
Federal Funds (Title XIX)	168,308	148,550	19,758
Budget Grand Total	237,583		

Barbara Gridley

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Prepared By

Date

Phone Number

Email Address



CHDP Director or Deputy Director

(Signature)

Linda Reynolds

(530) 225-5176

lreynolds@co.shasta.ca.us

Phone Number

Email Address

HPCFC Administrative Budget Worksheet
Fiscal Year 2017-18
County/City Name: Shasta County

168,308.46

FINAL

\$0.00


Column	1A	1B	1	2A	2	3A	3
Category/Line Item	% or FTE	Annual Salary	Total Budget (1A x 1B or 2 + 3)	% or FTE	Enhanced State/Federal (25/75)	% or FTE	Nonenhanced State/Federal (50/50)
I. Personnel Expenses							
1. Supv PHN - Shifflet	19.063%	\$89,901	\$17,137	66%	\$11,311	34%	\$5,827
2. PHN II - Dittman	38.125%	\$72,913	\$27,798	90%	\$25,018	10%	\$2,780
3. PHN II - Jacobs	38.125%	\$73,449	\$28,002	90%	\$25,202	10%	\$2,800
4. PHN II - Miller	38.125%	\$81,797	\$31,185	90%	\$28,067	10%	\$3,119
5. PHN II - Vacant (Quintana)	38.125%	\$70,655	\$26,937	90%	\$24,243	10%	\$2,694
6. PHN I - Vacant (Dailey-Anderson)	38.125%	\$70,655	\$26,937	94%	\$25,321	6%	\$1,616
7.							
8.							
9.							
10.							
Total Salaries and Wages	2.0969%		\$157,997		\$139,162		\$18,835
Less Salary Savings							
Net Salaries and Wages			\$157,997		\$139,162		\$18,835
Staff Benefits (Specify) 42.3281%			\$66,877		\$58,905		\$7,973
I. Total Personnel Expenses			\$224,875		\$198,067		\$26,808
II. Operating Expenses							
1. Travel			\$0				
2. Training			\$0				
II. Total Operating Expenses			\$0		\$0		\$0
III. Capital Expenses							
1.							
2.							
III. Total Capital Expenses							
IV. Indirect Expenses							
1. Internal (Specify %) 5.651465%			\$12,709				\$12,709
2. External							
IV. Total Indirect Expenses			\$12,709				\$12,709
V. Other Expenses							
1.							
2.							
V. Total Other Expenses							
Budget Grand Total			\$237,583		\$198,067		\$39,517

Barbara Gridley
Prepared By

Date

530-225-3667
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Email Address


CHDP Director or Deputy Director (Signature) Linda
Reynolds

Date

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Email Address

HPCFC BUDGET

Shasta County

Budget Narrative

Fiscal Year 2017 - 2018

FINAL

I. PERSONNEL EXPENSES

Total Salaries \$157,997

Total Benefits \$66,877

Benefit expenses are based on actuals. The change in the benefit rate percentage is less than 5%.

Total Personnel Expenses \$224,875

Supv PHN - 19.063%	Decreased from 20% to 19.063% due to smaller state allocation.	Shifflet
PHN II - 38.125%	Decreased from 40% to 38.125% due to smaller state allocation. Position currently vacant	Vacant
PHN II - 38.125%	Decreased from 40% to 38.125% due to smaller state allocation.	Jacobs
PHN II - 38.125%	Decreased from 40% to 38.125% due to smaller state allocation. Position currently vacant	Vacant
PHN II - 38.125%	Decreased from 40% to 38.125% due to smaller state allocation.	Miller
PHN II - 38.125%	Decreased from 40% to 38.125% due to smaller state allocation.	Dittman

II. OPERATING EXPENSES

Travel \$0

Total program costs remain at zero. The costs are billed through Social Services.

Training \$0

Total program costs remain at zero. The costs are billed through Social Services.

Total Operating Expenses \$0

III. CAPITAL EXPENSES

Total Capital Expenses \$0

None

IV. INDIRECT EXPENSES

A. Internal @ 5.651452 \$12,709

Internal Indirect is calculated according to the Cost Plan on file. COWCAP (County Wide Cost Allocation Plan) This rate is applied to Total Personnel Costs.

Total Indirect Expenses \$12,709

V. OTHER EXPENSES

Total Other Expenses \$0

None

BUDGET GRAND TOTAL \$237,583

HCPCFC (PMM&O) Administrative Budget Summary

Fiscal Year 2017-18

County/City Name: Shasta County**FINAL**

Category/Line Item	Column 1 Total Budget (2 + 3)	Column 2 Enhanced State/Federal (25/75)	Column 3 Nonenhanced State/Federal (50/50)
I. Total Personnel Expenses	36,853	32,460	4,393
II. Total Operating Expenses	0	0	0
III. Total Capital Expenses			
IV. Total Indirect Expenses	1,377		1,377
V. Total Other Expenses			
Budget Grand Total	38,230	32,460	5,770

Source of Funds	Column 1 Total Funds	Column 2 Enhanced State/Federal (25/75)	Column 3 Nonenhanced State/Federal (50/50)
State Funds	11,000	8,115	2,885
Federal Funds (Title XIX)	27,230	24,345	2,885
Budget Grand Total	38,230		

Barbara Gridley

Prepared By

Date

Phone Number

bgridley@co.shasta.ca.us

Email Address



CHDP Director or Deputy Director

(Signature)

Linda Reynolds

Date

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lreynolds@co.shasta.ca.us

Email Address

HCPCFC PMM&O Administrative Budget Worksheet

27,229.94

Fiscal Year 2017-18

County/City Name: Shasta County

FINAL

\$0.00

Column	1A	1B	1	2A	2	3A	3
Category/Line Item	% or FTE	Annual Salary	Total Budget (1A x 1B or 2 + 3)	% or FTE	Enhanced State/Federal (25/75)	% or FTE	Nonenhanced State/Federal (50/50)
I. Personnel Expenses							
1. Supv PHN - Shifflet	3.125%	\$89,901	\$2,809	66%	\$1,854	34%	\$955
2. PHN II - Dittman	6.250%	\$72,913	\$4,557	90%	\$4,101	10%	\$456
3. PHN II - Jacobs	6.250%	\$73,449	\$4,591	90%	\$4,132	10%	\$459
4. PHN II - Miller	6.250%	\$81,797	\$5,112	90%	\$4,601	10%	\$511
5. PHN II - Vacant (Quintana)	6.250%	\$70,655	\$4,416	90%	\$3,974	10%	\$442
6. PHN I - Vacant (Dailey-Anderson)	6.250%	\$70,655	\$4,416	94%	\$4,151	6%	\$265
7.							
8.							
9.							
10.							
Total Salaries and Wages	0.3438%		\$25,901		\$22,813		\$3,088
Less Salary Savings							
Net Salaries and Wages			\$25,901		\$22,813		\$3,088
Staff Benefits (Specify) 42.2838%			\$10,952		\$9,646		\$1,306
I. Total Personnel Expenses			\$36,853		\$32,460		\$4,393
II. Operating Expenses							
1. Travel			\$0				
2. Training			\$0				
II. Total Operating Expenses			\$0		\$0		\$0
III. Capital Expenses							
1.							
2.							
III. Total Capital Expenses							
IV. Indirect Expenses							
1. Internal (Specify %) 3.735635%			\$1,377				\$1,377
2. External							
IV. Total Indirect Expenses			\$1,377				\$1,377
V. Other Expenses							
1.							
2.							
V. Total Other Expenses							
Budget Grand Total			38,230		32,460		5,770

Barbara Gridley

Prepared By

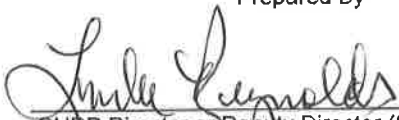
Date

(530) 225-3667

Phone Number

baridley@co.shasta.ca.us

Email Address



CHDP Director or Deputy Director (Signature) Linda Reynolds

Date

(530) 225 - 5176

Phone Number

lreynolds@co.shasta.ca.us

Email Address

PMM&O BUDGET
Shasta County
Budget Narrative
Fiscal Year 2017 - 2018

FINAL

I. PERSONNEL EXPENSES

Total Salaries	\$25,901
Total Benefits	\$10,964

Benefit expenses are based on actuals. The change in the benefit rate percentage is less than 5%.

Total Personnel Expenses	\$36,865
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Supv PHN - 3.125%	Percentage based on 17/18 state allocation	Shifflet
PHN II - 6.250%	Percentage based on 17/18 state allocation. Position is currently vacant	Vacant
PHN II - 6.250%	Percentage based on 17/18 state allocation	Jacobs
PHN II - 6.250%	Percentage based on 17/18 state allocation. Position is currently vacant	Vacant
PHN II - 6.250%	Percentage based on 17/18 state allocation	Miller
PHN II - 6.250%	Percentage based on 17/18 state allocation	Dittman

II. OPERATING EXPENSES

Travel	\$0
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Total program costs remain at zero. The costs are billed through Social Services.

Training	\$0
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Total program costs remain at zero. The costs are billed through Social Services.

Total Operating Expenses	\$0
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III. CAPITAL EXPENSES

Total Capital Expenses	\$0
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None

IV. INDIRECT EXPENSES

A. Internal @ 3.719627%	\$1,371
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Internal Indirect is calculated according to the Cost Plan on file. COWCAP (County Wide Cost Allocation Plan) This rate is applied to Total Personnel Costs.

Total Indirect Expenses	\$1,371
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V. OTHER EXPENSES

Total Other Expenses	\$0
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None

BUDGET GRAND TOTAL	\$38,236
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CCS Administrative Budget Summary

Fiscal Year: 2017-18

County: SHASTA

CCS CASELOAD	Actual Caseload	Percent of Total CCS Caseload
STRAIGHT CCS - Total Cases of Open (Active) Straight CCS Children	59	6.49%
OTLICP - Total Cases of Open (Active) OTLICP Children	121	13.31%
MEDI-CAL - Total Cases of Open (Active) Medi-Cal (non-OTLICP) Children	729	80.20%
TOTAL CCS CASELOAD	909	100%

Category/Line Item	Medi-Cal (non-OTLICP) (Column 4 = Columns 5 + 6)					
	Col 1 = Col 2+3+4	2	3	4	5	6
Column	1	2	3	4	5	6
			Optional Targeted Low Income Children's Program (OTLICP) State/County/Federal (\$ 015,0188)	Medi-Cal State/Federal	Enhanced Medi-Cal State/Federal (25/75)	Non-Enhanced Medi-Cal State/Federal (50/50)
I. Total Personnel Expense	884,772	57,428	117,778	709,565	208,145	503,420
II. Total Operating Expense	219,044	14,218	29,158	175,670	0	175,670
III. Total Capital Expense	0	0	0	0	0	0
IV. Total Indirect Expense	453,292	29,422	50,339	363,532		363,532
V. Total Other Expense	85,000	5,517	11,315	68,168		68,168
Budget Grand Total	1,642,108	106,585	218,590	1,316,935	208,145	1,110,790

Source of Funds	Medi-Cal (non-OTLICP) (Column 4 = Columns 5 + 6)					
	Col 1 = Col 2+3+4	2	3	4	5	6
Column	1	2	3	4	5	6
			Optional Targeted Low Income Children's Program (OTLICP) State/County/Federal (\$ 015,0188)	Medi-Cal State/Federal	Enhanced Medi-Cal State/Federal (25/75)	Non-Enhanced Medi-Cal State/Federal (50/50)
Straight CCS						
State	53,292	53,292				
County	53,293	53,293				
OTLICP						
State	13,115		13,115			
County	13,115		13,115			
Federal (Title XXI)	192,360		192,360			
Medi-Cal						
State	606,931			606,931	51,536	555,395
Federal (Title XIX)	710,004			710,004	154,609	555,395

Prepared By (Signature)

Prepared By (Printed Name)

Date

Email Address

CCS Administrator (Signature)

CCS Administrator (Printed Name)

Date

Email Address

Brandy Isola

2/27/2018

Email Address

disola@ccs.hhs.ca.gov

Fiscal Year: 2017-18

SHASTA

CCS CASELOAD	Actual Caseload	Percent of Total CCS Caseload
STRAIGHT CCS - Total Cases of Open (Active) Straight CCS Children	59	6.49%
OTLCP - Total Cases of Open (Active) OTLCP Children	121	13.31%
MEDICAL - Total Cases of Open (Active) Medi-Cal CCS-OTLCP Children	729	80.20%
TOTAL CCS CASELOAD	909	100%

Column		Straight CCS			Optional Targeted Low Income Children's Program (OTLICP)			Medi-Cal (Non-OTLICP)						
		1	2	3	4A	4	5A	6	5A	5	7A	7	8A	8
Category/Line Item	% FTE	Annual Salary	Total Budget (1 x 2 or 4 + 5 + 6 + 7)	Caseload %	Straight CCS County/State (50/50)	Caseload %	Caseload %	Optional Targeted Low Income Children's Program (OTLICP) State/County/Federal (50/50/50/50)	Caseload %	Medi-Cal State/Federal	Enhanced % FTE	Enhanced Medi-Cal State/Federal (25/75)	Non-Enhanced Medi-Cal	Non-Enhanced State/Federal (50/50)
I. Personnel Expense														
Program Administration														
1. Eileen Rodgers, Program Manager	20.00%	\$4,025	\$4,623	6.49%	\$,682		13.31%	11,254	80.20%	57,688			100.00%	57,688
2. Christine Randolph, Therapist Supervisor	20.00%	\$7,655	19,837	6.49%	1,388		13.31%	2,801	80.20%	15,560			100.00%	15,560
3. VACANT, Patient Liaison	50.00%	27,357	13,634	6.49%	809		13.31%	1,823	80.20%	10,882			100.00%	10,882
Subtotal		215,067	117,854		7,850			15,858		94,516				94,516
Medical Case Management														
1. City/ Greenwood, Support Public Health Nurse	100.00%	\$5,501	\$5,501	6.49%	5,575		13.31%	*1,567	80.20%	92,059		35,050	50.00%	35,049
2. Karen McCarthy, Public Health Nurse	100.00%	73,865	73,555	6.49%	4,502		13.31%	9,848	80.20%	59,334		44,201	45.00%	14,533
3. Teana Robertson, Public Health Nurse	100.00%	\$5,757	\$1,797	6.49%	5,305		13.31%	10,882	80.20%	55,500		49,209	25.00%	16,400
Subtotal		245,593	245,653		15,848			32,703		157,032		139,751		57,252
Other Health Care Professionals														
Subtotal		0	0		0			0		0		0		0
Auxiliary Support														
1. Christina Wells, Social Worker	100.00%	45,262	45,262	6.49%	2,939		13.31%	5,935	80.20%	35,314			100.00%	35,314
2. Nath Sanchez, Social Worker	100.00%	\$5,023	50,023	6.49%	3,377		10.31%	8,965	80.20%	41,720			100.00%	41,720
3. Jennifer Vaughn, Assist Social Worker	100.00%	41,843	41,843	6.49%	2,715		13.31%	5,570	80.20%	33,557			100.00%	33,557
Subtotal		130,149	130,149		9,022			19,523		111,551				111,551
Clerical and Claims Support														
1. Medical Services Clerk, VACANT	50.00%	30,135	15,052	6.49%	978		13.31%	2,005	80.20%	12,054			100.00%	12,054
2. Mayra McPherson, Typed Clerk II	100.00%	23,849	23,849	6.49%	1,059		13.31%	3,513	90.20%	12,975		2,295	90.00%	20,577
3. Stephanie Silva, Typed Clerk II	100.00%	39,473	39,473	6.49%	1,075		13.31%	4,055	80.20%	74,439		2,444	90.00%	21,955
4. Alina Mares, Typed Clerk III	1.00%	37,020	370	6.49%	24		13.31%	32	85.20%	285			100.00%	285
Subtotal		128,278	74,552		4,089			6,524		59,794		4,742		55,052
Total Salaries and Wages														
			577,244		27,457		13.31%	75,842	80.20%	452,834		134,492	70.35%	328,441
Staff Benefits (Excludes Hi)														
	59.28%		327,528		10,561		13.31%	40,395	80.20%	246,531		71,652		174,579
Total Personnel Expense														
			624,772		37,423		13.31%	117,776	90.20%	700,665		206,145		500,420
II. Operating Expense														
1. Communications		4,649	4,649	6.49%	289		13.31%	*592	80.20%	3,597			100.00%	3,597
2. Household		5,654	5,654	6.49%	328		13.31%	573	80.20%	4,854			100.00%	4,854
3. Insurance		9,776	9,776	6.49%	551		11.31%	1,253	80.20%	7,752			100.00%	7,752
4. Maintenance of Equipment		2,017	2,017	6.49%	151		13.31%	255	80.20%	1,616			100.00%	1,616

Straight CCS			Optional Targeted Low Income Children's Program (OTLCP)			Medi-Cal (Non-OTLCP)							
Column	1	2	3	4A	4	5A	5	6A	5	7A	7	8A	8
Category/Line Item	% FTE	Annual Salary	Total Budget (1 + 2 or 4 + 5 + 6 + 7)	Cashload %	Straight CCS County/State (\$0/50)	Cashload %	Optional Targeted Low Income Children's Program (OTLCP) State/County/Federal (\$0/50/50)	Cashload %	Medi-Cal State/Federal	Enhanced % FTE	Enhanced Medi-Cal State/Federal (\$2576)	Non-Enhanced % FTE	Non-Enhanced Medi-Cal State/Federal (\$0/50)
5. Maintenance of Structures			53,216	5.48%	3,454	13.31%	7,954	80.20%	42,972			100.00%	42,972
6. Office Supplies/Small Tools & Equipment			12,000	5.48%	779	13.31%	1,557	80.20%	9,524			100.00%	9,524
7. Postage/Mail Services			11,792	5.48%	765	13.31%	1,570	80.20%	9,457			100.00%	9,457
8. Professional Services			56,899	5.48%	3,697	13.31%	7,551	80.20%	45,551			100.00%	45,551
9. Information Services			35,155	5.49%	2,347	13.31%	4,313	80.20%	28,997			100.00%	28,997
10. Public/Legal Notices			400	5.49%	26	13.31%	53	80.20%	321			100.00%	321
11. Rents & Leases of Equipment			3,500	5.49%	227	13.31%	456	80.20%	2,807			100.00%	2,807
12. Rents & Leases Structures			5,000	5.49%	325	13.31%	666	80.20%	4,010			100.00%	4,010
13. Transportation/Travel/County Vehicle Maint. Serv.			3,371	5.49%	232	13.31%	475	80.20%	2,864		0	100.00%	2,864
14. Training			320	5.49%	19	13.31%	40	80.20%	240		0	100.00%	240
15. Utilities			2,575	5.49%	167	13.31%	343	80.20%	2,055			100.00%	2,055
16. I.T. Equipment/Software			12,000	5.49%	811	13.31%	1,564	80.20%	10,325			100.00%	10,325
II. Total Operating Expense			219,044		14,216		29,150		175,570		0		175,570
III. Capital Expense													
1.			0	5.48%	0	13.31%	0	80.20%	0				0
2.			0	5.48%	0	13.31%	0	80.20%	0				0
3.			0	5.49%	0	13.31%	0	80.20%	0				0
III. Total Capital Expense			0		0		0		0				0
IV. Indirect Expense													
1. Internal (Dept. overhead costs)	44.93%		417,583	5.48%	27,104	13.31%	55,596	80.20%	334,984			100.00%	334,984
2. External (Net)	1.70%		35,709	5.48%	2,318	13.31%	4,753	80.20%	29,638			100.00%	29,638
IV. Total Indirect Expense			453,292		29,422		60,350		363,592				363,592
V. Other Expense													
1. Maintenance & Transportation			95,300	5.48%	5,517	13.31%	11,315	80.20%	85,168			100.00%	85,168
2.			0	5.49%	0	13.31%	0	80.20%	0			100.00%	0
3.			0	5.49%	0	13.31%	0	80.20%	0			100.00%	0
4.			0	5.49%	0	13.31%	0	80.20%	0			100.00%	0
5.			0	5.49%	0	13.31%	0	80.20%	0			100.00%	0
V. Total Other Expense			95,300		5,517		11,315		85,168				85,168
Budget Grand Total			1,642,105		103,533		219,500		1,316,545		205,145		1,110,150

Prepared By: (Signature) Brandy Isola Prepared By: (Printed Name) Brandy Isola Date Prepared 2/27/2018 E-Mail address disola@co.sherokeas.530-245-6861
 CCS Administrator (Signature) Brandy Isola CCS Administrator (Printed Name) Brandy Isola Date Signed 2/27/2018 Telephone Number with Area Code 530-245-6861
 Revised: 02/27/15

**Shasta County Public Health
CCS PROGRAM
Administrative Budget Justification
FY 2017/2018**

I. PERSONNEL COSTS:

	<u>FTE%</u>	<u>Cost</u>
A) Program Administration		
1. Program Manager/Administrator	90%	84,623.
2. Therapist Supv.	20%	19,537.
3. Parent Liaison	50%	13,694.
B) Medical Case Management		
1. Supervising PHN	100%	89,901.
2. PHN	100%	73,985.
3. PHN	100%	81,797.
C) Other Health Care Professionals		
D) Ancillary Support		
1. Social Worker	100%	45,282.
2. Social Worker	100%	52,023.
3. Assistant Social Worker	100%	41,843.
E) Clerical and Claims Support		
1. Medical Services Clerk	50%	15,068.
2. Typist Clerk II	100%	28,648.
3. Typist Clerk II	100%	30,473.
4. Typist Clerk III	1%	370.

TOTAL WAGES:	\$ 577,244.
STAFF BENEFITS:	307,528.

PERSONNEL COSTS:	\$ 884,772.
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II.	OPERATING EXPENSES	
	A) Communications – Telephone – Local and Long Distance	\$4,448.
	B) Household Expenses – Miscellaneous Cleaning Supplies	5,054.
	C) Insurance – Liability - Exposure, Experience/ Miscellaneous Insurance	9,716.
	D) Maintenance of Equipment – Copier, Fax, etc.	2,017.
	E) Maintenance of Structures – General Maintenance	53,216.
	F) Office Supplies	12,000.
	G) Postage – Standard Correspondence	11,792.
	H) Professional Services – Medical Record Copies, Pre- employment Services, & Interpreter Services	56,800.
	I) Information Services – maintenance of computers, printers Software, etc.	36,155.
	K) Pub/Legal Notices	400.
	L) Rents & Leases of Equipment - Copier	3,500.
	M) Rents & Leases Structures	5,000.
	N) Transportation/Travel/County Vehicle Maint. Serv. Includes transportation, lodging, meals for training for ongoing duties of Program Staff	3,571.
	O) Training	300.
	O) Utilities – Allocation – electric/water on Breslauer Campus	2,575.
	P) IT Equipment/Software	12,500.
	TOTAL OPERATING EXPENSE	219,044.

Indirect Expense – Internal Department overhead costs, which includes .25 FTE Fiscal Support staff	417,583.
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External (A-87)	35,709.
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TOTAL INDIRECT EXPENSE	453,292.
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OTHER EXPENSE:

1. Maintenance and Transportation – Paid to families for mileage, food and lodging to improve access to health care.	85,000.
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TOTAL OTHER EXPENSE	85,000.
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BUDGET GRAND TOTAL:	\$1,642,108.
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