

Department of Developmental Services

Governor's Budget Highlights



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**DEPARTMENT OF DEVELOPMENTAL SERVICES
GOVERNOR'S BUDGET HIGHLIGHTS**

The Department of Developmental Services (Department) is responsible for administering the Lanterman Developmental Disabilities Services Act (Lanterman Act). The Lanterman Act provides for the coordination and provision of services and supports to enable people with developmental disabilities to lead more independent, productive, and integrated lives. The Early Start Program provides for the delivery of services to infants and toddlers at risk of having a developmental disability. The Department carries out its responsibilities through contracts with 21 community-based, non-profit corporations known as regional centers, two state-operated developmental centers, one state-operated community facility, and Stabilization, Training, Assistance and Reintegration (STAR) homes.

The number of individuals served by regional centers (consumers) is expected to increase from 350,047 in the current year to 368,622 in 2020-21. The ending population of individuals in state-operated residential facilities is estimated to be 302 on July 1, 2020.

GOVERNOR'S BUDGET SUMMARY

The 2020-21 Governor's Budget includes \$9.2 billion total funds (\$5.7 billion General Fund [GF]) for the Department in 2020-21; a net increase of \$1.0 billion (\$624.6 million GF) over the updated 2019-20 budget.

FUNDING SUMMARY <i>(Dollars in Thousands)</i>				
	2019-20	2020-21	Difference	Percentage Change
BUDGET SUMMARY				
Community Services	\$7,735,113	\$8,751,047	\$1,015,934	13.1%
State Operated Facilities	326,381	300,186	-26,195	-8.0%
Headquarters Support	97,881	118,220	20,339	20.8%
TOTALS, ALL PROGRAMS	\$8,159,375	\$9,169,453	\$1,010,079	12.4%
GENERAL FUND				
Community Services	\$4,686,900	\$5,314,052	\$627,152	13.4%
State Operated Facilities	283,828	267,126	-16,702	-5.9%
Headquarters Support	63,372	74,495	11,123	17.6%
GF TOTAL, ALL PROGRAMS	\$5,034,100	\$5,655,673	\$621,573	12.3%

For more detail, please refer to the Program and Funding Summary on page 7.

COMMUNITY SERVICES PROGRAM

2019-20

The 2019-20 updated Regional Center budget includes \$7.7 billion (\$4.7 billion GF), which is a net decrease of \$63.0 million (\$14.3 million GF), or 0.81 percent, as compared to the enacted budget. The primary driver of the decrease is attributed to expenditures for the January 1, 2019 Senate Bill (SB) 3 minimum wage increase coming in lower than originally estimated.

There is a net decrease of 114 consumers in the updated 2019-20 projections due to a slight decrease in the number of individuals served in the Early Start program.

Regional Center Operations

The Operations budget reflects a net increase of \$879,000 (\$27.4 million GF) over the enacted budget. The main driver for this increase is \$1.1 million in one-time funding for regional centers to assist consumers who may be eligible for increased benefits due to the expansion of CalFresh for Supplemental Security Income/State Supplementary Payment (SSI/SSP) recipients.

Purchase of Service Caseload Growth and Utilization

Updated Purchase of Service (POS) expenditures reflect a net decrease of \$71.0 million (\$48.0 million GF), or a 1.08 percent decrease, as compared to the enacted budget. The decrease is primarily attributed to expenditures for the January 1, 2019 SB 3 minimum wage increase coming in lower than originally estimated. The estimated increase in the Community Care Facilities (CCF) category reflected below is mostly related to expenditures for individuals who have moved from Developmental Centers.

Policy - POS

There is a net increase of \$7.1 million (\$6.3 million GF) in policy related expenditures for 2019-20 as compared to the enacted budget. The main drivers are:

SB 3 minimum wage, January 1, 2020 (\$12.00 to \$13.00 per hour)

Increase of \$5.9 million (\$4.1 million GF).

STAR Homes

Transfer of \$3.0 million GF from State Operations to Local Assistance for the development of the two community STAR homes.

2020-21

The 2020-21 Governor's Budget includes \$8.8 billion (\$5.3 billion GF) which is a net increase of \$1.0 billion (\$627.2 million GF) as compared to the updated current year budget.

The estimated 2020-21 population is 368,622, reflecting an increase of 18,575 (5.3 percent), as compared to the updated current year budget. This increased projection is comprised of 14,455 active consumers and 4,120 individuals receiving Early Start services.

Regional Center Operations

The 2020-21 regional center operation reflects a net increase of \$40.1 million (\$33.1 million GF), or a 5.46 percent, as compared to the updated current year budget. The increase is mainly attributable to the projected increase in population.

Policy - Regional Center Operations

There is a net increase of \$17.3 million as compared to updated current year budget. The 2020-21 Governor's Budget includes the following proposed policy revisions:

Enhanced Caseload Ratios for Consumers Ages Three and Four

Increase of \$16.5 million (\$11.2 million GF) to provide a 1:45 service coordinator to consumer caseload ratio for consumers who are three and four years old.

Specialized Home Monitoring

Increase of \$746,000 (\$508,000 GF) to provide required monitoring of additional specialized homes that will become available in 2020-21.

POS Caseload Growth and Utilization

POS caseload and Utilization reflects an increase of \$420.3 million (\$263.4 million GF), or 6.49 percent increase, as compared to the updated current year budget. The increase is primarily attributable to expenditure growth in the following categories: Community Care Facilities, Support Services, In-Home Respite and Miscellaneous. Estimated expenditure growth in Support Services is mainly due to growth in Supported Living Services, Personal Assistance, and Community Integration Training Program. For Support Services overall, 60 percent of the increase is due to higher caseload and 40 percent reflects higher per capita expenditures.

Policy - POS

There is a net increase of \$538.2 million (\$319.0 million GF) as compared to the updated current year budget for the following items:

Community Crisis Homes for Children

Decrease of \$4.5 million GF due to one-time start-up funding.

Development of STAR Homes

Decrease of \$3.0 million GF due to one-time start-up funding.

Enhanced Behavioral Supports Homes (EBSH) with Delayed Egress and Secured Perimeter (DESP)

Increase of \$7.5 million GF to develop five EBSHs with DESP to reduce reliance on restrictive settings and provide opportunities for individuals to move to the community, with appropriate and necessary supports.

Electronic Visit Verification Penalty Payment

Increase of \$5.1 million GF in estimated federal financial payment penalties for applicable services.

Performance Incentive Program

Increase of \$78.0 million (\$60.0 million GF) to establish a Performance Incentive Program for Developmental Services administered through Regional Centers. The Performance Incentive Program will align with each Regional Center's performance contract and require Regional Centers to meet an advanced tier of performance measures and outcomes to receive incentive payments.

Provider Supplemental Rate Increase (Effective January 2020)

Increase of \$206.2 million (\$124.5 million GF) reflects a full year impact compared to a half year in the current year.

Additional Provider Supplemental Rate Increase (Effective January 2021)

Increase of \$18 million (\$10.8 million GF) to increase rates for three additional services: Early Start Specialized Therapeutic Services, Independent Living Program, and Infant Development Program. The budget assumes the rate increases will be effective January 2021 upon approval of federal funding.

SB 3 Minimum Wage, January 1, 2020 (\$12.00 to \$13.00 per hour)

Increase of \$103.8 million (\$53.2 million GF) reflects a full year impact compared to a half year in the current year.

SB 3 Minimum Wage, January 1, 2021 (\$13.00 to \$14.00 per hour)

Increase of \$120.3 million (\$61.4 million GF) reflects a projected half-year impact due to the increased minimum wage.

Systemic, Therapeutic, Assessment, Resources and Treatment Training (START) Training

Increase of \$4.5 million (\$2.6 million GF) to support individuals in their current residential arrangement and prevent disruptions and admissions into more restrictive settings, such as Institutions for Mental Diseases, out-of-state services, acute psychiatric settings, Community Crisis Homes and STAR services through the provision of 24-hour crisis services and planning, and by providing training to families, direct support staff, and local partners (e.g., police, hospital staff, teachers) on person-centered, trauma-informed, and evidence-based support services for individuals with co-occurring developmental disabilities and mental health needs.

Uniform Holiday Schedule

Increase of \$2.4 million (\$1.4 million GF) to reflect actual expenditures through 2018-19.

STATE OPERATED FACILITIES PROGRAM

2019-20

The ending population on July 1, 2019 was 363 individuals. The Department projects an ending population of 302 individuals on June 30, 2020.

The 2020-21 Governor's Budget includes \$326.4 million (\$283.8 million GF), which is a net increase of \$5.0 million (\$4.1 million GF). The net increase is a combination of the following adjustments:

Operations Expenditures

Decrease of \$3.0 million GF reflecting a budget revision transferring \$3.0 million from State Operations to Local Assistance for the development of the two community STAR homes in Central California.

Employee Compensation and Retirement

Increase of \$8 million (\$7.1 million GF) for compensation and retirement adjustments approved through the collective bargaining process.

2020-21

The Governor's Budget includes \$300.1 million (\$267.1 million GF), a decrease of \$26.2 million (\$16.7 million GF) as compared to the updated current year budget. The decrease reflects the following adjustments:

Operations Expenditures

Decrease of \$24.7 million (\$15.6 million GF) and is comprised of a \$19.8 million reduction in Personal Services and \$4.9 million reduction in Operating Expenses and Equipment.

- Increase of \$8.9 million GF and 72.3 positions for the Secured Treatment Program (STP) at Porterville to temporarily expand bed capacity from 211 to 231 beds. The Department will add one Intermediate Care Facility (ICF) Unit of 20-beds. The STP bed capacity would return to 211 by July 1, 2024.
- Increase of \$11.9 million GF and 54.0 positions to extend the warm-shutdown period at Fairview DC through June 30, 2021. The Department of General Services is in the process of completing a site assessment to inform the disposition of the property.
- Increase of \$1.1 million GF for 8.0 positions for the South Coast Regional Project (SCRIP). The SCRIP will continue to support the transition activities of all individuals from state operated facilities.

Employee Compensation and Retirement

Decrease of \$1.5 million (\$1.1 million GF) for employee compensation and retirement adjustments approved through the collective bargaining process.

CAPITAL OUTLAY

The Governor's Budget does not include a proposal for capital outlay funds in 2020-21.

DEFERRED MAINTENANCE

The Governor's Budget does not include funding for deferred maintenance in 2020-21.

HEADQUARTERS

2019-20

The 2020-21 Governor's Budget includes \$97.9 million (\$63.4 million GF), a net increase of \$5.4 million (\$4.0 million GF). The increase is comprised of compensation and retirement adjustments approved through the collective bargaining process and included Item 9800 – Employee Compensation Adjustments; an increase in funding authority for Community State Staff Program; and DGS Reimbursement for O Street Office Cleanup.

2020-21

The 2020-21 Governor's Budget includes \$118.2 million (\$74.5 million GF) for Headquarters, an increase of \$20.3 million (\$11.2 million GF) compared to the updated current year. The net increase is comprised of employee compensation and retirement adjustments approved through the collective bargaining process, included Item 9800- Employee Compensation Adjustments and five Budget Change Proposals as detailed below:

Southern California Headquarters Office

\$2.0 million (\$1.6 million GF) for new leased space to support approximately 100 permanent positions in Costa Mesa/Orange County, CA in 2020-21. Of this request, \$1.2 million (\$1.0 million GF) is ongoing.

Information Security Office

\$0.3 million (\$0.2 million GF) and two (2.0) Information Technology Specialist I positions to support workload related to the highest assessed information security and cybersecurity vulnerabilities.

Information Technology Data and Planning

\$2.2 million (\$1.9 million GF) and four (4.0) permanent Information Technology Specialist II positions, resources equivalent to three (3.0) positions on a two-year limited term basis and supporting resources for modernization of the Information Technology Division organizational infrastructure to ensure support for increasingly complex technology and critical data needs of the Department's programs.

Uniform Fiscal System (UFS) Modernization

\$1.4 million (\$1.3 million GF) and two (2.0) positions on a two-year limited term basis, and related consulting resources to support planning for the UFS replacement project.

Community State Staff Program (CSSP) Reimbursement

\$9.7 million increase in reimbursement authority, for temporary help expenditures related to the continuing operation of the CSSP.

**2020 Governor's Budget
Program and Funding Summary**

(Dollars in Thousands)

	2019-20*	2020-21	Difference
Community Services Program			
Regional Centers	\$7,735,113	\$8,751,047	\$1,015,934
Totals, Community Services	\$7,735,113	\$8,751,047	\$1,015,934
General Fund	\$4,686,900	\$5,314,052	\$627,152
Program Development Fund (PDF)	2,242	2,280	38
Developmental Disabilities Svs Acct	150	150	0
Federal Trust Fund	53,580	53,580	0
Reimbursements	2,991,501	3,380,245	388,744
Mental Health Services Fund	740	740	0
State Operated Facilities Program			
Personal Services	\$273,954	\$252,658	-\$21,296
Operating Expense & Equipment	52,426	47,528	-4,898
Total, State Operated Facilities	\$326,381	\$300,186	-\$26,195
General Fund	\$283,828	\$267,126	-\$16,702
Federal Trust Fund	0	0	0
Lottery Education Fund	192	192	0
Reimbursements	42,361	32,868	-9,493
Headquarters Support			
Personal Services	70,183	83,465	8,282
Operating Expense & Equipment	27,698	34,755	6,824
Total, Headquarters Support	\$97,881	\$118,220	\$15,106
General Fund	\$63,372	\$74,495	\$10,890
Federal Trust Fund	2,797	2,723	-74
PDF	404	404	0
Reimbursements	30,817	40,107	4,290
Mental Health Services Fund	491	491	0
Totals, All Programs	\$8,159,375	\$9,169,453	\$1,004,846
Total Funding			
General Fund	\$5,034,100	\$5,655,673	\$621,340
Federal Trust Fund	56,377	56,303	-74
Lottery Education Fund	192	192	0
PDF	2,646	2,684	38
Developmental Disabilities Svs Acct	150	150	0
Reimbursements	3,064,679	3,453,220	383,541
Mental Health Services Fund	1,231	1,231	0
Totals, All Funds	\$8,159,375	\$9,169,453	\$1,004,845
Caseloads			
State Operated Facilities	363	302	-61
Regional Centers	350,047	368,622	18,575
Departmental Positions			
State Operated Facilities	2,518.2	1,951.8	-566.4
Headquarters	512.0	523.2	11.2

*Total Expenditures do not reflect the statewide item for Employee Retention Incentives of \$1.5 million in 2019-20 and \$15.7 million in 2020-21. The incentives were added by the 2016 Budget Act and displayed as a Carryover/Re-appropriation in the Governor's Budget Galley.

Attachment A
CORE STAFFING ESTIMATE - 2019-20
Comparison of the Governor's Budget to the 2019 May Revision

I. CORE STAFFING FORMULA**A. PERSONAL SERVICES****1. DIRECT SERVICES****a. Clinical****(1) Intake and Assessment**

	Governor's Budget 2019-20	2019 May Revision			Difference
		Positions	Budgeted Salary	Cost	
(a) Physician	\$13,868,461	175.23	\$79,271	\$13,890,657	\$22,196
(b) Psychologist	14,609,725	350.45	41,754	14,632,689	22,964
(c) Nurse	6,503,066	175.23	37,171	6,513,474	10,408
(d) Nutritionist	4,921,344	175.23	28,130	4,929,220	7,876

(2) Clinical Support Teams

(a) Physician/Psychiatrist	8,098,992	88.00	92,034	8,098,992	0
(b) Consulting Pharmacist	5,319,600	88.00	60,450	5,319,600	0
(c) Behavioral Psychologist	4,837,536	88.00	54,972	4,837,536	0
(d) Nurse	4,442,064	88.00	50,478	4,442,064	0

(3) SB 1038 Health Reviews

(a) Physician	2,935,885	32.55	92,034	2,995,707	59,822
(b) Nurse	7,513,650	151.92	50,478	7,668,618	154,968

b. Intake / Case Management

(1) Supervising Counselor (Intake) (1:10 Intake Workers in Item (2) below)	4,001,387	108.33	38,036	4,120,440	119,053
(2) Intake Worker	33,171,664	1,083.29	31,532	34,158,300	986,636
(3) Supervising Counselor (Case Management) (1:10 CPCs in Items (6), (7) and (8) below)	28,946,056	553.26	52,392	28,986,398	40,342
(4) Supervising Counselor (Capitol People First) (DC Case Management 1:10 CPCs)	242,592	3.61	67,200	242,592	0
(5) Client Program Coordinator (CPC), 1:66 DC Consumers Capitol People First	1,698,326	36.12	47,019	1,698,326	0
(6) CPC, 1:66 Consumers (Total Pop w/o DCs, CPP, ES)	85,297,124	2,523.92	34,032	85,894,045	596,921
(7) CPC (Waiver, Early Start only), 1:62 Consumers	101,081,506	2,960.35	34,032	100,746,631	-334,875
(8) CPC, Quality Assurance for ARM	1,646,128	48.37	34,032	1,646,128	0
(9) Supervising Counselor, DSS Incidental Medical Care Regulations (1:10 CPCs)	64,966	1.48	52,392	77,540	12,574
(10) CPC, DSS Incidental Medical Care Regs	469,396	14.80	37,824	559,795	90,399

c. Quality Assurance / Quarterly Monitoring

(1) Supervising Counselor	2,314,574	44.16	52,392	2,313,474	-1,100
(2) CPC	15,034,657	441.57	34,032	15,027,510	-7,147

d. Early Intervention**(1) General**

(a) Prevention Coordinator	876,792	21.00	41,752	876,792	0
(b) High-Risk Infant Case Manager	856,905	21.00	40,805	856,905	0
(c) Genetics Associate	798,714	21.00	38,034	798,714	0

(2) Early Start / Part C

(a) Supervising Counselor	1,803,333	34.27	52,392	1,795,474	-7,859
(b) CPC	11,714,835	342.71	34,032	11,663,107	-51,728
(c) Administrative and Clinical Support (see next page)					

e. Community Services

(1) Special Incident Coordinator	1,100,232	21.00	52,392	1,100,232	0
(2) Vendor Fiscal Monitor	1,248,729	24.56	50,844	1,248,729	0
(3) Program Evaluator	898,653	21.00	42,793	898,653	0
(4) Resource Developer	898,653	21.00	42,793	898,653	0
(5) Transportation Coordinator	898,653	21.00	42,793	898,653	0
(6) Administrative Services Analyst (SB 1039 Consumer Complaints)	449,327	10.50	42,793	449,327	0
(7) Developmental Center Liaison	107,262	2.82	38,036	107,262	0
(8) Diversion	126,584	4.00	31,646	126,584	0
(9) Placement Continuation: (a) Supervising Counselor	1,572	0.04	52,392	2,096	524
(b) CPC (Supplement at 1:45 Consumers)	11,571	0.42	34,032	14,293	2,722

f. Special Incident Reporting (SIR)

(1) Supervising Counselor	476,243	9.10	52,392	476,767	524
(2) QA/CPC	3,094,189	91.03	34,032	3,097,933	3,744
(3) Nurses	2,294,730	45.52	50,478	2,297,759	3,029

g. Mediation

(1) Clinical Staff	7,093	0.11	64,484	7,093	0
(2) Supervising Counselor	52,916	1.01	52,392	52,916	0
(3) CPC	17,356	0.51	34,032	17,356	0

h. Expansion of Autism Spectrum Disorders (ASD) Initiative

(1) ASD Clinical Specialist	1,371,888	21.00	65,328	1,371,888	0
(2) ASD Program Coordinator	1,318,464	21.00	62,784	1,318,464	0

i. SUBTOTAL DIRECT SERVICES

	\$377,443,393	9,987.47		\$379,175,386	\$1,731,993
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Attachment A
CORE STAFFING ESTIMATE - 2019-20
Comparison of the Governor's Budget to the 2019 May Revision

	Governor's Budget 2019-20	2019 May Revision			Difference
		Positions	Salary	Cost	
2. ADMINISTRATION					
a. Executive Staff					
(1) Director	1,279,698	21.00	\$60,938	1,279,698	\$0
(2) Administrator	1,009,449	21.00	48,069	1,009,449	0
(3) Chief Counselor	986,643	21.00	46,983	986,643	0
b. Fiscal					
(1) Federal Program Coordinator (Enh. FFP, Phase I)	1,206,177	21.00	57,437	1,206,177	0
(2) Federal Compliance Specialist (Enh. FFP, Phase II)	5,358,818	134.38	39,887	5,360,015	1,197
(3) Fiscal Manager	963,480	21.00	45,880	963,480	0
(4) Program Tech II (FCPP)	883,255	24.22	36,468	883,255	0
(5) Revenue Clerk	1,525,892	56.72	26,902	1,525,892	0
(6) Account Clerk (Enh. FFP, Phase II)	584,640	21.00	27,840	584,640	0
(7) Account Clerk	11,675,022	438.07	26,694	11,693,708	18,686
c. Information Systems and Human Resources					
(1) Information Systems Manager	1,397,844	21.00	66,564	1,397,844	0
(2) Information Systems Assistant	1,000,692	21.00	47,652	1,000,692	0
(3) Information Systems Assistant (SIR)	500,346	10.50	47,652	500,346	0
(4) Privacy Officer (HIPAA)	898,653	21.00	42,793	898,653	0
(5) Personal Computer Systems Manager	1,397,844	21.00	66,564	1,397,844	0
(6) Training Officer	1,099,728	21.00	52,368	1,099,728	0
(7) Training Officer (SIR)	549,864	10.50	52,368	549,864	0
(8) Human Resources Manager	1,067,724	21.00	50,844	1,067,724	0
d. Clerical Support					
(1) Office Supervisor	555,408	21.00	26,448	555,408	0
(2) PBX/Mail/File Clerk	1,681,544	63.00	26,691	1,681,544	0
(3) Executive Secretary	1,401,287	52.50	26,691	1,401,287	0
(4) MD/Psychologist Secretary II	421,682	16.28	26,438	430,407	8,725
(5) MD/Psychologist Secretary I	7,004,567	262.84	26,691	7,015,510	10,943
(6) Secretary II	5,038,246	191.58	26,438	5,064,948	26,702
(7) Secretary I	36,668,861	1,354.36	27,214	36,857,454	188,593
(8) Secretary I (DC Case Management - Capitol People First)	210,834	6.62	31,848	210,834	0
e. SUBTOTAL ADMINISTRATION	\$86,368,198	2,894.57		\$86,623,044	\$254,846
3. TOTAL POSITIONS AND SALARIES (Item A.1.i. + Item A.2.e.)	\$463,811,591	12,882.04		\$465,798,430	\$1,986,839
a. CPCs	220,065,088			220,365,124	300,036
b. All Other Staff	243,746,503			245,433,306	1,686,803
4. Fringe Benefits					
a. CPCs 23.7%	52,155,426			52,226,534	\$71,108
b. All Other Staff 23.7%	57,767,921			58,167,694	399,773
c. Total Fringe Benefits	\$109,923,347			\$110,394,228	\$470,881
5. Salary Savings					
a. CPCs 1.0%	-2,722,205			-2,725,917	-\$3,712
b. All Other Staff 5.5%	-16,583,296			-16,698,055	-114,759
c. Total Salary Savings	-\$19,305,501			-\$19,423,972	-\$118,471
6. Early Start / Part C Administrative and Clinical Support (salaries, fringe benefits and salary savings)	\$694,000			\$694,000	\$0
7. TOTAL PERSONAL SERVICES (Items A.3. + A.4. + A.5. + A.6.) ROUNDED	\$555,123,437			\$557,462,686	\$2,339,249
	\$555,123,000	12,882.00		\$557,463,000	\$2,340,000
B. OPERATING EXPENSES AND RENT					
1. Operating Expenses	48,385,000			48,574,000	189,000
2. Rent	72,539,000			73,407,000	868,000
3. Subtotal Operating Expenses and Rent	\$120,924,000			\$121,981,000	\$1,057,000
C. TOTAL CORE STAFFING (Items A.7. + B.3.)	\$676,047,000			\$679,444,000	\$3,397,000

Attachment B
CORE STAFFING FORMULAS

CORE STAFFING CLASSIFICATION	STAFFING FORMULA
A. <u>PERSONAL SERVICES</u>	
1. DIRECT SERVICES	
a. <u>Clinical</u>	
(1) <u>Intake and Assessment</u>	
(a) Physician (minimum of 1)	1.0 position : 2,000 total consumers
(b) Psychologist	1.0 position : 1,000 total consumers
(c) Nurse (minimum of 1)	1.0 position : 2,000 total consumers
(d) Nutritionist (minimum of 1)	1.0 position : 2,000 total consumers
(2) <u>Clinical Support Teams</u>	
(a) Physician/Psychiatrist	1.0 position : 1,700 consumers in community care facilities (CCF) and supported living and those with severe behavior and/or medical problems
(b) Consulting Pharmacist	1.0 position : 1,700 " "
(c) Behavioral Psychologist	1.0 position : 1,700 " "
(d) Nurse	1.0 position : 1,700 " "
(3) <u>SB 1038 Health Reviews</u>	
(a) Physician	1.5 hours : Referral/1,778 hrs./ full-time equivalent (FTE) position
(b) Nurse	1.75 hours : Individual program plan (IPP) review/1,778 hrs./FTE position
b. <u>Intake/Case Management</u>	
(1) Supervising Counselor: Intake	1.0 position : 10 Intake Workers
(2) Intake Worker	1.0 position : 14 monthly intake cases (assume average intake case lasts 2 mos.)
(3) Supervising Counselor: Case Management	1.0 position : 10 CPCs in Items b.(6, 7 and 8) below
(4) Supervising Counselor: Capitol People First	1.0 position : 10 CPCs in Items b.(5) below
(5) Client Program Coordinator (CPC) Capitol People First	1.0 position : 66 consumers (Developmental Center residents)
(6) CPC	1.0 position : 66 consumers (all other consumers, excluding Waiver, Early Start, and CPP placements)
(7) CPC	1.0 position : 62 Waiver and Early Start consumers (excluding CPP placements)
(8) CPC, Quality Assurance for Alternative Residential Model	1.0 position : 527 CCF consumers
(9) Supervising Counselor: DSS Incidental Medical Care Regulations	1.0 position : 10 CPCs in item b.(10) below
(10) CPC, DSS Incidental Medical Care Regulations	1.0 position : 2.5 hrs x 8 visits per year to CCF consumers who rely on others to perform activities of daily living

Attachment B
CORE STAFFING FORMULAS

CORE STAFFING CLASSIFICATION	STAFFING FORMULA
A. <u>PERSONAL SERVICES (continued)</u>	
1. DIRECT SERVICES (continued)	
c. <u>Quality Assurance/Quarterly Monitoring</u>	
(1) Supervising Counselor	1.0 position : 10 CPCs in Item c.(2) below
(2) CPC	10 hrs/yr. : CCF consumer/1,778 hrs./FTE
	14 hrs/yr. : Supported/Independent Living consumer/1,778 hrs./FTE
	10 hrs/yr. : Skilled Nursing Facility and Intermediate Care Facility consumer/1,778 hrs./FTE
	10 hrs/yr. : Family Home Agency consumer/1,778 hrs./FTE
d. <u>Early Intervention</u>	
(1) <u>General</u>	
(a) Prevention Coordinator	1.0 position : RC
(b) High-Risk Infant Case Mgr.	1.0 position : RC
(c) Genetics Associate	1.0 position : RC
(2) <u>Early Start/Part C</u>	
(a) Supervising Counselor	1.0 position : 10 CPCs in Item d.(2)(b) below
(b) CPC:	
Marginal positions from:	1.0 position : 62 children<age 3yrs.
to:	1.0 position : 45 children<age 3yrs.*
e. <u>Community Services</u>	
(1) Special Incident Coordinator	1.0 position : RC
(2) Vendor Fiscal Monitor	0.5 position : RC plus 1: every 3,140 vendors
(3) Program Evaluator	1.0 position : RC
(4) Resource Developer	1.0 position : RC
(5) Transportation Coordinator	1.0 position : RC
(6) Administrative Services Analyst (SB 1039, Chapter 414, Statutes of 1997) Consumer Complaints	0.5 position : RC
(7) Developmental Center Liaison	1.0 position : 400 DC consumers
(8) Diversion	4.0 positions : 21 RCs
(9) Placement Continuation	
(a) Supervising Counselor	1.0 position : 10 CPCs in Item e.(9)(b) below
(b) CPC:	
1. Marginal positions from:	1.0 position : 62 CPP Placements
2. to:	1.0 position : 45 CPP Placements

* Note: This 1:45 staffing ratio is a funding methodology, not a required caseload ratio.

Attachment B**CORE STAFFING FORMULAS**

CORE STAFFING CLASSIFICATION	STAFFING FORMULA	
A. <u>PERSONAL SERVICES (continued)</u>		
1. DIRECT SERVICES (continued)		
f. <u>Special Incident Reporting (SIR)</u>		
(1) Supervising Counselor	1.0 position	10 CPCs in Item f. (2) below
(2) QA/CPC	1.0 position	: RC plus 1: every 5,000 consumers
(3) Nurse	0.5 position	: RC plus 0.5: every 5,000 consumers
g. <u>Mediation</u>		
(1) Clinical Staff	2.0 hours	: 25% of annual mediations/ 1,778 hrs /FTE position
(2) Supervising Counselor	4.5 hours	: Mediation/1,778 hrs/FTE position
(3) CPC	4.5 hours	: 50% of annual mediations/ 1,778 hrs./FTE position
h. <u>Expansion of Autism Spectrum Disorders (ASD) Initiative</u>		
(1) ASD Clinical Specialist (effective January 1, 2007)	1.0 position	: RC
(2) ASD Program Coordinator (effective January 1, 2007)	1.0 position	: RC
2. ADMINISTRATION		
a. <u>Executive Staff</u>		
(1) Director	1.0 position	: RC
(2) Administrator	1.0 position	: RC
(3) Chief Counselor	1.0 position	: RC
b. <u>Fiscal</u>		
(1) Federal Program Coordinator (Enhancing FFP, Phase I)	1.0 position	: RC
(2) Federal Compliance Specialist (Enhancing FFP, Phase II)	1.0 position	: 1,000 HCBS Waiver consumers
(3) Fiscal Manager	1.0 position	: RC
(4) Program Technician II, FCPP	0.5 position	: RC
	1.0 position	: 1,778 hours of FCPP determinations
(5) Revenue Clerk	1.0 position	: 400 consumers for whom RCs are representative payee
(6) Account Clerk (Enhancing FFP, Phase II)	1.0 position	: RC
(7) Account Clerk	1.0 position	: 800 total consumers
c. <u>Information Systems and Human Resources</u>		
(1) Information Systems Manager	1.0 position	: RC
(2) Information Systems Assistant	1.0 position	: RC
(3) Information Systems Assistant, SIR	0.5 position	: RC
(4) Privacy Officer, HIPAA	1.0 position	: RC
(5) Personal Computer Systems Manager	1.0 position	: RC
(6) Training Officer	1.0 position	: RC
(7) Training Officer, SIR	0.5 position	: RC
(8) Human Resources Manager	1.0 position	: RC

Attachment B
CORE STAFFING FORMULAS

CORE STAFFING CLASSIFICATION	STAFFING FORMULA
A. <u>PERSONAL SERVICES (continued)</u>	
2. <u>ADMINISTRATION (continued)</u>	
d. <u>Clerical Support</u>	
(1) Office Supervisor	1.0 position : RC
(2) PBX/Mail/File Clerk	3.0 positions : RC
(3) Executive Secretary	2.5 positions : RC
(4) MD/Psychologist Secretary II	1.0 position : 2 Physicians in Item 1.a.(3)(a), SB 1038 Health Reviews
(5) MD/Psychologist Secretary I	1.0 position : 2 Physicians/Psychologists in Items 1.a.(1)(a) and (b), Clinical Intake and Assessment
(6) Secretary II	1.0 position : 6 professionals in Items: 1.a.(3)(b), SB 1038 Health Reviews 1.b.(9) and (10), the Department's Incidental Medical Care Regulations 1.c., Quality Assurance/ Quarterly Monitoring 1.e.(1), (2) and (9)(a) and (b) Community Services 1.e.(9) b 2., Community Services (see Secty I, line 1.e.(9) b 2.,) 1.f.(1) thru (3), Special Incident Reporting 2.b.(1), Federal Program Coordinators (FFP Phase I) 2.b.(2), Federal Compliance Coordinators (FFP Phase II) 2.c., Information Systems and Human Resources
(7) Secretary I	1.0 position : 6 professionals in Items: 1.a.(1)(c) and (d), Clinical Intake and Assessment 1.b.(1) to (3) and (6) to (8), Intake/Case Mgt. 1.b.(5) and (6) Capitol People First 1.d., Early Intervention 1.e.(3), (4), (6) to (8), Community Services 1.e.(9) b 1., Community Services (see Secty II, line 1.e.(9) b 1.,)
(8) Secretary I (DC Case Management Capitol People First)	1.0 position : 6 CPCs and Supervisors

**REGIONAL CENTERS
ALLOCATION METHODOLOGY**

FISCAL YEAR 2018-19 E-1 ALLOCATION

OPERATIONS

A. PERSONAL SERVICES

1. DIRECT SERVICES:

a. Clinical

- (1) **Intake and Assessment:** Allocation based on the projected caseload for total consumers, per the core staffing formula.
- (2) **Clinical Support Teams:** Allocation based on the core staffing formula with each regional center first getting one clinical team and the remainder of dollars based on each RC's pro-rata share of Status 1 and Status 2 caseload per the June Client Master File Report. (CMF).
- (3) **SB 1038 Health Reviews:** Allocation based on total positions for Physicians & Nurses per the May Revision and on each RC's pro-rata share of Status 2 caseload per the June CMF Report.

b. Intake/Case Management:

For all items 1-10 except for item # 5: Allocation based on projected caseload for Status 1 & 2 consumers, per the core staffing formula.

(4) Capitol People First:

Allocation based on each RC's pro-rata share of Status 8 caseload per the June CMF Report. This methodology supports the original intention of the funding to support case management activities related to transitioning residents out of the developmental centers, per the Capitol People First lawsuit.

c. Quality Assurance/Quarterly Monitoring: Prorated staff based on data extraction figures for consumer living arrangements through the month of June 2018, by RC, and calculated per the core staffing formula.

d. Early Intervention

- (1) **Early Intervention-General:** Allocation based on the core staffing formula: One position for each RC.
- (2) **Early Start/Part C:** Allocation based on the total positions for CPC & Supervising Counselors per the May Revision and on each RC's pro-rata share of Status 1 for Early Start consumer's from birth to 36 months, per the June CMF Report.

- e. **Community Services:** For all items except as noted below, Allocation based on the core staffing formula. Core staffing uses a twice-yearly data run of vendor counts, DC population and CPP placements.
 - (2) **Vendor Fiscal Monitors:** Each RC receives a .5 position plus their portion of the additional vendors, of 1 for every 3,140 vendors

Additional positions are calculated in two steps:

 - (i) Each RC's pro-rata share of the number of Vendor Audits. (provided by the Audits Unit which includes the number of licensed CCF Beds 1-6 Data Run Select Vendors with POS under \$100k, specific program codes)
 - (ii) Then prorated against the total vendors from the May Revision Estimate worksheet in order to determine how to distribute the additional vendors per the core staffing formula.
 - (7) **DC Liaison:** Allocation based on 2018 May Revise Population Assumptions and on each RC's pro-rata share of Status 8 (DC Consumer) caseload per the June CMF Report.
 - (8) **Diversion:** One position is first allocated to SCLARC based on SCLARC's employment of a law officer to assist with the consumers. The remaining three positions are allocated based on each RC's pro-rata share of Status 0 and Status 2 with consumers who are under 36 months removed, per the June CMF Report.
 - (9) **Placement Continuation:** Allocation based each RC's pro-rata share of prior-year actual placements for CPP Consumers placed in 2017-18, per the core staffing formula, and updated per the May Revision Population Assumptions and the core staffing ratios.
- f. **Special Incident Reporting:** Allocation based on the core staffing formula, using Active and High-Risk Status 1 & 2, per the June CMF data and adjusted for caseload growth.
- g. **Mediation:** Allocation based on each RC's pro-rata share of adjusted 2018-19 Caseload per the June CMF Report (Actual + Projected Active & Projected High-Risk Status 1 & 2), per the core staffing formula. Core staffing uses the number of estimated mediations per year (400 annual mediations) to determine the following:

(1) Clinical Staff	2.0 hours	:	25% of annual mediations/ 1,778 hrs /FTE position
(2) Supervising Counselor	4.5 hours	:	mediation/1,778 hrs./FTE position
(3) CPC	4.5 hours	:	50% of annual mediations/ 1,778 hrs./FTE position
- h. **Expansion of Autism Spectrum Disorders (ASD):** Allocation based on the core staffing formula: One position for each RC.

2. ADMINISTRATION:

- a. **Executive Staff:** Allocation based on the core staffing formula: One position for each RC.
- b. **Fiscal:** Allocation based on the core staffing formula.
- c. **Information Systems and Human Resources:** Allocation based on the core staffing formula: One position for each RC, 0.5 position for (3) ISA SIR, (7) Training Officer, SIR
- d. **Clerical Support:** Allocation based on the core staffing formula.

3. FRINGE BENEFITS AND SALARY SAVINGS:

- a. **Fringe benefits:** 23.7% of salaries.
 - b. **Salary savings:** 1% for Client Program Coordinators and 5.5% for all other staff.
4. **Early Start/Part C Administrative and Clinical Support:** Allocation based on each RC's pro-rata share of Status 1 for Early Start consumer's age 36 months or less, per the June CMF Report.

B. OPERATING EXPENSES AND RENT

1. Operating Expenses:

- a. **Operating Expenses:** Allocation based on FY 2017-18 as base allocation.
- b. **New Positions:** Allocation based on budgeted caseload by regional center, unless otherwise stated.

2. **Rent:** Allocation based on spring survey and approved lease agreements.

C. ENHANCED CASELOAD RATIO 1:45: Allocation based on actual DC placements in 2017-18.

D. STAFFING FOR COLLECTION OF FFP FOR CONTRACTED SERVICES: Allocation: One CPS I position and one Account Clerk II for each RC per May Revision.

E. FEDERAL COMPLIANCE

1. **Home and Community-Based Services Waiver:** Allocation based on each RC's pro-rata share of actual enrollments for entire year, July 2017 to June 2018.
2. **HCBS Waiver Compliance:** Allocation based on each RC's pro-rata share of actual enrollments for entire year, July 2017 to June 2018 less OE&E which is allocated separately in the OE&E calculations.
3. **Targeted Case Management:** Allocation based on each RC's pro-rata share of prior year TCM billable units.
4. **Nursing Home Reform:** Allocation based on each RC's pro-rata share of prior year 2017-18 NHR expenditures.
5. **Increase in Case Managers to Meet HCBS Waiver Requirements:** Allocation based on each RC's pro-rata share of actual enrollments for entire year, July 2017 to June 2018 less OE&E which is allocated separately in the OE&E calculations.

6. **Federal Medicaid Requirements:** Allocation based on each RC's pro-rata share of Active Vendor Counts, as of June 2018.

F. OTHER DIRECT SERVICES / COMMUNITY PLACEMENT PLAN

CPP funds allocated based on approved plans for each regional center.

G. PROJECTS

1. Information Technology Costs (IT): Allocation provided by Information Services Division, to fund regional centers' hardware and software maintenance for the IBM Series. The funds are specifically for that purpose, based on each regional centers' IT equipment.
 - a. Please note the IT costs referenced in the Estimate are related to the operational costs for maintenance, software, and connectivity for the UFS and SANDIS system. Please direct any questions regarding IT items to Becky Pipoly at becky.pipoly@dds.ca.gov.
2. Foster Grandparent/Senior Companion Program: Allocations based on the number of Volunteer Service Years for each location.
3. Mental Health Services: Allocation based on approved applications.
4. Sherry S Court Case: Allocation based on the 2018 Spring Survey.

H. UNALLOCATED REDUCTIONS / SAVINGS TARGET

1. **Intake and Assessment adjustment 60 to 120 days** (-\$4,465,000): Allocation distributed as a percent/total of Monthly Intake consumers 3 years and over per the 2018 Spring Survey, Exhibit A-1 and A-2.
2. **FY 2001-02 Prior Unallocated Reduction** (-\$10,559,000): Allocation calculated as a percent to total of core staffing.
3. **FY 2004-05 Cost Containment Unallocated Reduction** (-\$5,968,000): Allocation calculated as a percent to total of core staffing.
4. **Savings Target 2009-10** (\$12,000,000):
 - a. Allocation of the 2009-10 **Quality Assurance reduction** (-\$1,500,000) based on each RC's pro-rata share of CCF and CPP consumer counts for July 2017 data as of July 2018 (Savings Target # 23)
 - b. Allocation of the 2009-10 **One-Time RC Funding reduction** (-3,500,000) based on each RC's pro-rata share of core staffing (Savings Target # 24)
 - c. Allocation of the 2009-10 **Additional RC Funding Ops Savings** (-\$1,500,000) based on each RC's pro-rata share of core staffing (Savings Target # 25)
 - d. Allocation of the 2009-10 **Early Start Intake & Assessment reduction** (-\$5,500,000) based on each RC's pro-rata share of projected 2018-19 High Risk Caseload consumers by RC (Savings Target # 25)
 - e. Allocation of the 2011-12 **March Cost Containment measures** (-\$3,486,000) based on each RC's pro-rata share of core staffing.

- f. Allocation of the 2011-12 **\$174M Unallocated reduction** (-\$5,400,000) based on each RC's pro-rata share of core staffing.

I. POLICY ITEMS

See separate **Policy allocation sheet**

PURCHASE OF SERVICES

1. **POS Base Allocation:** Allocation based on each RC's pro-rata share of actual prior fiscal year (FY 2017-18), 12 months of Non-CPP POS expenditures and the first two prior-prior year supplemental claims; with funds held for future allocations.
2. **GAP FUNDS:** Allocation based on the number of health facilities regional centers estimate will be developed using the 2018 Spring Survey data and will be allocated based on approved plans.
3. **POLICY ITEMS:** See separate Policy allocation sheet

COMMUNITY PLACEMENT PLAN, Agnews Ongoing, Lanterman, & DC Closures

1. All CPP, Ongoing Workload, and DC Closure funds for Start-UP and Assessment will be allocated based upon approved plans.
2. CPP funds for Placement and Deflection will be allocated based upon actual costs incurred up to the amount in the approved plans.

Family Resource Center

1. Family Resource Centers/Network allocated for family resource center/network services to implement Part C.

"CMF" refers to the Client Master File of Consumers by RC

"May Revision" refers to the DDS RC 2018 May Revision unless otherwise notated.

"June CMF" refers to the June 2018 Client Master File unless otherwise notated.

**REGIONAL CENTERS
POLICY ALLOCATION METHODOLOGY**

FISCAL YEAR 2018-19 E-1 ALLOCATION

*Page Numbers reference 2018 RC May Revision
For Discussion with ARCA*

Operations

1. **Improve Service Coordinator Caseload Ratios** (\$17,000,000) pg. F-26
Allocated 100% of total funds available in the E-Preliminary; allocation is the same as the 2017-18 D-1 allocation.
2. **Compliance with HCBS Regulations** (\$1,422,000) pg. F-26
Allocation based on one position to each RC.
3. **ABX2 1 RC Operations Increase Salaries & Wages** (\$56,600,000) pg. F-26
Allocated 100% of total funds available in the E-Preliminary; allocation is the same as the 2017-18 D-1 allocation.
 - a. **Total E-Preliminary Allocation \$45,490,000**
 - i. Amount for Salaries and Wages: \$43,515,000
 - ii. Amount for Administrative costs: \$1,975,00
 - b. Holding \$11,000,000 for disparities (allocated based on approved plans)
 - c. Holding \$110,000 for the Disability Rights Contract
 - d. Total available per 2018 May Revision \$56,600,000

Allocation for FY 2018-19 allocates the same dollars by RC as allocated in the FY 2017-18 D-1 allocation, in order to provide the funding for staff hired, which was the FY 2016-17 allocation based on each regional center's pro-rata share of B-2 Core Staffing.

4. **Resources to implement ABX2 1** (\$4,164,000) pg. F-26
 - a. Employment Specialist \$2,082,000
 - b. Cultural Specialist: \$2,082,000Allocation based on two positions to each RC, one from each category.
5. **BHT Psychological Evaluations for FFS Consumers** (\$1,266,000) pg. F-27
Allocation based on each RC's pro-rata share of the number of Fee for Service consumers under the age of 21, being served in the community by the RC.
6. **DC Closure CPP** (\$5,434,000) pg. H-4 to H-6
Allocation based on approved CPP plans.

Purchase of Services

1. **DC Closure-CPP** (\$25,201,000) pg. H-4 to H-6
Allocation based on approved CPP plans.
2. **BHT Consumers with no Autism Spectrum Disorder Diagnosis** (-\$47,926,000) pg.J-1
This will be a reduction to base POS funds available.
3. **Compliance with HCBS Regulations** (\$15,000,000) pg. K-1
Upon receipt of the guidance letter from CSD, Budgets unit will allocate this item per the approved proposals.
4. **ABX2 1 Competitive Integrated Employment Incentives and Internships**
(\$29,000,000) pg. K-3
Allocated based on FY 2017-18 expenditures through June 2018 by regional Center.
5. **SB 3 Minimum Wage Increase, Effective 1/1/2018** (\$122,357,000) pg. K-5
Future allocation will be based on actual requested increases.
6. **SB 3 Minimum Wage Increase, Effective 1/1/2019** (\$122,996,000) pg. K-7
Future allocation will be based on actual requested increases.
7. **Home Health Rate Increase** TBD
8. **Uniform Holiday** TBD