



**COUNTY OF RIVERSIDE
EXECUTIVE OFFICE**

GEORGE A. JOHNSON
CHIEF ASSISTANT COUNTY EXECUTIVE OFFICER

ROB FIELD
ASSISTANT COUNTY EXECUTIVE OFFICER
ECONOMIC DEVELOPMENT AGENCY

MICHAEL T. STOCK
ASSISTANT COUNTY EXECUTIVE OFFICER
HUMAN RESOURCES

ZAREH SARRAFIAN
ASSISTANT COUNTY EXECUTIVE OFFICER
HEALTH SYSTEMS

PAUL McDONNELL
COUNTY FINANCE DIRECTOR

JAY E. ORR
COUNTY EXECUTIVE OFFICER

July 20, 2016

Honorable Board of Supervisors
County of Riverside
Robert T. Andersen Administrative Center
4080 Lemon Street, 5th Floor
Riverside, CA 92501-3651

4/5th Vote

SUBJECT: FY 16/17 Budget Recommendations

Board members:

The midyear report approved by the Board of Supervisors on February 2, 2016, outlined a multi-year fiscal strategy to stabilize the budget long-term that included four key objectives for the FY 16/17 budget: rolling over ongoing FY 15/16 net county costs less one-time allocations; departmental absorption of labor and other cost increases; full cost recovery from contracts and fees as required by law; and cost containment through tighter operational efficiencies and greater use of best practices. Within this strategic framework, on June 20, 2016, I presented the Board a FY 16/17 recommended budget that provided \$5.4 billion in overall spending authority and \$3.1 billion for general fund operations, including \$814 million in discretionary general fund spending funded by \$753 million in discretionary revenue and \$61 million in general fund reserves. This proposal included a multi-year discretionary spending plan that rolls over most departments' FY 15/16 net cost allocations and caps discretionary spending at \$814 million through FY 20/21 to maintain discretionary reserves above \$100 million.

In the short term, we can expect discomfort as a result of holding spending down. The need to maintain spending at the proposed levels is driven by an expansion in public safety expenditures, including the inmate litigation settlement, not matched by an equal growth in revenue. Our long-term solution is to achieve operational savings as a result of the KPMG-led realignment effort.

The Board held budget hearings on June 20 and 21 to take testimony from departments and the public on discretionary budget issues and spending needs. To ensure baseline-spending authority for the next fiscal year was in place by June 30 as required by law, the Board approved the recommended budget as presented and continued budget hearings to June 28 for further discussion.

3-61

Chief among the critical issues raised during budget hearings was the drawdown of discretionary reserves. At the same time, the Board made clear its concern about continuing to fund the Medical Center during its transformation, as well as the budgetary impacts on the Public Defender, Office on Aging, and Veterans Services. In addition, the Board expressed concern regarding the impact overall of increases in internal service costs on all departments.

At that time, my office identified a combination of cuts and potential resources to address those concerns while closing the gap by \$23 million to maintain general fund discretionary reserves above \$150 million. Since then, my office has refined these options. They include additional resources resulting from one-time release of \$5.6 million in committed fund balance, and ongoing increases to a few discretionary revenues by a total of \$6.1 million in light of estimated year-end actual results. It also includes \$10.7 million in net cost reductions, primarily from \$4.6 million in cost savings resulting from a planned debt refinancing and \$2 million from anticipated use of departmental revenue to offset expanding detention behavioral health services to inmates. Finally, it includes \$13.8 million in additional ongoing spending, \$11 million of which is for the Medical Center. These are itemized in the table below:

**Proposed Amendments to
 FY 16/17 Discretionary Spending Plan
 (in millions)**

Liquidating committed fund balance:		
DPSS realignment growth	\$(4.3)	
SB90 (state mandates) deferral	(1.4)	
		\$(5.7)
Increased discretionary revenues		(6.1)
Net cost savings:		
Assessor	(0.3)	
Sheriff	(4.0)	
Probation	(0.5)	
Behavioral Health – Detention	(2.0)	
Animal Services	(0.2)	
Capital Finance Administration	(4.6)	
		(10.7)
Net cost increases:		
Public Defender	0.8	
Veterans Services	0.2	
Economic Development Program	1.6	
Office on Aging	0.2	
Riverside University Health System – Medical Center	11.0	
		13.8
Anticipated year-end fund balance available		(14.3)
Total reduction in use of reserves =		\$(23.0)

My office currently projects the ongoing effects of these decreases in net cost combined with the increases in estimated revenues and carry over of year-end fund balance will maintain discretionary reserves above \$150 million in FY 17/18. This will enable rebuilding reserves more quickly beginning in FY 18/19, and finally meeting the reserve requirement again by the end of FY 19/20.

In response to the Board's concerns regarding escalating workers compensation costs, in addition to the actions outlined above I also recommend cutting \$2.4 million from the culture of health effort funded through the Workers Compensation fund. This savings will be passed along to departments to help offset a portion of the cost increases resulting from higher workers compensation claims.

Included here are also other adjustments to the recommended budget of a more technical nature. These include the addition of a \$3.5 million budget and positions for the legacy Waste Management District budget unit which was inadvertently omitted from the recommended budget; and likewise the restoration of a number of positions for the Riverside University Health System that were also omitted.

This budget is the first step in a journey toward fiscal sustainability. The success of this multi-year plan will depend on substantial restraint to maintain overall discretionary spending flat over the next five years while still delivering mission-critical county services. Modest additional gains in discretionary revenues may occur, but we also face the potential for recessionary headwinds to blunt forecasted revenue growth. The Prop. 172 reserve previously set aside will be exhausted in FY 16/17, and all growth in that revenue is already factored into planned future allocations. Furthermore, due to apparent errors made by the Board of Equalization affecting all counties, within the next year we anticipate the state will scale back Prop. 172 and realignment revenue allocations from recent trend levels. Therefore, it is essential all departments adhere to their approved budgets while sustaining core county services.

Consequently, we have no choice but to find leaner, more efficient means of accomplishing the county's mission-critical strategic objectives within these constraints, even in the face of ever-increasing caseloads. Any expansion of discretionary spending in one area will require deep surgical cuts to spending in other areas. Therefore, every department will have to step up and do their part to meet this challenge. My office continues working with KPMG in its ongoing operational review of the justice departments, and their new review of select internal service departments. My office also has initiated a review of position control procedures to ensure the spending authority entailed by authorized positions aligns tightly with Board-approved appropriations. I will return to the Board in the near future with findings and recommendations resulting from these efforts.

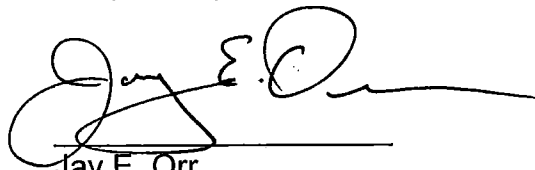
Meanwhile, we will continue working to conclude the FY 15/16 year-end processes that will determine the ending fund balances which will carry over to the FY 16/17 beginning balances, which we expect will be known by mid-September. I therefore plan to bring forward adoption of the budget on September 27, 2016, with those actual beginning balances, and will be able to confirm the resulting actual use of discretionary reserves at that time.

IT IS THEREFORE RECOMMENDED that the Board of Supervisors:

- 1) Approve the adjustments to the recommended budget listed in Attachment A;
- 2) Approve Resolution No. 440-9037 containing amendments of Ordinance 440 and Budget Schedule 20 listed in Attachment B;
- 3) Approve lifting the spending restrictions regarding hiring, purchasing, and travel imposed by the Board on June 28, and direct all department heads to take all necessary steps to ensure that spending stays within the Board-approved appropriation limits; and,
- 4) Direct the Executive Office to return to the Board on September 27, 2016, with the schedules necessary to adopt formally the FY 16/17 budget.

FISCAL PROCEDURES APPROVED
PAUL ANGULO, CPA, AUDITOR-CONTROLLER
BY SUSANA GARCIA-BOCANEGRA 7/21/16
Susana Garcia-Bocanegra

Respectfully Submitted,



Jay E. Orr
County Executive Officer

Attachment A Summary of Recommendations

Recommendation 1: That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments to general fund committed fund balance amending the FY 16/17 recommended budget by \$5,679,733, as follows:

Decrease committed fund balance:		
10000-1000100000-330129	CFB – DPSS realignment growth	\$4,299,700
10000-1000100000-330133	CFB – SB90 deferral	<u>1,380,033</u>
	Total	5,679,733

Increase unassigned fund balance:		
10000-1101000000-370100	Unassigned fund balance	5,679,733

Recommendation 2: That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments to estimated revenue amending the FY 16/17 recommended budget for the Contributions to Other Funds and Executive Office by a net amount of \$5,938,500, as follows:

Decrease estimated revenue:		
10000-1101000000-790600	Contribution from other county funds	\$5,938,500

Increase anticipated use of fund balance:		
10000-1101000000-370100	Unassigned fund balance	5,938,500

Increase estimated revenue:		
10000-1100100000-790600	Contribution from other county funds	5,938,500

Decrease anticipated use of fund balance:		
10000-1100100000-370100	Unassigned fund balance	5,938,500

Recommendation 3: That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments to appropriations and estimated revenue amending the FY 16/17 recommended budget for Contributions to Other Funds by a net amount of \$6,236,595, as follows:

Decrease appropriations:		
10000-1101000000-536200	Contribution to non-county agency	500,515

Increase appropriations:		
10000-1101000000-551100	Contribution to other funds	6,737,110

Increase anticipated use of fund balance:		
10000-1101000000-370100	Unassigned fund balance	6,236,595

Recommendation 4: That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments to appropriations by \$2,000,000 and use of restricted fund balance by \$2,300,000 amending the FY 16/17 recommended budget for the Assessor, as follows:

Increase appropriations:		
10000-1200100000-510040	Regular salaries	\$1,400,000
10000-1200100000-518100	Budgeted benefits	<u>600,000</u>
	Total	2,000,000

Increase use of restricted fund balance:		
10000-1200100000-321101	Restricted program money	2,300,000

Increase anticipated unassigned fund balance:		
10000-1200100000-370100	Unassigned fund balance	300,000

Recommendation 5: That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments to discretionary revenue amending the FY 16/17 recommended budget for the Auditor-Controller by \$6,137,433, as follows:

Increase estimated revenue:		
10000-1300100000-700020	Property tax – current secured	\$ 31,512
10000-1300100000-781000	Contractual revenue – redevelopment	3,330,036
10000-1300100000-715070	RDA property tax, LMIH residual assets	<u>2,775,885</u>
	Total	6,137,433

Increase anticipated unassigned fund balance:		
10000-1300100000-370100	Unassigned fund balance	6,137,433

Recommendation 6: That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments to appropriations amending the FY 16/17 recommended budget for the Public Defender by \$800,000, as follows:

Increase appropriations:		
10000-2400100000-510040	Regular salaries	\$480,000
10000-2400100000-518100	Budgeted benefits	<u>320,000</u>
	Total	800,000

Increase anticipated use of fund balance:		
10000-2400100000-370100	Unassigned fund balance	800,000

Recommendation 7: That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments to appropriations and estimated revenue amending the FY 16/17 recommended budget for the Sheriff by a net reduction of \$2,647,060, as follows:

Decrease appropriations:		
10000-2500100000-510040	Regular salaries	\$ 117,958
10000-2500100000-518100	Budgeted benefits	<u>50,554</u>
	Total	168,512
Decrease anticipated use of fund balance:		
10000-2500100000-370100	Unassigned fund balance	168,512
Decrease appropriations:		
10000-2500200000-510040	Regular salaries	132,498
10000-2500200000-518100	Budgeted benefits	<u>56,785</u>
	Total	189,283
Decrease anticipated use of fund balance:		
10000-2500200000-370100	Unassigned fund balance	189,283
Decrease estimated revenue:		
10000-2500300000-773520	Contract city law enforcement	1,352,940
Decrease appropriations:		
10000-2500300000-510040	Regular salaries	1,014,997
10000-2500300000-518100	Budgeted benefits	<u>434,998</u>
	Total	1,449,995
Decrease anticipated use of fund balance:		
10000-2500300000-370100	Unassigned fund balance	97,055
Decrease appropriations:		
10000-2500400000-510040	Regular salaries	1,252,530
10000-2500400000-518100	Budgeted benefits	<u>536,799</u>
	Total	1,789,329
Decrease anticipated use of fund balance:		
10000-2500400000-370100	Unassigned fund balance	1,789,329
Decrease appropriations:		
10000-2500500000-510040	Regular salaries	88,425
10000-2500500000-518100	Budgeted benefits	<u>37,897</u>
	Total	126,322
Decrease anticipated use of fund balance:		
10000-2500500000-370100	Unassigned fund balance	126,322
Decrease appropriations:		
10000-2500600000-510040	Regular salaries	8,853
10000-2500600000-518100	Budgeted benefits	<u>3,794</u>
	Total	12,647

Decrease anticipated use of fund balance:		
10000-2500600000-370100	Unassigned fund balance	12,647

Decrease appropriations:		
10000-2500700000-510040	Regular salaries	114,201
10000-2500700000-518100	Budgeted benefits	<u>48,943</u>
	Total	163,144

Decrease anticipated use of fund balance:		
10000-2500700000-370100	Unassigned fund balance	163,144

Decrease appropriations:		
10000-2501000000-510040	Regular salaries	57,679
10000-2501000000-518100	Budgeted benefits	<u>24,719</u>
	Total	82,398

Decrease anticipated use of fund balance:		
10000-2501000000-370100	Unassigned fund balance	82,398

Decrease appropriations:		
10000-2501100000-510040	Regular salaries	12,859
10000-2501100000-518100	Budgeted benefits	<u>5,511</u>
	Total	18,370

Decrease anticipated use of fund balance:		
10000-2501100000-370100	Unassigned fund balance	18,370

Recommendation 8: That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments to appropriations amending the FY 16/17 recommended budget for the Probation Department by \$500,000, as follows:

Decrease appropriations:		
10000-2600100000-510040	Regular salaries	350,000
10000-2600100000-513040	Retirement – safety	<u>150,000</u>
	Total	500,000

Decrease anticipated use of fund balance:		
10000-2600100000-370100	Unassigned fund balance	500,000

Recommendation 9: That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments to estimated revenue amending the FY 16/17 recommended budget for Behavioral Health – Detention by \$2,000,000, as follows:

Increase estimated revenue:		
10000-4100300000-751040	Mental Health Services Account	2,000,000

Decrease anticipated use of fund balance:
 10000-4100300000-370100 Unassigned fund balance 2,000,000

Recommendation 10: That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments to estimated revenue amending the FY 16/17 recommended budget for the Environmental Health Department by \$150,000, as follows:

Decrease estimated revenue:
 10000-4200400000-774680 Lea- tipping fee \$150,000

Increase anticipated use of fund balance:
 10000-4200400000-370100 Unassigned fund balance 150,000

Recommendation 11: That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments to appropriations amending the FY 16/17 recommended budget for the Animal Services Department by \$200,000, as follows:

Decrease appropriations:
 10000-4200600000-510040 Regular salaries \$120,000
 10000-4200600000-518100 Budgeted benefits 80,000
 Total 200,000

Decrease anticipated use of fund balance:
 10000-4200600000-370100 Unassigned fund balance 200,000

Recommendation 12: That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments to appropriations amending the FY 16/17 recommended budget for the Veterans Services Department by \$200,000, as follows:

Increase appropriations:
 10000-5400100000-510040 Regular salaries \$120,000
 10000-5400100000-518100 Budgeted benefits 80,000
 Total 200,000

Increase anticipated use of fund balance:
 10000-5400100000-370100 Unassigned fund balance 200,000

Recommendation 13: That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments to appropriations and estimated revenue amending the FY 16/17 recommended budget for the Economic Development Agency Economic Development Program by \$2,284,700, as follows:

Increase estimated revenue:
 21100-1901000000-778200 Interfund – miscellaneous 364,160

21100-1901000000-781360	Other miscellaneous revenue	320,540
21100-1901000000-790600	Contribution from other county funds	<u>1,600,000</u>
	Total	2,284,700
Decrease appropriations:		
21100-1901000000-518100	Budgeted benefits	142,566
21100-1901000000-536920	Interfund expense – general office expense	2,350
	Total	144,916
Increase appropriations:		
21100-1901000000-510040	Regular salaries	424,903
21100-1901000000-520230	Cellular phone	13,468
21100-1901000000-520930	Insurance – liability	5,668
21100-1901000000-520945	Insurance – property	1,736
21100-1901000000-521360	Maintenance – computer equipment	5,100
21100-1901000000-521640	Maintenance – software	10,324
21100-1901000000-523100	Memberships	2,600
21100-1901000000-523130	Memberships – other	388,512
21100-1901000000-523270	Special events	158,042
21100-1901000000-523350	Administrative expense	142,336
21100-1901000000-523700	Office supplies	20,100
21100-1901000000-523760	Postage – mailing	700
21100-1901000000-523800	Printing/binding	22,600
21100-1901000000-523820	Subscriptions	4,000
21100-1901000000-524760	Data processing services	14,000
21100-1901000000-525080	Temporary assist pool services	3,000
21100-1901000000-525440	Professional services	55,300
21100-1901000000-525500	Salary/benefit reimbursement	173,676
21100-1901000000-525840	RCIT device access	57,358
21100-1901000000-525860	RCIT device support	27,109
21100-1901000000-525870	RCIT physical server support	27,918
21100-1901000000-525890	RCIT LaserFiche	3,040
21100-1901000000-525900	RCIT MS Dynamics	21,275
21100-1901000000-526420	Advertising	38,320
21100-1901000000-526700	Rent – lease buildings	288,126
21100-1901000000-527660	Operational marketing	2,688
21100-1901000000-527780	Special program expense	47,500
21100-1901000000-527840	Training – education/tuition	2,300
21100-1901000000-527880	Training – other	3,000
21100-1901000000-527980	Contracts	25,000
21100-1901000000-528060	Materials	4,000
21100-1901000000-528140	Conference/registration fees	725
21100-1901000000-528180	Freight	5,000
21100-1901000000-528500	Project cost expenses	20,000
21100-1901000000-528900	Air transportation	1,321
21100-1901000000-528920	Car pool expense	24,740
21100-1901000000-528960	Lodging	1,200
21100-1901000000-528980	Meals	609
21100-1901000000-529000	Miscellaneous travel expense	29,601
21100-1901000000-529040	Private mileage reimbursement	5,600
21100-1901000000-536760	Interfund expense – audit & accounting fee	1,760

21100-1901000000-537020	Interfund expense – legal services	15,500
21100-1901000000-537080	Interfund expense – miscellaneous	310,227
21100-1901000000-537090	Interfund expense – personnel services	14,134
21100-1901000000-537180	Interfund expense – salary reimbursement	<u>5,500</u>
	Total	2,139,784

Recommendation 14: That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments to appropriations and estimated revenue amending the FY 16/17 recommended budget for the Office on Aging by \$200,000, as follows:

Increase estimated revenue:		
21450-5300100000-790600	Contribution from other county funds	\$200,000
Increase appropriations:		
21450-5300100000-510040	Regular salaries	120,000
21450-5300100000-518100	Budgeted benefits	<u>80,000</u>
	Total	200,000

Recommendation 15: That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments to appropriations and estimated revenue amending the FY 16/17 recommended budget for Capital Finance Administration by \$7,286,982, as follows:

Decrease estimated revenue:		
35900-925001-790500	Operating transfer – in	\$4,559,950
35900-925001-790600	Contribution from other county funds	<u>2,727,032</u>
	Total	7,286,982
Decrease appropriations:		
35900-925001-531980	CORAL – principal	5,880,000
35900-925001-533040	CORAL – interest	<u>1,406,982</u>
	Total	7,286,982

Recommendation 16: That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments to estimated revenue and net assets amending the FY 16/17 recommended budget for the Riverside University Health System – Medical Center by \$11,000,000, as follows:

Increase estimated revenue:		
40050-4300100000-790600	Contribution from other county funds	\$11,000,000
Increase anticipated net assets:		
40050-4300100000-380100	Unrestricted net assets	11,000,000

Recommendation 17: Recommended Motion: That the Board of Supervisors approve and direct the Auditor Controller to make budget adjustments to appropriations, estimated revenues, and net assets amending the FY 16/17 recommended budget for the Riverside County Waste Resources District by \$3,501,500, as follows:

Increase estimated revenue:		
40250-943001-740020	Interest – invested funds	\$ 1,500
40250-943001-781720	Salary reimbursement	<u>3,500,000</u>
	Total	3,501,500

Increase appropriations:		
40250-943001-510040	Regular salaries	2,498,320
40250-943001-510200	Payoff permanent-seasonal	110,000
40250-943001-510280	Other pay - non specific	3,000
40250-943001-510420	Overtime	28,000
40250-943001-510440	Annual leave buydown	100,000
40250-943001-510500	Standby pay	12,000
40250-943001-510520	Bilingual pay	3,000
40250-943001-510700	Holiday pay	1,000
40250-943001-515200	Retiree health insurance	3,500
40250-943001-518100	Budgeted benefits	709,879
40250-943001-524560	Auditing and accounting	4,000
40250-943001-529040	Private mileage reimbursement	<u>8,000</u>
	Total	3,480,699

Increase anticipated net assets:		
40250-943001-380100	Unrestricted net assets	20,801

Recommendation 18: Recommended Motion: That the Board of Supervisors approve and direct the Auditor Controller to make budget adjustments to appropriations and estimated revenues amending the FY 16/17 recommended budget for the Workers' Compensation Fund by \$2,444,178, as follows:

Decrease estimated revenues:		
46100-1130800000-776330	Workers comp proceeds	\$2,444,178

Decrease appropriations:		
46100-1130800000-551100	Contribution to other funds	2,444,178

Recommendation 19: Recommended Motion: That the Board of Supervisors approve and direct the Auditor Controller to make budget adjustments to appropriations and estimated revenues amending the FY 16/17 recommended budget for the Culture of Health Fund by \$2,444,178, as follows:

Decrease estimated revenues:		
46120-1133000000-790600	Contribution from other county funds	\$2,444,178

Decrease appropriations:		
46120-1133000000-525440	Professional services	78,882

46120-1133000000-526700	Rent-lease buildings	29,904
46120-1133000000-527780	Special program expense	<u>2,335,392</u>
	Total	2,444,178

RESOLUTION NO. 440-9037

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY RIVERSIDE
 AMENDING ORDINANCE NO. 440

BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in regular session assembled on July 26, 2016, that pursuant to Section 4(a)(ii) of Ordinance No. 440, the Executive Office is authorized to make the following listed change(s), operative on the date of approval, as follows:

<u>Job Code</u>	<u>+/-</u>	<u>Department ID</u>	<u>Class Title</u>	<u>Type</u>
13497	+1	1000100000	SR. BOARD ASSISTANT	Regular
74130	- 1	1100100000	COUNTY FINANCE DIRECTOR	Regular
74134	- 3	1100100000	PRINCIPAL MANAGEMENT ANALYST	Regular
74295	- 1	1100100000	PUBLIC INFORMATION SPECIALIST-C	Regular
15310	+1	1200100000	SUPV ASSESSOR-CLERK-RECORDER TECH	Regular
77103	- 1	1200100000	GIS SPECIALIST II	Regular
77444	+1	1200100000	SUPV AUDITOR-APPRAISER	Regular
86117	- 1	1200100000	IT BUS SYS ANALYST III	Regular
15307	+2	1200200000	ACR TECHNICIAN I	Regular
15308	- 2	1200200000	ACR TECHNICIAN II	Regular
15309	- 1	1200200000	ACR TECHNICIAN III	Regular
74012	+1	1200200000	RESEARCH & POLICY ANALYST	Regular
74327	- 1	1200200000	SUPV DEP ACR	Regular
86110	+1	1200200000	BUSINESS PROCESS ANALYST	Regular
86115	+1	1200400000	IT BUSINESS SYS ANALYST II	Regular
86139	+1	1200400000	IT DATABASE ADMIN III	Regular
15916	+1	1400100000	ACCOUNTING TECH II	Regular
74196	+1	1901000000	Deputy Director EDA	Regular
74234	+1	2500100000	SR PUBLIC INFO SPECIALIST	Regular
74544	+1	2500100000	SHERIFF/CORONER/PUBLIC	Regular
13797	+1	2500200000	SHERIFF'S 911 COMM OFFICER II	Regular

RESOLUTION NO. 440-9037

<u>1</u>	<u>Job Code</u>	<u>+/-</u>	<u>Department ID</u>	<u>Class Title</u>	<u>Type</u>
2	15913	+2	2500200000	SR. ACCOUNTING ASST	Regular
3	15915	+2	2500200000	ACCOUNTING TECH I	Regular
4	15916	+2	2500200000	ACCOUNTING TECH II	Regular
5	77413	+1	2500200000	SENIOR ACCOUNTANT	Regular
6	86165	+1	2500200000	IT SYSTEMS ADMIN III	Regular
7	86167	-1	2500200000	IT SUPV SYSTEM ADMIN	Regular
8	15915	-1	2500300000	ACCOUNTING TECH I	Regular
9	37602	+2	2500300000	DEP SHERIFF	Regular
10	52265	+1	2500300000	COMMUNITY SERVICES OFFICER II	Regular
11	74544	-1	2500300000	SHERIFF/CORONER/PUBLIC	Regular
12	13899	+1	2500300000	TEMP ASSIST	Temporary
13	13818	-2	2500400000	SHERIFF'S CORRECTIONS ASST I	Regular
14	15916	-2	2500400000	ACCOUNTING TECH II	Regular
15	37602	-2	2500400000	DEP SHERIFF	Regular
16	77413	-1	2500400000	SENIOR ACCOUNTANT	Regular
17	13866	-1	2500700000	OFFICE ASST III	Regular
18	15913	-2	2500700000	SR ACCOUNTING ASST	Regular
19	15915	-1	2500700000	ACCOUNTING TECH I	Regular
20	74105	+1	2500700000	ADMIN SVCS ANALYST I	Regular
21	52412	-1	2600200000	PROBATION CORR OFFICER II	Regular
22	79534	+1	2600200000	SUPERVISING PROBATION OFFICER	Regular
23	79534	-1	2600700000	SUPERVISING PROBATION OFFICER	Regular
24	13419	+2	4300200000	ELIGIBILITY SERVICES CLERK	Regular
25	13865	+3	4300200000	OFFICE ASSISTANT II	Regular
26	13866	+1	4300200000	OFFICE ASSISTANT III	Regular
27	15911	+2	4300200000	ACCOUNTING ASSISTANT I	Regular
28	15912	+5	4300200000	ACCOUNTING ASSISTANT II	Regular

RESOLUTION NO. 440-9037

<u>1</u>	<u>Job Code</u>	<u>+/-</u>	<u>Department ID</u>	<u>Class Title</u>	<u>Type</u>
2	15913	+2	4300200000	SR ACCOUNTING ASST	Regular
3	15915	+1	4300200000	ACCOUNTING TECHNICIAN I	Regular
4	15922	+20	4300200000	ELIGIBILITY SPECIALIST II	Regular
5	15923	+1	4300200000	ELIGIBILITY SPECIALIST III	Regular
6	15924	+3	4300200000	ELIGIBILITY SPECIALIST SUPV I	Regular
7	15925	+1	4300200000	ELIGIBILITY SPECIALIST SUPV II	Regular
8	13404	+8	4300300000	MEDICAL UNIT CLERK	Regular
9	13418	+5	4300300000	PHARMACY TECHNICIAN II	Regular
10	13426	+2	4300300000	SR MEDICAL RECORDS TECH	Regular
11	13432	+1	4300300000	SUPV MEDICAL RECORDS TECH	Regular
12	13488	+12	4300300000	MEDICAL RECORDS TECHNICIAN II	Regular
13	13490	+1	4300300000	MGR, QA & INFECTION CONTROL	Regular
14	13866	+6	4300300000	OFFICE ASSISTANT III	Regular
15	13924	+1	4300300000	SECRETARY II	Regular
16	57731	+2	4300300000	DENTAL ASSISTANT	Regular
17	57747	+5	4300300000	LICENSED VOC NURSE I	Regular
18	57749	+68	4300300000	LICENSED VOC NURSE III	Regular
19	73616	+1	4300300000	CLINICAL PHARMACIST	Regular
20	73785	+2	4300300000	PHYSICIAN II – DHS	Regular
21	73787	+5	4300300000	PHYSICIAN IV – DHS	Regular
22	73840	+1	4300300000	CORRECTIONAL HEALTHCARE MEDICAL DIR	Regular
23	73877	+1	4300300000	DENTIST	Regular
24	73878	+1	4300300000	CHF OF DENTISTRY	Regular
25	73955	+134	4300300000	INSTITUTIONAL NURSE – RCRMC	Regular
26	73963	+4	4300300000	SUPV INSTITUTIONAL NURSE-RCRMC	Regular
27	73966	+1	4300300000	DIR OF NURSING SERVICES	Regular
28	73969	+8	4300300000	SR INSTITUTIONAL NURSE – RCRMC	Regular

RESOLUTION NO. 440-9037

<u>1</u>	<u>Job Code</u>	<u>+/-</u>	<u>Department ID</u>	<u>Class Title</u>	<u>Type</u>
2	73976	+1	4300300000	PHYSICIAN ASSISTANT III	Regular
3	74027	+1	4300300000	Nursing Ed Instructor – RCRMC	Regular
4	74032	+8	4300300000	NURSE PRACTITIONER III – RCRMC	Regular
5	74036	+10	4300300000	REGISTERED NURSE I – RCRMC	Regular
6	74093	+1	4300300000	CORRECTIONAL HEALTHCARE ADMIN	Regular
7	74106	+3	4300300000	ADMIN SVCS ANALYST II	Regular
8	98724	+1	4300300000	RADIOLOGIC TECHNOLOGIST II	Regular
9	13260	+1	4300100000	MEDICAL INTERPRETER/TRANSLATOR	Regular
10	13403	+1	4300100000	HOSPITAL ADMISSIONS SUPERVISOR	Regular
11	13404	+10	4300100000	MEDICAL UNIT CLERK	Regular
12	13406	+5	4300100000	SR ADMISSIONS & COLL CLERK	Regular
13	13407	+2	4300100000	CLINICAL DOC IMPROVEMENT SPEC	Regular
14	13418	+6	4300100000	PHARMACY TECHNICIAN II	Regular
15	13419	+2	4300100000	ELIGIBILITY SERVICES CLERK	Regular
16	13420	+1	4300100000	SR PHARMACY TECHNICIAN	Regular
17	13432	+1	4300100000	SUPV MEDICAL RECORDS TECH	Regular
18	13433	+2	4300100000	MEDICAL TRANSPORTATION TECH	Regular
19	13451	+3	4300100000	CERTIFIED MEDICAL RECORD CODER	Regular
20	13488	+5	4300100000	MEDICAL RECORDS TECHNICIAN II	Regular
21	13864	-2	4300100000	OFFICE ASSISTANT I	Regular
22	13865	+15	4300100000	OFFICE ASSISTANT II	Regular
23	13866	+8	4300100000	OFFICE ASSISTANT III	Regular
24	13867	+2	4300100000	SUPV OFFICE ASSISTANT I	Regular
25	13868	+2	4300100000	SUPV OFFICE ASSISTANT II	Regular
26	13923	+2	4300100000	SECRETARY I	Regular
27	13924	+3	4300100000	SECRETARY II	Regular
28	13925	+1	4300100000	EXECUTIVE ASSISTANT I	Regular

RESOLUTION NO. 440-9037

<u>1</u>	<u>Job Code</u>	<u>+/-</u>	<u>Department ID</u>	<u>Class Title</u>	<u>Type</u>
2	13926	+1	4300100000	EXECUTIVE ASSISTANT II	Regular
3	13960	-3	4300100000	MEDICAL STAFF COORDINATOR	Regular
4	15312	+6	4300100000	REVENUE & RECOVERY TECH I	Regular
5	15313	+1	4300100000	REVENUE & RECOVERY TECH II	Regular
6	15808	+1	4300100000	BUYER ASSISTANT	Regular
7	15831	+4	4300100000	STOCK CLERK	Regular
8	15908	+1	4300100000	INSURANCE BILLING CLERK	Regular
9	15912	+7	4300100000	ACCOUNTING ASSISTANT II	Regular
10	15913	+1	4300100000	SR ACCOUNTING ASST	Regular
11	15915	+2	4300100000	ACCOUNTING TECHNICIAN I	Regular
12	54430	+1	4300100000	COOKS ASSISTANT	Regular
13	54451	+2	4300100000	FOOD SERVICE WORKER	Regular
14	54452	+2	4300100000	SR FOOD SERVICE WORKER	Regular
15	54456	+1	4300100000	SUPV FOOD SERVICE WORKER	Regular
16	57745	+8	4300100000	BEHAVIORAL HLTH SPECIALIST II	Regular
17	57748	+45	4300100000	LICENSED VOC NURSE II	Regular
18	57758	+13	4300100000	SURGICAL TECHNICIAN	Regular
19	57771	+2	4300100000	MEDICAL THERAPY UNIT AIDE	Regular
20	57776	+6	4300100000	MEDICAL ASSISTANT	Regular
21	57781	+6	4300100000	NURSING ASSISTANT	Regular
22	57782	+3	4300100000	ANESTHESIOLOGY TECHNICIAN	Regular
23	62171	-1	4300100000	GROUNDS WORKER	Regular
24	62340	+1	4300100000	LEAD HOUSEKEEPER	Regular
25	62341	+1	4300100000	HOUSEKEEPER	Regular
26	62735	+2	4300100000	MAINTENANCE MECHANIC	Regular
27	73436	+1	4300100000	OCCUPATIONAL THERAPIST II	Regular
28	73446	+1	4300100000	PHYSICAL THERAPIST II	Regular

RESOLUTION NO. 440-9037

<u>Job Code</u>	<u>+/-</u>	<u>Department ID</u>	<u>Class Title</u>	<u>Type</u>
1 73467	+1	4300100000	SUPV THERAPIST	Regular
3 73613	+1	4300100000	SR PHARMACIST	Regular
4 73623	-1	4300100000	PHARMACY RESIDENT - 1ST YR-E	Regular
5 73804	+10	4300100000	PHYSICIAN IV	Regular
6 73834	+1	4300100000	SUPV RESEARCH SPECIALIST	Regular
7 73856	+24	4300100000	RES PHYS & SURGEON - 3RD YR-E	Regular
8 73857	-2	4300100000	RES PHYS & SURGEON - 4TH YR-E	Regular
9 73858	-18	4300100000	RES PHYS & SURGEON - 5TH YR-E	Regular
10 73860	+29	4300100000	RES PHYS & SURGEON - 7TH YR-E	Regular
11 73861	+20	4300100000	ASST MEDICAL PROGRAM DIR II	Regular
12 73862	+3	4300100000	MEDICAL PROGRAM DIRECTOR	Regular
13 73866	-1	4300100000	MEDICAL STAFF SERVICES MGR	Regular
14 73867	-1	4300100000	MEDICAL CENTER COMPTROLLER	Regular
15 73868	-1	4300100000	ASST CEO - HEALTH SYSTEM	Regular
16 73869	-1	4300100000	RUHS Q & S EXCELLENCE DIR	Regular
17 73870	-1	4300100000	MEDICAL CENTER COMPLIANCE DIR	Regular
18 73871	-1	4300100000	MEDICAL CTR REVENUE CYCLE DIR	Regular
19 73872	1	4300100000	MED CTR AMBULATORY CARE DIR	Regular
20 73873	-1	4300100000	CHF OF FAMILY MEDICINE, IS	Regular
21 73874	-1	4300100000	P.H. MEDICAL PROGRAM DIRECTOR	Regular
22 73875	-1	4300100000	SAR PROGRAM MANAGER	Regular
23 73876	-1	4300100000	TRAUMA PROGRAM MANAGER	Regular
24 73877	-1	4300100000	DENTIST	Regular
25 73879	-1	4300100000	DIR OF PATIENT CARE MGMT	Regular
26 73880	-1	4300100000	EXCLUSIVE CARE MEDICAL DIR	Regular
27 73885	+1	4300100000	CHF OF MEDICAL SPECIALTY	Regular
28 73923	+18	4300100000	NURSE MANAGER	Regular

RESOLUTION NO. 440-9037

<u>1</u>	<u>Job Code</u>	<u>+/-</u>	<u>Department ID</u>	<u>Class Title</u>	<u>Type</u>
2	73924	-1	4300100000	ASST NURSE MGR	Regular
3	73925	+1	4300100000	HOUSE SUPERVISOR	Regular
4	73948	+1	4300100000	MANAGER, AMBULATORY CARE	Regular
5	73966	+3	4300100000	DIR OF NURSING SERVICES	Regular
6	73967	+3	4300100000	ASSOC CHF NURSING OFFICER	Regular
7	73976	+2	4300100000	PHYSICIAN ASSISTANT III	Regular
8	73978	+1	4300100000	PHYSICIAN ASSISTANT FELLOWSHIP	Regular
9	73998	+12	4300100000	PATIENT SVCS COORDINATOR	Regular
10	74022	+1	4300100000	CLINICAL INFORMATICS OFFICER	Regular
11	74024	+7	4300100000	ASST NURSE MGR - SPC-T1	Regular
12	74032	+1	4300100000	NURSE PRACTITIONER III - RCRMC	Regular
13	74033	+2	4300100000	NURSE PRACTITIONER III -SPC-T1	Regular
14	74040	-11	4300100000	REGISTERED NURSE II - RCRMC	Regular
15	74053	+129	4300100000	REGISTERED NURSE V - SPC-T1	Regular
16	74072	+1	4300100000	DIR OF OPERATING ROOM SVCS	Regular
17	74103	-2	4300100000	ASST HOSPITAL ADMINISTRATOR II	Regular
18	74106	+10	4300100000	ADMIN SVCS ANALYST II	Regular
19	74113	+1	4300100000	ADMIN SVCS MGR II	Regular
20	74114	+4	4300100000	ADMIN SVCS ASST	Regular
21	74127	+3	4300100000	SR ADMINISTRATIVE ANALYST	Regular
22	74191	+4	4300100000	ADMIN SVCS MGR I	Regular
23	74199	+3	4300100000	ADMIN SVCS SUPV	Regular
24	74213	+2	4300100000	ADMIN SVCS OFFICER	Regular
25	74234	+1	4300100000	SR PUBLIC INFO SPECIALIST	Regular
26	74250	+1	4300100000	MEDICAL CENTER CEO	Regular
27	74273	+2	4300100000	ADMIN SVCS MGR III	Regular
28	77414	+1	4300100000	PRINCIPAL ACCOUNTANT	Regular

RESOLUTION NO. 440-9037

	<u>Job Code</u>	<u>+/-</u>	<u>Department ID</u>	<u>Class Title</u>	<u>Type</u>
1					
2	77467	+1	4300100000	PATIENT ACCTS OFFICER, RCRMC	Regular
3	78312	+1	4300100000	DIETITIAN II	Regular
4	78314	+2	4300100000	SUPV DIETITIAN	Regular
5	79711	-1	4300100000	CLINICAL PSYCHOLOGIST	Regular
6	79715	+1	4300100000	SR CLINICAL PSYCHOLOGIST	Regular
7	79717	+1	4300100000	M.H. SERVICE SUPV	Regular
8	79742	+5	4300100000	CLINICAL THERAPIST II	Regular
9	86115	+3	4300100000	IT BUSINESS SYS ANALYST II	Regular
10	86117	+1	4300100000	IT BUSINESS SYS ANALYST III	Regular
11	98561	+1	4300100000	HOSPITAL SUPPLY TECHNICIAN	Regular
12	98712	+6	4300100000	CLINICAL LAB SCIENTIST II	Regular
13	98757	-35	4300100000	RESP CARE PRACT II, REG	Regular
14	98758	+37	4300100000	RESP CARE PRAC I, REG ELIG-PD	Regular
15	98761	-2	4300100000	ELECTROENCEPHALO TECH, REG	Regular
16	74152	-1	5200200000	COMM PRGM SPEC II	Regular
17	74090	-4	5300100000	PROGRAM SPECIALIST I	Regular
18	74091	+4	5300100000	PROGRAM SPECIALIST II	Regular
19	85013	+1	931104	GROUPS WORKER – PARKS	Regular
20	85017	+1	931104	MAINTENANCE CARPENTER – PARKS	Regular
21	85022	+1	931104	PARK ATTENDANT – PARKS	Regular
22	85059	+1	931104	NATURAL RESOURCES MGR – PARKS	Regular
23	85064	+1	931104	OFFICE ASSISTANT III – PARKS	Regular
24	85022	+5	931104	PARK ATTENDANT – PARKS	Seasonal
25	85029	+1	931104	PARK RANGER II – PARKS	Seasonal
26	85048	+1	931104	LIFEGUARD – PARKS	Seasonal
27	85049	+4	931104	PARK AIDE – PARKS	Seasonal
28	85015	-1	931107	INTERPRETIVE SVCS SUPV-PARKS	Regular

RESOLUTION NO. 440-9037

<u>1</u>	<u>Job Code</u>	<u>+/-</u>	<u>Department ID</u>	<u>Class Title</u>	<u>Type</u>
2	85030	+1	931107	PARK RANGER SUPV-PARKS	Regular
3	85049	-1	931107	PARK AIDE-PARKS	Regular
4	85049	-2	931107	PARK AIDE-PARKS	Seasonal
5	85017	-1	931155	MAINTENANCE CARPENTER – PARKS	Regular
6	85079	+3	931155	PUBLIC SERVICES WORKER – PARKS	Regular
7	85005	+1	931156	AREA PARK MANAGER – PARKS	Regular
8	85022	+2	931156	PARK ATTENDANT – PARKS	Regular
9	85065	-1	931156	RECREATION COORDINATOR – PARKS	Regular
10	85079	-3	931156	PUBLIC SERVICES WORKER-PARKS	Regular
11	85030	-1	931170	PARK RANGER SUPV – PARKS	Regular
12	85049	-1	931170	PARK AIDE-PARKS	Seasonal
13	85003	+1	931180	ADMIN SVCS ASST – PARKS	Regular
14	85022	+1	931180	PARK ATTENDANT – PARKS	Regular
15	85065	+1	931180	RECREATION COORDINATOR – PARKS	Regular
16	80000	+1	40250-943001	GENERAL MGR.-CHF. ENG. – WRMD	Regular
17	80002	+2	40250-943001	PRINCIPAL ENG. – WRMD	Regular
18	80009	+1	40250-943001	ASST. CIVIL ENG. – WRMD	Regular
19	80010	+1	40250-943001	ASSOC. CIVIL ENG. – WRMD	Regular
20	80017	+2	40250-943001	ENV. COMPLIANCE MGR. – WRMD	Regular
21	80024	+2	40250-943001	EQUIPMENT OPERATOR II – WRMD	Regular
22	80034	+1	40250-943001	RECYCLING SPECIALIST II – WRMD	Regular
23	80038	+1	40250-943001	SR. CIVIL ENGINEER – WRMD	Regular
24	80040	+1	40250-943001	SUPV. HAZ. WASTE INSPECTOR – WRMD	Regular
25	80053	+1	40250-943001	PROGRAM COORDINATOR – WRMD	Regular
26	80054	+1	40250-943001	PROJECT SUPERVISOR – WRMD	Regular
27	80058	+2	40250-943001	OPS. & MAINT. SUPERVISOR – WRMD	Regular
28	80060	+2	40250-943001	SR. ENG. TECH. – WRMD	Regular

RESOLUTION NO. 440-9037

	<u>Job Code</u>	<u>+/-</u>	<u>Department ID</u>	<u>Class Title</u>	<u>Type</u>
1					
2	80070	+1	40250-943001	ACCOUNTING ASSISTANT II – WRMD	Regular
3	80071	+1	40250-943001	ACCOUNTING TECH. I – WRMD	Regular
4	80084	+1	40250-943001	ASST. GENERAL MANAGER – WRMD	Regular
5	80093	+2	40250-943001	PRINCIPAL ENG. TECH. – WRMD	Regular
6	86111	+2	1300100000	BUSINESS PROCESS ANALYST II	Regular
7	86111	+3	1400100000	BUSINESS PROCESS ANALYST II	Regular
8	86111	-5	1200400000	BUSINESS PROCESS ANALYST II	Regular

9

10

11

12

13

14

15

16

17

18

19

20

21

22

23

24

25

26

27

28



MICHAEL A. HESTRIN
DISTRICT ATTORNEY

OFFICE OF
THE DISTRICT ATTORNEY
COUNTY OF RIVERSIDE

MEMORANDUM

June 17, 2016

TO: The Clerk of the Board Kecia Harper-Ihem

CC: Chief Assistant CEO George Johnson
Chief Financial Officer Paul McDonnell
Administrative Analyst Elizabeth Olson

FROM: Mike Hestrin, District Attorney

SUBJECT: Technical Changes To the District Attorney's Office's FY 16/17 Budget

In compliance with the need to contact you regarding technical changes in the Recommended Budget Schedule 20, we are submitting the following information:

- The Schedule 20 indicates the District Attorney has 749 authorized positions. This is an error. The District Attorney has a roster of 908 authorized positions which we maintain by ensuring their availability in the event we are able to secure non-general fund dollars (i.e. grants) or realize greater cost-savings.
- A number of our filled positions are missing from the Schedule 20. This includes the following positions with the corrected authorized positions count:

Position	Job Code	Authorized Positions
Sr. DA Investigator B - III	37690	9
Sr. DA Investigator B - III (OS)	37725	15
Sr. DA Investigator B - II	37688	4
Sr. DA Investigator B - II (OS)	37724	34
Sr. DA Investigator B (OS)	37723	31

Sr. DA Investigator A	37665	1
DA Investigator A	37661	3
Crime Analyst	77459	2
IT Forensics Examiner III	98555	1
Supervising Forensics Tech.	37532	1
Investigative Tech. I	37570	2
Investigative Tech. Trainee	37568	2
Office Assistant II	13865	2
Legal Support Assistant I	13930	13

- There are several positions on the Schedule 20 that are not on the District Attorney roster, including:

Position	Job Code	Authorized Positions
IT Supervising Apps Developer	86101	1
Human Resources Clerk	13439	1
Sr. DA Investigator	37664	37

- The following position was on the District Attorney's Office FY15/16 roster but appears to have been removed, without the District Attorney's knowledge.

Position	Job Code	Authorized Positions
IT Web Developer II	86195	1

- A number of the authorized positions on the Schedule 20 reflect incorrect position counts. This includes the following positions with the corrected authorized position counts:

Position	Job Code	Authorized Positions
Sr. DA Investigator B	37666	25
Assistant District Attorney	78539	4
Chief Deputy District Attorney	78535	8
Deputy District Attorney - IV T	78543	18
Deputy District Attorney - IV S	78538	30
Deputy District Attorney – IV*	78534	213

***NOTE:** The District Attorney's process is to start attorneys at the Deputy District Attorney I level and then as the deputies gain the necessary experience they promote to the subsequent levels through the Deputy District Attorney IV position. The above authorized positions include all Deputy District Attorney I - IV positions currently authorized.

Position	Job Code	Authorized Positions
Paralegal II	78506	29
Paralegal I	78508	8
DA Executive Officer	74545	1

Government Relations Officer	74549	1
DA Program Manager	37878	1
DA Bureau Commander B	37669	13
IT Forensics Examiner II	98554	4
Forensic Tech II	37531	7
Senior Investigative Tech	37572	7
Investigative Tech. II	37571	37
Victim Services Assistant Director	79790	3
Victim Services Supervisor	79792	7
Victim Services Advocate II	79788	40
Victim Services Advocate I	79787	19
Accounting Tech I	15915	5
Sr. Accounting Assistant	15913	3
Accounting Assistant II	15912	3
Accounting Assistant I	15911	2
Employee Benefits Supervisor	13469	1
Sr. Human Resources Clerk	13131	5
DA Secretary	13919	15
Law Office Supervisor II	13941	4
Sr. Legal Support Assistant	13932	23
Legal Support Assistant II	13931	118
IT Network Administrator III	86155	2
Stock Clerk	15831	5

I appreciate your assistance in correcting these discrepancies.