

SUPPLEMENTAL INFORMATION – REVISED TRANSMITTAL

County of Santa Clara

Inmate Welfare Fund

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John Hirokawa
Chief of Correction

DATE: February 8, 2012

TO: Inmate Welfare Fund Committee

FROM: Martha Wapenski, Director of Administrative Services

Subject: Budget Plan to Balance the FY 2012 Inmate Welfare Fund

Recommended Action

Consider possible actions to balance the FY 2012 Inmate Welfare Fund Budget

A. Approve the deletion of 1.0 FTE Sheriff's Correctional Deputy and the use of one-time unallocated fund balance in the amount of \$73,317 to balance the FY 2012 Inmate Welfare Fund budget.

OR

B. Approve the deletion of 1.0 FTE Rehabilitation Officer II and the use of one-time unallocated fund balance in the amount of \$71,478 to balance the FY 2012 Inmate Welfare Fund budget.

OR

C. Approve the deletion of 1.0 FTE Sheriff's Correctional Deputy and the deletion of 1.0 FTE Rehabilitation Officer II to balance the FY 2012 Inmate Welfare Fund budget.

Financial Implications

Approval of the recommended action would have an impact on the Inmate Welfare Fund (IWF). By deleting ongoing expenses and using a portion of one-time unallocated fund balance, the IWF budget can be balanced by the end of the fiscal year. The current deficit is projected to be \$208,550, and this transmittal provides three plans for balancing the budget.

If the committee selects Recommended Action A, deleting 1.0 FTE Correctional Deputy will result in \$135,233 in ongoing savings to the IWF. The remaining amount needed to

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fill the deficit gap is \$73,317 and staff is recommending the use of one-time unallocated fund balance for that purpose.

If the committee selects Recommended Action B, deleting 1.0 FTE Rehabilitation Officer will result in \$137,072 in ongoing savings to the IWF. The remaining amount needed to fill the deficit gap is \$71,478 and staff is recommending the use of one-time unallocated fund balance for that purpose.

In the two scenarios above, there is an impact to using one-time funds to solve an ongoing budget deficit. The ongoing deficit is moved forward to FY 2013 and the committee will need to address it again in FY 2013, along with any other additional budget shortfall issues. Approval of Recommended Action A would reduce the remaining fund balance to \$564,291, and approval of Recommended Action B would reduce the remaining fund balance to \$566,130.

If the committee selects Recommended Action C, deleting 1.0 FTE Sheriff's Correctional Deputy and 1.0 FTE Rehabilitation Officer II will result in \$272,305 in ongoing savings to the IWF. Although this exceeds the amount needed to balance the budget by \$63,755, this plan provides ongoing savings so that the IWFC will not need to address future cuts caused by the one-time funding solutions in the two plans above.

Also, if the IWFC approves the deletion of any position, staff would need to forward the position deletion to the Board of Supervisors for approval.

Reasons for Recommendation

At the April 18, 2011 IWFC meeting, staff was directed use one-time monies from the unallocated fund balance to continue operations and bridge-fund the IWF budget until October 2011. The IWFC directed staff to review the factors listed below, to determine the impact on reducing the IWF budget deficit:

1. Labor agreement negotiations had not been finalized and the impact of anticipated salary reductions was not yet known.
2. In April 2011, it was known that the jail system would be impacted by an increase in the number of inmates from the Public Safety Realignment Act (AB 109), which would impact the IWF revenues. AB 109 was scheduled for implementation on July 1, 2011, but the date was pushed forward by the State to October 1, 2011.

On October 17, 2011, the IWFC again directed staff to use one-time monies to bridge-fund the IWF for an additional four months until February 2012. We had received information on the labor negotiations that impacted the budget positively, but due to the late implementation by the State of AB 109, we did not have enough information to project new revenues.

Even with the implementation of AB 109, Inmate Telephone and Commissary revenues have not increased to a level that will balance the IWF budget within the current fiscal

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year. Since we are still projecting a deficit for the IWF in the amount of \$208,550, staff is presenting three budget balancing scenarios for the committee's review. It is our recommendation that the committee choose one in order to balance the IWF budget.

Background

The first scenario would delete 1.0 FTE Sheriff's Correctional Deputy and use one-time unallocated fund balance in the amount of \$73,317. The Correctional Deputy is responsible for supervision and custody of the programming inmates. Deleting the position means that there are fewer Correctional Deputies to supervise the programming inmates and Correctional Deputies from other parts of the facility would be brought in to assist with the supervision. This reduces the number of staff available throughout the facility to supervise pill call, inmate movement, inmate visits, etc, resulting in service delays. This scenario also includes the use of one-time unallocated fund balance in the amount of \$73,317. There is an impact to using one-time funds to solve an ongoing budget deficit. The ongoing deficit is moved forward to FY 2013 and the committee will need to address it again in FY 2013.

The second scenario would delete 1.0 FTE Rehabilitation Officer II and use one-time unallocated fund balance in the amount of \$71,478. The impact of deleting a Rehabilitation Officer position would be a decreased level of case management available, a reduction in the number of staff able to perform critical inmate risk and needs assessments, and reduce the level of inmate program oversight at a time when the AB 109 inmate population is increasing. This scenario also includes the use of one-time unallocated fund balance in the amount of \$71,478. There is an impact to using one-time funds to solve an ongoing budget deficit. The ongoing deficit is moved forward to FY 2013 and the committee will need to address it again in FY 2013.

The third scenario would delete 1.0 FTE Sheriff's Correctional Deputy and 1.0 FTE Rehabilitation Officer II. The impacts of each deletion are outlined above, and the combined deletion means significant operational changes in inmate programs, a decrease in service levels to the programming inmates, and considerable service delays.

Consequences of Negative Action

If one of the recommended actions is not approved today, the committee would need to choose another ongoing solution in place of these, or continue the use of unallocated fund balance to address the FY 2012 deficit. The use of one-time funds to balance the budget is extremely problematic because the one-time funds would run out in 1 to 2 years, depending on fluctuations in the budgeted expenses.